VILLAGE OF COTTAGE GROVE NOTICE OF PUBLIC MEETING

VILLAGE BOARD OF TRUSTEES

Monday, October 5, 2020 6:30 p.m.

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/91836058235

You can also participate via phone by dialing 1 312 626 6799 *and use Meeting ID 918 3605 8235# When asked for your Participant ID, just press # when asked for the Passcode enter 221 #.*

You may also choose to participate by providing public comment prior to the meeting via email to Village Clerk Lisa Kalata: lkalata@village.cottage-grove.wi.us

1. Call To Order
2. Determination Of Quorum And That The Agenda Was Properly Posted
3. Pledge Of Allegiance
4. PUBLIC APPEARANCES-Public's Opportunity To Speak
5. Discuss And Consider The Minutes Of The Regular Village Board Meeting On September 21, 2020.

   Documents:

   9-21-20 VB MINUTES.PDF

6. Presentations To The Board
   a. Presentation from Monona Grove School District regarding upcoming referendum. b. Update on 2020 Trick-or-Treat.
7. New Business
   a. Annual Review of Village consultants/service providers: Ruedebusch
   b. Annual Review of Village Consultants/service providers: Baker Tilly
   c. Annual review of Village Consultants/service providers: Computer Magic
   d. Annual review of Village Consultants/service providers: Associated Appraisal
   e. Discuss and consider directing staff to have the Solicitor/Transient Merchant Permit Application translated to Spanish and made available on the website.

   <!--[endif]-->

   Documents:

   CG BOARD PRESENTATION 10-5-20 (002).PDF
   CMI SERVICE AGREEMENT.PDF
   VILLAGE OF COTTAGE GROVE SERVICE TICKET 09 19 TO 09 20.XLS
   ASSESSOR ANNUAL MEETING.PDF
   MAJOR STATISTICS.PDF

8. Reports From Village Boards, Commissions & Committees

8.I. Law Enforcement Committee

Documents:

9-22-20 LEC AGENDA.PDF

8.II. Library Planning Committee

Documents:

9-23-20 LIBRARY PLANNING PACKET.PDF

8.III. Board Of Review

Documents:

9-24-20 BOR AGENDA.PDF

8.IV. Zoning Board Of Appeals

Documents:

09-17-2020_ ZBA AGENDA.PDF

8.V. Joint Fire Department Committee

a. Discus and consider approval of Engine #3 repairs to be proportionately split between the Village and Town of Cottage Grove up to $12,000.

b. Discuss and consider roof repairs of Emergency Service Building approval over amount available in Emergency Service Building repair fund to be proportionately split between the Village and Town of Cottage Grove.

Documents:

9-28-20 JOINT CG FIRE AGENDA.PDF
20200929100149807.PDF
2021 BUDGET.XLSX
EMAIL.PDF
EST_7474_FROM_RENNERTS_FIRE_EQUIPMENT_SERVICE_INC._19024.PDF

8.VI. Community Development Authority

Documents:

2020-09-29 CDA AGENDA.PDF

8.VII. Public Relations Committee

Documents:

9-29-20 PUBLIC RELATIONS AGENDA.PDF

8.VIII. Natvig Landfill Monitoring Review Committee

a. Discuss and consider approval of professional services by Strand for Natvig Landfill.

Documents:

9-29-20 LANDFILL PACKET.PDF
NATVIG.PDF
TOWN-VILLAGE COST ALLOCATION HISTORY.PDF

8.IX. Ordinance Review Committee

a. Discuss and consider providing direction to the Ordinance Review Committee regarding the keeping of chickens and other animals in the Village.

Documents:

9-30-20 ORDINANCE REVIEW COMMITTEE AGENDA.PDF

9. Reports From Village Officers
   a. John Williams
      i. Nomination of Melissa Ratcliff to the Emergency Preparedness Committee.
      ii. Nomination of Mick Conrad to the Housing Task Force.
      iii. Nomination of Danyelle Wright to the Ad Hoc Diversity, Equity and Inclusion Committee
   b. Stafford Rosenbaum
      i. Legal briefings/status updates
   c. COVID-19 update

   Documents:

   DANYELLE WRIGHT-DEI COMMITTEE.JPG
   MICK CONRAD-HOUSING TASK FORCE.PDF

10. Communications And Miscellaneous Business
    a. Consider approval of vouchers
    b. Correspondence
    c. Upcoming community events
    d. Future agenda items

    Documents:

    BILLS LIST.PDF

11. Closed Session: This Closed Session Is For Background Check From An Operator's License Application (Alcohol Beverage License) Denial From The Police Department.

    The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par (b) applies which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data or involved in such problems or investigations.

12. Closed Session: This Closed Session Is For Negotiations For Development Incentive Negotiations In TID #5.

    The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

13. Reconvene Into Open Session And Possible Consideration Of Closed Session Items

14. Adjournment

This agenda has been prepared by Staff and approved by the Village President as Chair of the Village Board for use at the meeting as listed above. Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

VILLAGE OF COTTAGE GROVE

VILLAGE BOARD OF TRUSTEES

Monday, September 21, 2020

MINUTES

1. **Call to order**
   Village President John Williams called the Village Board of Trustees to order at 6:30 pm. this was a Zoom meeting.
2. **Determination of quorum and that the agenda was properly posted.**
   It was determined that there was a quorum of members present and that the agenda was properly posted. Village Board members present were: John Williams, Troy Allen, Jeff Lennberg, Heidi Murphy, Melissa Ratcliff, Sarah Valencia and Paul VanderVelde. Staff present were Village Administrator Matt Giese, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Public Works Director JJ Larson, Parks, Recreation and Forestry Director Sean Brusegar, Village Engineer Kevin Lord, Police Chief Dan Layber, Lieutenant Matt Wagner, Deer-Grove EMS Chief Eric Lang, Village Attorney Larry Konopacki and Rick Manthe.
3. **Pledge of Allegiance.**
4. **PUBLIC APPEARANCES –** *Public's opportunity to speak.*
   Abby Abramovich from Doundrin Distilling was present to discuss the transient merchant permit and the difficulties with the form for food truck vendors.
   Sariah Daine was present to support the Movin' Out project as she currently lives in one of their facilities.
5. **Discuss and Consider the Minutes of The Regular Village Board Meeting on August 8, 2020.**
   Motion by Allen to approve the minutes seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.
6. **Presentations to The Board**
   a. Update on website redesign.
   Kalata gave a preview of the new website homepage and indicated that the new site launch is tentatively set for October 12, 2020.

7. New Business

a. Annual Review of Village consultants/service providers: Ehlers.
Jonathan Schatz from Ehlers was present to give a brief overview of the services provided to the Village.
b. Discuss and consider directing staff to send out Request for Proposals for Engineering Services.
Kevin Lord with MSA and Joe DeYoung from MSA were present to discuss the concerns with services.
Motion by Ratcliff to table, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

8. Reports from Village Boards, Commissions & Committees

8.I. Finance & Personnel Committee
Jonathan Schatz from Ehlers gave brief overview of the Financial Management plan updates for 2021-2025.
a. Discuss and consider update to the Financial Management Plan for years 2021-2025.
Motion by Murphy to approve the Financial Management Plan for years 2021-2025 as presented, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

8.II. Utility Commission
Murphy reported they discussed the Vilas Road water and sewer extension and the next meeting will be October 14th.

8.III. Ad Hoc Architectural Review Committee
Williams reported they discussed Dolphin Swim Academy and approved the plan.

8.IV. Community Development Authority
Lennberg reported they did not have a quorum and the next meeting will be Sept 29th.

8.V. Peer Court Steering Committee
Lennberg reported that there have only been three referrals for this year, and they are doing their best to reach out to the parent on zoom. The next meeting will be November 10th.

8.VI. Ad-Hoc Sustainability Committee
Murphy reported they had a presentation from Envision Solar on charging stations off the grid like the current one at Summit Credit Union. They discussed the possibility of starting their own grant program for electric vehicles. The resolution on the agenda is to understand the current position and what the future goals are for the Village.

DRAFT

a. Discuss and consider Resolution 2020-11: Resolution to Transition Current and Future Energy Demand to Renewable Energy Sources.

Motion by Valencia to approve Resolution 2020-11 as presented, seconded by Ratcliff. Motion carried with a voice vote of 7-0-0.

8.VII. Plan Commission

Williams reported the public hearing was held for Movin' Out and the commission voted to recommend it to be in a different location. There was also discussed Dolphin Swim Academy and approved. There was also a presentation on pocket neighborhoods, approved the comprehensive amendment for area #2 and they discussed the zoning for parks and the setbacks which are restrictive for small parks, the committee agreed to work on updates to the zoning and they also discussed the Housing Task Force.

a. Discuss and Consider A Proposed General Development Plan from Movin' Out, Inc. For Glen Grove, A 100-Unit Apartment Project Proposed on Parcels #0711-043-0006-0, #0711-043-0017-3, And #0711-043-0028-0.

The following people sent emails on Movin' Out:
Ryan Lovejoy- in support of Movin' Out
David Peterson- in support of Movin' Out
Jon Russell- not in support of Movin' Out
Nathan Lovich- not in support of Movin' Out
Bill Schultz- in support of Movin' Out
Lisa Fitch- in support of Movin' Out
Gregg Cline- not in support of Movin' Out

Megan Schuetz from Movin' Out was present to answer questions and indicate that they did make changes to the plan after getting feedback from the Plan Commission meeting. Adam Fredendall from JLA Architects was present to give an overview of the updates to the plan which included changes in the color scheme and design.

Motion by Lennberg to approve the General Development plan for Movin' Out, Inc. for Glen Grove for a 100-unit apartment project proposed on parcels #0711-043-0006-0, #0711-043-0017-3 and #0711-043-0028-0 with conditions in the staff reports, seconded by VanderVelde. **Motion** carried with a voice vote of 6-1-0 with Allen voting No.

b. Discuss and Consider A Proposed Conditional Use Permit for Dolphin Swim Academy to Allow an Indoor Institutional Land Use (Swim School) On Lot 15 In the Cottage Grove Commerce Park.

Motion by Valencia to approve the conditional use permit for Dolphin Swim Academy to allow an Indoor Institutional Land Use on lot 15 in the Cottage Grove Commerce Park, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

c. Discuss and Consider an Application from Dolphin Swim Academy for Approval of a Site Plan for A Swim School on Lot 15 Of The Cottage Grove Commerce Park.

Motion by Valencia to approve Dolphin Swim Academy for a site plan for a swim school on lot 15 of the Cottage Grove Commerce Park with conditions in the staff reports, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

8.VIII. Police Commission

Chief Layber indicated that the commission is required to meet, and they discussed the duties of the Police Department.

8.IX. Parks, Recreation & Forestry Committee

Murphy reported they discussed Bakken Park and Dan Schmitt from MSA was present to give an update on the Bakken Park progress.

a. Bakken Park Shelter and Splash Pad project update.

Dan Schmitt from MSA gave a presentation of the progress of Bakken Park shelter and splash pad. The project will be completed in October and will be under budget by $2,000.

b. Discuss and consider suspending Ordinance 230-3 on September 25-26, 2020 and October 11, 2020 to allow for Boy Scout Troop 145 to occupy Lions Shelter at Fireman's Park during park closed hours.

Brusegar reported that the Boy Scout Troop 145 contacted him about using Fireman's park. **Motion** by Allen to approve the Boy Scout Troop 145 the use of Lions Shelter at Fireman's park on September 25-26, 2020 and October 11, 2020 with the campers being in separate tens for each family unit, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

8.X. Deer-Grove EMS Commission

DRAFT

Valencia reported that they approved the budget with the approach of using LTE's to schedule them during the hours of highest need and increase the wage for LTE's.

a. Discuss and consider 2021 DGEMS Budget as recommended by the Commission.

Motion by Valencia to approve the 2021 DGEMS budget as presented, seconded by Murphy. **Motion** carried with a voice vote of 7-0-0.

9. Reports from Village Officers

a. John Williams

i. Nomination of Daniel Olsen to the Housing Task Force Committee.

ii. Nomination of Jeff Lennberg and Paul VanderVelde to the Housing Task Force Committee.

iii. Nomination of Michael Hughes and Rosemarie Hughes to the Ad Hoc Diversity, Equity and Inclusion Committee.

iv. Nomination of Sarah Valencia to the Ad Hoc Diversity, Equity and Inclusion Committee.

v. Nomination of Troy Allen to the Law Enforcement Committee.

