



**Town of Greenville, Outagamie County, WI
NOTICE OF THE TOWN BOARD MEETING**

DATE: Monday, April 8, 2019
TIME: Immediately Following Sanitary District #2
LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

OPENING:

1. Call to Order/Roll Call
2. Pledge of Allegiance

PRESENTATIONS & PUBLIC FORUM:

3. Public Hearings: NONE
4. Presentations: NONE

5. Public Comment Forum:

Members of the public are welcome to address the Town Board. Individuals wishing to speak on an item (whether on the agenda or not) must sign in prior to the start of the meeting and may speak during the Public Comment Forum segment of the meeting. This segment is placed early in the agenda so the public may make their comments prior to any discussion or action by the Town Board. Individual comments are limited to no more than three minutes each. The Public Input section is limited to a total of 15 minutes. The Town Board may suspend this rule if deemed necessary. Once the public input segment ends there will be no additional discussion from the audience.

Note regarding non-agenda Town related matters: Pursuant to WI Statutes 19.83(2) and 19.84(2), the public may present matters; however, they cannot be discussed or acted upon until specific notice of the subject matter of the proposed action can be given.

TOWN BOARD BUSINESS AGENDA:

Notice is hereby given that the Greenville Town Board may take action on any item listed within this agenda.

6. Consent Agenda

Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and considered immediately following the motion to approve the other items on the Consent Agenda.

- a. Approval of Meeting Minutes:
 - i. Town Board Closed Session Meeting Minutes, March 11, 2019
 - ii. Town Board Meeting Minutes, March 11, 2019
 - iii. Town Board Meeting Minutes, March 25, 2019
- b. Approval of April 2019 Town Vouchers.
- c. Acceptance of Staff Reports:
 - i. Sheriff Department Liaison Officer
 - ii. Fire Department/First Responders
 - iii. Parks and Recreation/Urban Forestry
 - iv. Constable Report
 - v. Public Works

- vi. Community and Economic Development
- vii. Town Administrator
- d. Acceptance of Committee Reports:
 - i. Fire Commission Meeting Minutes, March 19, 2019
 - ii. Parks Commission Meeting Minutes, March 26, 2019 & February 26, 2019
- e. Operator's Licenses Recommended for Approval
- f. Resolution for Existing Employer Updates with Wisconsin Public Employers Group Health
- g. Fiber optic extension for new Fire & Safety Building.
- h. Purchase of floor scrubber for Parks Department.
- i. Yard waste site material processing services contract.
- j. Agreement to purchase road salt on WisDOT bid.
- k. "Class B" Beer/Liquor License Application of Serron Enterprises, LLC., Sherri Serron, Agent, W6482 Greenville Drive.

7. Plan Commission Recommendations and Development Projects for Discussion & Possible Action: NONE

8. Unfinished Business for Discussion & Possible Action: NONE

9. New Business for Discussion & Possible Action:

- a. Nominations for Citizen of the Year Award to be presented at the Annual Town Meeting.
- b. Approval of a Resolution to borrow from the Trust Funds of the State of Wisconsin the sum of \$6.75 million for the purpose of financing a public safety building.
- c. Authorize Town Administrator to sign engagement letter with Town Counsel Law and Litigation, LLC to serve as Town attorney.
- d. Purchase of compressor for service truck.
- e. Public Works shop electrical panel and interior lighting upgrades.

CLOSED SESSION:

10. Motion to go into closed session:

- a. Pursuant to Wis. Stat. sec. 19.85(1)(e) to deliberate or negotiate the purchase of public property, investment of public funds, or conducting other specified public business when competitive or bargaining reasons require a closed session, more specifically for acquisition of property for a yard waste compost facility.

11. Reconvene to Open Session: Possible Town Board Action on Items Discussed in Closed Session.

CLOSING:

12. Announcements & Future Meeting Dates

13. Adjournment

Wendy Helgeson, Town Clerk
Dated/Posted: April 5, 2019



TOWN BOARD CLOSED SESSION MEETING MINUTES

DATE: Monday, March 11, 2019

TIME: 5:00 p.m.

LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

Agenda

1. CALL TO ORDER

The meeting was called to order at 5:00 p.m.

2. ROLL CALL, VERIFY PUBLIC NOTICE & APPROVAL OF AGENDA

PRESENT: Jack Anderson, Dean Culbertson, Andy Peters, Mark Strobel, Mike Woods

3. NEW BUSINESS:

a. Motion to go into closed session:

Motion by Dean Culbertson, second by Mark Strobel to go into closed session. Roll call vote. Motion carried unanimously.

- i. Pursuant to Wis. Stat. sec. 19.85(1)(e) to deliberate or negotiate the purchase of public property, investment of public funds, or conducting other specified public business when competitive or bargaining reasons require a closed session, more specifically Tax Incremental Finance District #1, Jennerjohn Field of Dreams and Law Enforcement Services.

b. Reconvene to Open Session: Possible Town Board Action on Items Discussed in Closed Session.

Motion by Mark Strobel, second by Mike Woods to reconvene into open session at 6:27 p.m. Roll call vote. Motion carried unanimously.

4. ADJOURNMENT

Motion by Andy Peters, second by Dean Culbertson to adjourn. Motion carried 5-0. Meeting adjourned at 6:28 p.m.

Wendy Helgeson, Town Clerk
Approved:



**Town of Greenville, Outagamie County, WI
TOWN BOARD MEETING MINUTES**

DATE: Monday, March 11, 2019
TIME: 6:00 p.m.
LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

OPENING:

1. Call to Order/Roll Call

The meeting was called to order at 6:31 p.m.

PRESENT: Jack Anderson, Dean Culbertson, Andy Peters, Mark Strobel, Mike Woods

2. Pledge of Allegiance

PRESENTATIONS & PUBLIC FORUM:

3. Public Hearings: NONE

4. Presentations: NONE

5. Public Comment Forum:

Members of the public are welcome to address the Town Board. Individuals wishing to speak on an item (whether on the agenda or not) must sign in prior to the start of the meeting and may speak during the Public Comment Forum segment of the meeting. This segment is placed early in the agenda so the public may make their comments prior to any discussion or action by the Town Board. Individual comments are limited to no more than three minutes each. The Public Input section is limited to a total of 15 minutes. The Town Board may suspend this rule if deemed necessary. Once the public input segment ends there will be no additional discussion from the audience.

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Tyler Ernst, N1925 Bon Bon Court, Greenville; Fred from the Civic Club will be leading the work on the archery range.

Motion by Jack Anderson, second by Mark Strobel to close the public comment forum. Motion carried 5-0.

TOWN BOARD BUSINESS AGENDA:

Notice is hereby given that the Greenville Town Board may take action on any item listed within this agenda.

6. Consent Agenda

Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and considered immediately following the motion to approve the other items on the Consent Agenda.

a. Approval of Meeting Minutes:

- i. Town Board Meeting Minutes, February 11, 2019
- ii. Town Board Meeting Minutes, February 18, 2019
- iii. Town Board Meeting Minutes, February 25, 2019

b. Approval of March 2019 Town Vouchers.

c. Acceptance of Staff Reports:

- i. Sheriff Department Liaison Officer
 - ii. Fire Department/First Responders
 - iii. Parks and Recreation/Urban Forestry
 - iv. Constable Report
 - v. Public Works
 - vi. Community and Economic Development
 - vii. Town Administrator
 - d. Acceptance of Committee Reports:
 - i. Fire Commission Meeting Minutes, February 5, 2019
 - ii. Incorporation Review Committee, February 18, 2019
 - iii. Land Stewardship/AEA Committee, January 14, 2019
 - e. Operator's Licenses Recommended for Approval
 - f. Conditional Use Permit – County Road CB Trail Project.
 - g. Trash & Recycling Collection Contract for Town Parks.
- Motion by Mark Strobel, second by Dean Culbertson to approve items in the consent agenda.
Motion carried 5-0.

7. Plan Commission Recommendations and Development Projects for Discussion & Possible Action:

- a. Consider/Discuss/Act on Resolution 12-19 for Greenville Auto CSM.
Motion by Mark Strobel, second by Jack Anderson to approve Resolution 12-19. Motion carried 5-0.

8. Unfinished Business for Discussion & Possible Action: NONE

9. New Business for Discussion & Possible Action:

- a. Operator's License Applications Recommended for Denial:
 - i. Whitney Wolfgram, E9109 Danke Drive, Fremont.
Motion by Dean Culbertson, second by Mark Strobel to deny the Operator's License of Whitney Wolfgram. Motion carried 5-0.
 - ii. Michelle Long, 2424 Southwood Drive, Appleton.
Motion by Mark Strobel, second by Andy Peters to deny the Operator's License of Michelle Long. Motion carried 5-0.
- b. Authorization to Proceed with Creating an Eligibility List for a Full-time Firefighter/First-Responder Position.
Andy Peters reflected back to dialogue during Facilities Committee meetings regarding the public's perception of building a new fire station and the need for additional firefighters. Chief Lambie reviewed the results of a recent audit and the increased requirements in order to continue to receive 2% dues; a funding source for the department. Discussion was held regarding potential alternatives such as utilizing the Technical College. Also discussed were the differences between contracted services and having someone on the department. Mark Evers, W7336 West Meadows Lane; spoke in support of the addition of another full time staff member.
Motion by Dean Culbertson to approve funding and establishing an eligibility list for a full-time firefighter/first-responder with the addition of possible flexible scheduled hours be added to the job description, second by Mark Strobel. Motion carried 4/1 - Peters.

- c. Award of Contract to RC Excavating, Inc. for Julius Drive Reconstruction from Spring Road to School Road.
Motion by Jack Anderson, second by Dean Culbertson to award the Julius Drive Reconstruction contract to RC Excavating, Inc. for \$897,075.41. Motion carried 5-0.
There will be continual communication with residents during the project.
- d. Purchase of Additional Road Salt for Snow & Ice Control.
Motion by Mark Strobel, second by Andy Peters to purchase the reserve quantity that was not formally budgeted for at a price of \$7,696. Motion carried 5-0.
- e. Determine Scope of Work for Spring Road Reconstruction/Reclamation.
Public Works Director Rickert explained the different options/degrees of maintenance and the costs associated with each. Discussion was held regarding the short and long term effects of each option and other materials that could be used. Motion by Dean Culbertson, second by Mark Strobel to table until the next meeting to obtain more information. Motion carried 5-0.
- f. Approval of Special Event Policy and Fees.
Motion by Dean Culbertson, second by Jack Anderson to adopt the Special Event Policy as well as the Special Event Fee Schedule to be incorporated into the Town Fees and Charges Schedule. Motion carried 5-0.

CLOSING:

10. Announcements & Future Meeting Dates

Incorporation Application was submitted last week
Soliciting Bids for Fire Safety Building; due this Friday
Absentee Ballots available for Spring Election
Annual Town Meeting – April 16 at 7:00 p.m.
Land Stewardship/AEA Committee – March 18
Fire Commission – March 19
Board of Appeals/Planning Commission/Town Board – March 25

11. Adjournment

Motion by Mark Strobel, second by Mike Woods to adjourn. Motion carried 5-0. Meeting adjourned at 7:26 p.m.

Wendy Helgeson, Town Clerk
Approved:



**Town of Greenville, Outagamie County, WI
TOWN BOARD MEETING MINUTES**

DATE: Monday, March 25, 2019
TIME: Immediately Following the Sanitary District #1
LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

OPENING:

1. Call to Order/Roll Call

The meeting was called to order at 7:28 p.m.

PRESENT: Jack Anderson, Dean Culbertson, Andy Peters, Mark Strobel, Mike Woods

2. Pledge of Allegiance

PRESENTATIONS & PUBLIC FORUM:

3. Public Hearings: NONE

- 4. Presentations:** Public Private Partnerships, TJ Lamers with Integrated Public Resources.
 TJ Lamers and Rick Hermus provided a brief presentation showcasing local examples of how they have partnered with municipalities to accomplish various projects.

5. Public Comment Forum:

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Note regarding non-agenda Town related matters: Pursuant to WI Statutes 19.83(2) and 19.84(2), the public may present matters; however, they cannot be discussed or acted upon until specific notice of the subject matter of the proposed action can be given.

Motion by Jack Anderson, second by Mark Strobel to close the public comment forum. Motion carried 5-0.

TOWN BOARD BUSINESS AGENDA:

Notice is hereby given that the Greenville Town Board may take action on any item listed within this agenda.

6. Plan Commission Recommendations and Development Projects for Discussion & Possible Action:

- a. Consider/Discuss/Act on Resolution 19-19 for Greenville Auto Special Exception.
 The item was tabled at Planning Commission. Motion by Dean Culbertson, second by Jack Anderson to postpone Resolution 19-19. Motion carried 5-0.
- b. Consider/Discuss/Act on Resolution 20-19 Rezoning St. Mary's Church from General Agriculture to R-1 Single Family Residential District.

Motion by Andy Peters, second by Dean Culbertson to approve Resolution 20-19. Motion carried 5-0.

- c. Consider/Discuss/Act on Resolution 23-19 Special Exception for St. Mary's Church for a Church, Cemetery and PUD.
Motion by Dean Culbertson, second by Andy Peters to approve Resolution 23-19. Motion carried 5-0.
- d. Consider/Discuss/Act on Resolution 30-19 Rezone Parcel 110035300 from General Commercial District to R-3 Multifamily Residential District.
Motion by Mark Strobel, second by Andy Peters to deny Resolution 30-19. Motion carried 4-1/Culbertson.
- e. Consider/Discuss/Act on Ordinance 02-19 Article VIII Landscaping Requirements of Chapter 320 of the Zoning Ordinance.
Motion by Mark Strobel, second by Jack Anderson to approve Ordinance 02-19 as amended. Motion carried 5-0.

7. Unfinished Business for Discussion & Possible Action:

- a. Determine Scope of Work for Spring Road Reconstruction/Reclamation.
Motion by Dean Culbertson, second by Mark Strobel to fund an additional \$115,700 to perform a full depth pulverize and pave with the addition of geotextile fabric to Julius Road from Manley Road to North Road. Motion carried 5-0.

8. New Business for Discussion & Possible Action:

- a. Review Bids and Award Contracts for Greenville Fire & Safety Building.
David Barrow, Project Manager from Miron Construction, reviewed the low qualified bidder for each of the individual contracts along with the proposed alternatives that staff is recommending. Alternates presented include an additional apparatus bay, buildout of living quarters and concrete for the rear apron in lieu of asphalt. It is cost effect to consider these additions at time of construction. Motion by Dean Culbertson, second by Andy Peters to approve the award of contracts for the Fire and Safety Building as specified in the bid tabulation with Alternatives 1 and 3. Motion carried 5-0.
- b. Greenville Sports Complex Grading and Development Plan.
Further discussion with Outagamie County is necessary due to the airport overlay and how the overlay relates to the permitting of the site.
- c. Contract for Law Enforcement Services with Outagamie County Sheriff's Department.
Motion by Jack Anderson, second by Andy Peters to approve 2019 Law Enforcement Contract with Outagamie County as presented. Motion carried 5-0.
- d. Receive and Place on File a Request for Over Depth Expense for Sanitary Sewers in Savannah Heights.
Motion by Jack Anderson, second by Mark Strobel to receive and place on file the request from John Davel on behalf of Dercks DeWitt, LLC seeking reimbursement of \$84,155.82 for the over depth expense of sanitary sewers built in Savannah Heights. Motion carried 4-1/Woods.

9. Closed Session:

- a. Pursuant to Wis. Stat. sec. 19.85(1)(e) to deliberate or negotiate the purchase of public property, investment of public funds, or conducting other specified public business when competitive or bargaining reasons require a closed session, more specifically Tax Incremental Finance District #1.

Motion by Dean Culbertson, second by Mark Strobel to go into closed session at 8:28 p.m.
Roll call vote. Motion carried unanimously.

- i. Reconvene to Open Session: Possible Town Board Action on Items Discussed in Closed Session.

Mike Woods was excused at 8:55 p.m.

- b. Pursuant to Wis. Stat. sec. 19.85(1)(g) for purposes of 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, more specifically concerning Outagamie County Case No. 18-CV-227.

- i. Reconvene to Open Session: Possible Town Board Action on Items Discussed in Closed Session.

Motion by Mark Strobel, second by Dean Culbertson to reconvene into open session at 9:10 p.m. Roll call vote. Motion carried unanimously.

Motion by Dean Culbertson, second by Mark Strobel to receive and place on file a letter from Jim Long requesting reimbursement of \$16,598.75 for representing Michael Woods. Motion carried 4-0.

CLOSING:

10. Announcements & Future Meeting Dates

11. Adjournment

Motion by Mark Strobel, second by Andy Peters to adjourn. Motion carried 4-0. Meeting adjourned at 9:12 p.m.

Wendy Helgeson, Town Clerk
Approved:

TOWN OF GREENVILLE

Payment Approval Report - Town unpaid invoices
Report dates: 3/12/2019-4/8/2019Page: 1
Apr 04, 2019 09:17AM

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Airgas USA, LLC				
116	Airgas USA, LLC	9086763936	shop safety supplies	70.33
Total Airgas USA, LLC:				70.33
American Traffic Safety Materials Inc				
5910	American Traffic Safety Materials	87696	shop equip & tools	117.98
5910	American Traffic Safety Materials	87581	signs	93.50
5910	American Traffic Safety Materials	87581	signs	93.50
Total American Traffic Safety Materials Inc:				304.98
Applied Maintenance Supplies & Solutions				
4346	Applied Maintenance Supplies &	97039816	brake cable/auto wire	346.08
4346	Applied Maintenance Supplies &	97046952	shop supplies	351.64
Total Applied Maintenance Supplies & Solutions:				697.72
Aring Equipment				
144	Aring Equipment	746865	wo#17910 coolant pipe	130.00
Total Aring Equipment:				130.00
AUTOMOTIVE SUPPLY				
147	AUTOMOTIVE SUPPLY	011744126	oil dry, misc shop supplies	41.95
147	AUTOMOTIVE SUPPLY	011740250	shop/vehicle supplies	50.61
147	AUTOMOTIVE SUPPLY	011740298	exhaust fluid	19.98
147	AUTOMOTIVE SUPPLY	011740250	shop/vehicle supplies	40.34
147	AUTOMOTIVE SUPPLY	011743728	wo#17938 hub assembly	240.86
147	AUTOMOTIVE SUPPLY	011744471	po#17175 stock	111.80
147	AUTOMOTIVE SUPPLY	011742959	adhesive for signs	14.21
Total AUTOMOTIVE SUPPLY:				519.75
Bassett Mechanical				
155	Bassett Mechanical	6035059C	maintenance contract	492.60
155	Bassett Mechanical	6035059C	maintenance contract	164.20
155	Bassett Mechanical	6035059C	maintenance contract	328.40
Total Bassett Mechanical:				985.20
Baycom, Inc.				
160	Baycom, Inc.	SRVCE000000	fd pager	110.00
160	Baycom, Inc.	SRVCE000000	fd pager	55.00
160	Baycom, Inc.	SRVCE000000	fd pager	55.00
Total Baycom, Inc.:				220.00
Benjamin LaFrombois				
5914	Benjamin LaFrombois	REFUND APPL	refund variance appl fee	300.00
Total Benjamin LaFrombois:				300.00
BMO Harris Bank N.A. - Payments				
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	20.17
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	17.99
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	12.00

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	35.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	131.15
5203	BMO Harris Bank N.A. - Payment	GSD STMT FE	acct#5112 7700 0013 9065	54.16
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	53.79
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	92.58
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	270.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	650.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	17.37
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	972.49
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	249.69
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	150.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	141.76
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	34.25
5203	BMO Harris Bank N.A. - Payment	GSD STMT FE	acct#5112 7700 0013 9065	54.16
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	89.26
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	802.54
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	58.98
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	183.51
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	81.85
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	60.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	13.06
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	45.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	425.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	2.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	100.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	900.41
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	95.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	1,684.39
5203	BMO Harris Bank N.A. - Payment	TOWN STMT F	acct#5112 7700 0002 3400	82.00
Total BMO Harris Bank N.A. - Payments:				7,579.56
Cedar Corporation				
5707	Cedar Corporation	99006	2019 municipal advisory/consultive	875.00
5707	Cedar Corporation	99039	2019 paving projects	2,000.00
5707	Cedar Corporation	99039	2019 paving projects	5,309.40
5707	Cedar Corporation	99039	2019 paving projects	1,000.00
5707	Cedar Corporation	99040	Sports Complex CSM	2,950.00
5707	Cedar Corporation	99007	Design Dr -design	232.50
Total Cedar Corporation:				12,366.90
Cenex Fleetcard				
229	Cenex Fleetcard	173357CL	acct# 3766763	397.25
229	Cenex Fleetcard	173357CL	acct# 3766763	703.65
229	Cenex Fleetcard	173357CL	acct# 3766763	4,745.16
229	Cenex Fleetcard	173357CL	acct# 3766763	159.43
229	Cenex Fleetcard	173357CL	acct# 3766763	71.55
Total Cenex Fleetcard:				6,077.04
Cintas Corporation #443				
5818	Cintas Corporation #443	443511220	black mats / uniforms	75.26
5818	Cintas Corporation #443	443511220	black mats / uniforms	55.98
5818	Cintas Corporation #443	443516551	mats/uniforms	55.98
5818	Cintas Corporation #443	443511220	black mats / uniforms	6.87
5818	Cintas Corporation #443	443516551	mats/uniforms	6.87

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
5818	Cintas Corporation #443	443511220	black mats / uniforms	10.51
5818	Cintas Corporation #443	443513846	uniforms	30.00
5818	Cintas Corporation #443	443516551	mats/uniforms	10.51
Total Cintas Corporation #443:				251.98
Cintas First Aid & Safety				
243	Cintas First Aid & Safety	5013224401	First aid / safety supplies	112.02
Total Cintas First Aid & Safety:				112.02
CliftonLarsonAllen LLP				
5906	CliftonLarsonAllen LLP	2065465	2018 audit progress billing	3,243.00
5906	CliftonLarsonAllen LLP	2065465	2018 audit progress billing	452.00
Total CliftonLarsonAllen LLP:				3,695.00
Complete Office				
204	Complete Office	66123	envelopes	55.27
Total Complete Office:				55.27
Conway Shield				
735	Conway Shield	0436502-IN	FD gear	12,285.00
735	Conway Shield	0436617-IN	FD shield	57.49
Total Conway Shield:				12,342.49
Crescent Electric Supply				
262	Crescent Electric Supply	S506277167.0	electrical supplies	66.76
Total Crescent Electric Supply:				66.76
Ehlers Investment Partners LLC				
2013	Ehlers Investment Partners LLC	TOWN STMT F	management fees	146.56
2013	Ehlers Investment Partners LLC	TOWN STMT	management fees	162.70
Total Ehlers Investment Partners LLC:				309.26
Eis Implement				
5717	Eis Implement	151868	tow rope repair	73.97
Total Eis Implement:				73.97
Election Systems & Software LLC				
5913	Election Systems & Software LLC	1082629	election equip	1,560.00
Total Election Systems & Software LLC:				1,560.00
ESRI				
3003	ESRI	93532437	arcgis sftwr maint	6,250.00
3003	ESRI	93532437	arcgis sftwr maint	3,750.00
3003	ESRI	93532437	arcgis sftwr maint	3,750.00
Total ESRI:				13,750.00

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Evans Title				
5479	Evans Title	FILE 2922644	CTH CB Trail project	50.00
	Total Evans Title:			50.00
Fastenal Company				
343	Fastenal Company	WIAPP311136	shop supplies	53.06
343	Fastenal Company	WIAPP311135	supplies -public works	16.57
343	Fastenal Company	WIAPP311137	supplies -public works	58.46
343	Fastenal Company	WIAPP310527	parts -snow vehicles	367.35
343	Fastenal Company	WIAPP310588	parts -snow vehicles	40.30
	Total Fastenal Company:			535.74
FIRE APPARATUS & EQUIPMENT, IN				
350	FIRE APPARATUS & EQUIPMEN	19406	wo#17939 unit 5382-17	183.00
350	FIRE APPARATUS & EQUIPMEN	19420	wo#17917 unit 5322	1,194.00
	Total FIRE APPARATUS & EQUIPMENT, IN:			1,377.00
Forrest & Associates LLC				
5766	Forrest & Associates LLC	711	Incorporation	3,516.25
	Total Forrest & Associates LLC:			3,516.25
Fox Valley Overhead Door, Inc.				
370	Fox Valley Overhead Door, Inc.	56472	transmitters	350.00
	Total Fox Valley Overhead Door, Inc.:			350.00
Fox Valley Truck				
372	Fox Valley Truck	528760	parts unit 703 wo#17922	500.66
372	Fox Valley Truck	528758	unit 704 new truck	6,543.36
372	Fox Valley Truck	528759	unit 704 new truck	1,107.23-
	Total Fox Valley Truck:			5,936.79
General Code				
387	General Code	PG000017860	code supplement	574.14
	Total General Code:			574.14
Graphic Composition, Inc.				
4099	Graphic Composition, Inc.	190553	postcard mailer for parks	251.22
	Total Graphic Composition, Inc.:			251.22
Gray's Inc.				
4299	Gray's Inc.	35404	plow blade stock	2,417.00
	Total Gray's Inc.:			2,417.00
Greenville Fire Department				
407	Greenville Fire Department	TRAINING EX	Reimb training expenses	1,150.24
	Total Greenville Fire Department:			1,150.24