Motion by Allen to approve all nominations presented, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

b. Stafford Rosenbaum

i. Legal briefings/status updates

No report

c. COVID-19 update

Giese no report.

Chief Layber no report.

Lieutenant Wagner no report.

Larson no report

Brusegar no report, however Miracle Field will be started soon.

Kalata- the grant that was approved last meeting was awarded and the Village will receive $10,000 for elections.

Winter- no report, however Board of Review is this week and there are two possible objectives.

10. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Motion by Ratcliff to approve the Village portion of the vouchers in the amount of $646,979.00 seconded by Valencia. The check sequence goes from check #47573 to check #47633. **Motion** carried with a voice vote of 7-0-0.

b. Correspondence

None

c. Upcoming Community Events.

Christmas in the Grove, PTO is working with staff for Halloween events.

d. Future agenda items- Consultants Reviews, possible ordinance revisions.

11. Adjournment

Motion by VanderVelde to adjourn at 10:01 p.m., seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Clerk
Village of Cottage Grove
Approved:

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.

DRAFT

Village of Cottage Grove

Baker Tilly – Annual Audit Services

Presentation to the Village Board

October 5, 2020

bakertilly

now, for tomorrow.

Annual services provided

- Audit of financial statements
  - Includes all funds of the village including utilities
  - Issuance of opinion
  - Report on internal controls
- Compilation of State Financial Report Form C
- Compilation of PSC annual report – water utility
- Compilation of TIF financial statements
- Accounting assistance
- Presentation of financial highlights to the Board

bakertilly
now, for tomorrow.

Objectives

- Audit
  - Provide reasonable assurance that the financial statements are materially correct
  - Unmodified opinion is highest level of assurance
- Compilation
  - Accumulation of information provided by management
- Internal controls
  - Identification and testing of controls over financial reporting process
- Accounting assistance
  - Assist with appropriate reporting for complex and year end transactions

Approximate timeline

Month(s)	Activity
November-December	Preliminary fieldwork
January	Final fieldwork
February-May	Wrap-up of any open items and production of deliverables
May-June	Issuance of final deliverables
June-July	Presentation of financial highlights to the Board

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now, for tomorrow.

Other BT services

- Utility rate studies
- Implementation of new accounting standards
- TIF audits
- Complimentary webinars
- Search and staffing
- Economic development consulting
- CARES Act consulting
- Grant compliance audits
- Cybersecurity / IT reviews
- Operations reviews
- Cash flows forecasting
- Capital improvement plans

BT service team

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Questions

2020

COMPUTER MAGIC

SOLUTIONS BUNDLE SERVICE AGREEMENT

SOLUTIONS BUNDLE SERVICE AGREEMENT

Our Solution Bundles are designed to provide businesses with a simple, consolidated option for their technology needs. The purpose of this document is to define the included features and support.

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COMPUTER MAGIC

SUPPORT

This remote and onsite package covers the daily technical support needs of the business including application support, network troubleshooting, login assistance, email, PC performance and more.

What's Included for Gold Service Plan

- Unlimited Remote and Onsite Support (Normal service requests will be responded to during normal business hours, M-F 8AM-5PM excluding Consultant recognized holidays. Major server and network issues will be responded to 24x7x365. Normal service requests may be responded to outside of normal business hours, but overtime charges at normal overtime rate may apply. Major projects will be scheduled and performed after hours when necessary.)
- Travel time as necessary
- Manage technical vendor relationships and work with vendors to solve technical issues
- Virus and Spyware Cleanups
- Support for Microsoft Windows
- All Moves, add, and changes to Windows domain. This includes new employee hires or fires. Also includes any adjustments to user or computer accounts in the domain
- Connection support for the following IT peripherals: monitors, printers, multifunction printers, external Hard Drives, -Network Attached Storage, Ethernet switches, routers, modems, wireless equipment, UPS's (does not include out-of-warranty Hardware Repair)
- PC migrations
- Software management and installation on server and workstations
- Miscellaneous day to day technology issues
- Installation of new Operating systems and other patches as released
- Equipment quoting
- License compliance monitoring and license management
- Anti-Virus software for all covered devices
- Cloud backup software and services

What's Not Included for Gold Service Plan

Issues or requests that produce a significant change to your systems, network or physical setup are not included. These are considered projects and are outside the scope of the Support agreement. These projects are custom quoted as they occur. Services that are not included:

- Office moves involving more than 10 computers
- Implementation of line-of-business software requiring more than 10 hours per month
- Recovery from any major disaster such as a fire, flood, theft or vandalism
- Integration of hardware provided by a third party, requiring more than 8 hours per month
- All hardware purchases including out-of-warranty parts. We will specify, quote, and deliver, but the hardware will be billed separately from this agreement. Customer is free to purchase hardware and software from any vendor so long as hardware reasonably conforms to specifications provided by Consultant.

- Services required to remediate any IT problems directly caused by the actions of a third party or by negligence on the part of the Client
- Software Programming work, except as needed for basic network operations
- Network Drops and Cabling work
- Peripheral Hardware Repair (eg. printers, routers, etc.)
- Phone system, phone replacement, or Maintenance, unless otherwise agreed by the Parties
- Specialty software support (for example, CAD applications, Microsoft Dynamics, etc). We will install such software under this Agreement and will work with the software vendor to troubleshoot such applications, but if there are extensive and ongoing issues with the specialty application, those will not be covered.
- Any unreasonable service requests

About Tiered Support

To understand how we respond to your support requests, it's important to know how our support team is structured. Our technicians fall under one of four tiers:

Tier 1 & Tier 2

Desktop support technicians are the first and second level support. These team members answer all initial requests for support and assist with troubleshooting and resolve approximately 85% of your requests.

Tier 3

Server and network support engineers work in our Network Operations Center (NOC) and spend most of their time proactively monitoring and resolving backend issues on your network. They support tier 1 and 2 technicians as needed.

Tier 4

The final point of escalation is to the field engineers. These individuals have the highest level of training and most refined skill set. They handle all requests that the first three tiers of support are unable to resolve in addition to all requests involving onsite work.

Requesting Support

NOTE: If you're experiencing an emergency or you need to speak with a member of the help desk immediately, please call 608-441-9888. If it is after hours, there is an emergency option in the message.

Telephone – 608-441-9888

Calls are answered in the order in which they are received.

Email – support@computermagic.us

Emails are processed in the order received and should be limited to low priority issues.

Response & Resolution Times

We use simple, unique terminology to define support requests.

High Priority Problems

These are problems that prevent users(s) from working. For example:

- Application crashes or errors
- Virus and malware infections
- Database connectivity issues
- Email connectivity issues
- Network connectivity failures
- File and folder access problems
- General hardware failures
- System performance

We work high priority problems immediately until resolved. In certain cases, we may recommend performing the work at night so that the user and their workstation are not tied up during business hours. For example, if the user is experiencing mild performance problems, we may coordinate with them to schedule resolution after hours.

Administrative Tasks

We respond immediately to Administrative Tasks such as those listed below. As described in the Desktop Project Requests section below, administrative tasks such as new workstation setups are not performed real time. Administrative tasks include:

- Creation of shared mailbox
- File and Folder Restores
- Creation of distribution lists
- Password resets
- File/folder permission changes
- Microsoft Outlook profile set-ups

Most Administrative Tasks, including password resets and account management, require the client to specify who is authorized to approve these requests. For security purposes, we do not make these types of changes without approval.

Desktop Project Requests

Desktop Projects are those requests which can be anticipated and thus scheduled in advance. These projects may be schedule outside of normal work hours. These types of request include:

- Desktop software installations (5+ workstations)
- New user onboarding
- Any request involving multiple workstations, e.g., installing software across multiple workstations, configuring multiple workstations for a new network printer

ENDPOINT SECURITY

This is the single most important solution included with your bundle. 93% of security breaches and infections are caused by out of date software and missing or inadequate antivirus & antimalware applications.

Patch Management

We install security patches not just for the OS but for software you use every day but may not know much about like Adobe Java, Adobe Reader and 190+ other applications. Patches are installed between 1am and 4am to ensure you're ready to go by the time morning comes around!

Antivirus AND Antimalware software

There are now two separate categories of 'bad stuff' out there and each requires specialized software to catch it and roll back it's nasty effects. That's why we include both SentinelOne and Malwarebytes Pro for all PCs. These lightweight applications complement each other by watching for and countering nearly every threat out there.

Daily Performance Tune-ups

Every night your business computers will do fun things like optimize the hard drive, clean up unnecessary temp files and flush caches. This helps your system run faster and perform consistently day after day.

Hardware Monitoring

Our deep integration with the hardware sensors in your computers allow us to rapidly respond to small issues before they become big ones. In a recent example, a server power supply died at 2 in the morning, we were alerted to the issue and could resolve it before the client experienced any down time.

Network Operations Center

Our 24/7 NOC constantly monitors your entire network for any signs of weakness or failure. It's not uncommon for a technician to show up at a client's office to fix a problem they didn't know they had. This includes monitoring your internet connection, servers, switches, wireless access points, printers and workstations.

COMPLIANT BACKUP

As part of this agreement, we'll provide a complete disaster recovery plan. In addition, all backups are completely encrypted and exceed the requirements of PCI, HIPAA and CJIS compliance. All data is encrypted at the source, in transit and at rest with unique encryption keys. It's important to note that with our process, your data is stored in three locations and on both US coasts at any given time: on the local machine, on the local backup drive and in the cloud. Any two of these could fail completely and your data is still recoverable.

Stage 1: Local Backup

Most restoration needs result from failed hardware or software corruption. We include a network NAS that stores all of your backups locally. If you need a file restored, we likely have it right there next to your system.

Stage 2: Offsite Backup

Offsite storage of your backups is critical to data safety and security. In addition to your local backup, we replicate data to locations on both the west and east coast. The backup software encrypts the data locally on your system with an encryption key that's unique to you, sends it over a bank-grade SSL connection and is then further encrypted on the cloud storage servers using a key that's unique to Computer Magic, Inc.

Daily Monitoring

Even with all our redundancies, we don't trust automation without verification. Daily our Network Operations Center reviews the backup logs to ensure things are working smoothly.

Disaster Recovery Flexibility

When disaster hits, we have a lot of options to get your business back up and running rapidly. For example, in the event of a local hardware failure, we could bring in new server hardware and restore from the local backup. In the event of a local or regional disaster we could restore your server in the cloud so your staff can get back to work from home or anywhere until a new local system can be put in place.

ANNUAL NETWORK AND SECURITY ASSESSMENT

For clients with a network that includes an Active Directory server, Computer Magic, Inc. will perform an annual network and security audit. (If your team works entirely from their homes, this section won't apply to you.) We feel that every business should have access to this critical security information regardless of their needs.

We test your network for:

- Known vulnerabilities
- Aging hardware
- Unknown hardware
- Missing security patches
- Weak passwords
- Open file shares
- Unusual services
- Computer or user accounts that haven't been used recently

The average report is around 100 pages long. Don't worry, we'll parse this information down into action items and provide a mitigation plan for each one. These scans are provided as a courtesy for information purposes only and should not be relied upon as your sole source for compliance.

MICROSOFT OFFICE 365

Microsoft Office 365 is a hosted, subscription-based service that provides significant value to small businesses. We briefly touch on the most commonly used features below, but every day we learn something new about this incredible platform and what it's capable of. Please note: We do not provide development services or training for SharePoint, Dynamics, BI or Project.

Included Support:

- Add/Remove Users
- Setup and maintenance of Active Directory Integration
- Software installation
- Mobile phone configuration
- Outlook configuration
- OneDrive configuration

Business Email

You get a 50GB online mailbox with the full set of Exchange capabilities such as calendar sharing. The Business+ bundle also includes an unlimited online archive, encrypted email and compliance tools. The compliance tools meet GLBA requirements for storing and searching electronic communications across all of the Office 365 services.

Microsoft Office Desktop Software

Each user covered by this agreement can install the latest version of Microsoft Office (Word, Excel, PowerPoint, Outlook and OneNote) on up to 5 PCs. This includes business and personal computers. The Business+ bundle also includes Access.

OneDrive for Business

This is 1TB of storage provided for syncing personal files across devices. For example, you can access the same Word or Excel document from your desktop, laptop or via a web browser. Similar services you may be more familiar with include Dropbox, SugarSync and Box.