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Greenville Sanitary District				
2021	Greenville Sanitary District	1052.00 MAR2	town hall bldg	36.71
2021	Greenville Sanitary District	1070.00 MAR2	safety bldg	65.35
2021	Greenville Sanitary District	1813.00 MAR2	public works bldg	69.61
2021	Greenville Sanitary District	1104.00 MAR2	comm park west bath	33.42
2021	Greenville Sanitary District	1105.00 MAR2	comm park east bath	26.65
2021	Greenville Sanitary District	1106.00 MAR2	comm park kitchen	26.65
2021	Greenville Sanitary District	1107.00 MAR2	jennerjohn park	17.56
2021	Greenville Sanitary District	3374.00 MAR2	concession stand	32.31
Total Greenville Sanitary District:				308.26
Harter's Fox Valley Disposal				
425	Harter's Fox Valley Disposal	0000243684	refuse cust# 008322	33.25
425	Harter's Fox Valley Disposal	0000243684	refuse cust# 008322	91.25
425	Harter's Fox Valley Disposal	0000243684	refuse cust# 008322	25,927.06
Total Harter's Fox Valley Disposal:				26,051.56
HORTONVILLE SCHOOLS				
436	HORTONVILLE SCHOOLS	MHP LOT CRD	mh lottery credit	1,748.91
436	HORTONVILLE SCHOOLS	MHP PRMT FE	mhp fees	6,334.09
Total HORTONVILLE SCHOOLS:				8,083.00
Jeff's Water Conditioning				
490	Jeff's Water Conditioning	47408	fire dept salt	40.40
490	Jeff's Water Conditioning	47408	fire dept salt	4.55-
Total Jeff's Water Conditioning:				35.85
Joshua Lambie				
5438	Joshua Lambie	DENTAL FEB2	dental reimb	233.60
Total Joshua Lambie:				233.60
Kundinger Fluid Power				
570	Kundinger Fluid Power	50530058	stock/po#17171	171.90
570	Kundinger Fluid Power	50533177	shop supplies	9.00
570	Kundinger Fluid Power	50530058	stock/po#17171	57.25
570	Kundinger Fluid Power	50530058	stock/po#17171	426.17
570	Kundinger Fluid Power	50531209	parts for stock	158.03
Total Kundinger Fluid Power:				822.35
Lincoln Contractors Supply Inc				
2026	Lincoln Contractors Supply Inc	M11781	6v lantern	36.00
Total Lincoln Contractors Supply Inc:				36.00
Marco				
687	Marco	INV6149013	town hall copies	2,576.73
687	Marco	INV6125681	fd copy machine	53.88
Total Marco:				2,630.61

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Matheson Tri-Gas Inc				
5857	Matheson Tri-Gas Inc	51430515	shop supplies for welding	.54
Total Matheson Tri-Gas Inc:				.54
Mc Mahon Associates, Inc.				
636	Mc Mahon Associates, Inc.	0800495	CTH CB Trail Connection	20,231.00
636	Mc Mahon Associates, Inc.	0913357	CTH CB Trail Connection	854.05
636	Mc Mahon Associates, Inc.	0800493	Design Dr	1,197.00
636	Mc Mahon Associates, Inc.	0913712	Design Dr	26,250.00
Total Mc Mahon Associates, Inc.:				48,532.05
Mcc, Inc				
637	Mcc, Inc	161336	crusher run	209.19
Total Mcc, Inc:				209.19
Menards				
643	Menards	147	cleaning supplies	13.70
643	Menards	450	cleaning supplies	7.78
643	Menards	99099	cleaning supplies	6.67
643	Menards	610	pw bldg light chains	24.98
643	Menards	99228	parts truck 605	9.06
643	Menards	47	shop equip and tools	135.16
643	Menards	99415	shop tools	138.67
643	Menards	99523	shop tools	63.96
643	Menards	431	sign -shop	171.87
643	Menards	450	cleaning supplies	2.59
643	Menards	606	returned items	10.49-
643	Menards	606	returned items	7.74-
643	Menards	98832	Dais -Town Hall	129.92
643	Menards	98905	Dais -Town Hall	33.05
643	Menards	98910	AV upgrade supplies	60.71
643	Menards	98944	Dais -Town Hall	394.97
643	Menards	98991	AV upgrade supplies	10.59
643	Menards	99011	Dais -Town Hall	67.70
643	Menards	99078	Dais -Town Hall	448.10
643	Menards	99094	Dais -Town Hall	179.79
643	Menards	99099	AV upgrade supplies	11.99
643	Menards	99352	AV upgrade supplies	3.37
643	Menards	99355	Dais -Town Hall	77.11
643	Menards	99450	Dais -Town Hall	30.15
643	Menards	99690	AV upgrade supplies	18.78
643	Menards	99870	Dais -Town Hall	8.04
643	Menards	99876	returns Dais project	48.99-
643	Menards	99877	returns Dais project	18.18-
643	Menards	99963	AV upgrade supplies	14.73
Total Menards:				1,978.04
Michael Brown				
5693	Michael Brown	MILEAGE 3/29/	mileage reimb	28.30
5693	Michael Brown	MILEAGE REI	mileage reimbursement	8.93
5693	Michael Brown	MILEAGE 3/22/	mileage reimb	14.96

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Total Michael Brown:				52.19
Michael VandeHei				
4084	Michael VandeHei	8	cellular phone stipend	30.00
Total Michael VandeHei:				30.00
Monroe Truck Equipment				
670	Monroe Truck Equipment	805350	wo#17935 unit 902	508.93
670	Monroe Truck Equipment	805378	wo#17888 unit 263	547.96
670	Monroe Truck Equipment	804743	parts for new truck	3,165.00
Total Monroe Truck Equipment:				4,221.89
Nci Communication Solutions				
5721	Nci Communication Solutions	AR15088	FD pager	735.99
5721	Nci Communication Solutions	AR15113	FD desktop charger	103.63
Total Nci Communication Solutions:				839.62
Office Technology Group				
5238	Office Technology Group	224607	IT service contract	748.00
5238	Office Technology Group	225860	IT service contract	762.00
Total Office Technology Group:				1,510.00
Oshkosh Community YMCA				
4297	Oshkosh Community YMCA	MAR-19	membership-Jennifer Tovar	19.00
Total Oshkosh Community YMCA:				19.00
Outagamie County Recycling & SW				
5807	Outagamie County Recycling & S	6835	acct#186394	8,781.86
Total Outagamie County Recycling & SW:				8,781.86
Outagamie County Treasurer				
718	Outagamie County Treasurer	1017443	fire Design Dr	328.89
718	Outagamie County Treasurer	1017443	general maintenance	3,310.28
718	Outagamie County Treasurer	119728	addressing	105.00
Total Outagamie County Treasurer:				3,744.17
Outagamie County Zoning				
720	Outagamie County Zoning	REZONING ST	rezoning St.Mary's	50.00
Total Outagamie County Zoning:				50.00
Pomp's Tire				
756	Pomp's Tire	320082872	wo#17923 unit#5	832.00
756	Pomp's Tire	320083128	wo#17929 unit 100	1,536.00
Total Pomp's Tire:				2,368.00
Postmaster				
758	Postmaster	FEE RENEWA	permit#3 -1st class presort,mktg mail	117.50

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Total Postmaster:				117.50
PreCise MRM LLC				
5909	PreCise MRM LLC	IN200-1020369	electronic parts	1,853.01
Total PreCise MRM LLC:				1,853.01
Proclean Janitorial Services,				
764	Proclean Janitorial Services,	STMT MARCH	Cleaning for Mar2019	412.30
764	Proclean Janitorial Services,	STMT MARCH	Cleaning for Mar2019	375.32
764	Proclean Janitorial Services,	STMT MARCH	Cleaning for Mar2019	313.32
Total Proclean Janitorial Services,:				1,100.94
Register of Deeds				
792	Register of Deeds	RECORD CSM	recording fee -CSM Fire Stn	30.00
792	Register of Deeds	201900000074	recording fees	150.00
Total Register of Deeds:				180.00
Rettler Corporation				
5815	Rettler Corporation	2082	sports complex master plan	801.00
Total Rettler Corporation:				801.00
Road Equipment Parts Center				
812	Road Equipment Parts Center	693270	wo#17927 unit 112	338.27
812	Road Equipment Parts Center	693871	parts asset#264	149.94
Total Road Equipment Parts Center:				488.21
Robert J. Immel Exc.,Inc.				
821	Robert J. Immel Exc.,Inc.	17299	feb2019 snowplowing	11,918.00
821	Robert J. Immel Exc.,Inc.	17493	abandon well new fire stn property	306.25
Total Robert J. Immel Exc.,Inc.:				12,224.25
Service Motor Company				
901	Service Motor Company	P11403	shop stock	87.75
Total Service Motor Company:				87.75
Short Elliot Hendrickson Inc				
3009	Short Elliot Hendrickson Inc	365295	Julius Dr reconstruction	522.00
Total Short Elliot Hendrickson Inc:				522.00
Silton, Seifert, Carlson S.C.				
921	Silton, Seifert, Carlson S.C.	134440	municipal acct 24368-600M	1,530.00
Total Silton, Seifert, Carlson S.C.:				1,530.00
SNEWPS				
924	SNEWPS	DUES 2019	Dues - Brian Rickert	20.00
924	SNEWPS	DUES 2019	Dues - Chris Thelen Jr	20.00
924	SNEWPS	DUES 2019	Dues - Ryan McClure	20.00

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Total SNEWPS:				60.00
Speedy Metals				
928	Speedy Metals	4792950-AP	wo#17957 steel channel	41.00
Total Speedy Metals:				41.00
Spiegelberg Implement Inc				
5790	Spiegelberg Implement Inc	90148	filter	73.91
Total Spiegelberg Implement Inc:				73.91
Systems Furniture				
983	Systems Furniture	33692	height adjustable base	415.00
Total Systems Furniture:				415.00
ThedaCare At Work				
998	ThedaCare At Work	264305	EAP annual contract	2,700.00
998	ThedaCare At Work	263481	EAP group training	80.00
Total ThedaCare At Work:				2,780.00
Tim Lambie				
1020	Tim Lambie	67	reimburse phone use	50.00
Total Tim Lambie:				50.00
Time Warner Cable				
1021	Time Warner Cable	603810901022	10404-603810901	86.17
1021	Time Warner Cable	708075801032	10404-708075801	144.56
1021	Time Warner Cable	708130301032	10404-708130301	18.81
1021	Time Warner Cable	715640501031	10404-715640501	21.53
1021	Time Warner Cable	708075801032	10404-708075801	48.19
1021	Time Warner Cable	708130301032	10404-708130301	6.27
1021	Time Warner Cable	715640501031	10404-715640501	7.17
1021	Time Warner Cable	601390401031	10404-601390401	12.94
1021	Time Warner Cable	603810901022	10404-603810901	86.17
1021	Time Warner Cable	603810901022	10404-603810901	86.17
1021	Time Warner Cable	708075801032	10404-708075801	96.38
1021	Time Warner Cable	708130301032	10404-708130301	12.54
1021	Time Warner Cable	715640501031	10404-715640501	14.33
Total Time Warner Cable:				641.23
U.S. AutoForce				
5182	U.S. AutoForce	4149143	wo#17932	157.18
Total U.S. AutoForce:				157.18
United Cooperative				
5312	United Cooperative	TOWN STMT F	acct# 5248390	5.19
5312	United Cooperative	TOWN STMT F	acct# 5248390	72.28
Total United Cooperative:				77.47

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
UNITEL				
1089	UNITEL	45083	implement new IVR system	915.75
Total UNITEL:				915.75
Verizon Connect NWF Inc				
5812	Verizon Connect NWF Inc	OSV00000170	monthly service-Mar	397.95
5812	Verizon Connect NWF Inc	INVE0192681	gps for new truck	30.23
Total Verizon Connect NWF Inc:				428.18
Verizon Wireless				
1108	Verizon Wireless	9825273941	acct#685970983-00001	43.97
1108	Verizon Wireless	9825273941	acct#685970983-00001	13.57
1108	Verizon Wireless	9825273942	acct#685970983-00002	57.03
1108	Verizon Wireless	9825273942	acct#685970983-00002	95.65
1108	Verizon Wireless	9825273941	acct#685970983-00001	543.96
1108	Verizon Wireless	9825273942	acct#685970983-00002	19.15
1108	Verizon Wireless	9825273941	acct#685970983-00001	72.16
1108	Verizon Wireless	9825273942	acct#685970983-00002	198.56
1108	Verizon Wireless	9825273941	acct#685970983-00001	180.02
1108	Verizon Wireless	9825273942	acct#685970983-00002	57.45
1108	Verizon Wireless	9825273941	acct#685970983-00001	.00
1108	Verizon Wireless	9825273941	acct#685970983-00001	44.65
1108	Verizon Wireless	9825273942	acct#685970983-00002	38.30
1108	Verizon Wireless	9825273941	acct#685970983-00001	1,247.45
1108	Verizon Wireless	9825273942	acct#685970983-00002	76.18
Total Verizon Wireless:				2,688.10
WE Energies				
1135	WE Energies	COGS 6/PREM	cogs6/prem acct#6693-586-968	673.60
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	1,567.56
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	1,751.98
1135	WE Energies	1471737962 M	st ltg acct#1471-737-962	4,196.24
1135	WE Energies	1471737962 M	st ltg acct#1471-737-962	114.31
1135	WE Energies	1471737962 M	st ltg acct#1471-737-962	168.78
1135	WE Energies	1471737962 M	st ltg acct#1471-737-962	124.21
1135	WE Energies	1471737962 M	st ltg acct#1471-737-962	141.57
1135	WE Energies	1471737962 M	st ltg acct#1471-737-962	343.20
1135	WE Energies	1471737962 M	st ltg acct#1471-737-962	385.11
1135	WE Energies	1471737962 M	st ltg acct#1471-737-962	192.00
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	1,770.53
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	311.23
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	108.13
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	443.07
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	408.02
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	141.81
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	139.46
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	248.19
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	139.81
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	307.52
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	86.05
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	128.25
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	212.23
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	108.57
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	145.16

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	171.69
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	121.29
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	236.49
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	89.70
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	161.47
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	107.64
1135	WE Energies	1471737962 M	st ltg acct#1471-737-962	15.48
1135	WE Energies	3871142632 M	grp bill# 3871-142-632	1,473.21
1135	WE Energies	7243716348 M	W6750 Rickey #7243-716-348	36.92
Total WE Energies:				16,770.48
Wendel ADG LLC				
5814	Wendel ADG LLC	351182	Fire Station project	76,334.08
Total Wendel ADG LLC:				76,334.08
Winnebago County Treasurer				
1165	Winnebago County Treasurer	14221	2019 hwy chrgs	28.38
Total Winnebago County Treasurer:				28.38
Wisconsin Media				
380	Wisconsin Media	0002311751	acct 15233 legal notices	162.24
380	Wisconsin Media	0002311865	acct 15909 legal notices	50.34
Total Wisconsin Media:				212.58
Wisconsin Towns Association				
1185	Wisconsin Towns Association	2019-2020 DU	town's association dues	1,191.50
Total Wisconsin Towns Association:				1,191.50
YMCA of the Fox Cities				
1205	YMCA of the Fox Cities	CM10181	corp program memberships	19.00
1205	YMCA of the Fox Cities	CM10181	corp program memberships	19.00
1205	YMCA of the Fox Cities	CM10181	corp program memberships	323.00
1205	YMCA of the Fox Cities	CM10181	corp program memberships	236.14
1205	YMCA of the Fox Cities	CM10181	corp program memberships	76.00
1205	YMCA of the Fox Cities	CM10181	corp program memberships	19.00
1205	YMCA of the Fox Cities	CM10181	corp program memberships	38.00
1205	YMCA of the Fox Cities	CM10181	corp program memberships	19.00
Total YMCA of the Fox Cities:				749.14
Grand Totals:				310,683.03



OUTAGAMIE COUNTY SHERIFFS OFFICE

Total CAD Calls Received, by Nature of Call

<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
911 Assist	4	0.61
911 Hangup	48	7.33
Abdominal A-Adam Response	1	0.15
Abdominal C-Charlie Response	1	0.15
Vehicle Accident	19	2.90
Accident in a Parking Lot	1	0.15
Accident with Spill Cleanup	1	0.15
Accident with Scene Safety	1	0.15
Law Alarms - Burglary Panic	17	2.60
Animal Bite	1	0.15
Animal Call	3	0.46
Assist Citizen or Agency	13	1.98
Back Problem C-CharlesResponse	2	0.31
Breathing Problem D-David	3	0.46
Business Check	52	7.94
Chest Complaint C-Charles	1	0.15
Civil Matter Assist	1	0.15
Civil Process	3	0.46
Crime Prevention	166	25.34
Damage to Property	5	0.76
Disturbance	1	0.15
Domestic Disturbance	4	0.61
Falls A-Adam Response	1	0.15
Falls B-Boy Response	4	0.61
Fire Alarm Commercial	5	0.76
Fire Alarm Residential	1	0.15
Fraud Complaint	6	0.92
Jail GPS Checks	42	6.41
Harassment	7	1.07
Hazard in Roadway	7	1.07
Headache C-Charles Response	2	0.31
Heart Problem D-David	1	0.15
Vehicle Lockout	6	0.92
Lost or Found Valuables	2	0.31
Medical Assistance No Injury	1	0.15
Miscellaneous Incident	1	0.15
Missing Person	3	0.46
Motorist Assist	14	2.14
Noise Complaint	2	0.31
Overdose D-David	2	0.31
Ordinance Violation	14	2.14
Parking Enforcement	1	0.15
PNB E-Edward Response	1	0.15

<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
Reckless Driving Complaint	18	2.75
Medical Pre-Alert	4	0.61
Seizure A-Adam Response	2	0.31
Seizure D-David Response	2	0.31
Sick A-Adam	4	0.61
Sick C-Charles	2	0.31
Stroke C-Charles	1	0.15
Suspicious Incident	4	0.61
Suspicious Person	3	0.46
Suspicious Vehicle	2	0.31
Theft Complaint	7	1.07
Traffic Enforcement	57	8.70
Traffic Stop	49	7.48
Transport Accident A-Adam	1	0.15
Trespassing	1	0.15
Unconscious D-David	2	0.31
Unknown Problem B-Boy	1	0.15
Wanted Person or Apprehension	1	0.15
Water Problem	9	1.37
Welfare Check	14	2.14

Total reported: 655

Report Includes:

All dates between `00:00:01 03/01/19` and `23:59:59 03/31/19`, All nature of incidents, All cities matching `GVT`, All types, All priorities, All agencies



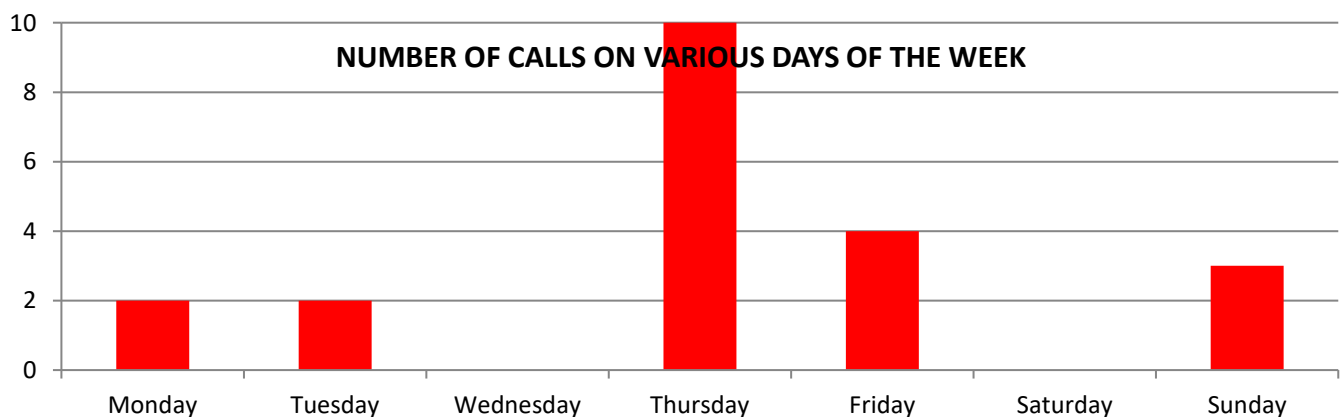
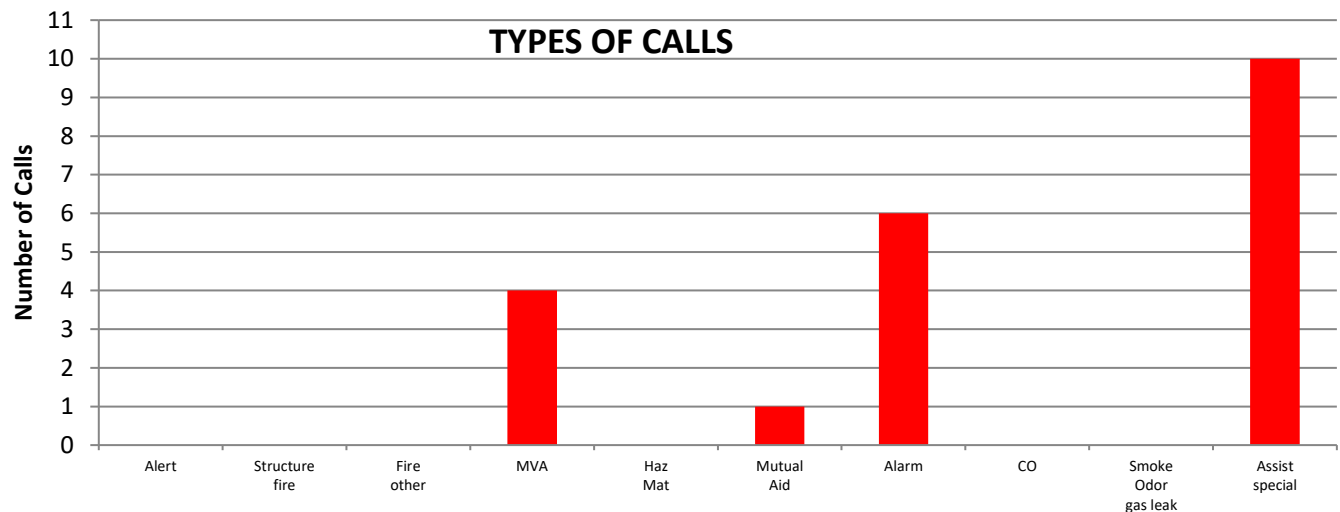
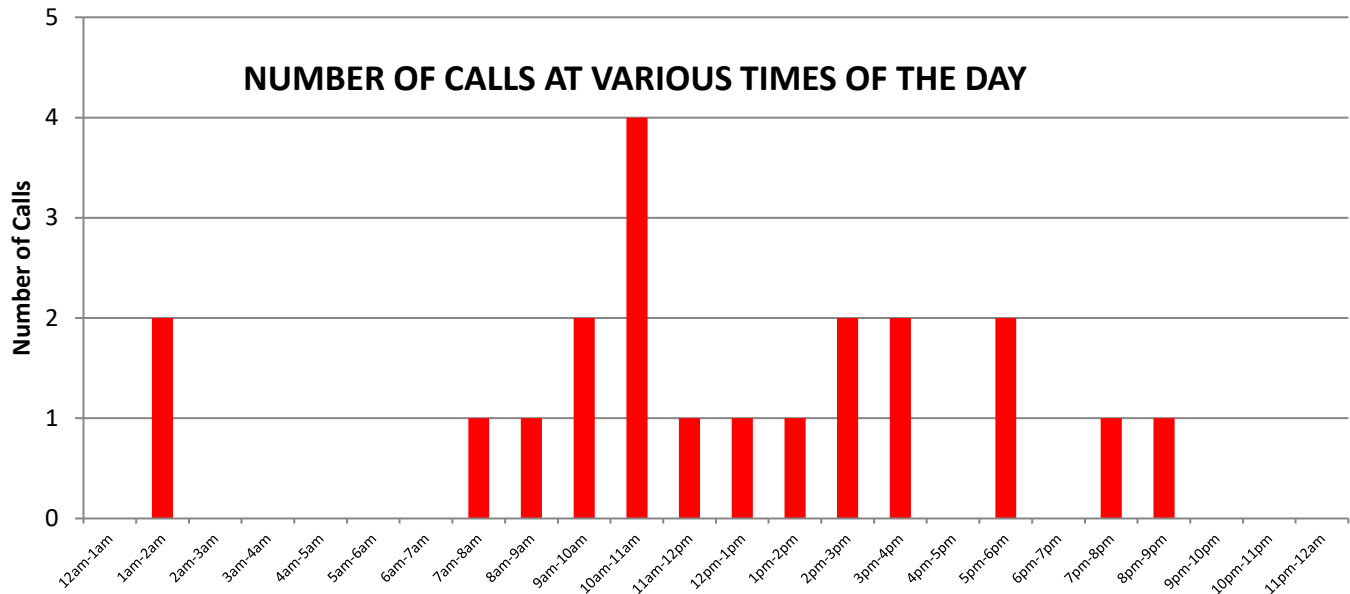
Greenville Fire Department March 2019 Calls For Service Report

Total March fire runs: 21

Total fire runs through March: 49

Total runs last year at this same time: 52

Average number of fire fighters per call: 12



Greenville Fire Department

Business Meeting Minutes

March 25, 2019

1. CPT Immel made at motion at 19:25 to call the meeting to order. FF Moser seconded the motion and passed by unanimous consent.
2. Pledge of Allegiance was recited.
3. Roll Call was taken.
4. Secretary's report for February 2019 was read; FF Elandt made a motion to accept the Secretary's report, seconded by FF Mulroy and passed by unanimous consent.
5. Treasurer Report:
 - a. February
 - i. Checking \$27,851.26
 - ii. Fundraising \$63,922.99
 - iii. Restoration \$38,137.40

Motion to accept the February treasurer's report by FF Mallmann, seconded by FF Moser and passed by unanimous consent.