SharePoint

The most common use is for internal cloud-based file sharing. SharePoint is a powerful platform that is designed for collaboration of both internal and external users. You can build custom applications on top of it that can automate your entire office workflow.

Ticket Number	Title	Account	Open Date	Created By	Assignee	Status
SD_20200930-8	VPN won't connect	Village of Cottage Grove	09/30/2020 8:58:00 AM	Eric Redman	Eric Redman	Completed
SD_20200929-21	FW: Ethernet	Village of Cottage Grove	09/29/2020 1:41:00 PM	Lisa Kalata	Brandon Gracyalny	Completed
SD_20200929-10	second screen issue	Village of Cottage Grove	09/29/2020 10:26:00 AM	JJ Larson	Tyler Towne	Completed
SD_20200929-9	FW: 09-25-2020 (TLP: GREEN) WSIC Cyber Aler	Village of Cottage Grove	09/29/2020 10:15:00 AM	Lisa Kalata		Completed
SD_20200925-20	Can not get to the server	Village of Cottage Grove	09/25/2020 8:25:29 PM	Lisa Kalata	Alex Hanson	Scheduled
SD_20200924-4	Password expired, cannot access remote.	Village of Cottage Grove	09/24/2020 8:22:00 AM	Tyler Towne	Tyler Towne	Completed
SD_20200921-14	Shared Calendar	Village of Cottage Grove	09/21/2020 9:38:00 AM	Kristen Krause	Brandon Gracyalny	Merge Closed
SD_20200917-31	FW: Bakken Park Security Cameras	Village of Cottage Grove	09/17/2020 3:01:00 PM	Matt Wagner	Eric Redman	Completed
SD_20200917-26	FW: NVR web viewer	Village of Cottage Grove	09/17/2020 2:34:00 PM	Matt Wagner	Eric Redman	Completed
SD_20200916-6	Remote connection	Village of Cottage Grove	09/16/2020 8:57:00 AM	Lisa Kalata	Eric Redman	Completed
SD_20200915-10	Can't login to Miviewpoint	Village of Cottage Grove	09/15/2020 10:10:00 AM	Eric Redman	Eric Redman	Completed
SD_20200914-7	Laptop has black screen when logging in	Village of Cottage Grove	09/14/2020 9:15:00 AM	Adam Gracyalny	Adam Gracyalny	Completed
SD_20200914-4	Clarity not opening after update	Village of Cottage Grove	09/14/2020 8:04:00 AM	Alex Hanson	Alex Hanson	Completed
SD_20200910-10	Laptop	Village of Cottage Grove	09/10/2020 5:22:37 PM	Ben Anderson	Tyler Towne	Waiting For Customer
SD_20200909-28	Remote Zoom - no audio through speakers; no mi	Village of Cottage Grove	09/09/2020 3:14:00 PM	Alex Hanson	Alex Hanson	Completed
SD_20200909-23	laptop questions	Village of Cottage Grove	09/09/2020 1:37:00 PM	Kristen Krause	Brandon Gracyalny	Completed
SD_20200904-12	VPN for remote access failed	Village of Cottage Grove	09/04/2020 10:38:00 AM	Matt Giese	Tyler Towne	Completed
SD_20200903-16	Looking to speak with Tyler	Village of Cottage Grove	09/03/2020 11:10:00 AM	Ben Anderson	Tyler Towne	Completed
SD_20200902-7	Can't login to laptop off network	Village of Cottage Grove	09/02/2020 8:30:00 AM	Brandon Gracyalny		Completed
SD_20200827-10	Help get signed into email on VOCG-PD-LT01	Village of Cottage Grove	08/27/2020 10:01:00 AM	Eric Redman	Eric Redman	Completed
SD_20200827-7	Laptop docking issues	Village of Cottage Grove	08/27/2020 9:07:00 AM	Alex Hanson	Alex Hanson	Completed
SD_20200826-25	Need a service restarted on the server	Village of Cottage Grove	08/26/2020 4:25:00 PM	Alex Hanson	Alex Hanson	Completed
SD_20200826-18	Update to Clarity	Village of Cottage Grove	08/26/2020 11:50:00 AM	Lisa Kalata	Tyler Towne	Completed
SD_20200825-20	Update Caselle	Village of Cottage Grove	08/25/2020 11:39:00 AM	Tyler Towne	Tyler Towne	Merge Closed
SD_20200824-24	Trista Outlook can't share calendar	Village of Cottage Grove	08/24/2020 1:08:00 PM	Alex Hanson	Alex Hanson	Completed
SD_20200824-9	Add Printer and Fix Outlook issue.	Village of Cottage Grove	08/24/2020 8:53:00 AM	Eric Redman	Eric Redman	Completed
SD_20200821-16	Printer	Village of Cottage Grove	08/21/2020 2:20:00 PM	Matt Wagner	Eric Redman	Merge Closed
SD_20200821-10	MDC's	Village of Cottage Grove	08/21/2020 8:37:00 AM	Matt Wagner	Tyler Towne	Completed
SD_20200820-20	Outlook login and FortiClient VPN	Village of Cottage Grove	08/20/2020 4:14:00 PM	Alex Hanson	Alex Hanson	Completed
SD_20200820-11	FW: WEC Cybersecurity Advisory: Google Chrom	Village of Cottage Grove	08/20/2020 12:13:00 PM	Lisa Kalata	Eric Redman	Completed
SD_20200818-14	Bakken Park Router	Village of Cottage Grove	08/18/2020 1:33:00 PM	Sean Brusegar	Adam Gracyalny	Completed
SD_20200814-15	Prices and New Employee	Village of Cottage Grove	08/14/2020 2:10:00 PM	Deb Winter	Brandon Gracyalny	Completed
SD_20200813-20	Quick Clerk update	Village of Cottage Grove	08/13/2020 3:07:00 PM	Alex Hanson	Alex Hanson	Completed
SD_20200810-10	Empty mailbox of Erin x503	Village of Cottage Grove	08/10/2020 9:25:00 AM	Eric Redman		Completed
SD_20200806-12	Can't connect to VOCG-10 again and Clarity is slo	Village of Cottage Grove	08/06/2020 11:15:00 AM	Eric Redman	Eric Redman	Completed
SD_20200803-1	Clarity very slow since Friday	Village of Cottage Grove	08/03/2020 8:26:00 AM	Tyler Towne	Tyler Towne	Completed
SD_20200731-5	Fix DNA-Fusion Backup	Village of Cottage Grove	07/31/2020 8:33:00 AM	Eric Redman	Eric Redman	Completed
SD_20200730-25	Clarity	Village of Cottage Grove	07/30/2020 3:01:00 PM	Deb Winter	Eric Redman	Merge Closed
SD_20200730-24	Email Change	Village of Cottage Grove	07/30/2020 2:06:00 PM	Kristen Krause	Eric Redman	Merge Closed
SD_20200729-12	Need voicemail emptied	Village of Cottage Grove	07/29/2020 2:05:00 PM	Tyler Towne	Tyler Towne	Completed
SD_20200729-5	Fix DNA-Fusion Backups	Village of Cottage Grove	07/29/2020 8:15:00 AM	Eric Redman	Eric Redman	Completed
SD_20200728-16	Issues with Computer	Village of Cottage Grove	07/28/2020 3:18:00 PM	Adam Gracyalny	Adam Gracyalny	Completed
SD_20200728-13	Help Matt and Chief get VIA set up on laptop	Village of Cottage Grove	07/28/2020 2:26:00 PM	Tyler Towne	Tyler Towne	Completed
SD_20200728-1	Fix backup for DNA-Fusion	Village of Cottage Grove	07/28/2020 8:21:00 AM	Eric Redman	Eric Redman	Completed
SD_20200727-21	Cant connect to VOCG-10	Village of Cottage Grove	07/27/2020 1:48:00 PM	Eric Redman	Eric Redman	Merge Closed
SD_20200723-11	FW: Reach out to Computer Magic	Village of Cottage Grove	07/23/2020 11:46:00 AM	Lisa Kalata	Tyler Towne	Merge Closed
SD_20200722-4	Fix backups for DNA-Fusion	Village of Cottage Grove	07/22/2020 8:38:00 AM	Eric Redman	Eric Redman	Completed
SD_20200721-14	FW: Need a new monitor	Village of Cottage Grove	07/21/2020 3:18:00 PM	Tom Breuer		Completed
SD_20200715-2	Cottage Grove PD Printer Offline Issue	Village of Cottage Grove	07/15/2020 8:02:00 AM	Paul Matte	Adam Gracyalny	Completed
SD_20200709-18	VPN	Village of Cottage Grove	07/09/2020 5:35:00 PM	Sean Brusegar	Brandon Gracyalny	Completed
SD_20200707-18	Printer	Village of Cottage Grove	07/07/2020 4:32:00 PM	Deb Winter	Tyler Towne	Completed
SD_20200706-15	network connection issues	Village of Cottage Grove	07/06/2020 11:21:00 AM	Adam Gracyalny	Adam Gracyalny	Completed
SD_20200629-12	Axon	Village of Cottage Grove	06/29/2020 9:20:00 PM	Matt Wagner	Brandon Gracyalny	Merge Closed
SD_20200626-5	Unable to connect to Clarity from home	Village of Cottage Grove	06/26/2020 10:56:00 AM	Deb Winter		Merge Closed
SD_20200625-5	Remote Connection	Village of Cottage Grove	06/25/2020 7:52:00 AM	Lisa Kalata	Adam Gracyalny	Completed
SD_20200625-4	laptop	Village of Cottage Grove	06/25/2020 7:37:00 AM	JJ Larson	Eric Redman	Merge Closed
SD_20200623-10	Phone Issues	Village of Cottage Grove	06/23/2020 1:01:00 PM	Kristen Krause	Tyler Towne	Completed
SD_20200622-19	Internet Explorer	Village of Cottage Grove	06/22/2020 3:58:00 PM	Matt Wagner	Eric Redman	Merge Closed
SD_20200622-18	RMS system bogged down	Village of Cottage Grove	06/22/2020 2:37:00 PM	Eric Redman	Brandon Gracyalny	Merge Closed
SD_20200618-2	FW: email	Village of Cottage Grove	06/18/2020 10:12:00 AM	Deb Winter	Eric Redman	Merge Closed
SD_20200611-5	Microsoft Office Activation	Village of Cottage Grove	06/11/2020 10:00:00 AM	Alex Krause	Tyler Towne	Completed
SD_20200610-5	Brooke Franseen Emails	Village of Cottage Grove	06/10/2020 1:00:00 PM	Sean Brusegar	Eric Redman	Completed
SD_20200605-8	New Email Address	Village of Cottage Grove	06/05/2020 1:07:00 PM	Deb Winter	Adam Gracyalny	Merge Closed
SD_20200603-11	Laptop	Village of Cottage Grove	06/03/2020 2:11:00 PM	JJ Larson	Brandon Gracyalny	Completed
SD_20200602-7	Unable to get into Caselle	Village of Cottage Grove	06/02/2020 10:19:00 AM	Deb Winter		Merge Closed
SD_20200601-30	Caselle on laptop	Village of Cottage Grove	06/01/2020 2:45:00 PM	Deb Winter	Brandon Gracyalny	Completed
SD_20200529-10	Ext 204 goes to incorrect voicemail.	Village of Cottage Grove	05/29/2020 10:28:00 AM	Eric Redman		Completed
SD_20200528-14	camera installed at Bonnie Rd.	Village of Cottage Grove	05/28/2020 12:47:00 PM	JJ Larson	Adam Gracyalny	Completed
SD_20200528-4	Unable to open Casselle	Village of Cottage Grove	05/28/2020 8:53:00 AM	Deb Winter		Completed
SD_20200527-14	Internet connection at MSB	Village of Cottage Grove	05/27/2020 2:03:00 PM	Sean Brusegar	Tyler Towne	Completed
SD_20200521-14	FW: Low-severity alert: Creation of forwarding/red	Village of Cottage Grove	05/21/2020 3:17:00 PM	Deb Winter	Eric Redman	Merge Closed
SD_20200514-9	FW: V m ssag	Village of Cottage Grove	05/14/2020 1:08:00 PM	Lisa Kalata	Tyler Towne	Merge Closed
SD_20200513-3	Setup FTP transfer	Village of Cottage Grove	05/13/2020 9:36:00 AM	Brandon Gracyalr	Brandon Gracyalny	Completed
SD_20200512-9	Brooke Franseen Emails	Village of Cottage Grove	05/12/2020 3:32:00 PM	Sean Brusegar	Eric Redman	Completed
SD_20200512-2	Laptop stuck on Lenovo screen	Village of Cottage Grove	05/12/2020 8:31:00 AM	Tyler Towne	Eric Redman	Completed
SD_20200511-4	Cant access drives or Clarity	Village of Cottage Grove	05/11/2020 8:26:00 AM	Eric Redman	Eric Redman	Merge Closed
SD_20200505-9	Password change	Village of Cottage Grove	05/05/2020 1:04:00 PM	Matt Giese	Tyler Towne	Completed
SD_20200505-6	FW: Housing Committee	Village of Cottage Grove	05/05/2020 11:35:00 AM	Matt Giese		Merge Closed
SD_20200505-3	RD Gateway Down	Village of Cottage Grove	05/05/2020 10:06:00 AM	Eric Redman	Eric Redman	Completed
SD_20200504-16	Two Internal IP Addresses - Village of Cottage Gr	Village of Cottage Grove	05/04/2020 6:35:00 PM	Derek Westby		Merge Closed
SD_20200504-15	Trouble getting into Caselle through Computer #1	Village of Cottage Grove	05/04/2020 2:29:00 PM	Deb Winter	Eric Redman	Merge Closed
SD_20200421-9	Need a new email	Village of Cottage Grove	04/21/2020 3:48:00 PM	Deb Winter	Eric Redman	Completed
SD_20200421-8	Email linked to entire Board	Village of Cottage Grove	04/21/2020 3:37:00 PM	Matt Giese	Adam Gracyalny	Completed
SD_20200417-4	update to phone system	Village of Cottage Grove	04/17/2020 9:03:00 AM	Adam Gracyalny	Adam Gracyalny	Completed

SD_20200413-9	Check returned	Village of Cottage Grove	04/13/2020 10:59:00 AM	Deb Winter	Brandon Gracyalny	Merge Closed
SD_20200413-8	Working from home - need help with a couple of tl	Village of Cottage Grove	04/13/2020 10:56:00 AM	Deb Winter	Tyler Towne	Completed
SD_20200407-10	computer lost connection to wifi	Village of Cottage Grove	04/07/2020 2:40:00 PM	Adam Gracyalny	Adam Gracyalny	Completed
SD_20200402-9	FortiClient	Village of Cottage Grove	04/02/2020 11:46:00 AM	Sean Brusegar		Completed
SD_20200402-4	VOCG-LAP-07	Village of Cottage Grove	04/02/2020 9:52:00 AM	Cyndi Peck	Tyler Towne	Completed
SD_20200330-14	Access	Village of Cottage Grove	03/30/2020 10:55:00 AM	JJ Larson		Merge Closed
SD_20200330-3	VPN Connection Failure	Village of Cottage Grove	03/30/2020 8:02:00 AM	Brooke Franseen	Brandon Gracyalny	Completed
SD_20200326-13	Label Printer Offline	Village of Cottage Grove	03/26/2020 11:20:00 AM	Deb Winter	Adam Gracyalny	Completed
SD_20200325-136	PD can't call admin	Village of Cottage Grove	03/25/2020 3:33:00 PM	Brandon Gracyalr	Brandon Gracyalny	Completed
SD_20200323-19	FW: squad 14 mdc	Village of Cottage Grove	03/23/2020 1:40:00 PM	Matt Wagner	Tyler Towne	Completed
SD_20200323-17	Allworx for VOCG lap 07	Village of Cottage Grove	03/23/2020 1:32:00 PM	Cyndi Peck	Brandon Gracyalny	Completed
SD_20200320-16	Camera Not Working	Village of Cottage Grove	03/20/2020 1:19:00 PM	Sean Brusegar	Tyler Towne	Completed
SD_20200319-38	14 new computer	Village of Cottage Grove	03/19/2020 10:07:00 PM	Matt Wagner	Tyler Towne	Completed
SD_20200319-33	FW: Arbitrator	Village of Cottage Grove	03/19/2020 3:59:00 PM	Matt Wagner		Merge Closed
SD_20200319-18	Phone issues	Village of Cottage Grove	03/19/2020 10:42:00 AM	Eric Redman	Brandon Gracyalny	Completed
SD_20200319-2	RE: Squad 14 MDC Issues	Village of Cottage Grove	03/19/2020 7:29:00 AM	Jeff Comstock	Brandon Gracyalny	Merge Closed
SD_20200318-16	Transferring of Calls	Village of Cottage Grove	03/18/2020 1:43:00 PM	Sean Brusegar	Brandon Gracyalny	Completed
SD_20200318-15	computer	Village of Cottage Grove	03/18/2020 1:13:00 PM	JJ Larson	Brandon Gracyalny	Merge Closed
SD_20200317-29	Allworx app	Village of Cottage Grove	03/17/2020 8:13:00 PM	JJ Larson		Merge Closed
SD_20200317-28	Clarity remotely	Village of Cottage Grove	03/17/2020 5:39:00 PM	JJ Larson		Completed
SD_20200312-15	contingency plan questions	Village of Cottage Grove	03/12/2020 3:31:00 PM	JJ Larson		Completed
SD_20200305-9	Video Error	Village of Cottage Grove	03/05/2020 9:37:00 AM	Matt Wagner	Tyler Towne	Completed
SD_20200301-1	RE: Squad 14 MDC Issues	Village of Cottage Grove	03/01/2020 4:48:00 AM	Jeff Comstock		Merge Closed
SD_20200226-11	CGPD-ODC-06	Village of Cottage Grove	02/26/2020 1:59:00 PM	Eric Redman	Tyler Towne	Completed
SD_20200226-9	Speakers	Village of Cottage Grove	02/26/2020 1:16:00 PM	Sean Brusegar	Adam Gracyalny	Completed
SD_20200225-14	reduce pdf size	Village of Cottage Grove	02/25/2020 4:12:00 PM	JJ Larson	Adam Gracyalny	Completed
SD_20200223-1	Re: Squad 14 MDC Issues	Village of Cottage Grove	02/23/2020 1:12:00 AM	Jeff Comstock	Tyler Towne	Completed
SD_20200211-1	Install VI monitor on Extra Workstations	Village of Cottage Grove	02/11/2020 8:14:00 AM	Tyler Towne	Tyler Towne	Completed
SD_20200207-2	remote issue for VOCG lap 07	Village of Cottage Grove	02/07/2020 8:37:00 AM	Cyndi Peck	Brandon Gracyalny	Completed
SD_20200205-23	Printing to admin building printer from an Ipad	Village of Cottage Grove	02/05/2020 11:46:00 AM	Eric Redman		Completed
SD_20200203-10	FW: Opening QC issue VOCG lap 07	Village of Cottage Grove	02/03/2020 1:43:00 PM	Cyndi Peck	Tyler Towne	Completed
SD_20200128-14	Outlook new emails not showing up unless refresl	Village of Cottage Grove	01/28/2020 3:34:00 PM	Eric Redman	Eric Redman	Completed
SD_20200128-12	Via not working	Village of Cottage Grove	01/28/2020 2:10:00 PM	JJ Larson	Eric Redman	Completed
SD_20200128-1	FW: Arbitrator License ID 3335825 for Cottage Gr	Village of Cottage Grove	01/28/2020 1:34:00 AM	Dave Stortz	Tyler Towne	Completed
SD_20200127-6	Quick Clerk issue for VOCG lap-07	Village of Cottage Grove	01/27/2020 10:19:00 AM	Cyndi Peck	Tyler Towne	Completed
SD_20200127-1	CGPD 18 Squad Arbitrator Issue	Village of Cottage Grove	01/27/2020 6:32:00 AM	Paul Matte	Tyler Towne	Completed
SD_20200124-1	Squad 14 MDC Issues	Village of Cottage Grove	01/24/2020 6:10:00 AM	Jeff Comstock	Eric Redman	Merge Closed
SD_20200123-18	Setup Unitrends	Village of Cottage Grove	01/23/2020 2:26:00 PM	Brandon Gracyalr	Brandon Gracyalny	Merge Closed
SD_20200123-6	Tyler	Village of Cottage Grove	01/23/2020 7:46:00 AM	Ben Anderson		Merge Closed
SD_20200121-16	Monitor	Village of Cottage Grove	01/21/2020 2:22:00 PM	Matt Wagner	Tyler Towne	Completed
SD_20200117-10	FW: Office plug-in	Village of Cottage Grove	01/17/2020 12:46:00 PM	Lisa Kalata	Tyler Towne	Completed
SD_20200117-9	FW: Laserfiche - follow-up SnapShot	Village of Cottage Grove	01/17/2020 12:37:00 PM	Lisa Kalata		Merge Closed
SD_20200117-8	FW: Laserfiche Snapsho	Village of Cottage Grove	01/17/2020 12:34:00 PM	Lisa Kalata	Tyler Towne	Completed
SD_20200115-3	Windows 10 Update	Village of Cottage Grove	01/15/2020 7:32:00 AM	Lisa Kalata		Completed
SD_20200113-6	Charter Internet connection down	Village of Cottage Grove	01/13/2020 10:08:00 AM	Brandon Gracyalny		Completed
SD_20200108-1	Eric	Village of Cottage Grove	01/08/2020 8:25:00 AM	Ben Anderson	Eric Redman	Completed
SD_20200106-5	video	Village of Cottage Grove	01/06/2020 9:29:00 AM	Kristina O'Dell	Eric Redman	Merge Closed
SD_20200103-5	Needs to find records of calls	Village of Cottage Grove	01/03/2020 9:54:00 AM	Kendra Olson		Merge Closed
SD_20200102-4	Elections Software	Village of Cottage Grove	01/02/2020 8:26:00 AM	Adam Gracyalny	Tyler Towne	Completed
SD_20191227-12	Kristen back to Parks	Village of Cottage Grove	12/27/2019 9:29:00 AM	Brooke Franseen	Adam Gracyalny	Completed
SD_20191227-10	Label Printer	Village of Cottage Grove	12/27/2019 9:15:00 AM	Deb Winter		Completed
SD_20191226-2	needs to log in as Kristin	Village of Cottage Grove	12/26/2019 10:01:00 AM	Donna Dillman	Brandon Gracyalny	Merge Closed
SD_20191217-4	Parks & Rec Phone Line Change - Jan. 1, 2020	Village of Cottage Grove	12/17/2019 8:44:00 AM	Kristen Krause	Brandon Gracyalny	Completed
SD_20191216-32	FW: Printing Issues	Village of Cottage Grove	12/16/2019 5:33:00 PM	Matt Wagner		Merge Closed
SD_20191216-19	access to sql server	Village of Cottage Grove	12/16/2019 1:10:00 PM	Kendra Olson	Brandon Gracyalny	Merge Closed
SD_20191213-1	Printing Issues	Village of Cottage Grove	12/13/2019 5:45:00 AM	Dave Stortz		Merge Closed
SD_20191212-8	161	Village of Cottage Grove	12/12/2019 9:34:00 AM	Matt Wagner	Adam Gracyalny	Completed
SD_20191212-1	Printing Issues	Village of Cottage Grove	12/12/2019 1:54:00 AM	Dave Stortz	Eric Redman	Completed
SD_20191211-8	marty's pc restarts itself	Village of Cottage Grove	12/11/2019 12:30:00 PM	Donna Dillman	Eric Redman	Merge Closed
SD_20191210-14	GCS Update	Village of Cottage Grove	12/10/2019 3:36:00 PM	Deb Winter		Completed
SD_20191210-10	Needs to access videos	Village of Cottage Grove	12/10/2019 1:18:00 PM	Kendra Olson	Brandon Gracyalny	Completed
SD_20191209-21	Zip File	Village of Cottage Grove	12/09/2019 11:29:00 AM	Brooke Franseen	Eric Redman	Merge Closed
SD_20191204-27	File won't download	Village of Cottage Grove	12/04/2019 11:58:00 AM	Kendra Olson	Eric Redman	Completed
SD_20191204-8	All monitors showing the same thing and very larg	Village of Cottage Grove	12/04/2019 8:03:00 AM	Deb Winter	Tyler Towne	Completed
SD_20191203-7	Replace PW computers	Village of Cottage Grove	12/03/2019 12:42:00 PM	Eric Redman	Eric Redman	Completed
SD_20191126-3	FW: Case 06822578: Mass email shows incorrect	Village of Cottage Grove	11/26/2019 8:49:00 AM	Brooke Franseen	Adam Gracyalny	Completed
SD_20191125-31	VI Monitor	Village of Cottage Grove	11/25/2019 1:29:00 PM	Matt Wagner	Tyler Towne	Completed
SD_20191125-27	Can't get into camera	Village of Cottage Grove	11/25/2019 12:14:00 PM	Kendra Olson		Merge Closed
SD_20191125-17	Lost connection to the sharedrive	Village of Cottage Grove	11/25/2019 11:07:00 AM	Kendra Olson		Completed
SD_20191125-12	Quick Clerk - from VOCG lap 07	Village of Cottage Grove	11/25/2019 10:38:00 AM	Cyndi Peck	Tyler Towne	Completed
SD_20191122-8	Please see below - FW: More info for "Query is cc	Village of Cottage Grove	11/22/2019 12:03:00 PM	Cyndi Peck	Tyler Towne	Completed
SD_20191118-4	Phone issues	Village of Cottage Grove	11/18/2019 9:28:00 AM	Kendra Olson	Brandon Gracyalny	Completed
SD_20191114-14	RE: Internal IP Port Forwarding?	Village of Cottage Grove	11/14/2019 10:39:00 AM	Matt Giese	Brandon Gracyalny	Merge Closed
SD_20191113-20	Needs Password for Outlook	Village of Cottage Grove	11/13/2019 2:51:00 PM	Kendra Olson		Completed
SD_20191112-10	Can't access voicemail	Village of Cottage Grove	11/12/2019 10:31:00 AM	Kendra Olson	Adam Gracyalny	Completed
SD_20191112-4	FW: Password	Village of Cottage Grove	11/12/2019 9:25:00 AM	Callie Schommer	Tyler Towne	Completed
SD_20191112-1	Printing Issues for MDC	Village of Cottage Grove	11/12/2019 6:05:00 AM	Tony Koratko	Tyler Towne	Completed
SD_20191104-33	Out of Caselle	Village of Cottage Grove	11/04/2019 5:17:00 PM	Deb Winter		Merge Closed
SD_20191104-25	Allow Access to machine this thurs 8:30am	Village of Cottage Grove	11/04/2019 2:35:00 PM	Kendra Olson	Tyler Towne	Completed
SD_20191104-1	Fwd: 18 Squad MDC Not Working	Village of Cottage Grove	11/04/2019 7:32:00 AM	Matt Wagner	Tyler Towne	Completed
SD_20191101-10	Emails	Village of Cottage Grove	11/01/2019 11:18:00 AM	Brooke Franseen	Adam Gracyalny	Completed
SD_20191101-2	Need new email set up	Village of Cottage Grove	11/01/2019 8:18:00 AM	Deb Winter	Adam Gracyalny	Completed
SD_20191025-14	Emails & contacts	Village of Cottage Grove	10/25/2019 11:19:00 AM	Cyndi Peck	Adam Gracyalny	Completed
SD_20191023-14	Error message in Quick Clerk	Village of Cottage Grove	10/23/2019 12:31:00 PM	Cyndi Peck		Completed
SD_20191022-26	VOCG-MDC-15	Village of Cottage Grove	10/22/2019 5:20:00 PM	Tony Koratko	Tyler Towne	Completed