6. Officer's Reports
 - a. Training
 - i. Capt Hajos-advised that April's training will be on air management; drills to be conducted outside weather permitting.
 - b. CPT Lambie advised that the sight glass on the UTV tank was replaced and tank filled. Pump was also reinstalled on the unit. UTV is ready for grass/brush fire season.
 - c. LT Weihing reported on his attendance at the WI State FF Convention. One of the classes he attended was on traffic control and scene safety for personnel. Some of the takeaways from the class were to have the 2nd truck arriving on scene place warning signs out a good distance from the scene, shut down the road when it is possible (best practice for optimal safety), portable air horns can be used to alert others of impending danger vs. radio communication and 1st responders should park their POV's downstream from the accident.
 - d. CPT Immel advised that with the weather change the pumps on the apparatuses do not have to be run dry. If the weather changes this can be addressed on a case by case basis. Heat shields will be removed in April during truck checks.
7. Old Business
 - a. CPT Lambie followed up with the town's attorney about snow removal from barn roofs based on a conversation from February's business meeting (noted in meeting minutes). Attorney stated that any member of the department is protected from liability and injury while in the line of duty regardless of the nature of the call.
 - b. LT Ziegert advised of a correction to the sportsmen's raffle in that each FF was given 10 tickets vs. 15. There is about a month and a half left to sell the tickets. If there are any issues with selling the tickets contact him or FF Hills.
 - c. FF Miller reported that he still has one room reserved yet for the FDIC show coming up on April 10-12th. If anyone plans to go and wants the room they need to see him.

8. New Business

- a. FF Ernst reported that they will need volunteers for the parking cars for the Lions Concert on July 13th. He will have a sign-up sheet available. Please make sure to annotate shirt sizes on the sheet for those that sign up.
- b. FF Kempen advised that CPT Woods (in his absence) asked that he mention town board elections are coming up and he was running for re-election. Asked for everyone to get out and vote and for their support.
- c. CPT Lambie reported many thank you's and calls for the service given by the department for the numerous calls for sandbagging and help with flooded basements.
- d. CPT Lambie and FF Immel provided an update on the Chip Garrow Celebration of Life Event coming up on June 22nd at the Commercial Club Park in Hortonville. They are looking for basket donations or money to create baskets for the event. Additional information can be found on Facebook-Chips Strong Celebration of Life or www.wearechipstrong.org

9. Chief's Report

- a. No Chief's report due to his attendance at a town meeting.

10. Call Report: 20 calls since the last meeting.

- a. General discussion followed about call for missing person on 03.19.19.

11. A motion was made by CPT Immel to adjourn the meeting; CPT Lambie seconded the motion and passed by unanimous consent. Meeting was adjourned at 20:07.

Respectfully submitted,
Firefighter Brian Salm, #53334

Greenville 1st Responders March 2019 Calls For Service Report

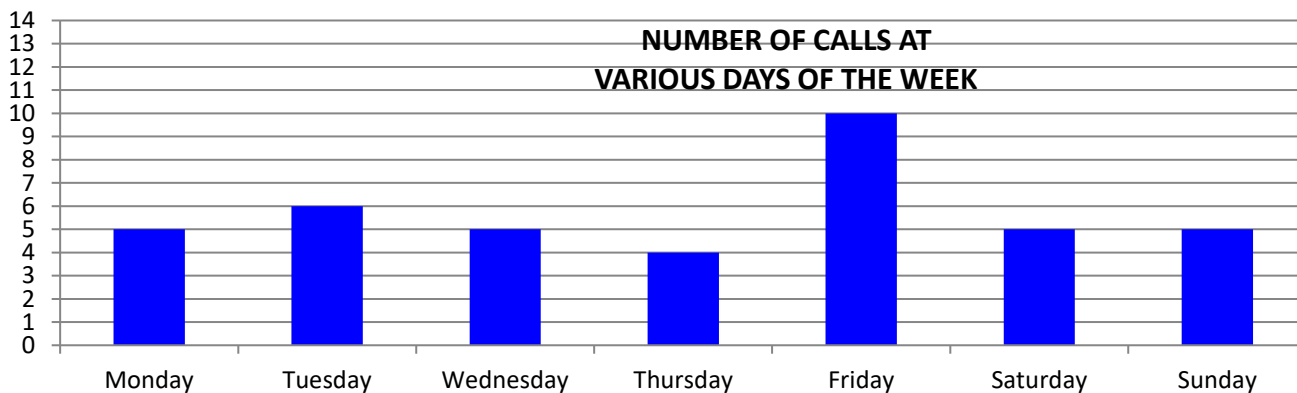
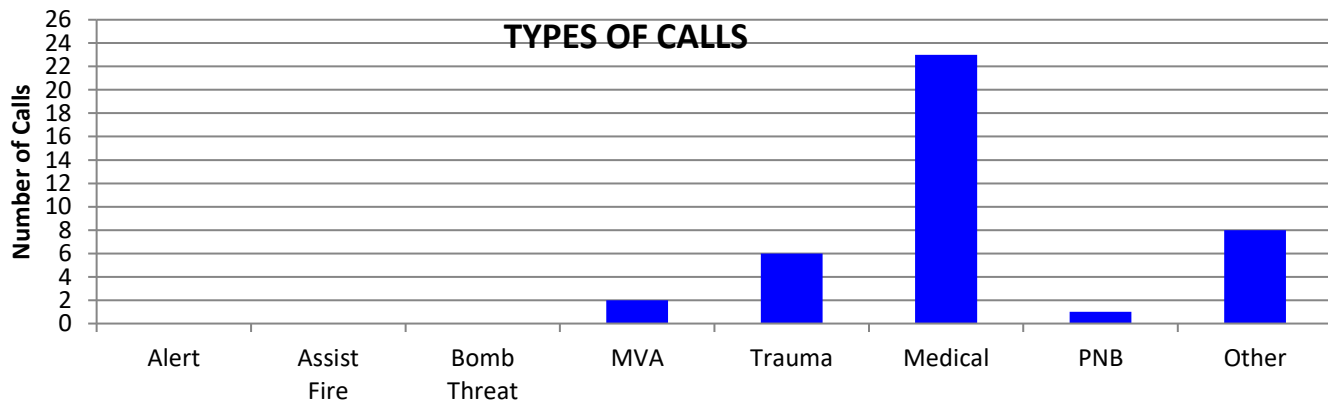
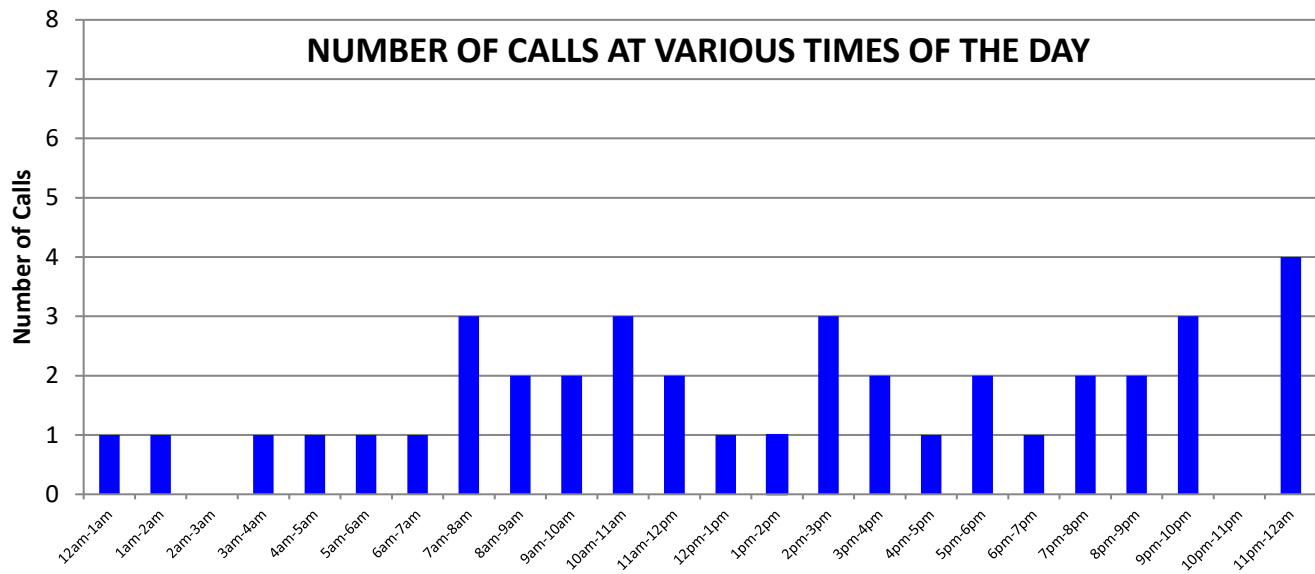


Total March 1st Responder runs: 40

Total 1st Responder runs through March: 103

Total runs last year at this same time: 82

Average number of 1st Responders per call: 5



Greenville First Responders
Monthly Meeting Notes

Date: 3/27/2019

Training Attendance: Robin K Mark E Rick R Kathy M ~~Josh L~~ Tim I Tom K Jaimie C
Eric K Vicki P Scott R ~~Ben R~~ Jim Z Jesse M Mike H

Meeting Attendance: Robin K Mark E Rick R Kathy M ~~Josh L~~ Tim I Tom K Jaimie C
Eric K Vicki P Scott R ~~Ben R~~ Jim Z Jesse M Mike H

Greenville Fire: NP

Training:

- WARDS
 - Mark went through a report with everyone
 - We can improve our reports by adding times (BP, GC gets on scene, etc)
 - If time permits - a short narrative on back would help
 - Jot down why we did the WARDS skill

Meeting Called to Order @ 6:41

OCRAFR Report: Mike Hills Jr

OC Sherriff's Dept.: NP

Gold Cross Report: Katie

- Refresher
 - We will need to do our next refresher
 - If GC gets refresher done & approved, we can get our training officer to do our refresher
- Radios
 - New options for radios
 - Increase communication with GC and us

Secretary Report:

Vicki motioned to approve the secretary report as presented. Robin second. Motion passed with no opposition.

Treasurer's Report

Checking: \$2,625.46

Savings: \$19,370.82

Fundraising: \$19,724.51

Tom motioned to approve the treasurer report as presented. Vicki second. Motion passed with no opposition

Old Business

New Station Update

- Bids will open on Friday
- Miron will be giving an update at next Mon Meeting
- Groundbreaking scheduled for April
- Completion in 8-10 months
- Planning a Dec completion

Greenville Life Safety Card (MABAS)

- Life safety cards passed
- Cards are in each truck
- Cards are put together for # of patients and IC will make the calls on that

RTF (Rescue Task Force)

- Matt has not talked to Scott yet

Peds Pads

- There are a set on 5381 & 5382

Raffle Tickets

- Raffle tickets are here so each person grab theirs.

New Business

Adam Lenth Help

- The group discussed if Adam could help out on scene being his advanced training
- The offer is generous but there is too many potential issues with those situations

Summer Send Off

- The group agreed to be a part of the event again this year

Thank You

- Barb Kaphingst - \$150 donation - Ben already sent thank you.
- Women's Club - \$1,000 donation - Ben will send thank you
- Lion's Club - \$1,250 donation - Ben will send thank you

Group Picture

- April 29th - We will take the group picture at station at 6:00

Calls

- N1451 Greenwood - Stage for this address and stay back - Officers enter first
- 86 Calls

Training Next Month

- Annual Meeting

Meeting Adjourned @ 7:01. Motioned by Vicki. Second by Jesse.

MEETING: Town Board
DATE: April 8, 2019

AGENDA ITEM #: TB - 6ciii
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Tony Nowak, Director of Parks, Recreation and Forestry
Date: April 2, 2019
RE: Parks, Recreation and Forestry Department Report

ACTION TYPE: This item is for discussion only.

BACKGROUND & SUMMARY: A report related to the activities of the Parks, Recreation and Forestry Department is provided to the Town Board as follows:

1. Attended weekly Department Manager meetings.
2. Attended the Town Board meetings.
3. Attended the Safety Committee meeting.
4. Prepared materials for and attended the Park Commission meeting.
5. Attended the Urban Forestry Board meeting.
6. Met with staff regarding maps for the Bicycle and Pedestrian Plan.
7. Attended a meeting with staff and Fox Cities United Soccer to discuss development of phase one of the Sports Complex.
8. Attended a meeting with staff and Outagamie County planning and zoning to discuss the Sports Complex.
9. Reviewed applications and conducted interviews for the open Parks and Forestry Laborer position.
10. Met with Joel to discuss Community Park and the Civic Club.
11. Attended the Northeast Wisconsin Urban Forestry Workgroup meeting in Hortonville.
12. Participated in the WPRA Park Section meeting online.
13. Reviewed applications and conducted interviews for Seasonal Park Labor positions.
14. Met with the Civic Club to discuss their interest in investing in Community Park improvements.
15. Completed the final draft of the updated Special Event Policy.
16. Drafted a revision to the Special Event application and drafted a Special Event Manual document.
17. Reviewed and provided comment on the draft Bicycle and Pedestrian Plan.
18. Worked on drafting a Lock out/Tag out Program for the Safety Committee.
19. Selner Tree Care completed contracted street tree pruning as part of their two-year contract.
20. Staff has been pruning street trees and anticipate completion within the next 2 weeks.

21. Materials have been removed from the Community Park ice rink to expedite melting.
22. Greenville has been named Tree City USA for 2018. This is the 18th consecutive year Greenville has achieved this status.

Project Updates:

1. **Community Park Bleachers** – All bleachers have been installed. Concrete is installed for Diamond A. Diamonds B and C will remain on stone. Diamond D to be completed this spring. Will begin prepping the site soon and awaiting the frost to come out before pouring the concrete slab. WE anticipate completion ahead of opening day.
2. **Sports Complex Master Plan** – Joel and I met with Fox Cities United to discuss the timeline for possible development of phase one of the Sports Complex. They are actively fundraising for the indoor practice facility and are interested in seeing that move forward. We informed them that we would likely not be ready until 2020. There is still some planning that needs to be done and we don't have anything in the current budget for development.

Staff met with Outagamie County Planning and Zoning to discuss the Sports Complex. They informed us that they consider the soccer fields “spectator sports facilities” and that they are not allowed in the Airport Overlay. We requested this in official writing which we have received. We are currently discussing our options moving forward.

3. **Archery Range** – Some of the materials have been delivered to the site. Tyler Ernst informed me that he is no longer able to commit to serving as the lead volunteer on the project. Fred Gadzinski is now the Civic Club contact, however, he does not have the construction background that Tyler does. We are currently looking for a new volunteer to serve in this capacity. Fred is checking with other members of the Civic Club and I am also checking with the Lions Club.
4. **Pebble Ridge Park trail paving** – Trail paving will be completed in 2019 as part of a larger paving contract.
5. **Glen Valley Park** – New signs for Elder Brook Park have been received and will be installed this spring.
6. **Hoffman Property** – There is not a timeline for development of this property. As we update the Comprehensive Outdoor Recreation Plan later this year we will be better able to address a possible timeline. We have met with adjoining property owners regarding the property line issue but are still working on addressing it.

STAFF RECOMMENDATION: N/A

POLICY/PLAN REFERENCE(S): N/A

FISCAL IMPACT: N/A

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Attachments:

Constable Report
March 2019

Dog Calls

Total Calls = 67
Total Hours = 56.0

Stray/At Large/Missing	35 calls	29 hours
Barking	6 calls	2 hours
Welfare check (weather)	18 calls	15 hours
Family Education	5 calls	7 hours
Abuse/Cruelty/Neglect	3 calls	3 hours
Other	0 calls	0 hours

Cat Calls

Total Calls = 25
Total hours = 12.0

Stray/At Large/Missing	22 calls	10 hours
Abuse/Cruelty/Neglect	0 calls	0 hours
Welfare Check (weather)	3 calls	2 hours
Other	0 calls	0 hours

Other Domestic/Exotic/Farm Animals

Total Calls = 0
Total Hours = 0

Other

Total Calls = 14
Total Hours = 0 hours taken

Ordinance questions	3 calls
Wildlife	11 calls
Other	0 calls

Total calls for service:	106
Total Hours:	68.0

Respectfully submitted,
Vicki Prey - Greenville Constable

MEETING: Town Board
DATE: April 8 2019

AGENDA ITEM #: TB - 6v
ACTION TYPE: Discussion



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Brian Rickert, Public Works Director
Date: 4/2/2019
RE: Public Works Director Report

ACTION TYPE: This item is for discussion only.

BACKGROUND & SUMMARY: A report related to the activities of the Public Work's Department will be provided to the Town Board. The report is seen below:

1. March 7, 2019: Worked with the Mechanic to Order GPS for Dump Trucks these will have the ability to track salt usage, plow up/down operation, wing up/down, salt spreader on/off, also the vehicle operation details (speed, idle time, route, etc.).
2. March 7, 2019: Met with the Community and Economic Development Director, Administrator, Deputy Fire Chief, and Ben the developer for the Spring Road Concept to discuss some concerns both from the Fire Department and from the Public Works Department.
3. March 7, 2019: Met with Ahern and the Facilities Lead Worker to discuss the current and the future HVAC contracts. This was a very productive conversation and I am looking forward addressing our HVAC issues and saving money compared to the existing contract.
4. March 7, 2019: Met with the Administrator, the Community and Economic Development Director, David Winkle, Mary Winkle, Tiffany Holtz, Laurie Jennerjohn, Town Attorney, and Jennerjohn's Attorney. This was a very heated discussion but there was much confusion that was straightened out as part of the meeting.
5. March 7, 2019: Attended the Wisconsin Asphalt Pavers Association Seminar in Kimberly. This was very informational due to learning about the industries current issues and the new products that are on the market.
6. March 8, 2019: Met with Bassett and the Facilities Lead Worker to discuss the current HVAC contract and what other options are a possibility.
7. March 12, 2019: Met with the Administrator to speak about upcoming trainings and to get coaching on where improvements can be made.
8. March 12, 2019: Notified the property owners on Julius Drive what contractor was awarded the contract for the Julius Drive Reconstruction Project.
9. March 13, 2019: Dropped off the bid documents for SEH for the Julius Drive Reconstruction Project. We also discussed the contract administration and the awarding of the contract.
10. March 13, 2019: Met with the Community and Economic Development Director to discuss the different Road Classifications throughout the Town.

11. March 13, 2019: Met with the County to discuss the upcoming projects within Town including the replacement of culverts that will qualify for Federal Bridge Aide.
12. March 14, 2019 and March 15, 2019: Met with residents, responded to residents, worked with the fire department, and managed Public Works during the flooding due to the rapid snowmelt that took place because of the rain and the extremely warm temperatures.
13. March 15, 2019: Late in the morning, it was noticed that the culvert and driveway for W7778 Spring Road failed. I notified the property owner and he was not sure what he wanted to do. He called me a few times when I was out in the field addressing other flooding issues. Finally at 2:30 pm he determined that he would have Immel set steel plates to so he would have the ability to enter and exit his driveway. When Immel went to set the steel plates the half of the west bound travel lane failed. It was then determined that at that point that there would need to be a temporary culvert placed and the roadway would need to be repaired.
14. March 20, 2019: Met with the Administrator to discuss the upcoming CIP Projects and there progress.
15. March 20, 2019: Met with Chad Johnson, Outagamie County, to review the paving projects for the 2019 construction season.
16. March 21, 2019: Assembled and studied how to use the Dynamic Message Speed Sign. This Sign will be deployed in the following weeks after the Diggers Hotline Ticket clears and the post is installed.
17. March 21, 2019: Attended the Bid Opening for the Well 5 project with the Utility Superintendent, Administrative Assistant, Clerk, and the Administrator. The results will be brought to the Town Board on March 25.
18. March 21, 2019: Attended the Administrative Office Meeting in which the Administrator discussed Customer Service to the Staff and explained the job duties.
19. March 21, 2019: Attended a Storm water Project Review with the Town Engineer, Storm water Superintendent, County Zoning Administrator, and the DNR. They had little concerns about the projects and made us aware of the next steps in the project.
20. March 21, 2019: Met with the Administrator, Jim Reiland, and Jerry Reiland to discuss the possible purchase of land for a yard waste site.
21. March 25, 2019: Met with the Parks, Recreation, and Forestry Director to discuss office hour's coverage, the implementation of new employees, equipment scheduling, and on-call.
22. March 26, 2019: Met with the local farmers to discuss the phosphorus reduction throughout the Town. The DNR is in the process of finalizing new requirements for storm water treatment. Some of the farmers were very receptive of the proposals to include storm water management devices on their land.
23. March 27, 2019: Met with the Community and Economic Development Director, Scott Dewitt, and Tom Derricks to discuss Towering Pines and Savannah Heights. Tom is proposing to remove over half the trails within his development. Michael and I let Tom know that he would need to take this to Town Board for approval. He also would like to pave the trail on the south side of Design Drive in concrete rather than asphalt.
24. March 27, 2019: Met with Elizabeth Marks and Ryan Becker about the storm water and space constraints on the CTH CB and Atlantis Roundabout. OMNNI was looking to not have to follow the Town's Stormwater requirements and Chris Pagels and I let them know that we were not going to make any exceptions. They also said the Town was responsible for the landscaping in the center of the Roundabout.

25. March 28, 2019: Attend the CTH CB and Atlantis Public Information Meeting at the Appleton International Airport. The County had some very good construction details and the adjacent property owners had some logical concerns. FED EX was going to be the most impacted party.
26. March 29, 2019: Worked with the Administrative Assistant to get Manager Plus to produce a report to distribute to the different departments in regards to the quarterly reports for fleet expenses. Public Works picks up all the repairs throughout the year then they are back-billed to the departments at the end of the year through a journal entry.
27. March 29, 2019: Met with the GIS Specialist, the GIS Coordinator, Public Works Lead Worker, and the Administrative Assistant to discuss the current process for the sale of yard waste stickers. We were able to streamline the process and create a application for the sales of yard waste stickers at the yard waste site.
28. March 29, 2019: Met with the Facilities Lead and Bassett to discuss the current and the potential contracts that we would be able to consider for a price savings. This was a very productive conversation considering all of the issues that we have had with the current HVAC units, this would allow for potential savings. These discussions and contracts will be brought to the Town Board over the next couple of months.
29. March 29, 2019: Met with the Public Works Lead Worker to discuss the modifications to the operations within the Public Works Department for the upcoming construction season. We also discussed the salt ordering for the 2019-2020 winter season.
30. April 1, 2019: Attended a day training in regards to Criticism and Discipline Skills for Managers and Supervisors.
31. April 2, 2019: Met with Outagamie County Officials and Grand Chute Officials about the CTH CA speed limit reduction.
32. Director of Public Works: Worked with the Town Engineer to get the Roadway Projects into the Design Stage. Design Drive is at 100% design. Spring Road is at 60% design stage and is planned to be completed by the end of March. Following this, the projects will go out to bid.
33. Director of Public Works: Worked with SEH to get the contract documents prepared for the Julius Drive Reconstruction Project.
34. Director of Public Works: Worked with the property owner of W7778 Spring Road because of a private entrance culvert failure. Once the failure took place it began to take the roadway with it. You will notice that there is a section of the westbound lane of Spring Road that is gravel. This is the section that failed and was undermined. This section had to be removed and reconstructed. This section of roadway will stay gravel until the paving takes place for the Spring Road Paving project.
35. Director of Public Works: Responded to Open Records requests.
36. Director of Public Works: Reviewed the Lift Station 2 Design Study, Bike and Pedestrian Comprehensive Plan, Special Event Policy, the bid documents for Well 5, CTH CB and Atlantis Roundabout Plans, and the Hold Harmless Agreement.
37. Director of Public Works: Continued to work with the contractor to get the Julius Road Reconstruction Project Kicked Off and on the road.
38. Director of Public Works: Worked on reviewed and approving documents for the new Fire Station this includes Street Lighting Removals and Electrical Services for the Project.
39. Public Works Crew: Performed culvert steaming and jetting for the culverts that iced up with the extreme cold temperatures and the warm temperatures. This was performed for nearly an entire week to limit the amount of flooding throughout the Town.
40. Public Works Crew: Performed winter maintenance for two snow events.