SD_20191022-24	FW: Sensus AMI & Civic	Village of Cottage Grove	10/22/2019 3:11:00 PM	JJ Larson		Completed
SD_20191022-9	Order computer for Chief	Village of Cottage Grove	10/22/2019 9:08:00 AM	Brandon Gracyalr	Brandon Gracyalny	Completed
SD_20191022-2	Re: Tracs Issue	Village of Cottage Grove	10/22/2019 4:54:00 AM	Dave Stortz	Tyler Towne	Completed
SD_20191022-1	RE: Tracs Issue	Village of Cottage Grove	10/22/2019 2:17:00 AM	Dave Stortz		Merge Closed
SD_20191021-1	Re: Tracs Issue	Village of Cottage Grove	10/21/2019 3:29:00 AM	Tony Koratko	Tyler Towne	Completed
SD_20191018-12	Training LapTop	Village of Cottage Grove	10/18/2019 12:57:00 PM	Matt Wagner	Tyler Towne	Completed
SD_20191018-10	Migration of Court Computer	Village of Cottage Grove	10/18/2019 10:03:00 AM	Deb Winter		Merge Closed
SD_20191016-9	Getting update message throughout the day	Village of Cottage Grove	10/16/2019 9:15:00 AM	Brandon Gracyalr	Tyler Towne	Completed
SD_20191014-24	Switching one MDC to another	Village of Cottage Grove	10/14/2019 12:47:00 PM	Kendra Olson	Tyler Towne	Completed
SD_20191011-5	Sensus/Civic/Core&Main/ComputerMagic	Village of Cottage Grove	10/11/2019 11:17:00 AM	JJ Larson	Brandon Gracyalny	Completed
SD_20191009-18	Deb Winter has logged off	Village of Cottage Grove	10/09/2019 4:54:00 PM	Deb Winter		Merge Closed
SD_20191009-13	Not Receiving Old Emails	Village of Cottage Grove	10/09/2019 2:26:00 PM	Brooke Franseen	Tyler Towne	Completed
SD_20191008-30	Deb Winter is logged out now.	Village of Cottage Grove	10/08/2019 6:02:00 PM	Deb Winter	Brandon Gracyalny	Merge Closed
SD_20191008-28	Trouble Printing again	Village of Cottage Grove	10/08/2019 3:18:00 PM	Deb Winter		Merge Closed
SD_20191008-27	Name Change	Village of Cottage Grove	10/08/2019 3:00:00 PM	Brooke Friess	Tyler Towne	Completed
SD_20191007-50	Lost connection again	Village of Cottage Grove	10/07/2019 3:21:00 PM	Deb Winter	Brandon Gracyalny	Merge Closed
SD_20191007-46	Can't get into internet	Village of Cottage Grove	10/07/2019 2:40:00 PM	Kendra Olson	Tom Breuer	Completed
SD_20191007-42	Lost connection to main shared drive	Village of Cottage Grove	10/07/2019 1:08:00 PM	Kendra Olson	Tom Breuer	Completed
SD_20191004-13	Scan to folder is not working	Village of Cottage Grove	10/04/2019 4:11:00 PM	Drew Gracyalny	Drew Gracyalny	Completed
SD_20191003-11	upgrade needs server help	Village of Cottage Grove	10/03/2019 1:00:00 PM	Donna Dillman	Adam Gracyalny	Completed
SD_20191002-12	Repeatedly getting kicked out of Clarity	Village of Cottage Grove	10/02/2019 11:10:00 AM	Deb Winter	Tom Breuer	Merge Closed
SD_20191001-26	Lisa has lost her internet connection	Village of Cottage Grove	10/01/2019 4:38:00 PM	Deb Winter	Drew Gracyalny	Completed
SD_20191001-13	Sam Frederickson Phone	Village of Cottage Grove	10/01/2019 1:02:00 PM	Kristen Krause	Tyler Towne	Completed

VILLAGE OF
COTTAGE GROVE, WI

2020 ASSESSMENT YEAR

We are pleased to report that our 2020 assessment work has successfully been completed and we will be moving into the next assessment cycle.

This year, the assessor's office completed an interim market update (IMU) revaluation of all locally assessed property in the Village. The purpose of the IMU was to update all assessed values to reflect current market conditions. IMU implies that there is existing confidence in the property records and the end objective is to achieve assessment equity and uniformity so that each property bears only its fair share of property tax. Our existing assessment valuation model was recalibrated to reflect recent construction costs and market influences such as neighborhood, style of home, age, quality, condition, square footage, finished basements, attachments, etc.

The following values represent the total assessed value of all locally assessed real estate in the Village of Cottage Grove as of January 1, 2020:

Property Class	Land	Improvements	Total
Residential	$176,110,300	$480,859,900	$656,970,200
Commercial	$37,596,000	$132,972,000	$170,568,000
Agricultural	$229,700	-	$229,700
Undeveloped	$92,300	-	$92,300
Forest & 5M	$143,300	-	$143,300
Other	$100,000	$256,000	$356,000
Personal Property	-	-	$8,703,000
Manufacturing	$413,200	$7,006,500	$7,419,700
Manufacturing PP	-	-	$2,751,700
Total RE	**$214,684,800**	**$621,094,400**	**$835,779,200**
Total RE & PP	**-**	**-**	**$847,233,900**

The above real estate data represents an increase of $161,486,100 from the January 1, 2019 locally assessed real estate totals of $685,747,800 or approximately 23.5%.

Due to the revaluation we are expecting the general level of assessment in the Village to change from 85.85% in 2019 to 100% for 2020 bringing the Village's assessed values back in line with market value and the Department of Revenue's equalized value.

Over the next few months, we are planning to resume our annual maintenance related field inspections (permits, sales, class changes etc.) and will continue to respond to inquiries and or information requests from property owners, realtors and appraisers.

It is a pleasure working with Village staff and we look forward to continuing our positive working relationship with the Village and its residents. I can be reached by phone at 920-224-8812 or by email at nickl.apraz@gmail.com.

Thank you,

Nick Laird
Project Manager
Associated Appraisal Consultants, Inc

Major Class Statistic Sheet
Village of Cottage Grove

Residential Assessed Values

	2019	2020	% CHANGE
LAND	150,912,300	176,110,300	16.70%
IMP	381,921,200	480,859,900	25.91%
TOTAL	532,833,500	656,970,200	23.30%

Commercial Assessed Values

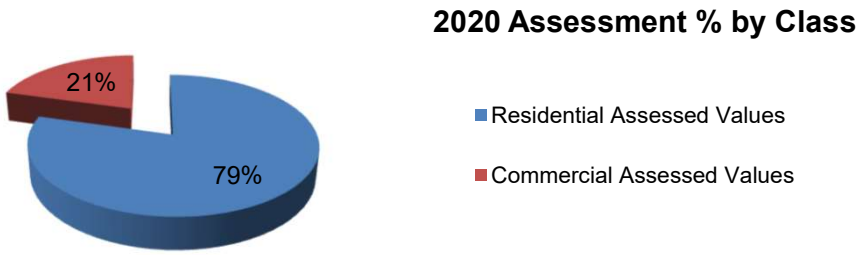
	2019	2020	% CHANGE
LAND	31,144,600	37,596,000	20.71%
IMP	108,628,400	132,972,000	22.41%
TOTAL	139,773,000	170,568,000	22.03%

Total Assessed Values

	2019	2020	% CHANGE
LAND	182,056,900	213,706,300	17.38%
IMP	490,549,600	613,831,900	25.13%
TOTAL	672,606,500	827,538,200	23.03%

2020 Aggregate Assessment Ratio 100%

Statistics Include New Construction, Higher Land Use & Class Shifts



Prepared by Associated Appraisal Consultants, Inc.

VILLAGE OF COTTAGE GROVE LAW ENFORCEMENT COMMITTEE

NOTICE OF PUBLIC MEETING

TUESDAY, SEPTEMBER 22, 2020, 5:30 p.m., COTTAGE GROVE POLICE DEPARTMENT

MUNICIPAL BUILDING SUITE 1, 210 PROGRESS DRIVE, COTTAGE GROVE, WI 53527

1. Call to Order

2. Determination of Quorum and That the Agenda Was Properly Posted

3. PUBLIC APPEARANCES-Public's Opportunity to Speak About Any Subject That Is Not A Specific Agenda Item

4. Discuss and Consider the Minutes From The August 25, 2020 Law Enforcement Meeting.

5. New Business:
    a. Discuss and consider proposed 2021 Police Department budget.

6. Chief's Reports
    a. Police Department Activity Report
    b. Detective Report
    c. K9 Report
    d. SRO Report

    Documents:

    1. EXPENDITURES AND REVENUES.PDF
    2. CALL FOR SERVICE.PDF
    3. INCIDENT ACTIVITY REPORT.PDF
    4. INCIDENT BREAKDOWN BY MONTH REPORT.PDF
    5. AUGUST 2020.PDF
    6. K9 MONTLY.PDF

7. Future Agenda Items.

8. Adjournment

This agenda has been prepared by Staff and approved by the Village President as Chair of the Law Enforcement Committee for use at the meeting as listed above. Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

VILLAGE OF COTTAGE GROVE ***NOTICE OF PUBLIC MEETING***

LIBRARY PLANNING COMMITTEE

Wednesday, September 23, 2020 **Via Zoom**
6:30 p.m.

AGENDA

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/91480211829 *You can also participate via phone by dialing* 1 312 626 6799 *and use Meeting ID* 914 8021 1829# *When asked for your Participant ID, just press #*

You may also choose to participate by providing public comment prior to the meeting via email to Village Clerk Lisa Kalata: lkalata@village.cottage-grove.wi.us

1) **Call Meeting to Order**

2) **Quorum and roll call**

3) **Public Appearances:** Public's opportunity to speak about any subject that is not a specific agenda item.

4) **Presentation**:

5) **Old Business:**
   a.Discuss and consider business interview questions and outreach to businesses.

6) **New Business:**
   a. Review survey completions.

7) **Approve minutes:**
   a. September 2, 2020, Library Planning Committee Minutes

8) **Friends of Cottage Grove Library Report:**
   a. Monthly meetings
   b. Activities

9) **Set tentative date for next meeting**: Wednesday, October 7, 2020, at 6:30 p.m. via zoom

10) **Future Agenda items:**

11) **Adjournment**

Notice:
1. Persons needing special accommodations should call 839-4704 at least 24 hours prior to the meeting.
2. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.
3. Any item on the agenda is subject to final action.

VILLAGE OF COTTAGE GROVE *NOTICE OF PUBLIC MEETING*

LIBRARY PLANNING COMMITTEE

Wednesday, September 2, 2020 Via Zoom 6:30p.m.

Minutes Draft

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/96512769150 *You can also participate via phone by dialing* 1 312 626 6799 *and use Meeting ID* 965 1276 9150# *When asked for your Participant ID, just press #*

You may also choose to participate by providing public comment prior to the meeting via email to Village Clerk Lisa Kalata: lkalata@village.cottage-grove.wi.us

1) Call Meeting to Order at 6:32 p.m.

2) Quorum and roll call: Melissa Ratcliff, Cindi Kelm-Nelson, Tiffany Haas, Anne Schoenemann and David Peterson.

3) **Public Appearances:** Public's opportunity to speak about any subject that is not a specific agenda item. None

4) **Presentation**: None

5) Old Business:

a. Discuss and consider the final survey introduction video. Motion by Kelm-Nelson to approve final video, second Haas. Motion Passed 5-0

b. Discuss and consider final survey questions. Motion by Kelm-Nelson to approve final survey questions, second by Haas. Motion passed 5-0

c. Discuss and consider the timeline for survey availability, having the village send out survey links to the email list and Parks and Recreation email list, post on the Village website, and post on Village Facebook and Parks and Recreation Facebook pages and amounts Motion by Schoenemann to post on September 15, October 1, and October 12th, second by Haas. Motion Passed 5-0

d. Discuss and consider language for emails, website and Facebook pages for survey link/info. Motion by Peterson to approve communication language, second by Kelm-Nelson. Motion Passed 5-0

e. Discuss and consider community outreach of survey assignments. Motion

by Kelm-Nelson to approve outreach assignments, second by Haas. Motion Passes 5-0

f. Discuss and consider the FAQ/answer sheet. Peterson made the motion to table, Kelm-Nelson second. Motion Passed 5-0

6) New Business: None

7) Approve minutes:

a. August 19, 2020, Library Planning Committee Minutes Schoenemann motion to approve, Haas second. Motion Passed 5-0

8) Friends of Cottage Grove Library Report:

a. Monthly meeting - September 10, 6:30-7:30 via Zoom

b. Activities: support LPC in planning and implementing survey, offer survey at Bookmobile

9) **Set tentative date for next meeting**:
Monday September 14, 2020 NO
or Wednesday, September 23, 2020, at 6:30 p.m. via zoom

10) Future Agenda items: questions for businesses and outreach plan to businesses, update on survey responses, review outreach/survey data progress

11) Adjournment 7:30 pm Haas made the motion to adjourn, Kelm-Nelson second. Motion Passed 5-0

Notice

1. Persons needing special accommodations should call 839-4704 at least 24 hours prior to the meeting. 2. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. 3. Any item on the agenda is subject to final action.

VILLAGE OF COTTAGE GROVE NOTICE OF PUBLIC MEETING

Board of Review

Thursday, September 24, 2020 5:00 p.m.

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/96371743476

You can also participate via phone by dialing 1 312 626 6799 *and use Meeting ID 963 7174 3476# When asked for your Participant ID, just press #*

You may also choose to participate by providing public comment prior to the meeting via email to Village Clerk Lisa Kalata: lkalata@village.cottage-grove.wi.us

1. Call to Order

2. Determination of Quorum and That the Agenda Was Properly Posted

3. Discuss and Consider Minutes from June 2, 2020.
   Documents: 6-2-20 BOR MINUTES.PDF

4. Conduct Board of Review
   a. Testimony from Petitioners
   b. Testimony from Village Assessor

5. Adjournment

This agenda has been prepared by Staff and approved by the Chair of the Board of Review for use at the meeting as listed above. Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Village of Cottage Grove Notice of Public Meeting

ZONING BOARD OF APPEALS

Thursday, September 24, 2020 5:30 P.M.

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/95956087871

You can also participate via phone by dialing 1 312 626 6799 *and use Meeting ID:* 959 5608 7871 #
When asked for your Participant ID, just press #

You may also choose to participate by providing public comment prior to the meeting via email to Village Clerk Lisa Kalata: lkalata@village.cottage-grove.wi.us

1. Call to Order

2. Determination of Quorum and That the Agenda Was Properly Posted.

3. PUBLIC APPEARANCES-Public's Opportunity to Speak About Any Subject That Is Not A Specific Agenda Item.

4. Discuss and Consider Minutes from November 6, 2019 Meeting.
   Documents: 11-6-19 ZBA MINUTES.PDF

5. Discuss and Consider Request from Becky Cardarella For A Setback Variance To Construct A Screen Porch At 401 School Road.
   Documents:

   1. CG_401SCHOOL_ZBA_2020-09-18.PDF
   2. APPLICATION.PDF
   3. SITE SKETCH.PDF

6. Future Agenda Items.

7. Adjournment

This agenda has been prepared by Staff and approved by the Chair of the Zoning Board of Appeals for use at the meeting as listed above. Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Village of Cottage Grove
Town of Cottage Grove

Notice of Public Meeting

JOINT COTTAGE GROVE FIRE DEPARTMENT COMMITTEE

Monday, September 28, 2020 6:30 P.M.

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/93992446399

You can also participate via phone by dialing 1 312 626 6799 *and use Meeting ID:* 939 9244 6399# *When asked for your Participant ID, just press #*

You may also choose to participate by providing public comment prior to the meeting via email to Village Clerk Lisa Kalata: lkalata@village.cottage-grove.wi.us

1. Call to Order

2. Determination of Quorum and That the Agenda Was Properly Posted

3. PUBLIC APPEARANCES-Public's Opportunity to Speak About Any Subject That Is Not A Specific Agenda Item

4. Discuss and Consider the Minutes from The July 27, 2020 Meeting.
   Documents: JOINT CG FIRE MINUTES 7-27-20.PDF

5. Updates
   a. Rapid Response Vehicle
   b. Meeting room and bay WIFI.
   c. Furnace repairs
   d. Washer and dryer replacement
   e. PFAS foam disposal and replacement
   f. Engine 3 future replacement

6. Discuss and Consider Engine 3 Future Replacement.

7. Discuss and Consider Proposed Fire Department Budget For 2021.
   Documents:

   1. BUDGET2_001.PDF
   2. BUDGET3_001.PDF
   3. BUDGET1_001.PDF

8. Discuss and Consider Emergency Services Building Budget For 2021.
   Documents: EMERGENCY SERVICES BUILD_001.PDF

9. Discuss and Consider Roof Repair and Future Roof Maintenance.
   Documents:

   1. CGESB- GREAT LAKES ROOFING ESTIMATE-1.PDF

2. CGESB- NIR ROOF CARE- REVISED.PDF

10. Presentation of Sign Design and Discuss And Consider Safer Grant Sign.

11. Chief's Report

12. Future Agenda Items.

13. Next Meeting Date-Potentially Monday, November 23 Or November 30.

14. Adjournment

Notice:

1. Persons needing special accommodations should call 839-4704 at least 24 hours prior to the meeting.
2. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.
3. Any item on the agenda is subject to final action.

Repair Order Estimate

Estimate To:

COTTAGE GROVE FIRE DEPARTMENT
4062 CTY. HWY N, PO BOX 178

COTTAGE GROVE WI 53527

Reliant Fire Apparatus
880 Enterprise Drive
PO BOX 470
Slinger, WI 53086
Tel. : 262-297-5020
Fax. : 262-297-5022

$4,387.20 - Town
$7612.50 -

Date	Estimate	A/C	Payment Term	Page
Sep 24, 2020	RE000099	COTTAGEGROVE	NET 30	1 /1

Unit E3 **VIN**

PETERBUILT CUSTOM FIRE

Make CUSTOM FIRE **Model** PUMPER **Year** 1992 **Engine**

Activity Description

Part Number	Part Description	Quantity	Charge	Total
1. Impeller shaft assembly		46.00 HR	120.00	5520.00
Replace worn out pump impeller assembly.				
295 ATF	SYN COMM TES-295 ATF	13.00 QT	2.7800	36.14
81964-3L4E	IMPELLER SHAFT ASSY CM	1.00 EA	5490.7320	5490.73
K 785	GASKET & O-RING KIT CM93	1.00 EA	137.9820	137.98
			Activity Sub-total:	11184.85

Parts estimates do not include shipping and handling.
Labor estimates do not include travel.
Estimates are valid for 30 days.

A surcharge of 4.00% of the transaction amount on Visa and Mastercard purchases, which is not greater than our cost of acceptance, will be charged. We do not surcharge Visa and Mastercard debit cards

Total Labor:	5,520.00
Total Parts:	5,664.85
Shop Supplies:	100.00
SubTotal:	11,284.85
Total TAX:	0.00
ESTIMATE TOTAL:	11,284.85

Signature:_____

2020 Cottage Grove Fire Department Joint Operational Budget

	2020	2021
(A) Joint Owned Apparatus Expenses		
1- Maintenance (Major Apparatus failures not included)	$9,800	$9,800
2- Fuel	$3,900	$3,900
3- Insurance	$21,000	$21,000
Total	**$34,700**	**$34,700**
(B) Personnel Cost & Reimbursement		
1- Chiefs Pay	$6,000	$4,800
2-Officers Pay	$6,000	$7,200
3- Firefighters Training Pay	$16,000	16,000
4- Sunday Duty Pay	$4,800	$4,800
5- South WI & North IL/WI State FF Association Dues	$1,000	$1,000
Total	**$33,800**	**$33,800**
(C) Division Expenses		
1- Training/ Safety	$5,500	$5,500
2- Investigation	$300	$300
3- Prevention	$2,500	$3,000
4- Personnel/ Records	$4,500	$4,500
5- Inspection Supplies	$300	$300
6- Chief	$650	$650
Total	**$13,750**	**$14,250**
(D) Maintenance Contracts & Certifications		
1-TNT Extrication Equipment	$900	$900
2- Scott Air Pack Hydrostatic Testing	$2,850	$2,850
3- Apparatus and Building Fire Extinguishers	$425	$425
4- Cascade Air Compressor Annual Maintenance	$600	$600
5- Pagers and Radios	$2,000	$2,000
6- Aerial Certification and Maintenance	$2,600	$2,600
7- Ground Ladder Certification	$500	$500
Total	**$9,875**	**$9,875**
(E) Phone		
1- Telephone (landline and internet)	$1,600	$1,600
Total	**$1,600**	**$1,600**
(F) New Equipment and Supplies		
1- Firefighter Turn Out Gear	$6,600	$6,600
2- (3) 50 ft 1-3/4" NFT Hose	$360	$360
3- (3) 50 ft 2-1/2" NFT Hose	$525	$525
4- Foam	$300	$1,000
5- Bloodbourne Pathogens Supplies	$300	$300
6- Batteries	$750	$1,000
7- Handtools	$1,400	$1,400
8- Miscellaneous Supplies	$1,250	$1,250
9- Oil Dry	$150	$150
10- Hazardous Materials Supplies	$350	$350
11- Uniform Badges	$300	$500
12- Accountability Systems	$150	$150
Total	**$12,435**	**$13,585**
Budget Total	$106,160	$107,810

(T) Town Owned Apparatus Expenses		
1- Fuel	$2,100	$2,100
2- Insurance	$1,800	$2,000
Total	**$3,900**	**$4,100**
Pleasant Springs Account		
1- Maintenance Town Owned Apparatus (Major Apparatus failures not included)		$3,100
Total		**$3,100**
Village 2% Dues		
Savings Account for Vehicle Replacement		
(Approximated income from 2% dues will go into a savings account managed by the Village)		$30,000
Town 2% Dues		
Savings Account for Vehicle Replacement		
(Approximated income from 2% dues will go into a savings account managed by the Town)		$17,000

Lisa Kalata

From: Matt Giese
Sent: Friday, October 2, 2020 2:28 PM
To: Lisa Kalata
Cc: Melissa Ratcliff
Subject: FW: E3
Attachments: Est_7474_from_Rennerts_Fire_Equipment_Service_Inc._19024.pdf; ATT00001.htm

Lisa,

Please add the attached to the agenda. And if you can, please also include the email below from Chief Archibald.