41. Public Works Crew: Performed brush clearing in various locations within the Right of Way throughout Town.
42. Public Works Crew: When through and removed snow from ditches for three days to ensure that flooding was minimized.
43. Public Works Crew: Went through and pothole patched for a couple weeks and there is still more pot hole patching that needs to take place.
44. Public Works Crew: Determined the foundation type on Lift Station 2 so the engineer could continue with the Lift Station 2 Reconstruction Project.
45. Public Works Crew: Shot grades on the Country Meadows Pond for the Town Engineer to perform a study on enlarging the pond to create additional storage and treatment of storm water.
46. Public Works Crew: Worked on installing new street signs throughout Town and repaired Road Signs that were damaged as part of winter operations or traffic accidents.
47. Public Works Crew: Hydro excavated to find the culvert for De Artega and then shot grades in the ditch lines both north and east of QComp. From here the grades will be reviewed and determine what the best coarse of action is for the drainage in the area of the Business Park.
48. Public Works Crew: Removed the pavement from a 100' stretch of Manley Road in the southbound lane between Hillview and Spring Road. There was only 2" of asphalt in this section of roadway with no base aggregate. The County will be in during the week of 4/1/19 to repair the roadway.
49. Public Works Crew: Shouldered the roadways that had erosion from all of the flooding that took place in the middle of March.
50. Weekly: Review and comments on plans and plats that were being submitted to the Development Director and the Planning Commission
51. Weekly: Attended Department Head Meeting
52. Bi-Weekly: Held Department Meeting to provide updates and address concerns
53. Weekly: Held Scheduling Meeting with Streets Foreman, Utility Foreman, Utility Superintendent, and Storm Water Superintendent to prioritize projects and better utilize staff.

POLICY/PLAN REFERENCE(S):

- Town of Greenville Municipal Code: Chapter 37-8 B (4) Responsibilities to the Town Board

MEETING: Town Board
DATE: April 8, 2019

AGENDA ITEM #: TB - 6cvi
ACTION TYPE: Routine Report



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Michael J. D. Brown, Community & Economic Development Director
Date: April 1, 2018
RE: Community & Economic Development Director Report

ACTION TYPE: This item is for discussion only.

BACKGROUND & SUMMARY: A report related to the activities of the Community & Economic Development Director's office will be provided to the Town Board. The report will include the following items:

Meetings:

1. Met with Public Works staff regarding permitting program on March 4, 2019
2. Attended Department Head meeting on March 4, 2019
3. Met with CD Specialist for weekly check in meeting on March 4, 2019
4. Attended Plan Review meeting on March 5, 2019
5. Met with Public Works Director and GIS Coordinator regarding Official Town Map on March 5, 2019
6. Attended Fox Cities Convention and Visitor Bureau regarding new branding effort on March 5, 2019
7. Met with developer regarding potential project on March 6, 2019
8. Met with staff and East Central to discuss Bike/Ped plan on March 6, 2019
9. Held permitting program kick off meeting with staff on March 6, 2019
10. Met with Administrator regarding subdivision ordinance update on March 6, 2019
11. Met with Administrator and Parks, Rec and Forestry Director regarding landscape ordinance on March 6, 2019
12. Met with property owners regarding TIF on March 6, 2019
13. Held staff meeting on March 7, 2019
14. Met with developer regarding Spring Rd Conservation Subdivision on March 7, 2019
15. Attended front office coordination meeting on March 7, 2019
16. Met with Jennerjohn Field of Dreams representatives on March 7, 2019
17. Conference call with Ehlers regarding TIF on March 7, 2019
18. Conference call with Cintas on March 7, 2019
19. Attended Department Head meeting on March 11, 2019
20. Held TID meeting with property owner on March 11, 2019
21. Held meeting with business looking to operate a contractors yard on March 11, 2019
22. Attended Town Board meeting on March 11, 2019
23. Held Plan Review meeting on March 12, 2019

24. Met with SW Superintendent regarding SW grant on March 13, 2019
25. Met with GIS Coordinator and Parks, Rec and Forestry Director regarding Bike/Ped Map on March 13, 2019
26. Met with Public Works Director regarding Road Classifications on March 13, 2019
27. Met with Fox Highlands about Phase 2B on March 13, 2019
28. Held Staff meeting on March 14, 2019
29. Met with TID property owner on March 14, 2019
30. Met with Wolf River Machine regarding noise complaints on March 15, 2019
31. Met with Diamond Water on March 18, 2019
32. Attended the InDevelopment Conference on March 19, 2019
33. Met with developer on industrial site plan project on March 20, 2019
34. Met with East Central on Comprehensive Plan update on March 20, 2019
35. Met with TIF developer on March 20, 2019
36. Attended customer service staff meeting on March 21, 2019
37. Met with County on the Sports Complex project on March 22, 2019
38. Met with Thrivent on March 22, 2019
39. Met with PC member on March 25, 2019
40. Attended the ZBA meeting on March 25, 2019
41. Attended the PC meeting on March 25, 2019
42. Attended the TB meeting on March 25, 2019
43. Attended the Outagamie County Zoning Committee meeting on March 26, 2019
44. Met with residential developer on March 26, 2019
45. Met with Greenville Auto on March 27, 2019
46. Met with Dercks/DeWitt on March 27, 2019
47. Met with Omni regarding CB Roundabout project on March 27, 2019
48. Met with Wolf River Machine on March 27, 2019
49. Met with TIF developer on March 27, 2019
50. Held staff meeting on March 28, 2019
51. Met with TIF developer on March 28, 2019
52. Hosted FCEDP meeting on March 28, 2019

Office:

1. Conducted plan review and prepared staff reports for the following projects for Planning Commission and Town Board review and approval:
 - a. Spring Road Conservation Subdivision Variance and Concept Plan
 - b. Rezoning request from Gen Commercial to Multi-Family for parcel north of the proposed fire station
 - c. St. Mary's Cemetery Site Plan
 - d. Greenville Auto Site Plan
 - e. CSM on Hickory Meadows
 - f. Landscape Ordinance Update
 - g. Fox Highlands Trail Relocation
2. Conducted plan review and prepared staff comments for the following applicants/projects:
 - a. Savannah Heights 3 CSM
 - b. Multiple Sign Variances
 - c. ATW Hangar

- d. WE Energies Gas Regulator
- e. Fox Highlands Phase 2A
- 3. Conducted potential development proposal follow ups
- 4. Continued with Subdivision Ordinance update
- 5. Continued with Comprehensive Plan and Bike/Ped Plan update
- 6. Continued with Permitting Program Project
- 7. Initiated updating Official Town Map regarding Road Classifications

Projects

- 1. **Comprehensive Plan Update:** Plan is being drafted by East Central.
- 2. **Tax Increment Finance District:** Staff continues to receive inquiries regarding properties in the TID.

STAFF RECOMMENDATION: N/A

POLICY/PLAN REFERENCE(S): N/A

FISCAL IMPACT: N/A

###

March, 2019

2 - Single Permits Current Month
 0 - Duplex Permits Current Month
 9 - Single Permits to Date

15 - Electrical Permits to Date
 39 - Heating Permits to Date
 11 - Plumbing Permits to Date

111 - Building & Misc. Permits to Date**March, 2018**

0 - Single Permits Current Month
 1 - Duplex Permits Current Month
 1 - Duplex Permits to Date
 4 - Single Permits to Date
 15 - Electrical Permits to Date
 38 - Heating Permits to Date
 17 - Plumbing Permits to Date

151 - Building & Misc. Permits to Date

DATE	OWNER	CONTRACTOR	LOCATION	PROJECT	VALUE	PERMIT
3/1/2019	Mandy Pupp	Self	W6293 County Road JJ	Whole House Remodeol	\$100,000.00	29-19
3/5/2019	Dennis Dornfeld	Self	N954 Pebble Ridge Road	Basement Remodel	\$30,000.00	30-19
3/6/2019	Resident	Midwest Design Homes	W7078 Ridgeline Trail	Single Family	\$200,000.00	31-19
3/7/2019	Ryan Smith	Self	N1765 Brookhill Drive	Basement Remodel	\$12,000.00	32-19
3/7/2019	Terry Reese	Self	W6268 Spencer Road	Renewal of Permit 49-18	\$0.00	33-19
3/8/2019	Tyler & Katie Buchholz	Self	W7127 Glenford Way	Basement Remodel	\$15,000.00	34-19
3/8/2019	Troy Dunsirn	Portside Builders	N1153 South Creek Drive	Early Start Accessory Struct	\$0.00	35-19
3/13/2019	Mary Richards	Dean Ratchman	W6337 Goose Creek Circle	Basement Remodel	\$25,000.00	36-19
3/13/2019	Wayne Vander Heiden	Virtue Homes, LLC	N987 Joey's Place	Basement Remodel	\$25,000.00	37-19
3/15/2019	Jason & Erin Pierre	Self	N1018 Glennview Drive		\$0.00	38-19
3/14/2019	Jim Ponto	Self	N588 Julius Drive	Bath/Stairway	\$12,000.00	39-19
3/18/2019	Richard Masten	Self	N2189 Municipal Drive	Sunroom Encloser	\$24,000.00	40-19
3/25/2019	Patrick Miller	Legacy Sunrooms	N1372 Buman Way	Back Porch Enclosure	\$10,771.00	41-19
3/25/2019	Resident	Midwest Design Homes	W6829 Design Drive	Single Family	\$200,000.00	42-19
3/28/2019	Country Crossings - Office	Self	W6150 County Road BB	Shed on lot 105	\$650.00	43-19
3/28/2019	Mrs. Flunker	Self	N2155 Mayflower Drive	Raze House	\$0.00	44-19
3/28/2019	Cassie Imeson	Tundra Land Home Improveme	W6128 Colonial Drive	Replace 9 Windows	\$14,295.00	45-19

Subdivision Status Report - March 2019

Subdivision Name and Phase/Unit	# Lots Approved	# Building Permits Issued	# of Lots Remaining	In Sanitary District (Yes/No)	Notes/Approved Date
Jennerjohn Field of Dreams - Prelim Plat	56	0	56	yes	Final Plat not recorded
Savannah Heights Phase 3 - Prelim Plat	59	0	59	yes	Final not approved
Savannah Heights Phase 2 - Prelim Plat	11	0	11	yes	Final not approved
Savannah Heights Phase 1	48	14	34	Yes	2018
Sunset Hill Estates Condos - PUD	42	10	32	Yes	2018
Fox Highlands Lot 27 Condos	32	0	32	Yes	2018
Crestview South	24	0	24	Yes	2018
Fox Highlands	79	10	69	Yes	2016
Waterlefe Estates 2nd Addition	33	12	21	Yes	2016
Towering Pines West	19	16	3	Yes	2016
Summerbreeze Estates	60	53	7	Yes	2007
Beacon Hills	119	112	7	Yes	2005
Greenville Crossing	7	2	5	Yes	2004
Brook Farms	102	99	3	Yes	2004
Greenwood Meadows	20	17	3	Yes	2004
Amber Fields	138	136	2	Yes	2004
Green Ridge Terrace	100	98	2	Yes	2004
Hawks Landing	12	8	4	Yes	2003
The Farms at South Creek North	27	24	3	No	2003
Total	2087	1696	391		

CSM Status Report - March 2019

Maximum of 10 lots can be created by CSM outside of the Sanitary District Area in a Calender Year per Section 270-76A		# of Lots Created 2019
110064703, N1549 Julius Dr.		
(Owned by parent, does not count toward 10)		
110021400, Manley Rd		1
Total		1

MEETING: Town Board
DATE: April 8, 2019

AGENDA ITEM #: Tb - 6cvii
ACTION TYPE: Routine Report



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Joel Gregozeski, Town Administrator
Date: April 3, 2019
RE: Town Administrator Report

ACTION TYPE: This item is for discussion only.

BACKGROUND & SUMMARY: A report related to the activities of the Town Administrator's office will be provided to the Town Board. The report will include the following:

Notable Meetings & Events:

1. March 1, 2019: Attended the Wisconsin City/County Management Association Winter Conference in Sheboygan.
2. March 4, 2019: Conducted Department manager weekly meeting.
3. March 4, 2019: Discuss Vacancy Coverage with Treasurer and Finance Department staff member.
4. March 5, 2019: Met w/ DPW Director and DPW Foreman to discuss road salt purchase options.
5. March 6, 2019: Met w/ CED Department to review planning and development applications and cases.
6. March 6, 2019: Met w/ CED Director to review subdivision ordinance draft.
7. March 6, 2019: Met w/ CED Director and PRF Director to discuss changes to landscaping requirements per zoning code.
8. March 6, 2019: Met with landowners in TID #1 to discuss Design Drive extension project.
9. March 7, 2019: Met w/ Developer of Spring Road plat to discuss concept plan.
10. March 7, 2019: Met w/ FirstNet to discuss options for wireless technology for public safety officials.
11. March 7, 2019: Met w/ Department managers to discuss front office responsibilities.
12. March 7, 2019: Met w/ Winkel and Jennerjohns to mediate developer agreements between the three parties.
13. March 7, 2019: Met w/ Sheriff's officials to discuss School PSL proposal.
14. March 11, 2019: Conducted Department manager weekly meeting.

15. March 11, 2019: Met with landowners in TID #1 to discuss Design Drive extension project.
16. March 11, 2019: Attended Town Board and Sanitary District meetings.
17. March 12, 2019: Met with staff member to discuss confidential HR related items.
18. March 12, 2019: Attended training for social media archiving software.
19. March 13, 2019: Review applications for Parks, Recreation and Forestry Laborer position.
20. March 13, 2019: Met w/ PRF Director to discuss opportunities for Civic Club involvement at Community Park.
21. March 14, 2019: Attended Granicus Software Training.
22. March 14, 2019: Met with landowners in TID #1 to discuss Design Drive extension project.
23. March 15, 2019: Met with Fox Cities United and PRF Director to discuss Sports Complex project.
24. March 15, 2019: Facilitated bid opening for new Fire and Safety Building w/ Town Clerk and Miron Construction.
25. March 18, 2019: Conducted Department manager weekly meeting.
26. March 18, 2019: Attended a meeting with Representative Steineke and Tauchen to get more information on STH 15 Bypass project.
27. March 18, 2019: Attended meeting with Diamond Water H2O and CED Director to discuss TID incentives.
28. March 19, 2019: Attended Safety Committee meeting- worked on Lock-out/Tag-out procedures.
29. March 19, 2019: Met w/ Miron to review bid tabulations for the Fire and Safety Building project.
30. March 19, 2019: Attended Fire Commission meeting.
31. March 20, 2019: Conducted interviews for vacant Parks, Recreation and Forestry Laborer position.
32. March 20, 2019: Review CIP projects with DPW Director.
33. March 21, 2019: Conducted interviews for vacant Parks, Recreation and Forestry Laborer position.
34. March 21, 2019: Attended Well #5 Building bid opening.
35. March 21, 2019: Facilitated meeting on the Town's Service Excellence policy with front office and administrative professional staff.
36. March 21, 2019: Met with Outagamie County to discuss zoning concerns related to the airport and the Greenville sports complex master plan.
37. March 21, 2019: Met with landowners to discuss purchasing property for a yard waste facility.
38. March 25, 2019: Attended Board of Appeals, Plan Commission and Town Board meetings.
- 39. March 25, 2019: Met with Civic Club to discuss sponsorship opportunities at Community Park.**

Action Item Updates: - See Attached Action Item Report.

Other Projects/Priorities:

1. Incorporation: Petition for Incorporation was circulated beginning on April 3, 2018. The petition was filed with 119 signatures on April 12, 2018. The Town filed the petition with the Outagamie County Circuit Court. The Circuit Court has determined the petition has met the statutory requirements and has forwarded the petition the Department of Administration. Upon receipt the Town must pay \$25,000 and begin the application documents with the Assistance of Forrest and Associates. Timeline is tentatively as follows:
 - a. Public Hearing – April 29, 2019 from 3:00 to 7:00 p.m. – Town Hall
 - b. Up to 6 months – DOA reviews
 - c. 1-3 months – DOA Forwards to Circuit Court; if successful referendum is ordered by Court
 - d. 1-2 months – Referendum scheduled; if successful incorporation completed and recorded at State.
2. Fire & Safety Building – Tentative Schedule is as follows:
 - a. April 15-30, 2019 – Construction begins
 - b. May 11, 2019 – Tentative Ceremonial Ground Breaking Date
 - c. December 1, 2019 – Final Completion
 - d. December 1 – 31st 2019 – Move in and occupancy.

POLICY/PLAN REFERENCE(S):

- Town of Greenville Municipal Code: Chapter §37-8 B (4) Responsibilities to the Town Board.

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Directive #1: Improve & maintain public infrastructure.

The Town of Greenville will plan, provide and maintain functionally appropriate, sustainable, accessible and high quality infrastructure and facilities to serve the needs of its citizens, businesses and visitors.

Key Objective Improve & effectively maintain our roads, pedestrian, bike and transit infrastructure.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Update and adopt a revised Specifications Manual for road construction.	General Fund	DPW	Rickert	2019	3/31/2019	2		Town Engineer has drafted Town Specifications and sent them to the Town for review. Review took place the week of 2/11/19 and comments were sent to Engineer.	80%	\$ -	\$ -	\$ -
Reconstruct Julius Drive from Spring Road to School Road. Include on-road pedestrian and bicycle accommodations as part of the design.	Capital Projects Fund & Grant	DPW	Rickert	2019	7/31/2019	2	See 5-Year Capital Improvement Plan for Details.	Preconstruction Meeting scheduled 4/9/19. Waiting for schedule from contractor and Public Information Meeting will be scheduled from there.	60%	\$ 1,156,404.00	\$ -	\$ (1,156,404.00)
Construct CTH CB Trail Extension from STH 96 to Levi Drive.	Capital Projects Fund & Grant	DPW	Rickert	2019	7/31/2019	2	See 5-Year Capital Improvement Plan for Details.	Final Real Estate has been acquied for the trail. Disucussions are taking place about the Town Utility relocations. Project Plans, Specfications and Estimates have been sent to the DOT for review.	55%	\$ 844,500.00	\$ 17,292.50	\$ (827,207.50)
Install Rapid Flashing Beacons for Pedestrians at STH 76 & Parkview Drive.	Capital Projects Fund	DPW	Rickert	2019	8/31/2019	2	See 5-Year Capital Improvement Plan for Details.	Contacted the DOT to see what permits/approvals need to be acquired before intalling the devices. Topographic Survey is completed and the design for the added pedestrain ramp is being performed by the Engineering Technician.	40%	\$ 35,000.00	\$ -	\$ (35,000.00)
Reclaim and pave Spring Road from Manley to North Roads.	Capital Projects Fund	DPW	Rickert	2019	8/31/2019	3	See 5-Year Capital Improvement Plan for Details.	Design is nearing 95%. Discussion with the Town Clerk was had on 4/3/19 about the bid letting schedule.	55%	\$ 432,510.00	\$ 6,530.56	\$ (425,979.44)
Reclaim and pave Design Drive from Tower View to Technical.	Capital Projects Fund	DPW	Rickert	2019	8/31/2019	3	See 5-Year Capital Improvement Plan for Details.	Ready to go out to bid, waiting for completion of design on Spring Road.	55%	\$ 141,817.00	\$ 11,270.45	\$ (130,546.55)
Develop and adopt a comprehensive pavement preservation program.	General Fund	DPW	Rickert	2019	10/31/2019	3		Met with Fahrner to become more firmilar with the products they offer and the products that they have previously used throughout Town.	5%	\$ -	\$ -	\$ -
Install traffic calming measures at Glen Valley and Glennview Drives.	Capital Projects Fund	DPW	Rickert	2020	8/31/2020	3	See 5-Year Capital Improvement Plan for Details.	Dynamic message speed is being tested and will be installed during the middle of April.	95%	\$ 60,000.00	\$ 3,481.75	\$ (56,518.25)

Key Objective Improve & effectively maintain our water, sanitary and stormwater management services and infrastructure.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Design, bid and construct the Towering Pine Regional Pond prairie.	Stormwater Utility	DPW	Pagels	2019	7/31/2019	4	See 5-Year Capital Improvement Plan for Details.	Have tentative design based on soil types and sun exposure. Have preliminary cost estimates from 2 seed/plant vendors.	0%	\$ 40,000.00	\$ -	\$ (40,000.00)
Design, bid and construct the STH 15 flood control basin.	Stormwater Utility	DPW	Pagels	2019	9/30/2019	2	See 5-Year Capital Improvement Plan for Details.	Met with Cedar. Chose best option based on cost benefit. At 60% engineered level.	0%	\$ 138,400.00	\$ -	\$ (138,400.00)
Perform Community Park Drainage Improvements.	Stormwater Utility	DPW	Pagels	2019	10/31/2019	3	See 5-Year Capital Improvement Plan for Details.	Working on DNR (chapter 30) Dredging Permit Submittal	0%	\$ 30,000.00	\$ -	\$ (30,000.00)
Perform Everglade Swamp Dredging Phase 2.	Stormwater Utility	DPW	Pagels	2019	12/31/2019	2	See 5-Year Capital Improvement Plan for Details.	Waiting for DNR confirmation of project.	0%	\$ 200,000.00	\$ -	\$ (200,000.00)

Key Objective Improve & effectively maintain our Town owned facilities.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Complete final improvements to archery range shooting tower and covered shooting lanes.	General Fund	PRF	Nowak	2019	4/30/2019	4	Materials funded by Town; Labor funded by Civic Club.	Concrete footings have been installed and materials ordered. Some materials to be devilered to the site in March. Have reopened conversation with the Civic Club regarding setting a date for the volunteer build. Construction will take place in spring but an exact date has not yet been set.	25%	\$ -		\$ -
Locate, purchase, develop and permit permanent yard waste compost facility.	Capital Projects Fund	DPW	Rickert	2019	12/31/2019	2	See 5-Year Capital Improvement Plan for Details.	Found a potential site and is currently getting appraised. Waiting for commitment from Town Board.	10%	\$ 438,000.00		\$ (438,000.00)
Shop Fan & Electrical Upgrade for DPW Shop Building	Capital Projects Fund	DPW	Rickert	2019	12/31/2019	4	See 5-Year Capital Improvement Plan for Details.	This project will be assigned to the Facilities Maintenance Staff Member to obtain quotes. Electrical panel upgrade has taken place, waiting for direction from Town Board about the lighting control panel.	30%	\$ 30,000.00		\$ (30,000.00)

Directive #2: Strengthen financial health.

The Town of Greenville will assure the efficient and responsible use of public funds for current and planned community needs. The Town will do this by seeking efficiencies in the delivery of operational services, maintaining a balanced relationship in financing capital improvements through utilization of current revenues and issuance of long term debt, maintaining healthy contingency reserves and effectively managing risks.

Key Objective Improve financial reports, annual operating budgets and capital improvement plans.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Improve the five-year Capital Improvement Plan to include higher levels of detail, focus on long-term debt planning, consensus on priorities and thorough analysis of potential alternative funding.	n/a	Admin	Gregozeski	2019	9/30/2019	3	Tasks becomes annual after first completion.	Preparation of CIP will begin in May 2019 utilizing the PlanIt software. License for software secured for 2019.	10%	\$ -		\$ -
Develop an Annual Operating Budget document that is recognized by the Government Finance Officers Association (GFOA) for Distinguished Budget.	n/a	Admin	Gregozeski	2019	11/30/2019	3	Tasks becomes annual after first completion.	Authorized to implement Budget Module through our enterprise software. Scheduling training for later in February/March 2019. Implementation will begin in June 2019.	10%	\$ -		\$ -
Develop a Comprehensive Annual Financial Report (CAFR) that is recognized by the Government Finance Officers Association (GFOA) for excellence.	n/a	Admin	Beyer	2020	4/1/2020	3	Tasks becomes annual after first completion.		0%	\$ -		\$ -

Key Objective Evaluate opportunities for alternative funding sources.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Annually evaluate, report and apply where feasible FEMA grant funding opportunities for public safety services and equipment.	n/a	Fire	Kitowski	Annual	n/a	3	Ongoing - Annually based on grant funding programs.		0%	\$ -		\$ -
Annually evaluate, report and apply where feasible federal, state and local grant opportunities for road and other infrastructure projects.	n/a	DPW	Rickert	Annual	n/a	3	Ongoing - Annually based on grant funding programs.	Director is working with the Town Engineer to find sources or grants.	0%	\$ -		\$ -
Annually evaluate, report and apply where feasible federal, state and local grant opportunities for parks and recreation facilities or services.	n/a	PRF	Nowak	Annual	n/a	3	Ongoing - Annually based on grant funding programs.		0%	\$ -		\$ -

Key Objective Implement operating efficiencies and technology improvements.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Deploy an improved Enterprise Resource Program/Financial Software	All Funds	Admin/CED	Beyer & Brown	2020	12/31/2020	3	ERP software to provide computerized processing for Building Permits, Zoning/Planning Applications, Payroll, AP/AR, Budgeting and Human Resources.	Developing application and process materials for submission to Civic Systems.	0%	\$ -	\$ 22,050.00	\$ 22,050.00

Directive #3: Provide effective governance.

Through a citizen-centered approach to communications and recruitment, we aim to empower our diverse citizenry to participate in local government activities and decision making. The Town of Greenville is committed to making & implementing policy decisions in a manner that provides accountable, innovative and results-focused government.

Key Objective Optimize organizational structure and human resource management.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Annually review and revise where necessary the Town’s Employee Handbook to reflect industry standards and regulatory requirements.	n/a	Admin	Gregozeski	2019	9/30/2019	3		Amended Handbook Holiday Policy on 1/28/2019	50%	\$ -		\$ -
Annually review and revise where necessary employee job descriptions to reflect accurate essential job duties and functions.	n/a	Admin	Gregozeski	2019	9/30/2019	3		Completing Job Descriptions for Fire & EMS Department for approval by Fire Commission	50%	\$ -		\$ -
Develop written Standard Operating Procedures (SOPs) for each job position.	n/a	Admin	Helgeson & Beyer	2019	9/30/2019	3	Assigned to Clerk/Admin Services and Treasurer/Finance Services Departments for 2019.		0%	\$ -		\$ -

Key Objective Provide meaningful public information and engagement opportunities.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Develop and implement a social media use policy.	n/a	Admin	Gregozeski	2019	9/30/2019	3		Approved by Town Board on 2/25/2019	100%	\$ 2,400.00	\$ 2,376.00	\$ (24.00)
Review and implement necessary changes to front office reception area to encourage more inviting interactions between public and staff.	n/a	Admin	Gregozeski	2020	12/31/2020	3	Budget for 2020 fiscal year.	Implemented Town of Greenville Service Excellence policy with front office and administrative professional staff.	50%	\$ -	\$ -	\$ -
Provide Town Hall style meetings where appropriate for specific Town actions, e.g. road improvements, utility improvements, changes in service levels, etc.	n/a	Varies	Varies	2019	12/31/2019	3	All Departments to be responsible based on projects.		0%	\$ -		\$ -

Key Objective Expand and improve our performance reporting that focuses on results, performance outcomes, goal achievement and public transparency reporting.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Develop and implement a records retention policy that includes the digitization of records.	n/a	Clerk	Helgeson	2019	12/31/2019	1		3/19 - waiting for next meeting and project completion. Have had communictaion with a couple of students requesting more information. Meeting with MPA students from UWO to disuss policy/procedures. Technical assistance from UWO. 2/6/19: We had another meeting yesterday with UWO students to further discuss the project including alternative ways to save the information.	0%	\$ -		\$ -
Expand the public's access to GIS information and data.	n/a	CED/DPW	Rickert & Brown	2019	12/31/2019	4		Currently working on cleaning up data within the GIS server. Once information is clean-up staff will determine what is most benfical to residents.	20%	\$ -		\$ -

Directive #4: Safeguard public health, safety & welfare.

The Town of Greenville will strive to protect the lives and property of our residents, visitors and taxpayers. The Town will accomplish this through the professional delivery of community policing, emergency medical services, fire & rescue operations, municipal code enforcement, building inspection and emergency management.

Key Objective Ensure current and future staffing, facility and equipment demands meet desired levels of service.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Develop and implement a fire apparatus equipment replacement program/plan	n/a	Fire	Lambie	2019	9/30/2019	3			0%	\$ -		\$ -
Review, evaluate and provide recommendations for improving public safety response times and performance outcomes against desired level of service standards.	n/a	Fire	Lambie	2019	12/31/2019	3			0%	\$ -		\$ -
Continue discussions with neighboring communities regarding shared services.	n/a	Fire	Lambie	2019	12/31/2019	4		Signed auto aid agreement between GFD and HHFD Will go into effect 3-1-19	80%	\$ -		\$ -

Key Objective Develop the Town's ability to manage & recover from disruptive or disaster related events.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Develop and implement a NIMS training protocol for Town officials, staff and emergency responders	n/a	Emergency Mang.	Schlechta	2019	12/31/2019	1			0%	\$ -		\$ -
Develop, refine, practice and implement disaster recovery pre-plans	n/a	Emergency Mang.	Schlechta	2020	3/31/2020	1			0%	\$ -		\$ -
									0%	\$ -		\$ -

Key Objective Enhace crime prevention, community policing and code enforcement.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Review, evaluate and implement a bicycle police patrol in Greenville	General Fund	Sheriff	Richards	2019	6/30/2019	4			0%	\$ -		\$ -

Directive #6: Encourage sustainable community development.

The Town of Greenville will encourage planned community & economic development to assure the quality of life and economic vitality of the entire community. The Town will accomplish this by managing development through the implementation of the Town’s Comprehensive Plan, enforcement of the Town’s zoning code, and compliance with county, State and federal requirements.

Key Objective Attract, expand and retain businesses and workforce.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Develop and implement a marketing plan for the Town’s Tax Incremental Finance District #1.	TID #1	CED	Brown	2019	3/31/2019	3	Staff will investigate and implement additional marketing options.	A TID website has been created. Fox Cities Regional Partnership has created a marketing brochure. The TID property is being marketed on the State of Wisconsin's Site Selection Website.	50%	\$ 10,000.00	\$ -	\$ (10,000.00)
Create and continuously update a database of municipally-related data necessary for business expansion or attraction.	General Fund	CED	Brown	2019	3/31/2019	3	Staff will continue to improve/add information on a regular basis.	An Economic Development website has been created. A TID website and marketing material has been created. The comprehensive plan update provide additional data as well as the incorporation application which both can be used for economic development.	100%			\$ -
Continue to streamline the approval and permitting process for development without compromising health and safety.	General Fund	CED	Brown	2019	12/31/2019	4	Staff will implement an ERP system to streamline the development review process.	New processes and policies have been implemented with the development review process. Once an ERP system is implemented the process will become even more streamlined.	75%			\$ -

Key Objective Develop sustainable infrastructure needed to support business and residential development.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Plan, budget and construct Design Drive extension from CTH CB to Mayflower Road (TID #1).	TID #1	DPW/CED	Rickert & Brown	2019	12/31/2019	2	May be delayed based on development timeline.	Engineering Plans are approximately 80% complete. Acquisition of ROW and Pond property is next task. Met with each landowner group and have concurrence to perform property appraisals.	60%			\$ -
Plan, budget and construct for regional stormwater management facilities in the Greenville industrial and business parks.	TID #1	DPW/CED	Rickert & Brown	2019	12/31/2019	2	May be delayed based on development timeline.		0%			\$ -
Develop a plan to construct various infrastructure improvements along STH 76 corridor (traffic control, pedestrian trails and crossings, etc.).	Capital Projects Fund	DPW	Rickert	2020	9/30/2020	3		Included in other projects or will require DOT concurrence. More details are needed to complete project.	0%			\$ -

Key Objective Implement the Town's Comprehensive Plan.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Develop and adopt update to Town's Comprehensive Plan. Incorporate plan objectives into Strategic Plan.	n/a	CED	Brown	2019	8/31/2019	2		Plan is under development.	50%	\$ 14,437.50	\$ 7,218.75	\$ (7,218.75)

TOWN OF GREENVILLE FIRE COMMISSION REGULAR MEETING MINUTES

DATE: Tuesday, March 19, 2018

TIME: 6:00 p.m.

LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

Agenda

1. CALL TO ORDER – The meeting was called to order by Dan Dibbs at 6:00 p.m.
Members present: Chuck Ossont, Jay Ratchman, Stacy Doucette and Dan Dibbs.
Members excused: Rick Fischer. Others present: Joel Gregozeski, Jack Anderson, Chief Tim Lambie and Mark Evers.
2. POSTING OF AGENDA/APPROVAL OF AGENDA – *Motion by Ossont/Ratchman to approve the agenda as presented. Motion carried 4/0 by voice vote.*
3. NEW BUSINESS.

- a. Discussion/Possible Action – Approval of Meeting Minutes from February 5, 2019.

*Motion by Ratchman/Ossont to approve the Meeting Minutes as presented.
Motion carried 4/0 by voice vote.*

- b. Discussion/Possible Action – Discussion of Possible Action Plan and Timeline

- i. Review and Possible Action – Job Description of Fire Chief, Deputy Chief, Captain, Lieutenant, and Firefighter/First Responder.

Discussion held on job descriptions presented and work hours for each position.

*Motion by Ratchman/Ossont to approve the job descriptions as presented.
Motion carried 4/0 by voice vote.*

- ii. Review and Possible Action – Department SOGs for Organizational Policy and Corrective Action.

Discussion on the SOGs including amending the number of first responders to 16 members and to remove the residency requirement in the SOG for Organizational Policy.

Motion by Doucette/Ossont to approve the SOG for Organizational Policy with the amendments noted and the SOG for Corrective Action. Motion carried 4/0 by voice vote.

- iii. Review and Possible Action – Creating Eligibility List for Full-Time Firefighter/First Responder Position.

Discussion held on how to create an eligibility list.

Motion by Dibbs/Ratchman to approve creating an eligibility list for a full-time firefighter/fire responder position using an open position announcement for both internal and external candidates. Motion carried 4/0 by voice vote.

4. ADJOURNMENT - Motion by to Doucette/Ratchman to adjourn at 7:22 p.m. carried unanimously 4/0 by voice vote.

Respectfully Submitted,

Stacy Doucette, Secretary

PARK COMMISSION MEETING MINUTES

March 26, 2019

Greenville Town Hall

7:00 P.M.

ATTENDANCE: Greg Roblee, Barb Schroeder, Ryan Pashke, John Conrad, and Jim Beard;
Excused: Tim James: Absent: Lewis Judge; also present: Tony Nowak (Town Parks & Forestry)
John Julius (Greenville Resident).

Call to Order: at 7:05 pm by Greg.

Correction to posted Agenda –Meeting being held at Greenville Town Hall (not Community Park)

Minutes: Approved.

Treasure Report: Not available.

Old Business

Sports Complex update: Elevation plans for the park were submitted to Outagamie County Planning and Zoning. Tony reported that have concerns regarding the placement of the soccer fields being placed in the Airport zones. Tony will be submitting the Park plan to get a definitive responds on their concerns.

Joel and Tony meet with Fox Valley United. They want to get going on the proposed building, but fund raising is going slower than needed. The project may be delayed till 2020.

Archery Range at Lions Park: Tyler Ernst has stepped down from heading this project. Tony has been working with Fred regarding this project. Fred will be checking with the Civic Club to work at getting a member that does construction work to be involved in this project. Trusses and steel are at Lions Park for this project. The hope is to get this project done in May/June.

New Business

Turf at Lions Park: Repair of the lawn is on Tony's list of things to do. The hope is roll the area when the weather is appropriate and then look at areas that need to be worked up and reseeded.

Discussion then centered on a brief discussion regarding the need for a contingency plan for events regarding need to cancel due to weather being a concern of causing park property damage.

Condition of Ball Park at Community Park: Ryan report that snow is off the field and everything seems alright. Ball season opens May 4th. The team numbers are about the same – 650children plus T-ball of about 200-250 kids.

Tony reported that plans being made to lay the concrete pad for the bleachers when the weather conditions are good. Plan is to do some landscaping around Diamond D to get rain water to go around the Diamond rather than running into the infield.

Update on Chris's position: Tony reported that the position was filled, with Shawn returning to Greenville Park & Rec on April 7th.

Other:

Special Events Policy: Tony reported that the policy has now been re-written to include all Town Events (like Block Parties, Parades, large rummage sales, etc). All Greenville Departments would review the event to see if they impact concerns. Discussion was held that if all Greenville Departments ok a requested Park Event, do these events need Park Board approval. Consensus was that Tony would bring case by case needs to the Park Board if an event was requesting something outside of the policy.

Land Stewardship committee: John Julius reported that the group is looking at trail needs and usage. Does Outagamie County need more multiuse trails that would allow horses? Are wildlife being protected as roads are being built? Park Board members are encouraged to bring ideas forward. John noted that grapevines have been planted that grow over highways to allow safe passage of squirrel in some areas.

Civic Club commitment to Community Park and GYS: Tony was contacted by the Civic Club regarding their commitment to support this park and GYS. Ideas for support included new sign, new/additional playground equipment, repurpose the tennis ball courts (possible pickleball court), building repair/updates, and GYS request. Mention was also made of renaming of the park to include the Civic Club in the name of the park. This would make the Civic Club organization known better in the town residents as well as giving them the recognition for their support of these projects. This request will be discussed at a later meeting.

Bark in the Park request: Vicki Prey has requested a waiver of fees for this event. This event is held by Fox Valley Humane Society (an established Greenville/Outagamie County non-profit organization) that has been held at Lions Park for several years now. Motion made by Jim to 'Waive the fees'. Discussion held regarding waiving fees versus the rules for being included as a Community organization that is exempt. Jim withdrew his motion. **Motion by John, second by Jim to: 'add Fox Valley Humane Society to the present list of exempt organization'. Vote: Yes – 5, No – 0, Passed. This motion will be submitted to the Town Board for approval.**

Hoffman property: Tony has not received any updates.

Lions Park: Ryan reported that the Catfish Race/Concert weekend will be July 12-13. Tony reported that the rest of the weekend dates have been released for park rentals. The Lions will be looking at time lines for working on Quadrant 2. Ryan requested input regarding the Park Board's input on doing all the concrete work at once (in about 2 years) vs full installation of tennis courts including the fencing this year. Discussion centered on

that installation of a specific project would be most visible to let town residents know that this park is continuing to grow. Ryan will bring this information back to the Lions.

Speakers at Community Park: Ryan reported that speakers will be installed on a pole by Diamond B for safety announcements and information updates. It will not be for announcing games play by play.

Flag Pole at Community Park: the option of a flag pole being placed at Community Park was brought up. The idea of the flag being seen from the ball diamonds or of the flag being placed at the entrance of the park was briefly discussed. The original flag pole at the entrance of the park was toppled in a storm a few years ago.

Meeting adjourned 8:10 pm.

Next Meeting – Tuesday, April 30, 2019 at 7:00 p.m. at Greenville Town Hall

***** These minutes are not approved till the following meeting. *****

PARK COMMISSION MEETING MINUTES

Tuesday February 26, 2019 Town Hall

7:00 P.M.

ATTENDANCE: Greg Roblee, Ryan Pashke, Lewis Judge, Tim James, John Conrad, Jim Beard

Also present: Tony Nowak. Absent: Barb Schroedert

Call to Order: at 7:03 pm by Greg.

Minutes: Motion made by Jim to accept, Second by John

Treasure Report: None given

Old Business

Light Poles at Jennerjohn sledding hill: Tony reported that they are receiving good comments about the light poles. The poles are on a timer that goes off at 10pm. Tony mentioned that the lights may need some adjusting next year.

Archery Range at Lions Park: Ordered materials for the range will be picked up next week. The cement pads are already poured for the canopy. Tony has been having a hard time connecting with the person that was going to head this project. He might contact the Civic Club to see if someone else might be interested in leading this project, Tony might also contact the high school to see about students helping for their community service hours. One way or another this project will get done this spring.

New Business

Masterplan for Greenville Athletic Park (Field of Dreams): Tony show members the masterplan and the phases of work to be done, phases don't have to be done in any specific order- This is simply a guideline. Total cost of this project is \$10,998,300.000. The cost is figured on the high end, a good amount of money can be saved with careful planning, bidding and in kind services. . The different user groups were shown this plan at a special Town Board meeting. These groups can look it over and decide what they think are priorities for their areas and possible ways to cut down costs. The question was asked- What can be done now? The commission in agreement that a grading plan should be first. Should we just grade areas in phases or grade the whole park at once? Lou brought up the idea of maybe asking the Corps of Engineers to come back to do grading. Another Town Board meeting on this project will be set in the future.

Ski Trails: Tony said that the trails are getting good use with all the snow we have had.

Lions Park: Lions Club has a date for their concert and will be revealing the band in the near future. Lou also said that the Lions Club will be installing volleyball poles and

working on a basketball court. Lou asked for names of companies so they can get decent equipment.

Tony talked about the need to have a plan in place for bad weather when big events are planned. The damage done to the grounds last fall is going to take a huge amount of time to restore.

Lou said that the Lions Club is interested in doing some sort of memorial in honor of Chip Garrow. Tony said that many people have expressed interest in doing something for Chip. Tony and Jake will be working with Chip's family to decide on a location and type of memorial to honor Chip. He obviously touched a lot of lives and surely will be missed.

Farmers Market: John said that with the construction of the new fire station, the Farmers Market will be moved. The new location will be at Christus Church.

Motion made by Ryan to adjourn, Second by Jim

Meeting adjourned 8:10 pm.

Next Meeting –March 26, 2019 Town Hall

***** These minutes are not approved till the following meeting. *****

OPERATOR'S LICENSES FOR MARCH 11, 2019 TOWN BOARD

<u>Name</u>	<u>Address</u>	<u>Recommendation</u>
Hattie L. Hooks	N1721 Greenville Drive, Greenville	Approve
Deborah A. King	651 Paris Street, Menasha	Approve
Jessica E. Kettner	136 N. Badger Avenue, Appleton	Approve
Shayla Joles	215 W. Quincy Street, New London	Approve
Sak Lee	W6443 Rocky Mountain Drive, Greenville	Approve
Teresa Wilson	625 Olson, Unit #A, Appleton	Approve



STATE OF WISCONSIN
Department of Employee Trust Funds
 Robert J. Conlin
 SECRETARY

Wisconsin Department
 of Employee Trust Funds
 PO Box 7931
 Madison WI 53707-7931
 1-877-533-5020 (toll free)
 Fax 608-267-4549
 etf.wi.gov

March 15, 2019

To whom it may concern,

The Department of Employee Trust Funds is writing to inform you of a change that requires you, the governing body of your municipality (Board), to sign and submit an updated resolution to participate in the Wisconsin Public Employers group health insurance program (WPE-GHIP). This will not change the WPE-GHIP that is offered to your employees and retirees. **Please sign and return the attached resolution as soon as possible and no later than October 1, 2019 to continue participation in the WPE-GHIP.**

The reasons for the need of this new resolution are as follows:

1. ETF has created one reference source for the WPE-GHIP. Previously, information was provided in a variety of publications such as: the *Local Health Insurance Employer Administration Manual* (ET-1144), the contract between the Group Insurance Board and the participating health insurance providers (ET-1136) and several employer bulletins. These resources are now combined into the *Local Employer Health Insurance Standards, Guidelines and Administration Manual* (ET-1144).
2. The original resolution the Board signed stated that the Board agreed to abide by the terms of the program set forth in the contract between the Group Insurance Board and the participating health insurance providers. With the movement of those contract provisions to this new employer manual (ET-1144), that resolution is no longer accurate.

Contract provisions that were moved into this employer manual were not materially changed. Signing this agreement does not bind the Board into any new or substantially revised provisions that haven't already been communicated or implemented. The change was motivated by ETF's strategic initiative to provide an improved experience for administrative staff.

If you have questions or comments, please contact ETF at ETFSMBEmployerInsurance@etf.wi.gov or 1-877-533-5020 select option 2 (toll free) or 1-608-266-3285 select option 2 (local Madison area).

Sincerely,

The Department of Employee Trust Funds
 Attachment: Resolution ET-1169

Wisconsin Department of Employee Trust Funds

**EXISTING EMPLOYER UPDATE RESOLUTION
WISCONSIN PUBLIC EMPLOYERS' GROUP HEALTH INSURANCE PROGRAM**

RESOLVED, by the _____ of the _____
(Governing Body) (Employer Legal Name)

that pursuant to the provisions of Wis. Stat. § 40.51 (7) hereby determines to continue in the Wisconsin Public Employers (WPE) Group Health Insurance program that is offered to eligible personnel through the program of the State of Wisconsin Group Insurance Board (Board), and agrees to abide by the terms of the program as set forth in the *Local Employer Health Insurance Standards, Guidelines and Administration Manual* (ET-1144).

We will continue to participate in the program option in which we are currently enrolled. If we wish to elect a new program option for 2020 we will file a separate resolution to do so.

All participants in the WPE Group Health Insurance program need to be enrolled in a program option. Individual employees cannot choose between program options.

The resolution must be received by the Department of Employee Trust Funds as soon as possible, but no later than October 1, in order to continue participation without lapse. If more time is needed, contact ETF.

The proper officers are herewith authorized and directed to take all actions and make salary deductions for premiums and submit payments required by the Board to provide such Group Health Insurance.

Certification

I hereby certify that the foregoing resolution is a true, correct and complete copy of the resolution duly and regularly passed by the above governing body on the ____ day of _____, year ____ and that said resolution has not been repealed or amended, and is now in full force and effect.

Dated this ____ day of _____, year ____.

I understand that Wis. Stat. § 943.395 provides criminal penalties for knowingly making false or fraudulent statements, and hereby certify that, to the best of my knowledge and belief, the above information is true and correct.

Federal tax identification number (FEIN/TIN)

Authorized employer representative signature

69-036-

ETF employer identification number

Authorized employer representative printed name

Number of eligible employees _____

Authorized representative title

Employer county

Employer benefit contact email address

Mailing address

Submit completed form to ETF at ETFSMBESSNewEmployer@etf.wi.gov
or fax to 608-267-4549.



Employer Bulletin

Employer Communication Center 608-266-3285

Toll free: 1-877-533-5020

etf.wi.gov

Action Required: New Employer Resolution Must be Submitted by October 1, 2019

The Department of Employee Trust Funds is pleased to inform you that your local employer health insurance reference tool, the local employer manual, has been fully updated and improved. It has been renamed and can be found as the Local Employer Health Insurance Standards, Guidelines and Administration Manual (ET-1144).

1. This change requires action on your part. In creating one document for ease of reference, ETF moved (but did not change) applicable contract provisions from the contract between the Group Insurance Board and the participating health insurance providers into this updated employer manual. This means that the resolution your governing body signed to participate in the Wisconsin Public Employers group health insurance program (WPE-GHIP) is no longer correct, since that resolution states that your board agrees to abide by the terms of the health insurance provider contract, not this updated employer manual.

All participating municipalities will need to file the updated resolution (ET-1169), which is also attached, to continue participating in the WPE-GHIP. **ETF asks that this be acted upon during your next available governing board meeting. To assist you in this, ETF has attached a letter that you may share with your board to explain the change.**

The new resolution must be submitted to ETF as soon as possible and no later than October 1, 2019 to continue in the WPE-GHIP. If you need more time, please contact ETF.

2. The reasons for this change are:
 - **Administrative ease.** Previously, employers had to refer to many documents, for example Employer Bulletins and the health insurance contract, to answer questions. Now all that information can be found in the Employer Manual to make searches easier for you.
 - **Updated content.** The former employer manual was out-of-date in many areas, including certain "how to" descriptions, and references to Long Term Disability Insurance (LTDI) and Domestic Partner information.
 - **Reorganized information.** When talking through the former manual it was difficult at times to make sure everyone was referring to the same location for information. ETF has re-numbered and slightly reorganized information to make such discussions easier.
 - For the future, ETF plans to adjust the manual to use more plan language.

If you have questions or comments about this bulletin, please contact ETF at ETFSMBEmployerInsurance@etf.wi.gov or call us at 1-877-533-5020 select option 2 (local Madison area).

Letter available on the next page.

The Department of Employee Trust Funds does not discriminate on the basis of disability in the provision of programs, services or employment. If you are speech or hearing impaired and need assistance, call the Wisconsin Relay Service toll free at 7-1-1 or 1-800-947-3529 (English) 1-800-833-7813 (Español). If you are visually or cognitively impaired, call 1-877-533-5020 or 608-266-3285 locally. We will try to find another way to get the information to you in a usable form.

This *Employer Bulletin* is published by the Wisconsin Department of Employee Trust Funds. Questions should be directed to contact persons listed in the *Bulletin*. Employer agents may copy this *Bulletin* for further distribution to other payroll offices, subunits or individuals who may need the information. Copies of the most recent *Employer Bulletins* are available on our Internet site at etf.wi.gov/employers.htm

Wisconsin Department of Employee Trust Funds
P.O. Box 7931
Madison, WI 53707-7931
etf.wi.gov

MEETING: Town Board
DATE: April 8, 2019

AGENDA ITEM #: TB - 6g
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Joel Gregozeski, Town Administrator
Date: April 3, 2019
RE: **Technology Upgrades – Extension of Fiber Optic Service to Fire & Safety Building**

ACTION TYPE: This item is for possible Town Board approval/denial.

BACKGROUND & SUMMARY: In order to connect the new Fire and Safety Building to the Town's computer server network, the extension of fiber optic needs to be provided from the Public Works building to the new Fire and Safety Building site.

The Town secured a proposal from Suburban Electrical Engineers/Contractors, Inc. to extend the fiber. The proposal is estimated at \$22,895.70. Suburban has performed network cabling work for the Town in the past and is familiar with our system and cabling needs.

STAFF RECOMMENDATION: Staff recommends the Town Board approve the extension of fiber optic services with Suburban Electrical Engineers/Contractors for an amount of \$22,895.00. If the Board is in agreement, the following motion may be made: **"Motion to approve the extension of fiber optic with Suburban Electrical Engineers/Contractors for an amount of \$22,895.00."**

POLICY/PLAN REFERENCE(S):

- Town Purchasing Policy – Adopted August 2017.