Thanks

Matt Giese
Village Administrator
608.839.4704
920.254.5966

From: Nick Archibald <narchibald@cottagegrovefire.org>
Date: October 2, 2020 at 1:26:12 PM CDT
To: Melissa Ratcliff <mratcliff@village.cottage-grove.wi.us>, "khampton@towncg.net" <khampton@towncg.net>
Subject: E3

Melissa and Kris,
I got another quote on E3 repairs from Rennerts who has done service work for us in the past. They are $2500 cheaper then Reliant. We are comfortable sending the repairs to them so if you would like to have your boards approve this one on Monday instead of reliant that would be fine.

Nick Archibald
Fire Chief
Cottage Grove Fire Department
4030 County Highway N
Cottage Grove, WI 53527
Office: 608-839-4343
Cell: 608-577-8169

Estimate

DATE	ESTIMATE #
10/1/2020	7474

RENNERT'S
FIRE EQUIPMENT SERVICE, INC.
Markesan, WI 53946

Fax #
920-398-8026

NAME / ADDRESS
Cottage Grove Fire Department 4030 County Road N Cottage Grove, WI 53527

Ship To
Cottage Grove Fire Department 4030 County Road N Cottage Grove, WI 53527

P.O. NO.

ITEM	DESCRIPTION	QTY	COST	TOTAL
	E3 pump overhaul			
	Serial # 39634W			
	Pump Overhaul.			
81964-3L4E	IMPELLER SHAFT ASSY CM	1	5,725.00	5,725.00
K 785-1	Gasket & O-Ring Kit for CMU93	1	143.00	143.00
ATF	Automatic Transmission Fluid-DEX III, per qt	13	3.57	46.41
Shop Supplies	Misc. Shop Supplies	1	35.00	35.00
Labor	To remove waterous cm pump and install new shaft assembly.	30	115.00	3,450.00
Service Test	NFPA Compliant Test on Fire Truck Pumps	1	325.00	325.00

Any questions please call Manny at 920-398-1033

Thank you!!

TOTAL $9,724.41

SIGNATURE/DATE _____

Village of Cottage Grove Notice of Public Meeting

COMMUNITY DEVELOPMENT AUTHORITY

Tuesday, September 29, 2020 5:30 p.m.

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/99734981704.

You can also participate via phone by dialing 1 312 626 6799 *and use Meeting ID:* 997 3498 1704#
When asked for your Participant ID, just press #

You may also choose to participate by providing public comment prior to the meeting via email to Village Clerk Lisa Kalata: lkalata@village.cottage-grove.wi.us

1. Call to order

2. Determination of quorum and that the agenda was properly posted.

3. PUBLIC APPEARANCES- Public's opportunity to speak about any subject that is not a specific agenda item.

4. Discuss and Consider Approval of Minutes of The August 10, 2020 CDA Meeting.
Documents: 8-10-2020 CDA MINUTES.PDF

5. Review proposals received for marketing project. Discuss and consider next steps for requesting budget and awarding project.
Documents:

1. CDA_MARKETING_2020-09-11.PDF
2. DISTILLERY_PROPOSAL - COTTAGE GROVE_RED.PDF
3. REVPOP_COTTAGE GROVE BRAND DEVELOPMENT (2020-09-04_15-57 ADT)_RED.PDF
4. SIGNALFIRE-COTTAGEGOVE-BRANDINGPROPOSAL_RED.PDF
5. THIEL COTTAGE GROVE - PROPOSAL 9.9.20 RED.PDF
6. WEBERMKTG_PROPOSAL RESPONSE_VILLAGE OF COTTAGE GROVE.PDF

6. Discuss CDA member representation on Village of Cottage Grove's Housing Task Force.
Documents: LTR_HOUSINGTF-CDAMEMBER_2020-09-10.PDF

7. Future agenda items

8. Adjournment

This agenda has been prepared by Staff and approved by the Chair of the Community Development Authority for use at the meeting as listed above. Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Village of Cottage Grove

Notice of Public Meeting

PUBLIC RELATIONS COMMITTEE

Tuesday, September 29, 2020 @ 5:30 pm

Agenda

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/94482955875

You can also participate via phone by dialing 1-312-636-6799 and use Meeting ID: 929 4861 3576#. When asked for your Participant ID, just press #.

You may also choose to participate by providing public comment prior to the meeting via email to Village Clerk Lisa Kalata: lkalata@village.cottage-grove.wi.us

1. Call to Order

2. Determination of Quorum and That the Agenda Was Properly Posted

3. PUBLIC APPEARANCES-Public's Opportunity to Speak About Any Subject That Is Not A Specific Agenda Item

4. Discuss and Consider the Minutes from the December 18, 2019 Meeting.

5. Discuss and Consider Public Relations/Cable Department 2021 Operating and Capital Budgets.

6. Future Agenda Items.

7. Adjournment

Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

JOINT COTTAGE GROVE NATVIG LANDFILL MONITORING REVIEW COMMITTEE

TUESDAY, September 29, 2020 – 6:00 PM
Cottage Grove Town Hall
4058 COUNTY ROAD N, COTTAGE GROVE, WI.

AGENDA

1. Call to Order.
2. Determine quorum and agenda properly posted.
3. Approval of minutes from previous meeting(s).
4. Discuss and consider approval of Landfill monitoring bills.
5. Review recent Landfill Testing and Monitoring results.
6. Update on new gas probe 10.
7. Appearance by Tina Sebold of Strand Associates to explain the Agreement for 2021 Landfill Monitoring Services and to answer questions about the former landfill site.
8. Discuss and Consider approval of Agreement with Strand Associates for 2021 Services for the Natvig Road Landfill.
9. Election of Officers (Chair and Secretary).
10. Items for next the agenda.
11. Discuss and consider approval of the next meeting date.
12. Adjournment.

Submitted by: Steven Anders
Committee Chair

ALL AGENDA ITEMS ARE SUBJECT TO ACTION.

It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any other governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

NOTE: If you require an interpreter, materials in alternative formats, or other accommodations to access this service, activity of program, please contact the Town Clerk's office at 839-5021 or Fax 839-4432 at least 24 hours prior to this meeting.

NATVIG MINUTES
1/27/2020

Present at meeting:

Steven Anders
Kris Hampton
Jeff Lennberg
Jon Russell

Steven Anders called the meeting to order at 6:00p.m. A quorum was determined and the meeting had been properly posted.

The minutes from the previous meeting were reviewed and Chris Hampton motioned to approve. Jeff Lennberg seconded and the motion carried 4-0

The bills from Stand for the past two months were reviewed. Jon Russell pointed out that we went over the budget, $4,700.00, due to the maintenance work that needed to be done. Hampton confirmed that. Steven Anders motioned to approve the bills and Jon Russell Seconded. Motion carried 4-0.

Kris Hampton confirmed that there were no results to review during this committee meeting.

Steven Anders mentioned that GP-9 is up to to almost 3% and that the magic number for the DNR to get involved is 5%. In order to stay ahead of this, Steven Anders asked Tina Seabold from Strand to call DNR. The DNR rep is on medical leave so another DNR rep from Janesville would be filling in for now. The goal, according to Anders, is to get a feel from the DNR what they would propose we do if it creeps closer to the 5% limit. Tina Seabold from Strand feels that the DNR would want to see the number of vents increased in order to vent out more methane. The committee discussed it and felt since the temporary DNR rep from Janesville has no past knowledge of or any history with Natvig landfill, that it's best to keep an eye on things, but take no immediate action. The hope is the DNR rep locally will be back from medical leave and we can get a good feel for what they would want us to do to keep things safe.

Review of GP-9 is placed on the next meeting agenda

The next meeting was set for 3/23/2020 at 6:00pm.

Hampton motioned to adjourn and Lennberg seconded the motion. The motioned carried 4-0 and the meeting adjourned at 6:09pm.

Strand Associates, Inc.
910 West Wingra Drive
Madison, WI 53715
(608) 251-4843

Invoice

February 11, 2020
Project No: 1047.019
Invoice No: 0157410

Kris Hampton
Town of Cottage Grove
4058 County Highway N
Cottage Grove, WI 53527

Project: 1047.019 Natvig Road Landfill Monitoring

Professional Services from Beginning of Project through January 31, 2020

Professional Personnel

	Hours	Rate	Amount	
ENGINEER				
	8.25	207.78	1,714.19	
	1.50	96.93	145.40	
	19.25	86.40	1,663.20	
TECHNICIAN				
	10.75	86.40	928.80	
ADMINISTRATIVE				
	.25	89.73	22.43	
	40.00		4,474.02	
Total Labor				**4,474.02**
Total Expenses				**1,781.70**
			Total this Invoice	**$6,255.72**

Contract Amount 19,200.00

Total Billings to Date 6,255.72

TERMS: Payment is due within 30 days of the date on this invoice.

Please Remit Payment To: Strand Associates, Inc. 910 West Wingra Drive Madison, Wisconsin 53715 608-251-4843

Invoice Hours Summary
Cottage Grove Landfill
Project No. : 1-047.019

Month:	January 2020:	Town-only Costs
Staff	Hours	Task Description
		Monitoring gas probes GP-5, 6, 7, 8, and 9.
Engineer-TMS	0.2	Project mgmt; project setup; invoice preparation/review; scheduling.
Engineer-WB	0.15	Project setup
Technician-JRM	4.8125	Monitoring of wells, probes, and gas vents; data sent to lab; enter monitoring data in database.
Technician-SSS	2.6875	Monitoring of wells, probes, and gas vents; data sent to lab; enter monitoring data in database.
Clerical	0.025	Word processing
Town Only Total Hours:	7.875	

Month:	January 2020:	Town-Village Cost Share
Staff	Hours	Task Description
		Sampling of 8 groundwater monitoring wells, monitor gas probes, GP-1 through GP-4, monitor 3 landfill vents
Engineer-TMS	1.8	Project mgmt; project setup; invoice preparation/review; scheduling.
	6.25	Historical gas results review; correspondence with WDNR, Owner; costs for probes-vents
Engineer-WB	1.35	Project setup
Technician-JRM	14.4375	Monitoring of wells, probes, and gas vents; data sent to lab; enter monitoring data in database.
Technician-SSS	8.0625	Monitoring of wells, probes, and gas vents; data sent to lab; enter monitoring data in database.
Clerical	0.225	Word processing
Shared Total Hours:	32.125	
Invoiced Hours:	40.0	

TOWN OF COTTAGE GROVE
SUMMARY OF 2020 LANDFILL MONITORING
FOR THE PERIOD OF JANUARY 2020
INVOICE 0157410
FEBRUARY 11, 2020

Costs	Name of Project	Contract Amount	Total Billed to Date	Total Amount this Invoice
Town-only	2019 Landfill Monitoring		$ 803.10	$ 803.10
Town-Village	2019 Landfill Monitoring		5,452.61	$ 5,452.61
	TOTALS	$ 19,200.00	$ 6,255.71	$ 6,255.72

Strand Associates, Inc.
910 West Wingra Drive
Madison, WI 53715
(608) 251-4843

Invoice

March 10, 2020
Project No: 1047.019
Invoice No: 0158002

Kris Hampton
Town of Cottage Grove
4058 County Highway N
Cottage Grove, WI 53527

Project: 1047.019 Natvig Road Landfill Monitoring

Professional Services: February 1, 2020 through February 29, 2020

Professional Personnel

	Hours	Rate	Amount	
ENGINEER				
	4.75	207.78	986.96	
	2.00	165.90	331.80	
	3.00	86.40	259.20	
ADMINISTRATIVE				
	1.00	89.73	89.73	
	10.75		1,667.69	
Total Labor				**1,667.69**
Total Expenses				**146.98**
		Total this Invoice		**$1,814.67**

Contract Amount	19,200.00
Total Billings to Date	8,070.39

TERMS: Payment is due within 30 days of the date on this invoice.