FISCAL IMPACT:

Is there a fiscal impact? Yes, (\$22,895).

Is it currently budgeted or planned? Yes, FY2019

Amount budgeted: 400-5722-820-1908 Fire & Safety Building Construction

JDG

###

Attachments:

- Suburban Proposal for Technology Work.

PROPOSAL

Submitted to:



Date: 3/15/19

Joel Gregozeski,
W6860 Parkview Drive
Greenville, WI 54942
(920) 757-5151
joelg@townofgreenville.com

Job Name	Greenville Fire and Safety Fiber Install
Job Location	Greenville, WI
Quote #	CJM
Business Unit	50
Contact	Ethan Hebert ehebert@suburbanelectric.com

Technology work per communication on 2/19/19 including:

- Furnish and install:
 - 12 Strand Single Mode Fiber indoor/outdoor rated
 - LC Fiber Terminations
 - Fiber enclosure and bulkheads
 - Innerduct from building entry to IT room
- Trenching from DPW Shop to new building IT Room
- Testing and certification of new fiber provided
- Replacing of any concrete removed for the install of new fiber

Total	\$22,895.00
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Excluding:

- Premium Time (Hours outside of normal business hours 6:00am to 5:00pm, Monday-Friday)
- Lift
- Price does not include locating of existing private utilities
- Price does not include coring thru concrete or asphalt to locate private utilities

Notes:

- Due to the current material market volatility, the price of this proposal may be subject to change.

THE INFORMATION CONTAINED WITHIN THIS PROPOSAL IS THE VALUABLE PROPERTY OF SUBURBAN ELECTRICAL ENGINEERS/CONTRACTOR'S INC. SUBURBAN ELECTRICAL ENGINEERS/CONTRACTOR'S INC. RESERVES ALL COPYRIGHT, PATENT AND OTHER PROPRIETARY RIGHTS IN THIS PROPOSAL INCLUDING THE DESIGN, REPRODUCTION, USE OR SALES THEREOF. ANY DISCLOSURE, DISTRIBUTION OR USE OF THIS PROPOSAL WITHOUT THE PRIOR WRITTEN CONSENT OF SUBURBAN ELECTRICAL ENGINEERS/CONTRACTOR'S INC. IS STRICTLY PROHIBITED. THIS PROPOSAL IS SUBJECT TO THE ATTACHED TERMS AND CONDITIONS.

Acceptance Signature (Customer):

X _____

X

Daniel L. Bender, Director of Preconstruction

TERMS AND CONDITIONS

1. **Acceptance and Governing Provisions.** No Proposal shall be binding upon Suburban Electrical Engineers/Contractors, Inc. ("Suburban") until accepted in writing by an authorized representative of Customer. Suburban's performance of its obligations under this Proposal is conditioned upon Customer's acceptance of the terms and conditions set forth herein (the "Terms") and Customer's agreement to be bound by and comply with the Terms. These Terms, the terms on the face of this document and all referenced attachments constitute the entire agreement between Customer and Suburban, and no amendment or modification shall be binding on Suburban unless signed by an officer of Suburban. The failure of Suburban to object to provisions contained in any proposal or other document of Customer shall not be construed as a waiver by Suburban of the Terms or an acceptance of any such provisions. Any conflicting or additional terms or conditions set forth by Customer in a proposal or other document are not binding upon Suburban, and Suburban hereby expressly objects thereto.

2. **Delay.** Dates of performance are estimates only and are based on timely receipt from Customer of all information required by Suburban to provide the goods or services. Suburban shall not be liable for any delay beyond its reasonable control or caused by accident, bad weather, embargo, act of Customer or third parties, labor disputes, transportation shortages, national emergency, riots, non-delivery of suppliers, delays of carriers or delivery agents, inability to obtain labor, materials or manufacturing facilities, acts of God or government restrictions, prohibitions or requirements. In the event of any such delay, Suburban's time period for delivery or performance shall be extended accordingly. REGARDLESS OF THE CAUSE, SUBURBAN SHALL HAVE NO LIABILITY FOR PENALTIES OF ANY NATURE AS A RESULT OF A DELAY. During any period of shortage due to the stated or similar causes, Suburban may prorate its supply of goods among its internal demand and its customers in whatever manner it chooses.

3. **Changes and Substitutions.** Any changes requested by Customer are not effective unless accepted in writing by an authorized representative of Suburban. Any changes accepted by Suburban which affect the specifications or scope of work of this Proposal shall entitle Suburban, as appropriate, to an adjustment to the price, delivery schedule or other terms affected by such change. Suburban may furnish suitable substitutes for goods unobtainable due to regulations of governmental authorities or unavailability of materials from suppliers. Details of design and construction in any proposal are approximate and subject to revision by Suburban. If changes in performance of services or in materials, design, layout or arrangement of goods are desired or required by conditions of which Suburban was unaware or which were unforeseen by Suburban, the price is subject to revision.

4. **Prices and Payment.** Unless other terms have been expressly stated by Suburban in writing, Suburban's prices are valid for thirty (30) days from the proposal date and subject to withdrawal following thirty (30) days. All quoted prices are subject to correction for clerical errors. Unless otherwise noted on the face hereof, the payment terms shall be net thirty (30) days from the date of invoice. Pro-rata payments shall become due with partial shipments of goods or partial delivery of services. Suburban shall charge one and one-half percent (1 1/2%) per month (or such lower percentage as required by applicable law) of the unpaid invoice balance, commencing thirty (30)

days following the invoice date. Any delay in delivery or performance of an installment shall not relieve Customer of its obligation to accept and make payment for remaining installments. If Customer is notified by Suburban that the goods are ready for shipment and there is an unreasonable delay in shipment for reasons beyond Suburban's control (including Customer's failure to provide shipping instructions), the date of completion shall be treated as the date of shipment for payment purposes, and completed goods shall be held at Customer's risk of loss or damage, with Customer paying all storage and insurance expenses. Suburban may, at its option, decline to deliver goods or provide services, for any reason, if Suburban doubts Customer's financial responsibility or stability.

5. **Safety.** Customer shall take all necessary precautions, at all times, for the health and safety of Suburban's personnel at Customer's site. These include, but are not limited to: providing to Suburban for review, and instructing Suburban's personnel regarding, Customer's safety practices; proper and safe handling of, and protection of Suburban's personnel from exposure to Hazardous Materials; energization and deenergization of all power systems (electrical, mechanical and hydraulic) using safe and effective lock-out/tag-out procedures; and conducting periodic safety meetings. Suburban may, from time to time, conduct safety audits to ensure the existence of a safe site and working conditions and make recommendations to Customer concerning them. Whether or not Suburban conducts safety audits or makes recommendations, Customer will remain responsible for providing a work environment that is safe and that complies with all applicable legal requirements. Customer will make its local medical facilities and resources available to Suburban personnel who need medical attention, for the duration of their needs. If, in Suburban's opinion, the safe execution of this Proposal at Customer's site is, or could be, imperiled by security concerns, local conditions, war (declared or undeclared), armed conflict or threatened conflict, civil unrest, terrorist acts or threats, threat to safety or well-being of Customer's site or personnel or Suburban's persons or interests, the presence of or threat of exposure to Hazardous Materials, or unsafe working conditions, Suburban may, in addition to other rights or remedies available to it, evacuate some or all of its personnel from the Site, suspend performance of all or any part of this Proposal and/or transfer such performance and supervise it at a location solely determined by Suburban. Customer shall assist in any evacuation. Any delay that results shall be considered excusable. Before issuing its Proposal, Customer shall advise Suburban in writing of all applicable site-specific rules, regulations, safety codes and laws that apply to the goods and services to be provided by Suburban. If Customer requires or permits Suburban's personnel to operate Customer's equipment at Customer's site, Customer shall indemnify and save Suburban, its employees and agents, harmless from expense and liability (including reasonable attorneys' fees) incurred by or imposed upon Suburban, its employees and agents, based upon exposure to property resulting from operation of equipment at Customer's site by Suburban personnel.

6. **Non-Solicitation.** During the Term of Customer's Agreement with Suburban and for a period of one (1) year thereafter, Customer shall not, without the prior written consent of Suburban, solicit, or attempt to solicit, a Suburban employee to leave his/her employment with Suburban and begin employment with Customer, nor shall Customer initiate any contact with a Suburban employee for the purpose of discussing future employment with Customer.

7. Inspection and Acceptance. The goods and services shall be deemed accepted, and any claim of Customer against Suburban with respect to this Proposal shall be waived and not enforceable, unless: (i) Customer has promptly inspected the goods and services, and written notice from Customer of any defect has been received by Suburban within thirty (30) days following any delivery of goods or performance of services; and (ii) Suburban has been given by Customer reasonable advance notice and authorization to attend any tests designed to demonstrate that goods or services are defective, and the test conditions are mutually agreed to by Customer and Suburban.

8. Termination and Suspension. Suburban shall have the right to suspend or cancel this Proposal (or any portion thereof) immediately for cause if: (a) Customer becomes insolvent, makes an assignment for the benefit of its creditors, has a receiver or trustee appointed for the benefit of its creditors or files for protection from creditors under any bankruptcy or insolvency laws; (b) there is an excusable delay lasting longer than one hundred twenty (120) days; (c) any representation or warranty made by Customer herein or in any document or certificate furnished by Customer in connection herewith proves to be incorrect in any material respect; or (d) Customer materially fails to comply with any terms herein, including, but not limited to, failure to make any payment when due or to fulfill any payment conditions. If this Proposal (or any portion thereof) is cancelled for any reason other than those set forth above, Customer shall pay Suburban for all goods provided or ordered on behalf of Customer, and services performed before the effective date of termination, plus a cancellation charge equal to the higher of (i) twenty-five percent (25%) of the purchase price set forth in this Proposal or (ii) any loss of Suburban, including, without limitation, engineering costs, reconditioning costs, labor, materials and Suburban's profit margin. The following shall apply when determining the amount due from Customer for services performed before the date of termination: (i) for services performed under time and material pricing, Customer shall pay for all hours performed at Suburban's then-current standard time and material rates and (ii) for services performed under a firm fixed price, Customer shall pay (a) the applicable price for all milestones achieved and (b) for any milestone not yet achieved, all hours performed in connection with the unachieved milestone(s) at Suburban's then-current standard time and material rates. Customer shall pay any reasonable expenses incurred by Suburban in connection with a cancellation, including expenses for repossession, fee collection, demobilization/remobilization or costs of storage upon submission of Suburban's invoice(s).

9. Insurance. Customer shall obtain, maintain and pay for such insurance as may be required by Suburban or by law and comprehensive general liability insurance protecting Suburban against claims for bodily injury or death or for damage to property occurring in connection with the performance of Suburban's obligations under this Proposal, with limits in amounts as required by Suburban. Customer agrees to furnish Suburban a copy of its insurance certificate prior to Suburban providing its services or the goods in connection with this Proposal and that Customer agrees that said insurance policy will not be cancelled before final completion of the services or delivery of the goods provided under this Proposal. Customer shall purchase and maintain insurance that will protect Customer from claims arising out of Suburban's obligations under this Proposal, whether the obligations are performed by Suburban, or any of Suburban's consultants,

subcontractors or anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. Any and all insurance' policies to be obtained hereunder shall name Suburban as an additional insured thereunder and shall not be cancelled without prior written consent to Suburban. The Suburban and Customer waive all rights against each other for damages caused by perils to the extent covered by the proceeds of any insurance policy, except such rights as they may have to the insurance proceeds.

10. INDEMNIFICATION. TO THE FULLEST EXTENT PERMITTED BY LAW, CUSTOMER SHALL INDEMNIFY AND HOLD HARMLESS SUBURBAN FROM AND AGAINST ALL CLAIMS REGARDLESS OF CAUSE AND INCLUDING WITHOUT LIMITATION SUBURBAN'S NEGLIGENCE, DEFECT IN PRODUCT DESIGN, INSTALLATION, OPERATION OR NON-OPERATION WHETHER BASED UPON CONTRACT, NEGLIGENCE, EXPRESS OR IMPLIED WARRANTY, STRICT LIABILITY, INDEMNIFICATION, CONTRIBUTION, DAMAGES, LOSSES AND EXPENSES, INCLUDING, BUT NOT LIMITED TO, ATTORNEY'S FEES, ARISING OUT OF OR RESULTING FROM THE AGREEMENT, PROVIDED THAT ANY SUCH CLAIM, DAMAGE, LOSS OR EXPENSE IS ATTRIBUTABLE TO BODILY INJURY, SICKNESS, DISEASE OR DEATH, OR TO INJURY TO OR DESTRUCTION OF PROPERTY, REGARDLESS OF WHETHER OR NOT SUCH CLAIM, DAMAGE, LOSS OR EXPENSE IS CAUSED IN PART BY A PARTY INDEMNIFIED HEREUNDER.

11. LIMITATION OF LIABILITY. SUBURBAN'S AGGREGATE LIABILITY FOR ANY THEORY OF RELIEF INCLUDING, WITHOUT LIMITATION BREACH OF WARRANTY, BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, OR OTHERWISE, ARISING OUT OF OR RELATED TO THIS AGREEMENT OR SUBURBAN'S ACTS OR OMISSIONS SHALL NOT EXCEED THE TOTAL AMOUNT PAID BY CUSTOMER TO SUBURBAN WITHIN THIS AGREEMENT. CUSTOMER ACKNOWLEDGES THAT THIS AMOUNT IS CUSTOMER'S EXCLUSIVE REMEDY, NO MATTER HOW THE LOSS, INJURY OR OTHER CONSEQUENCE IS CAUSED, EVEN IF CAUSED BY SUBURBAN'S OWN NEGLIGENCE, BREACH OF CONTRACT, STRICT LIABILITY, AND FAILURE TO COMPLY WITH APPLICABLE LAW OR OTHER FAULT. CUSTOMER AGREES THAT SUCH LIABILITY LIMITATION IS A MATERIAL INDUCEMENT FOR SUBURBAN TO ENTER INTO THIS AGREEMENT AND PERFORM THE WORK FOR THE AGREED UPON FEES AND THAT WERE SUBURBAN TO HAVE GREATER LIABILITY THAN STATED IN THIS AGREEMENT, SUBURBAN WOULD NOT ENTER INTO THIS AGREEMENT NOR PERFORM THE WORK FOR SAID FEES.

NOTWITHSTANDING ANYTHING CONTAINED IN THIS AGREEMENT TO THE CONTRARY, CUSTOMER AGREES TO WAIVE ALL CLAIMS AGAINST SUBURBAN, FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, EXEMPLARY, INCIDENTAL OR PUNITIVE DAMAGES, INCLUDING, WITHOUT LIMITATION, LOSS OF BUSINESS, REVENUE, PROFITS OR GOODWILL, ARISING IN CONNECTION WITH THIS AGREEMENT. SUBSCRIBER ACKNOWLEDGES THAT IT IS IMPRACTICAL AND EXTREMELY DIFFICULT TO FIX THE ACTUAL DAMAGES, IF ANY, WHICH MAY PROXIMATELY RESULT FROM A FAILURE ON THE PART OF THE SUBURBAN TO PERFORM ANY OF ITS OBLIGATIONS OR A FAILURE OF THE SYSTEM TO OPERATE, BECAUSE OF, AMONG OTHER THINGS, THE INABILITY TO ASCERTAIN WHAT PORTION, IF ANY, OF ANY LOSS WOULD BE PROXIMATELY CAUSED BY SUBURBAN'S FAILURE TO PERFORM ANY OF ITS OBLIGATIONS OR FAILURE OF ITS SAFETY MEASURES TO OPERATE PROPERLY. ACCORDINGLY, CUSTOMER AGREES THAT SUBURBAN SHALL BE EXEMPT FROM LIABILITY FOR ANY LOSS, DAMAGE OR INJURY ARISING DIRECTLY OR INDIRECTLY FROM

OCCURRENCES, OR THE CONSEQUENCES THEREFROM, WHICH THE EQUIPMENT OR SERVICE WAS DESIGNED TO DEFEND, PROTECT OR AVERT.

CUSTOMER ACKNOWLEDGES AND AGREES THAT THE SAFETY MECHANISMS DESIGNED OR INSTALLED BY SUBURBAN MEET ALL INDUSTRY REQUIREMENTS, IF ANY, AND HOLDS SUBURBAN HARMLESS FROM ANY CLAIMS THAT SAID SAFETY MECHANISMS WERE NOT IN COMPLIANCE WITH INDUSTRY REQUIREMENTS. CUSTOMER ACKNOWLEDGES THAT CUSTOMER HAS HAD INPUT INTO THE PROPOSED DESIGN OF THE SAFETY MECHANISMS TO BE INSTALLED AND AGREES SAID DESIGN IS SUFFICIENT AND PROPER FOR CUSTOMER'S EQUIPMENT AND USE.

12. DISCLAIMER OF WARRANTIES. SUBURBAN MAKES NO GUARANTEE, REPRESENTATION OR WARRANTIES FOR THE SERVICES OR PRODUCTS TO BE PROVIDED TO CUSTOMER, EXPRESS OR IMPLIED, AND SUBURBAN SPECIFICALLY DISCLAIMS ALL EXPRESS OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OR MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE.

13. LIEN NOTICE. AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, SUBURBAN HEREBY NOTIFIES CUSTOMER THAT PERSONS OR COMPANIES PERFORMING, FURNISHING OR PROCURING LABOR, SERVICES, MATERIALS, PLANS OR SPECIFICATIONS FOR THE CONSTRUCTION ON CUSTOMER'S LAND OR BUILDINGS MAY HAVE LIEN RIGHTS ON CUSTOMER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO SUBURBAN, ARE THOSE WHO CONTRACT DIRECTLY WITH THE CUSTOMER OR THOSE WHO ARE REQUIRED TO AND DO GIVE THE CUSTOMER NOTICE WITHIN SIXTY (60) DAYS AFTER THEY FIRST PERFORM, FURNISH OR PROCURE LABOR, SERVICES, MATERIALS, PLANS OR SPECIFICATIONS FOR THE CONSTRUCTION. ACCORDINGLY, CUSTOMER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO PERFORM, FURNISH OR PROCURE LABOR, SERVICES, MATERIALS, PLANS OR SPECIFICATIONS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE CUSTOMER'S MORTGAGE LENDER, IF ANY. SUBURBAN AGREES TO COOPERATE WITH THE CUSTOMER AND THE CUSTOMER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

14. DISCLAIMER. EXCEPT AS EXPRESSLY SET FORTH HEREIN, SUBURBAN MAKES NO WARRANTY OF ANY KIND WHATSOEVER, AND SUBURBAN EXPRESSLY DISCLAIMS ANY WARRANTIES IMPLIED BY LAW, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

15. Non-Solicitation of Suburban Employees. During the period which Customer is providing services to or on behalf of Suburban, and for a period of one (1) year thereafter, Customer shall not, without the express written consent of Suburban, solicit, or attempt to solicit, a Suburban employee to leave his/her employment with Suburban and begin employment with Customer, nor shall Customer initiate any contact with a Suburban employee for the purpose of discussing future employment with Customer.

16. Miscellaneous. The contract resulting from the acceptance of this Proposal shall be interpreted in accordance with the laws of the State of Wisconsin. Both parties irrevocably submit to the exclusive jurisdiction of the Circuit Court of Outagamie County, Wisconsin, for any action or proceeding relating to this Proposal. No waiver of any of

the provisions contained in this Proposal shall be valid unless made in writing and executed by Suburban. Failure of Suburban to insist upon strict performance of the terms of this Proposal shall not constitute a waiver of any of the provisions of this Proposal or waiver of any other default. This Proposal contains the entire understanding between the parties related to the transactions contemplated herein and supersedes all prior or contemporaneous agreements or understandings. No modification, amendment, discharge or change of this Proposal shall be valid unless set forth in writing and signed by both parties. This Proposal shall not be construed against one party in favor of the other by reason of draftsmanship. This Proposal is not assignable by Customer.

MEETING: Town Board
DATE: April 8, 2019

AGENDA ITEM #: TB - 6h
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Tony Nowak, Director of Parks, Recreation and Forestry
Date: April 2, 2019
RE: Purchase of Floor Scrubber

ACTION TYPE: This item is for possible Town Board Approval/Denial.

BACKGROUND & SUMMARY: The Advance SC1500 is a stand on floor scrubber with a 20" scrubbing disc. This model has a max coverage of 26,400 sq ft. The machine includes (4) 208 Ah wet batteries with charger, a 12 gallon solution tank and a 20" Prolene disc brush. Staff researched and demoed machines last summer and determined this model to be the most efficient at this price point and will best serve our needs. We also demoed and received pricing from Belson for Tennant floor scrubbers, which were more expensive. With this research, we specifically budgeted for this machine.

This machine would ultimately replace the two existing 20" walk behind scrubbers that have reached the end of their useful life. Due to the low value in the existing scrubbers, they will not be sold and will be kept until they no longer work. They will either be used to assist with scrubbing at Lions Park or could be used at the Public Works shop.

STAFF RECOMMENDATION: Staff recommends the Board approve the purchase of the Advance SC1500 from Nilfisk as proposed. If the Board is in agreement, the following motion may be made: ***"Motion to approve the purchase of the Advance SC1500 for \$6,204.88"***

POLICY/PLAN REFERENCE(S): N/A

FISCAL IMPACT:

Is there a fiscal impact? Yes, \$6,204.88
Is it currently budgeted or planned? Yes, FY2019
Amount budgeted: \$7,000
Account #: 100-5762-810-1904

###

Attachments:

1. Nilfisk Quote for Advance SC1500
2. Advance SC1500 literature



NILFISK QUOTATION

#

FOR Town of Greenville Park & Rec W6895 Parkview Drive Greenville, WI. 54942	SUBMITTED BY Nilfisk 9435 Winnetka Avenue North Brooklyn Park, MN. 55445
Email: TNowak@TownofGreenville.com	
ATTN Tony Nowak	DATE 3/22/2019

QTY	DESCRIPTION	ORDER NO.	UNIT COST	TOTAL COST
1	SC1500™ 20D Disc EcoFlex™ Four 208 Ah wet batteries, onboard charger and pad holder	56104010	\$6,204.88	\$6,204.88
1	SC1500™ 20D Disc EcoFlex™ Two 140 Ah maint-free AGM batteries, onboard charger and pad holder	56104011	\$6,909.98	\$6,909.98
1	Prolene disc brush, 20 inch	56505794	N/C	N/C

EQUIPMENT AS ABOVE	FOB Origin 48 States	PREPARED BY Dave Krueger Regon Manager	By:
TERMS	Net 30	Nilfisk	
SUBJECT TO STATE TAX	Yes	ACCEPTED BY	
DELIVERY DATE	30 Days ARO	DATE	

SC1500™ REV™

Stand-On Scrubber

Also Available in Disc



ecoflex™ system

Smart cleaning.

A Nilfisk-Advance Brand

 **Advance**

SC1500™ REV™

Stand-On Scrubber

Also Available in Disc

Ideal applications include:

- Schools and Universities
- Hospitals/Healthcare Facilities
- Grocery Stores
- Retail Outlets
- Sport Centers
- Office Buildings
- Entertainment Arenas



Stand-up to increased performance and productivity

A cost-efficient cleaning solution

Enhance your cleaning productivity with our stand-on automatic scrubber, the Advance SC1500™. Designed to deliver superior cleaning performance, the SC1500 stand-on scrubber provides a flexible, extremely maneuverable and compact solution for small to medium-sized areas. Plus, with a high-capacity tank the SC1500 can cover more surface faster while maximizing your bottom line.

Maximum productivity

To satisfy both daily and deep scrubbing applications, the SC1500 is available in a 20 inch disc or 20 inch REV™ model. The SC1500 REV employs our patent pending Dual Random Orbital Scrubbing technology, which scrubs deeper and more uniformly to leave a perfectly scrubbed surface with no swirl marks while using far less water and chemicals. Spend more time on the floor with the SC1500's large 12 gallon solution tank and low flow rate, which can provide up to 109 minutes of scrub time without refilling. Increased down pressure at 88 pounds enables one pass cleaning for efficient cleaning results.

Consistent, easy cleaning

The SC1500 ensures consistent, reliable cleaning with solution flow rate control right at your fingertips. Select from low, medium or high to match the job at hand without stopping the machine. This not only minimizes chemical and water waste but also reduces time spent on dump and refills. For simple operation, all scrubbing parameters—detergent strength, brush pressure, solution flow and vacuum—are all controlled with a single button and are clearly displayed on the easy-to-read, LCD graphical display.

Green meets clean

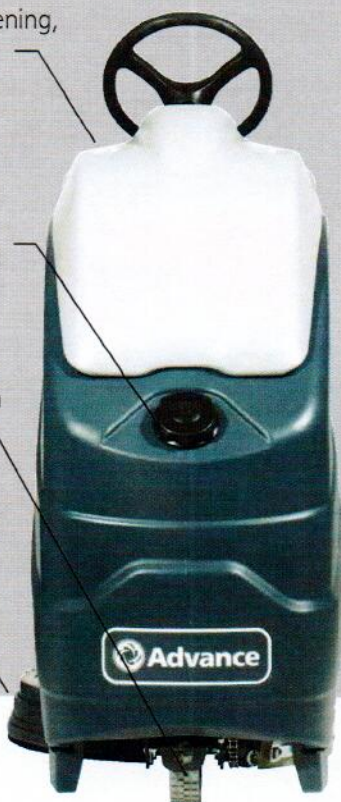
Clean green and still meet the highest expectations for clean floors with the standard onboard EcoFlex System™. The EcoFlex System controls the consumption of detergent so effectively that real savings can be gained without compromising performance. With a single button, effortlessly switch between chemical-free cleaning or select from weak to strong cleaning intensities to match cleaning performance to the soil on the floor and the required level of clean. More soil? No problem. Activate the "burst of power" for extra cleaning performance and easily return to the original settings for minimum usage of water, detergent and power.

Large recovery tank opening,
complete draining and
smooth interior for
easy cleaning

Front fill port allows
easy, flexible tank filling

Front polyurethane tire
for outstanding traction
and high durability

Wrap-around squeegee
ensures 100% water
pick-up and dry floors



Quiet mode for daytime
cleaning and cleaning of
noise-sensitive areas

Safety dead-man switch
and GO pedal provides
easy-to-control operation

EcoFlex™ onboard detergent
system provides flexible
cleaning performance

Rear fill port allows easy,
flexible tank filling

Low foot platform height
for easy on/off

Rear polyurethane tires for
outstanding traction and
high durability



Flip-up lid and tilt-back tank provides easy
access to the recovery tank, debris catch
cage, batteries and EcoFlex™ cartridge.



Externally mounted solution filter allows
operators to easily clean the filter and
manage the solution level.



Squeegee wraps around the deck for
100% water pick-up and simply clips
onto the bracket with no thumb nuts or
adjustment required.



Simple, intuitive controls minimize
operator training.



1. Scrubbing parameters are easily
controlled with a single button.



2. EcoFlex™ System Burst of Power button
easily increases cleaning performance.



REV model only – Patent-pending REV™
random orbital scrubbing technology with
high-speed, 1/4-inch micro scrubbing and
rotational, low-speed macro scrubbing
attacks dirt from multiple directions for
superior cleaning effectiveness.

Technical Specifications

Model	SC1500™ R	SC1500™ D
Scrub Head	REV™	Disc
Scrub Path	20 in (51 cm)	
Solution Tank	12 gal (45 L)	
Recovery Tank	12.5 gal (47 L)	
Machine Voltage	24 V	
Vacuum Motor	0.66 hp (492 W) 3-stage	
Scrub Motor	0.75 hp (559 W)	0.51 hp (380 W)
Scrub Motor RPM	2,250	140
Low Scrub Pressure Max	64 lb (29 kg)	51 lb (23 kg)
High Scrub Pressure Max	88 lb (40 kg)	
Drive Motor	0.375 hp (280 W)	
Max Transport Speed	3 mph (4.8 kph)	
Max Scrub Speed	2.6 mph (4.2 kph)	
Max Coverage	26,400 ft² (2,453 m²)	
Max Sound Pressure Level (IEC 60704-1)	63 dB A / .029344 µPa	
Low Flow Rate	0.11 gal/min (0.4 L/min) or 109 minutes per solution tank	0.16 gal/min (0.6 L/min) or 75 minutes per solution tank
Medium Flow Rate	0.16 gal/min (0.6 L/min) or 75 minutes per solution tank	0.35 gal/min (1.3 L/min) or 34 minutes per solution tank
High Flow Rate	0.23 gal/min (0.9 L/min) or 52 minutes per solution tank	0.5 gal/min (1.9 L/min) or 24 minutes per solution tank
Minimum Aisle Turn Width	59.5 in (151 cm)	
Squeegee Width	26.5 in (67.3 cm)	
Length	48.5 in (123.2 cm)	
Width	24 in (61 cm)	
Height	52.5 in (133.4 cm)	
Gross Weight <small>(standard machine w/o options, full solution tank, empty recovery tank and heaviest batteries installed - without rider)</small>	719 lb (326 kg)	718 lb (326 kg)
Part Number	56104012 — with EcoFlex, 208 Ah wet batteries 56104013 — with EcoFlex, 140 Ah (AGM) batteries	56104010 — with EcoFlex, 208 Ah wet batteries 56104011 — with EcoFlex, 140 Ah (AGM) batteries

Specifications are subject to change without notice.



Productivity

Faster overall scrub speed, combined with easy-to-use controls and compact maneuverability, allows the SC1500™ to clean more area faster while reducing the overall cost to clean.

Smart cleaning.

Our products are designed using innovative technologies that increase productivity and drive down the cost to clean.

Maintain peak performance with Nilfisk
Genuine OEM Parts.



©2013 Nilfisk-Advance, Inc. Form L3307A 6-14-13

Accessories and options

- EcoFlex™ bottle assembly, 1.3 gal (5 L)
- Squeegee blade kit, polyurethane
- Squeegee blade kit, red gum
- Double sided velcro for maroon stripping pad, 20 inch (51 cm)
- Various pads
- Various disc brushes
- Battery water level indicator, "Hydro Eye"



SNAP
IT!



14600 21st Avenue North
Plymouth, MN 55447-3408
www.advance-us.com
Phone 800-850-5559
Fax 800-989-6566

240 Superior Boulevard
Mississauga, Ontario, Canada L5T 2L2
www.nilfisk-advance.ca
Phone 800-668-8400
Fax 800-263-5111



A Nilfisk-Advance Brand

www.advance-us.com

MEETING: Town Board
DATE: April 8 2019

AGENDA ITEM #: TB - 6i
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Brian Rickert, Public Works Director
Date: 3/30/2019
RE: Yard Waste Site Material Processing

ACTION TYPE: This item is for possible Town Board Approval/Denial.

BACKGROUND & SUMMARY: After studying the operations of the Public Works Department that took place in 2018 I was aware of many areas where efficiencies and cost savings could be implemented. The first location was the quantity of topsoil material that was purchased from third parties was excessive when we had material that just needed to be processed in house. For 2019, it was determined to be more cost effective to mix and shred, compost and ditching spoils to produce quality shredded topsoil.

In addition, the volume of material that is coming to the yard waste site is far above and beyond the rate that the material is leaving the yard waste site. After having a discussion with local farmers, they stated that they would be interested in land spreading the material if it was processed. Not only would this remove some of the material from the Sport Complex Site but also would make the material decompose at a faster rate. When the yard waste is decomposed, it makes a high quality topsoil material that is high in nutrients.

Bucklins proposal was \$17,400 for the shredding and the grinding. However, this did not include the cost of the fuel or an operator for the shredder. Due to this it is most cost effective to select TLB Wood Products for \$17,675 to process the yard waste at the sports complex.

STAFF RECOMMENDATION: Staff recommends the Board approve the processing of the yard waste site material as spelled out below. If the Board is in agreement, the following motion may be made:

"Motion to approve TLB Wood Products to shred the ditching spoils and grind the existing yard waste for \$17,675."

POLICY/PLAN REFERENCE(S):

Town Purchasing Policy – Adopted August 2017

FISCAL IMPACT:

Is there a fiscal impact? Yes, \$17,675

Is it currently budgeted or planned? YES

Amount budgeted: \$20,000

Account #: 100-5331-290

Attachments:

1. Proposal from TLB Wood Products (2 Pages)
2. Proposal from Bucklins (2 Pages)
3. Proposal from Vermeer (1 Page)
4. Proposal from Renewed Resources (1 Page)

Quoted To:

TLB Wood Products LLC

N5624 County Road C

Severson, WI 54656

W6860 Parkview Dr

PO Box 60

Greenville, WI 54942

Proposal

Proposal Number: 1902

Proposal Date: March 26, 2019

Voice: Fax:

920-833-9031

920-833-9032

Work to be performed at:

Greenville, WI 54942

Customer ID	Good Thru	Payment Terms	Sales Rep
		\$2,000 deposit/ Net 30 Days	

Description

Grinding using Rotochopper vertical grinder and (1) operator – based on estimated pile data for grinding provided by Chris Thelen in "attachment 1" (3/21/19). **\$8,015.00**

Screening using TLB large trommel screener and (1) operator – based on estimated pile data for grinding provided by Chris Thelen in "attachment 1" (3/21/19). **\$9,660.00**

Includes equipment hauled to and from site. Does NOT include loading grinder/screener, pushing, pile or moving material before or after grinding and removing material from site.

Grinding / screening is to take place ~ late June/July 2019, timing will be worked out by both parties as we get closer. **\$2,000 deposit will be paid one week prior to work starting** and balance due is 30 days payment terms upon job start date. If pile sizes increase or decrease from 3/21/19 "attachment 1", adjustments to pricing will take place.

PROOF OF INSURANCE REQUIRED. ANY REPAIRS NEEDED ON MACHINE TO BE PAID FOR BY TOWN OF GREENVILLE. (SEE BELOW)

Materials to be ground are certified by owner to be free of contaminants, including but not limited to: metal, large objects, any foreign items that may cause damage to TLB Wood Products LLC equipment. Owner certifies that any damage to TLB Wood Products LLC equipment by said materials is at the cost of owner and/or his insurance. Any alteration or deviation from above specifications involving extra costs, will become an extra charge over & above this estimate. All agreements contingent on accidents or delays are beyond our control. This proposal may be revoked if not accepted within 15 days. We reserve the right to recall this estimate within 5 business days in the event of an error.

TLB Wood Products' acceptance of waste materials is conditioned on such material not constituting hazardous waste and/or subject to special treatment or disposal requirements as a result of hazardous constituents. Customer warrants and represents that the waste material provided to TLB Wood Products for processing is not contaminated in any fashion with hazardous materials and/or would not otherwise constitute hazardous waste under state or federal environmental laws. Customer agrees to indemnify and hold TLB Wood Products harmless from any costs and damages that may result if such waste material is non-conforming with the foregoing warranty and representation.

Acceptance of Proposal (must be signed/dated and returned before work begins). The above is satisfactory and is hereby accepted.

Signature:

Date: _____



Phone 920-486-7043
Fax 888-700-7730

936 Appleton Rd. Menasha, WI 54952



Quote For Trommel Screen Services

TROMMEL SCREEN, PER WEEK (approx. 40 hours).....	\$5,000
TROMMEL SCREEN, PER DAY (8-10 hours).....	\$1,250
TROMMEL SCREEN, PER HOUR (after allotted hours).....	\$125
DELIVERY AND SET UP.....	\$200
TEAR DOWN AND RETURN.....	\$200

*Our operator will show required daily maintenance for machine at time of set up and delivery. Maintenance is customer's responsibility.

*Customer is responsible for any damage due to foreign objects going through the machine.

*We will provide a full tank of fuel at the time of delivery and set up.

*The fuel tank is expected to be full at the time of return.

*Failure to fill the tank on return will result in a \$4 per gallon fee.

*With proper communication, we will take weather issues into consideration for pricing or time of use. It is the customer's responsibility to make contact if weather is an issue during the rental period.

Customer Signature

Date

Authorized Bucklin's Signature

Date

BucklinsInc.com

| office@bucklinsinc.com



Phone 920-486-7043
Fax 888-700-7730

936 Appleton Rd, Menasha, WI 54952



Quote for Grinding Services

Bucklin's offers grinding services. This is designed with innovative features to give you high production output, no matter how big or small the job. We offer this service throughout the Midwest Area.

GRINDER WITH OPERATOR / PER HOUR.....	\$12,400/week \$310.00
LOADER WITH OPERATOR / PER HOUR.....	\$50.00
SET UP, TEAR DOWN AND CLEAN UP FEE.....	\$250.00
TRAVEL/ FUEL CHARGE (after first 50 miles)	\$1.00/per mile (per truck)

Our estimator would need to meet with you to determine the approximate amount of time needed to complete your request. Variables in pricing include: the amount of brush and/or debris you have, whether you are keeping the product, or we are hauling it away, and the size of product requested.

We will provide a full tank of fuel at the time of delivery and set up. The fuel tank is expected to be full at the time of return. Failure to fill the tank will result in a \$4 per gallon fee.

Contact Mark @ 920-268-2919

BucklinsInc.com

office@bucklinsinc.com

Chris Thelen

From: Eric Stapleton <EStapleton@vermeerwisconsin.com>
Sent: Thursday, May 31, 2018 3:38 PM
To: Chris Thelen
Subject: FW: Tub Grinder Rates

Chris,

Our rates on our TG7000 tub grinder are.

\$375/hr

* No operator
* Town Loads.

\$15,000 week \$45,000 month (40 hours week)

There would also be a charge to have unit trucked and you are required to fill with fuel. We would set up machine and perform training but loading would be up to the town.

Let me know if you have any other questions.

Thanks

Eric Stapleton
Regional Sales Specialist
Vermeer WI
Mobile: 920-360-7445
Office: 800-859-9220

Vermeer



EQUIPPED TO
DO MORE.

CAUTION: Internet and e-mail communications are Vermeer's property and Vermeer reserves the right to retrieve and read any message created, sent and received. Vermeer reserves the right to monitor messages to or from authorized Vermeer Associates at any time without any further consent.

RENEWED RESOURCES L.L.C.

2780 County Road NN
West Bend, WI 53095

renewedrrph@gmail.com

www.renewedresources.com

262-677-3650

FAX: 262-677-1151

CUSTOM TUB GRINDING RATES

Shreds:

- | | |
|---|------------------------|
| • Brush - Small Trees and Clean Wood Waste | <u>4000TG/Hr.</u> |
| ** Up To 16 Inches Dia. Also Bark, Hay, Pallets & Skids | \$350.00 |
| ** Clean stumps & material up to 48" dia. | |
| • Material Containing Abrasive Components | \$400.00 |
| ** Garbage, Compost, Leafs, Grass Clippings, Paper or Plastic | |
| • Demolition Material - Wood Structures -- | \$400.00 and up |
| • Material Containing +10% dirt, Mud or Sand | \$400.00 |
| ** 4000: Stumps up to 48" | |
| • Grapple Loader - | Upon Request |

EQUIPMENT :

ProGrind 4000 TG:

- 12' Tub - 500hp Cat
- 24' Conveyor w/magnet & auger discharge
- Stacking Height 15'
- Loading Height 10'
- Up to 48" dia. Material
- Minimum loading capacity 2 ½ - 3 yard bucket



TERMS

- * **4 Hour Minimum**
- * **\$100.00 Minimum Move in Fee**
- * **All Accounts C.O.D.**- unless prior arrangements are made.
- * **Must Provide:** Loader & Operator with accessibility to site.
- * **Statement of Current Insurance** Prior to shredding appointment.
- * **Foreign Material** that causes injury or damage, to Renewed Resource's personnel, equipment or the customer's personnel or equipment, is the customer's responsibility.
- * **Please Allow 10 to 14 days when making an appointment.**

LOADING, HAULING, & DISPOSAL SERVICES AVAILABLE @ ADDITIONAL CHARGE

Recycling Process Design



Layouts • Equipment • Spec.



MEETING: Town Board
DATE: April 8 2019

AGENDA ITEM #: TB - 6j
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Brian Rickert, Public Works Director
Date: 3/30/2019
RE: Agreement to Purchase Road Salt on WisDOT Bid

ACTION TYPE: This item is for possible Town Board Approval/Denial.

BACKGROUND & SUMMARY: During the 2018 season, the Department of Public Works made the transition from purchasing salt from the County to directly purchasing salt through the WisDOT State Bid. It was determined to be more cost effective due to the county receiving salt through the State contract and then just adding 5% administrative fee. This was approximately \$2,000 to \$2,500 in just administrative fees plus all the transport from the County Highway Department to the Greenville Salt Shed.

At the time, that I was hired there was limited salt in the timber Salt Shed in March/April 2018 and no salt in the Cover-all building. After checking with the long-term staff, it was always a common practice to have the timber salt shed full during the summer season in preparation for next winter. This salt order is approximately 60 tons (3 loads) more than the previous average in order to slowly build the salt storages back up between the seasons. Plans would be to not use the 140 Tons of reserve unless there is an abnormal amount of ice and snow.

STAFF RECOMMENDATION: Staff recommends the Board participate in the WisDOT bid for the purchasing of Road Salt as spelled out below. If the Board is in agreement, the following motion may be made: ***"Motion to participate in the WisDOT Bid for Road Salt, which will be 700 tons of road salt guaranteed to be purchased and 140 ton on vendor reserve"***

POLICY/PLAN REFERENCE(S):

Town Purchasing Policy – Adopted August 2017

FISCAL IMPACT:

Is there a fiscal impact? Yes, \$42,000 Guaranteed / \$8,400 Vendor Reserve (Assuming \$60.00/ton)

Is it currently budgeted or planned? YES

Amount budgeted: \$40,280 (YTD \$11,494.93 with \$8,288 on order)

Account #: 100-5336-340

Attachments:

1. Municipal Agreement to Purchase Sodium Chloride on WisDOT Bid (March 2019)

MUNICIPAL AGREEMENT TO PURCHASE SODIUM CHLORIDE ON WISDOT BID (March 2019)

THIS AGREEMENT MUST BE SIGNED, DATED, AND RECEIVED BY WisDOT BHM (saltadmin@dot.wi.gov) WISDOT,
Bureau of Highway Maintenance, P.O. Box 7986, Madison, WI 53707-7986)
NO LATER THAN 5 PM ON FRIDAY, APRIL 12, 2019.

Annually the Wisconsin Department of Transportation, Bureau of Highway Maintenance takes bids for sodium chloride to be used as a deicing agent. For the 2019-20 bid the Department will receive a single, combined price to include three categories of delivery services for its road salt needs. They are:

1. Guaranteed Early Fill - this service is to take delivery of salt that will fill the purchaser's storage facilities to capacity. Salt contractor is required to complete delivery by December 1, 2019. The contract guarantees the salt contractors that 100% of the bid quantity shown as guaranteed early fill will be taken by the purchaser at the price awarded to the salt contractor. It obligates the salt contractor to deliver this guaranteed quantity. Early fill salt can be ordered as soon as the contracts are signed by the salt contractor and must be ordered by August 31, 2019 using form DT2208. Any unordered salt by these guidelines may result in forfeiture of salt in this category.
2. Guaranteed Seasonal Fill - this service is to take delivery of salt that will re-fill the storage facilities between December 1, 2019 and April 30, 2020. The municipality guarantees to purchase from the salt contractor - 100% of the bid quantity shown as "guaranteed seasonal fill" at the price awarded to the salt contractor. The request for delivery is made by the purchasing agency using form DT2208. When both guaranteed early fill, and guaranteed seasonal fill are contracted, the municipality must take delivery on all early fill salt, before beginning to take delivery of seasonal fill.
3. Vendor Reserve - the salt contractor assures that it will have a "reserve" quantity, enabling it to provide additional salt up to the quantity let for bid as vendor reserve, which is taken at the discretion of the purchaser at the price awarded to the salt contractor. Form DT2208 must be used to order salt. **The purchaser's "vendor reserve" cannot be more than 20% of the "total guaranteed purchase" (Early + Seasonal).**

The WisDOT Bureau of Highway Maintenance will include the requested salt quantities for local units of government in the quantity for the statewide bid. Participating local units of government must agree to abide by the Special Terms and Conditions of the contract between WisDOT and the Salt Contractor including procedures for ordering, taking delivery, acknowledging receipt of delivery, making payment for salt received, salt quantities, salt unit prices, and assessing penalties. By signing this agreement, participants are also agreeing to comply with Administrative Code TRANS 277 which requires registration and compliance at all salt storage facilities. TRANS 277 also requires annual on-site storage facility inspections.

The Town of Greenville in Outagamie County
(Town / Village / City / County) (Name of Municipality) (County)

hereby requests WisDOT to acquire the following quantity of sodium chloride for the 2019-20 winter season and agrees to purchase at least the "guaranteed" quantities shown in the table on the following page and to make payment as contractually required.

Quantity	Amount (tons)
Current Inventory (Include tonnage of yet-to-be-delivered salt from 2018-19 contract)	260
Estimated Storage Capacity for Road Salt (Shed capacity – Current Inventory)	650
Guaranteed Early Fill (Early fill orders must be placed using form DT2208 prior to August 31, 2019 with preferred delivery - any date prior to December 1, 2019.)	300
Guaranteed Seasonal Fill (Seasonal fill orders must be placed using form DT2208 after December 1, 2019, with preferred delivery - any date prior to April 30, 2020)	400
Total Guaranteed Purchase (Early + Seasonal)	700
Vendor Reserve (This quantity can be no more than 20% of the total guaranteed purchase. This is an optional purchase. Purchaser may take delivery at its discretion between December 1, 2019 and up to April 30, 2020.)	140
Total Potential Vendor Reserve Purchase	140

Participants will receive a copy of the Bid Documents, the procedure to place orders, the form DT 2208 and instructions on how to use it, and assistance on other requirements contained in the Bid Documents.

*ALL SALT ORDERS MUST BE SUBMITTED TO SALT CONTRACTORS ON A DT2208 FORM (no phone orders).

Salt purchased under this agreement shall only be used on facilities owned and maintained by a municipality. If the municipality has contracted with a private entity to perform winter maintenance, the salt purchased under this agreement shall not be used by the private entity on facilities not owned or maintained by a municipality.

The undersigned authority here agrees to the terms and values of the above agreement:

Signature Approval Authority (electronic signature accepted)

Date

920-757-7276

Contact Phone Number
(ex: xxx-xxx-xxxx)

920-757-6342

Contact Fax Number
(ex: xxx-xxx-xxxx)

brickert@townofgreenville.com
Contact E-mail Address

MEETING: Town Board
DATE: April 8, 2019

AGENDA ITEM #: TB - 9b
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Joel Gregozeski, Town Administrator
Date: April 2, 2019
RE: **BPL – State Trust Fund Loan Note Anticipation Note for 2019 Borrowing**

ACTION TYPE: This item is for possible Town Board Approval/Denial.

BACKGROUND & SUMMARY: Originally the Town secured lending from State Trust Fund Loan with an interest rate at 4.25%. However, staff recognized a reduction in interest rates to 4.0%. As a result, staff recommends cancelling the prior loan (per the BCPL) and reapplying at the lower interest rate. This will have substantial dollar savings.

As a reminder, the purpose of this short term loan is to have available funds (cash on hand) to support the 2019 Capital Improvement Plan, including the new Fire & Safety building the Town must secure a Note Anticipation Note (NAN) to provide cash prior to the sale of bonds as authorized by the Town Electors in August 2018.

The NAN would be reimbursed later in the year (no pre-payment penalty) when the sale of General Obligation Refunding Bonds are completed. The Town financial advisor Ehlers proposed the following revised schedule of events:

- Set Sale for Refunding Bonds Monday 6/10/19 at 6pm Town Board Meeting.
- Authorizing Resolution to Award the Sale of the Refunding Bonds Monday 7/8/19 at 6pm Town Board Meeting.
- Inform BCPL of payoff 7/9/19.
- Close on the Bonds the week of 7/29/19 (most likely 7/31 or 8/1) and payoff STFL thereafter.

STAFF RECOMMENDATION: Staff recommends the Town Board approve the resolutions to borrow from the Trust Fund Loans of the State of Wisconsin in the sum of six million seven hundred fifty thousand dollars for the purposes of financing a public safety building and for no other purpose. If the Board is in agreement, the following motion may be made: ***"Motion to approve the resolutions to borrow from the Trust Fund Loans of the State of Wisconsin in the sum of six million seven hundred fifty thousand dollars for the purposes of financing a public safety building and for no other purpose."***

POLICY/PLAN REFERENCE(S):

- Town of Greenville Budget & Finance Policy – Adopted August 2017

JDG

###

Attachments:

- Board of Commissioners of Public Lands – Application for State Trust Fund Loan



Douglas La Follette, *Secretary of State*
Sarah Godlewski, *State Treasurer*
Joshua L. Kaul, *Attorney General*

101 E. Wilson Street
2nd Floor
PO Box 8943
Madison, WI 53708-8943

608 266-1370 INFORMATION
608 266-0034 LOANS
608 267-2787 FAX
bcpl.wisconsin.gov

Jonathan Barry, *Executive Secretary*

March 20, 2019

Ms. Wendy Helgeson
Town of Greenville
W6860 Parkview Drive
Greenville, WI 54942

ID# 05605040

Dear Ms. Helgeson:

Thank you for requesting a loan application from the BCPL State Trust Fund Loan Program. Your application is attached, along with associated forms and directions. Please look through these documents and call us with any questions.

Please check your application to confirm the correct amount, rate, term, and purpose of the loan. The application interest rate should correspond to the current interest rates for BCPL General Obligation Trust Fund loans:

General Obligation Loan Rates:

2 Years	4.00%
3 – 5 Years	4.00%
6 – 10 Years	4.25%
11 – 20 Years	4.50%

Your interest rate is now locked at the above level for 60 days. To maintain that interest rate lock and prevent the possibility of needing to re-start the loan process from the beginning, BCPL needs to receive a properly completed loan application within 60 days from the date of this letter.

Following approval of the Application and Borrowing Resolution by your Board, the application must be completed and returned to BCPL along with the meeting minutes and the Anticipated Schedule of Disbursements. To provide enough time for internal reviews, loan processing, and assembling of our Board agenda materials, completed documents must be received a minimum of eight (8) calendar days before the next BCPL board meeting. The BCPL Board meets the first and third Tuesdays of each month.

BCPL requests that all Borrowers provide digital photographs of the projects that we finance (if applicable). We use these photos for promotional materials regarding the BCPL State Trust Fund Loan Program. Please remember to email a few high-resolution digital photographs, and be sure to include photographer credit information. We thank you in advance.

If you have questions regarding any of the documentation required by BCPL, the application process or the status of your application, please call me at 608-266-0034 or email me at richard.sneider@wisconsin.gov.

Sincerely,



Richard Sneider, CFA, CIPM
Chief Investment Officer

Enclosures: 1) Application Form – Town 20 Year Maximum
2) Checklist for Application Review
3) Anticipated Schedule of Disbursements

120.doc



**BCPL State Trust Fund Loan Program
Application Checklist**

**The application must be completed and submitted on the original paper supplied by BCPL.
No copies will be accepted and any alterations will void the application.**

Please check the following items prior to submitting your application:

- Confirm that each blank is filled in. Please check every page carefully.
 - Confirm that all required signatures are present. Original signatures are essential as signature stamps will void the application.
 - Confirm that all voting members of your Board or Council are listed and that each vote is properly recorded. If a voting member is absent from the meeting, please write or type "Absent" in the vote area.
 - Confirm that meeting dates are accurate. If you are unsure which meeting the application is referring to, please contact us.
 - Confirm that the Total Equalized Valuation you are providing is from the most recent year available. This information is generally available on the Wisconsin Department of Revenue website. If you have any Tax Incremental Districts, please use **TID IN** valuation.
 - Confirm that each General Obligation debt has been listed with the principal balance as of the certification date. If your municipality has no outstanding debt, list "None" under name of creditor and enter -0- as the total indebtedness.
- ***If you require additional space to list individual debts or wish to submit the current debt schedule in a different format, you may include an attachment to the debt page. DO NOT COMPLETE THE SAMPLE FORM BELOW! Type the following certification language on the attachment and return it with your application:***

1. Type the following phrase as the page header:

"Attachment to Page ____ of BCPL State Trust Fund Loan Application ID# **05605040**"

2. Below the loan schedule, type and complete the following:

I hereby certify that all general obligation debts of the _____ of _____, in the County of _____, State of Wisconsin, are included in the above schedule, and that this schedule is true and correct as of _____, 201__.

Clerk (signature)

Clerk (print or type name)

_____, 20__
Date



BCPL State Trust Fund Loan Program Anticipated Schedule of Disbursements

Town of Greenville
Worksheet # 05605040
Finance Construction of Public Safety Building
\$6,750,000.00

Please tell us when you anticipate the need for loan funds:

Disbursement Date	Disbursement Amount
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

NOTE: Fill out this form using your best estimates as of the loan application date. *This is not an actual disbursement form.* We request this information to help us better manage the investment of State of Wisconsin Trust Funds. After your loan has been approved, you will receive a "Request for Loan Disbursement" form to request the actual distribution of funds.

Please return form to:

Board of Commissioners of Public Lands
PO Box 8943
Madison, WI 53708-8943

fax 608.267.2787
richard.sneider@wisconsin.gov

STATE OF WISCONSIN
BOARD OF COMMISSIONERS OF PUBLIC LANDS
101 EAST WILSON STREET, 2ND FLOOR
POST OFFICE BOX 8943
MADISON, WISCONSIN 53708-8943
APPLICATION FOR STATE TRUST FUND LOAN

TOWN - 20 YEAR MAXIMUM

Chapter 24 Wisconsin Statutes

TOWN OF GREENVILLE

Date sent: March 20, 2019

Received and filed in Madison, Wisconsin:

ID # 05605040

RAS

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

Chairman and supervisors, please sign in space provided and type or print name below the signature.)

	<u>OFFICER</u>	<u>ADDRESS OF EACH OFFICER</u>
1.	_____	_____
	Chairman (Signature)	
	_____	_____
	Type or Print Name	
2.	_____	_____
	Supervisor (Signature)	
	_____	_____
	Type or Print Name	
3.	_____	_____
	Supervisor (Signature)	
	_____	_____
	Type or Print Name	
4.	_____	_____
	Supervisor (Signature)	
	_____	_____
	Type or Print Name	
5.	_____	_____
	Supervisor (Signature)	
	_____	_____
	Type or Print Name	

Town Board of Supervisors of the Town of **Greenville**, County(ies) of **Outagamie**, Wisconsin.

STATE OF WISCONSIN
County(ies) of **Outagamie**

Personally came before me this _____ day of _____, 20____, the above named persons known to me as the Town Board of Supervisors of the Town of **Greenville**, in **Outagamie** County, Wisconsin, and who are the persons who executed the foregoing application and acknowledged same.

Clerk (Signature)

Clerk (Print or Type Name)

Town of **Greenville**
County(ies) of **Outagamie**, Wisconsin

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

Supervisor _____ moved adoption of the foregoing preamble and resolutions.

The question being upon the adoption of the foregoing preamble and resolutions, a vote was taken by ayes and noes, which resulted as follows:

1.	Chairman	_____	voted	_____
2.	Supervisor	_____	voted	_____
3.	Supervisor	_____	voted	_____
4.	Supervisor	_____	voted	_____
5.	Supervisor	_____	voted	_____

A majority of the Town Board of the Town of **Greenville**, in the County(ies) of **Outagamie**, State of Wisconsin, having voted in favor of the preamble and resolutions, they were declared adopted.

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

STATE OF WISCONSIN
 COUNTY(IES) OF **Outagamie**
 TO: THE BOARD OF COMMISSIONERS OF PUBLIC LANDS

I, _____, Clerk of the Town of **Greenville**, County(ies) of **Outagamie**, State of Wisconsin, do hereby certify that it appears by the books, files and records in my office that the valuation of all taxable property in the Town of **Greenville** is as follows:

EQUALIZED VALUATION FOR THE YEAR 20____ * \$ _____

* Latest year available

I further certify that the whole existing indebtedness of the Town of **Greenville**, County(ies) of **Outagamie**, State of Wisconsin, is as follows: (list each item of indebtedness):

NAME OF CREDITOR	PRINCIPAL BALANCE (EXCLUDING INTEREST)
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL INDEBTEDNESS:	\$ _____

 Clerk (Signature)

 Clerk (Print or Type Name)

Clerk in the Town of **Greenville**

County(ies) of **Outagamie**, Wisconsin

_____, 20____
 Date

THE TOTAL INDEBTEDNESS, INCLUDING THE TRUST FUND LOAN APPLIED FOR, MAY NOT EXCEED 5% OF THE VALUATION OF THE TAXABLE PROPERTY AS EQUALIZED FOR STATE PURPOSES. (Sec. 24.63(1), Wis. Stats., 1989-90)

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

MEETING: Town Board
DATE: April 8, 2019

AGENDA ITEM #: TB - 9c
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Joel Gregozeski, Town Administrator
Date: April 2, 2019
RE: **Town Counsel Law & Litigation LLC Engagement Approval**

ACTION TYPE: This item is for possible Town Board Approval/Denial.

BACKGROUND & SUMMARY: Current Town attorneys Richard Carlson and Ashley Lehocky have announced the creation of a new law firm, Town Counsel Law & Litigation, LLC. Siltan, Seifert, Carlson s.c. is splitting up and becoming part of a larger Milwaukee firm. Neither Rich nor Ashley were interested in becoming a part of the new firm and have formed on their own as Town Counsel Law & Litigation, LLC.

The attached engagement letter is attached for Town Board consideration. The hourly fee has been increased from \$150 to \$165/hour. This is the first fee increase since 2007.

STAFF RECOMMENDATION: Staff recommends the Town Board authorize the execution of the engagement letter provided. If the Board is in agreement, the following motion may be made:

"Motion to authorize the Town Administrator to execute the engagement letter with Town Counsel Law & Litigation, LLC."

POLICY/PLAN REFERENCE(S):

- Town of Greenville Budget & Finance Policy – Adopted August 2017

JDG

###

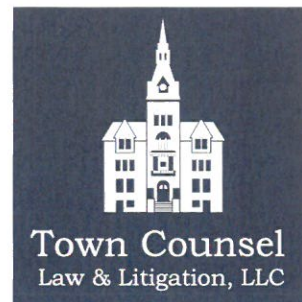
Attachments:

- Letter –Dated March 28, 2019 Legal Services – Engagement Letter.

Sent via email to:
joelg@greenville.com

March 28, 2018

Joel Gregozeski
Town of Greenville Administrator
W6860 Parkview Drive
Greenville, WI 54942



Re: Legal Services – Engagement Letter

Dear Mr. Gregozeski:

Richard Carlson and Ashley Lehocky are pleased to announce the creation of a new law firm: Town Counsel Law & Litigation, LLC. Town Counsel Law & Litigation, LLC is a firm devoted to the practice of municipal law and the provision of legal services to towns, villages, cities and sanitary districts in this area. We enjoy this kind of work and the people we work with and for. The firm will start April 1, 2019. It is located in Appleton between the mall and the airport.

We were first retained as town/sanitary district attorneys for Greenville in 1999 as part of the firm Siltson Seifert Carlson s.c. Siltson Seifert Carlson s.c. is splitting up and becoming part of a large Milwaukee firm. Neither of us are interested in becoming part of that firm. We hope to continue to represent Greenville as part of Town Counsel Law & Litigation, LLC.

A letter of engagement is enclosed for your consideration. Please note that the hourly fee has been increased from \$150/hour to \$165/hour. The last fee increase for Greenville was in 2007. We expect no further increase for some time. We also expect to maintain the same or similar policies and procedures as before.

We enthusiastically look forward to working with you and for you at our new firm.

Sincerely,
TOWN COUNSEL LAW & LITIGATION, LLC


Richard J. Carlson


Ashley C. Lehocky

TOWN COUNSEL LAW & LITIGATION, LLC
ENGAGEMENT LETTER

Thank you for selecting Town Counsel Law & Litigation, LLC for legal representation. As discussed, our fees in representing Greenville will be based upon an hourly billing rate of \$165.00 per hour. The hourly rate will not be increased without notice to you. We bill by the quarter of the hour and on an as-needed basis.

In addition to attorneys' fees you will be billed for certain costs and expenses associated with the legal services provided. By way of example and not limitation, such costs include court filing fees, witness fees and the like. When necessary, we will advance such costs payable to third parties and bill you for them at the end of the month in which the advance is made.

Attorneys' fees will also be billed at the end of the month in which the services were rendered. Billing will include a chronological itemized listing of services and activities performed, as well as costs and advances paid in that month.

Pursuant to Wisconsin Supreme Court rule, the firm carries professional liability insurance equaling or in excess of what is required.

This letter of engagement has no term and can be extinguished or terminated at will by either party upon reasonable notice.

ACCEPTANCE: By my signature, I represent that I have read the foregoing terms and provisions and that I fully understand and agree to those terms and provisions. I hereby release all Town and Sanitary District files from Sifton Seifert Carlson s.c. to Town Counsel Law & Litigation, LLC.

Joel Gregozeski, Town/Commission Administrator

MEETING: Town Board
DATE: April 8, 2019

AGENDA ITEM #: TB - 9d
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Ryan McClure, Feet Mechanic
Date: April 8, 2019
RE: Service Truck Compressor

ACTION TYPE: This item is for possible Town Board Approval/Denial.

BACKGROUND & SUMMARY: The shop is looking to purchase a new Ingersoll Rand Stationary Air Compressor for its service truck. Currently the shop service truck houses and utilizes a compressor owned by the Water Department. This compressor is a Champion compressor with a CFM of 8.5. This is grossly underrated for the needs of a compressor being used in the field. Often times, the compressor is being used to fill large tractor tires in the field and the current compressor cannot keep up. The new Ingersoll Rand air compressor has a Honda motor and CFM of 24.

This compressor was not budgeted for however, a new ban saw that we do not intend to purchase was budgeted for \$4,300. In place of the ban saw, we purchased a Dewalt Multi-Cutter Saw for \$500 that is adequate for our needs. We would like to use the remaining \$3,800 from that budgeted item to purchase this new compressor.

Three quotes were gathered from the internet for the same Ingersoll Rand Stationary Air Compressor. Grainer was the highest at \$3,502.00, then Global Industrial at \$2,699.00 and Northern Tool with the lowest price of \$2,599.99. Northern Tool not only has the lowest price, but they also offer free shipping on the item, and a local branch to assist in ordering or customer service if necessary.

STAFF RECOMMENDATION: Staff recommends the Board approve as proposed. If the Board is in agreement, the following motion may be made: ***"Motion to approve the purchase of a Ingersoll Rand Compressor from Northern Tool for \$2,599.99."***

POLICY/PLAN REFERENCE(S):

1. Town Purchasing Policy – Adopted August 2017

FISCAL IMPACT:

Is there a fiscal impact? Yes, \$2,599.99
Is it currently budgeted or planned? No
Amount budgeted: \$4,300
Account #: 100-5333-395

###

Attachments:

1. Northern Tool and Equipment Estimate
2. Global Industrial Estimate
3. Grainer Estimate

**NORTHERN[®]**
TOOL + EQUIPMENT

Categories

Brands

Deals

Search



Northern Tool > Air Tools + Compressors > Gas Powered Air Compressors > Item# 1592001

Share

Print

Ingersoll Rand 24 CFM @ 175 PSI, 13 HP Horizontal Air Compressor with Alternator, Model# **2475F13GH**

Item# 1592001



10 Reviews

7 Answered Questions



Hover over image to zoom

[-] [What do you think of our product images?](#)

Reg. \$2699.99

Sale \$2599.99 *Order today to guarantee this price*

Save \$100.00 + Free Shipping (Lower 48 states)

1

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- 100% solid cast iron construction for proven reliability
- Pump has removable cylinders and finned copper intercooler
- Overhung crankshaft is precision-balanced to run smoothly and quietly
- ASME air tank has manual drain
- Includes alternator

[See full description](#)

Factory Shipped —

Estimated Delivery: 4 - 6 Business Days

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[Pneumatics & Hydraulics](#)

[Air Compressors](#)

[Gas Powered Air Compressors](#)

[Stationary \(Truck Mount\) Gas Powered Air](#)



Ingersoll Rand 2475F13GH, 13 HP, Stationary Gas Comp, 30 Gal, 175 PSI, 25 CFM, Honda, Electric/Recoil

Item #: WGB686793



Email



Print

Usually ships in 4 to 7 days

★★★★★ 0 reviews | [Write a review](#)

Price: \$ 2,699.00

Quantity:

1

ADD TO CART

Add to list ▾

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Nipple, 3/8" Body Size,
1/2" NPT Female](#)



[Cejn® ISO 16028
Coupler, 3/8" Body
Size, 1/2" NPT Female](#)



[Ingersoll Rand 285B-6
1" Heavy Duty Impact
Wrench w/6" Extended](#)

Frequently Purchased Together



Legacy™ AG7-X Rubber
Tipped Air Blow Gun

★★★★★ (2)

Add

\$12.00



Ingersoll Rand Start-Up Kit
for Honda Engine Gas

Not Yet Rated

Add

\$121.00



Guardair 14X50B03 1/4" Id X
50' Recoil Air Hose Nylon

Not Yet Rated

Add

\$31.95

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Email

INGERSOLL RAND

Piston, 13.0 Stationary Air Compressor, 30 gal.

Item # 6WA84 Mfr. Model # 2475F13GH Catalog Page # 2570 UNSPSC # 40151604



Web Price ⓘ

\$3,502.00 / each

This item requires special shipping, additional charges may apply.

☒ One Time Delivery

1

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 Expected to arrive **Fri. Apr 05**.

 Ship To 54942 [\(Change\)](#)

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☐ Replacement Parts

 ★ ★ ★ ★ ☆ | 4.0 of 5 | [2 reviews](#) | [Write a Review](#)

Shipping Weight 480.0 lbs.

 Country of Origin USA | *Country of Origin is subject to change.*

 How can we [improve our Product Images?](#)
☐ Compare

Save money on this similar product!

SPEEDAIRE Piston, 13.0 Stationary Air Compressor, 30 gal.

Web Price ⓘ

\$3,227.95 / each

View Specs

Note: Product availability is real-time updated and adjusted continuously. The product will be reserved for you when you complete your order.
[More](#)

MEETING: Town Board
DATE: April 8, 2019

AGENDA ITEM #: TB - 9e
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Brian Rickert, Public Works Director
Date: April 8, 2019
RE: Public Works Electrical Panel Upgrade

ACTION TYPE: This item is for information only.

BACKGROUND & SUMMARY: In the Capital Improvement Plan for 2019 was to upgrade the Electrical Panels in the Public Works Building. This is because the current circuit breaker panels have multiple circuits that are "piggy-backed" which is a potential fire hazard. As the facilities grow, additional electrical circuits are needed to safely power the facility. The original plan was to replace the lighting control cabinet and add a sub panel to the existing electrical components. After having an electrician review the site it was determined that it did not make sense to replace the lighting control cabinet. Rather than replacing the cabinet it made more sense to replace the shop lighting with LED lights that use far less power. Once the lights are switched over to LED there will be far less load put on the lighting control cabinet. Leaving the existing cabinet not to be overloaded like it currently is.

The benefit to switching to LED lighting is two fold: smaller monthly utility bill and longer life than the existing florescent lamps. There are currently many ballasts that are burnt out which will need to be replaced at \$25 per ballast and many bulbs are burnt out. Switching to the LED lights would not only solve the overloading of the existing lighting control cabinet but also replace all of the existing lights that currently do not work.

Three quotes were gathered for this project. All three quotes are for light fixtures only, the labor and installation will be done in house. Crescent Electric Supply Company presented the highest bid of \$8,280.00. The next highest bid was from Werner Electric Supply for \$5,141.65 and the lowest bid was from BNH Lighting for \$5,077.47. A good previous working relationship along with their low bid makes them the recommended choice for this project.

STAFF RECOMMENDATION: Staff recommends the Board approve the purchase of additional salt as spelled out below. If the Board is in agreement, the following motion may be made: ***"Motion to install LED light fixtures from BNH Lighting for \$5,077.47 in place of the Lighting Control Cabinet in the Public Works Shop"***

POLICY/PLAN REFERENCE(S):

1. Town Purchasing Policy – Adopted August 2017

FISCAL IMPACT:

Is there a fiscal impact? Yes, \$5,077.47
Is it currently budgeted or planned? YES
Amount budgeted: \$10,000
Account #: 400-5730-820-1918

Attachments:

1. Capital Request for Public Works Building Electrical Upgrade
2. BNH Lighting Quote
3. Werner Electric Quote
4. Crescent Electric Quote

CAPITAL REQUEST 2019-2023

Department Public Works
Responsible Person Brian Rickert

PROJECT # _____
PROJECT NAME Public Works Building Electrical Upgrade

CATEGORY Facilities Improvement X Equipment _____
PRIORITY 1 (1 High...5 Low) Useful Life 40 Years

DESCRIPTION
Add additional panel to accomodate currently existing electrical circuits that are over loaded.

JUSTIFICATION
The current circuit breaker panels have multiple curcuits that were "piggy-backed" because of this it has the potential to be a fire hazard. As the facilities grow additional electrical circuits are needed to safely power the facility.

Expenditure Schedule

PRIOR TOTAL

	2019	2020	2021	2022	2023	TOTAL	FUTURE TOTAL
Facilities	\$10,000.00					\$10,000	\$10,000
						\$0	
						\$0	
						\$0	
						\$0	
	\$10,000	\$0	\$0	\$0	\$0	\$10,000	\$10,000

Funding Sources

PRIOR TOTAL

	2019	2020	2021	2022	2023	TOTAL	FUTURE TOTAL
General Fund	\$10,000.00					\$10,000	\$10,000
						\$0	
						\$0	
						\$0	
						\$0	
	\$10,000	\$0	\$0	\$0	\$0	\$10,000	\$10,000

BUDGET IMPACT/OTHER

Operating Budget Impact

PRIOR TOTAL

	2019	2020	2021	2022	2023	TOTAL	FUTURE TOTAL
						\$0	\$0
						\$0	
						\$0	
						\$0	
						\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	

QUOTE

Date: 3/14/2019

Quote #:	Townof GreenvillePW162HB
----------	--------------------------

BNH Lighting, LLC	Customer	Job Location
BNH Lighting, LLC Jeremy Bellile 313 E. Main St. P.O. Box 44 Hortonville, WI 54944 (920) 779-3417 office@bnhlighting.com	Town of Greenville Steve VanDynHoven W6860 Parkview Dr. Greenville, WI 54942 (920) 757-5722 svandynhoven@townofgreenville.com	162 watt fixtures in maintenance shop 111 watt fixtures in remaining building

PROJECT DESCRIPTION:

PROJECT DESCRIPTION:
Provide new LED High Bay fixtures in public works truck shop area

[illegible]

This is a quote for the products and or services described above and is subject to the conditions below:

¹ Applicable taxes and shipping are not included in this quote, but will be added to the final invoice

² Labor, Lift, Recycling and Focus on Energy paperwork is included in the quote

³ Any and all code violations will be brought to the attention of the owner prior to proceeding. Additional costs quote will be provided.

⁴ All product returns are subject to a 25% restocking fee.

⁵ If during installation Master Satellite wiring is found between fixtures, the project will stop immediately. A quote will be provided to cover the additional costs. Once the additional costs are agreed upon, the installation will continue.

Once the additional costs are agreed upon, the installation will continue.

*The Focus On Energy rebate is going to be paid directly to you from Focus on Energy. BNH Lighting, LLC is NOT responsible for changes to the Focus on Energy program which may affect your rebate amount.

⁷ Payment Terms: 50% down and 50% due Net 15 days from Invoice Date; please make check payable to BNH Lighting, LLC

Past Due balances are subject to a finance charge of 1.5% per month (18% A.P.R.)

To accept this quotation, sign below and return via email to office@bnhlighting.com

Signature of Acceptance _____ Date _____

Expiration Date: 03/16/19**Quotation****TO:**

TOWN OF GREENVILLE
W6860 PARKVIEW DR
PO BOX 60
GREENVILLE, WI 54942

Project Info:

Project: Town of Greenville Public Works High Bays
Job #: 50787
Bid Date: 02/14/19
Bid Time: 02:00 PM CST
Quoter: Eric Nennig

Type	Quantity	Vendor	Description	Unit or Lot#	Unit Price	Ext Price
	19		ORION HBHS1B1OAUNVNDXX850NOLHW-SP 14,500 LM HIGH BAY, 5000K, 120-277V, WIDE DISTRIBUTION	Unit	140.000/ea	2,660.00
	19		ORION ECAB31 31" Y-STYLE WITH 3 EYELETS AND 3-16 SNAP HOOKS	Unit	5.350/ea	101.65

PLUS FREIGHT FOR ORION HANGERS.

SUBJECT TO APPROVAL.

+ 17 2380.00**From:**

Werner Electric Supply-Appleton
Phone 920-815-4050
4800 W Prospect Ave
APPLETON, WI 54914
Printed By: Eric Nennig
Eric Nennig
Quotations/ Projects
Direct# 920-720-4039
enennig@wernerelctric.com

Total**\$ 2,761.65****Notes****\$ 5,141.65**



Expiration Date: 03/20/19

Quotation**TO:**

TOWN OF GREENVILLE
TOWN OF GREENVILLE
DON SCHINKE
W 6895 PARK VIEW DR
GREENVILLE, WI 54942-8032

Project Info:

Project: GREENVILLE SANITARY GARAGE
Job #: 142865
Bid Date: 02/18/19
Bid Time: 02:00 PM CST
Quoter: LEONARD M MEYER

Type	Quantity	Vendor	Description	Unit or Lot#	Unit Price	Ext Price
	0		SHOP	Unit	0.000/EA	0.00
A	19		HBL-3-162W-UNV-50K D C	Unit	230.000/ea	4,370.00
	0		STORAGE - WASH BAY	Unit	0.000/EA	0.00
B	12		HBL-30-110W-UNV-50K D C	Unit	181.750/ea	2,181.00
C	4		FHE L48 24000LM ACL MD MVOLT GZ10 50K 80CRI	Unit	425.500/EA	1,702.00

CRESCENT ELECTRIC SUPPLY COMPANY AND SUBSIDIARIES TERMS AND CONDITIONS OF QUOTATION

1) Buyer understands and agrees that all quotations and accepted orders by Crescent Electric Supply Company and Subsidiaries (Seller) are expressly conditioned upon these terms and conditions (Terms and Conditions of Quotation). Furthermore, your acceptance of this quotation indicates that you have also read, and agree, to the Crescent Electric Supply Company and Subsidiaries Terms and Conditions of Sale (Terms and Conditions of Sale) which are deemed automatically incorporated into any and all purchase orders.

2) Prices are firm for 10 days unless otherwise noted. As to all other terms, until signed and returned, the quotation is merely a quotation of sales prices. The quotation and tender will be deemed accepted only if signed and returned within ten days after receipt; otherwise, it shall have no effect.

+ 3910.00
8280.00

From:

CRESCENT APPLETON, WI
MAIN 920-734-4517
2415 W SPENCER ST
APPLETON, WI 54914-4632
Printed By: LEONARD M MEYER

Notes