Please Remit Payment To: Strand Associates, Inc. 910 West Wingra Drive Madison, Wisconsin 53715 608-251-4843

TOWN OF COTTAGE GROVE
SUMMARY OF 2020 LANDFILL MONITORING
FOR THE PERIOD OF FEBRUARY 2020
INVOICE 0158002
MARCH 10, 2020

Costs	Name of Project	Contract Amount	Total Billed to Date	Total Amount this Invoice
Town-only	2019 Landfill Monitoring		$ 901.14	$ 98.04
Town-Village	2019 Landfill Monitoring		7,169.24	$ 1,716.63
	TOTALS	$ 19,200.00	$ 8,070.38	$ 1,814.67

Invoice Hours Summary
Town of Cottage Grove Project
Project No. : 1-047.019

Month:	February	2020:	Town-only Costs
Staff	Hours	Task Description	
		Monitoring of gas vents GV-1, 2, and 3.	
Engineer-TMS	0.15	Project management; invoice preparation/review; QA/QC; correspondence with Owner/WDNR.	
Engineer-LTH	0		
Scientist-JRM	0.5	Monthly gas monitoring, GP-9 monitoring	
Clerical-TL,AM	0.1	Word processing	
Town Only Total Hours:	0.75		

Invoice Hours Summary
Town of Cottage Grove Project
Project No. : 1-047.019

Month:	February	2020:	Town-Village Cost Share
Staff	Hours	Task Description	
		Monitoring of gas vents GV-1, 2, and 3.	
Engineer-TMS	4.6	Project management; invoice preparation/review; QA/QC; correspondence with Owner/WDNR.	
Engineer-LTH	2	Gas probe installation RFP and letter to WDNR.	
Scientist-JRM	2.5	Monthly gas monitoring, GP-9 monitoring	
Clerical-TL,AM	0.9	Word processing	
Shared Total Hours:	10		
Invoiced Hours:	10.75		

Strand Associates, Inc.
910 West Wingra Drive
Madison, WI 53715
(608) 251-4843

Invoice

April 13, 2020
Project No: 1047.019
Invoice No: 0159407

Kris Hampton
Town of Cottage Grove
4058 County Highway N
Cottage Grove, WI 53527

Project: 1047.019 Natvig Road Landfill Monitoring

Professional Services: March 1, 2020 through March 31, 2020

Professional Personnel

	Hours	Rate	Amount	
ENGINEER				
	4.50	207.78	935.01	
	4.25	165.90	705.08	
	2.25	86.40	194.40	
ADMINISTRATIVE				
	1.25	89.73	112.16	
	12.25		1,946.65	
Total Labor				**1,946.65**
Total Expenses				**139.73**
		Total this Invoice		**$2,086.38**

Contract Amount	19,200.00
Total Billings to Date	10,156.77

TERMS: Payment is due within 30 days of the date on this invoice.

Please Remit Payment To: Strand Associates, Inc. 910 West Wingra Drive Madison, Wisconsin 53715 608-251-4843

Invoice Hours Summary
Town of Cottage Grove Project
Project No. : 1-047.019

Month:	March	2020:	Town-only Costs
Staff	Hours	Task Description	
		Monitoring of gas vents GV-1, 2, and 3; GW data reporting; new gas probe installation planning/coordination.	
Engineer-TMS	0.05	Scheduling/project management; invoice breakdown; gas detection results review and correspondence with owner/WDNR; letter to WDNR; correspondence with gas probe location parcel owner.	
Engineer-TMS		Gas monitoring results review and correspondence with owner/WDNR; letter to WDNR; correspondence with gas probe location parcel owner.	
Engineer-LTH		Prepare gas probe installation proposal letter to WDNR; coordinate with owner and drilling company.	
Technician-JRM		Monthly gas monitoring and reporting; data entry and reporting	
Clerical-CW, SL	0.125	Word processing	
Town Only Total Hours:	0.175		

Invoice Hours Summary
Town of Cottage Grove Project
Project No. : 1-047.019

Month:	March	2020:	Town-Village Cost Share
Staff	Hours	Task Description	
		Monitoring of gas vents GV-1, 2, and 3; GW data reporting; new gas probe installation planning/coordination.	
Engineer-TMS	0.45	Scheduling/project management; invoice breakdown; gas detection results review and correspondence with owner/WDNR; letter to WDNR; correspondence with gas probe location parcel owner.	
Engineer-TMS	4	Gas monitoring results review and correspondence with owner/WDNR; letter to WDNR; correspondence with gas probe location parcel owner.	
Engineer-LTH	4.25	Prepare gas probe installation proposal letter to WDNR; coordinate with owner and drilling company.	
Technician-JRM	2.25	Monthly gas monitoring and reporting; data entry and reporting	
Clerical-CW, SL	1.125	Word processing	
Shared Total Hours:	12.075		
Invoiced Hours:	12.25		

TOWN OF COTTAGE GROVE
SUMMARY OF 2020 LANDFILL MONITORING
FOR THE PERIOD OF MARCH 2020
INVOICE 0159407
APRIL 13, 2020

Costs	Name of Project	Contract Amount	Total Billed to Date	Total Amount this Invoice
Town-only	2019 Landfill Monitoring		$ 922.75	$ 21.61
Town-Village	2019 Landfill Monitoring		9,234.02	$ 2,064.78
	TOTALS	$ 19,200.00	$ 10,156.77	$ 2,086.38

Strand Associates, Inc.
910 West Wingra Drive
Madison, WI 53715
(608) 251-4843

Invoice

Kris Hampton
Town of Cottage Grove
4058 County Highway N
Cottage Grove, WI 53527

May 12, 2020
Project No: 1047.019
Invoice No: 0159798

Project: 1047.019 Natvig Road Landfill Monitoring

Professional Services: April 1, 2020 through April 30, 2020

Professional Personnel

	Hours	Rate	Amount	
ENGINEER				
	5.25	207.78	1,090.85	
	5.75	86.40	496.80	
	11.00		1,587.65	
Total Labor				**1,587.65**
Total Expenses				**87.93**
		Total this Invoice		**$1,675.58**

Contract Amount	19,200.00
Total Billings to Date	11,832.35

TERMS: Payment is due within 30 days of the date on this invoice.

Please Remit Payment To: Strand Associates, Inc. 910 West Wingra Drive Madison, Wisconsin 53715 608-251-4843

TOWN OF COTTAGE GROVE
SUMMARY OF 2020 LANDFILL MONITORING
FOR THE PERIOD OF APRIL 2020
INVOICE 0159798
MAY 12, 2020

Costs	Name of Project	Contract Amount	Total Billed to Date	Total Amount this Invoice
Town-only	2019 Landfill Monitoring		$ 1,167.53	$ 244.78
Town-Village	2019 Landfill Monitoring		10,664.82	$ 1,430.80
	TOTALS	$ 19,200.00	$ 11,832.35	$ 1,675.58

Invoice Hours Summary
Town of Cottage Grove Project
Project No. : 1-047.019

Month:	April	2020:	Town-only Costs
Staff	Hours	Task Description	
		Monitoring gas probes GP-5, 6, 7, 8, and 9.	
Engineer-TMS	0.1	Scheduling/project management; invoice breakdown.	
Engineer-TMS		Gas detection results review and notice to owner/WDNR; coordination of new gas probe installation.	
Technician-JRM	2.5	Quarterly gas probe monitoring - measurement of gas in probes/vent wells; data entry; reporting	
Town Only Total Hours:	2.6		

Invoice Hours Summary
Town of Cottage Grove Project
Project No. : 1-047.019

Month:	April	2020:	Town-Village Cost Share
Staff	Hours	Task Description	
		Monitoring gas probes, GP-1 through GP-4 and landfill vent wells GV-1 to GV-3	
Engineer-TMS	0.9	Scheduling/project management; invoice breakdown.	
	4.25	Gas detection results review and notice to owner/WDNR; coordination of new gas probe installation.	
Scientist-JRM	3.25	Quarterly gas probe monitoring - measurement of gas in probes/vent wells; data entry; reporting	
Total Hours:	8.4		
Invoiced Hours:	11		

Strand Associates, Inc.
910 West Wingra Drive
Madison, WI 53715
(608) 251-4843

Invoice

Kris Hampton
Town of Cottage Grove
4058 County Highway N
Cottage Grove, WI 53527

June 10, 2020
Project No: 1047.019
Invoice No: 0160639

Project: 1047.019 Natvig Road Landfill Monitoring

Professional Services: May 1, 2020 through May 31, 2020

Professional Personnel

	Hours	Rate	Amount	
ENGINEER				
	7.25	207.78	1,506.41	
	2.00	165.90	331.80	
	.50	132.33	66.17	
	7.25	86.40	626.40	
ADMINISTRATIVE				
	.25	89.73	22.43	
	17.25		2,553.21	
Total Labor				**2,553.21**
Total Expenses				**281.67**
		Total this Invoice		**$2,834.88**

Contract Amount 19,200.00

Total Billings to Date 14,667.23

RECEIVED
JUN 11 2020
TOWN OF COTTAGE GROVE

TERMS: Payment is due within 30 days of the date on this invoice.

Please Remit Payment To: Strand Associates, Inc. 910 West Wingra Drive Madison, Wisconsin 53715 608-251-4843

Invoice Hours Summary
Town of Cottage Grove Project
Project No. : 1-047.019

Month:	May	2020:	Town-only Costs
Staff	Hours	Task Description	
		Monitoring of gas vents GV-1, 2, and 3; and GP-10	
Engineer-TMS	0.15	Scheduling/project management; invoice breakdown review; correspondence	
Engineer-TMS	5.75	GP-10 installation coordination; correspondence with Owner-WDNR-parcel owner; monitoring plan; documentation and data review	
Engineer-LTH	1.75	Data QA/QC; GP-10 installation	
Engineer-DC	0.5	Update site plan for GP-10	
Engineer-JRM	4.75	Gas monitoring and reporting GP-10; update site plan for GP-10	
Clerical	0.025	Word processing	
Town Only Total Hours:	12.925		
Invoiced Hours:	12.925		

Invoice Hours Summary
Town of Cottage Grove Project
Project No. : 1-047.019

Month:	May	2020:	Town-Village Cost Share
Staff	Hours	Task Description	
		Monitoring of gas vents GV-1, 2, and 3.	
Engineer-TMS	1.35	Scheduling/project management; invoice breakdown review; correspondence	
Engineer-LTH	0.25	Data QA/QC	
Engineer-DC			
Engineer-JRM	2.5	Monthly gas vent monitoring and reporting	
Clerical	0.225	Word processing	
Total Hours:	4.325		
Invoiced Hours:	17.25		

TOWN OF COTTAGE GROVE
SUMMARY OF 2020 LANDFILL MONITORING
FOR THE PERIOD OF MAY 2020
INVOICE 0160639
JUNE 10, 2020

Costs	Name of Project	Contract Amount	Total Billed to Date	Total Amount this Invoice
Town-only	2019 Landfill Monitoring		$ 3,177.27	$ 2,009.74
Town-Village	2019 Landfill Monitoring		11,489.96	$ 825.14
	TOTALS	$ 19,200.00	$ 14,667.23	$ 2,834.88

Strand Associates, Inc.
910 West Wingra Drive
Madison, WI 53715
(608) 251-4843

Invoice

July 10, 2020
Project No: 1047.019
Invoice No: 0161701

Kris Hampton
Town of Cottage Grove
4058 County Highway N
Cottage Grove, WI 53527

Project: 1047.019 Natvig Road Landfill Monitoring

Professional Services: June 1, 2020 through June 30, 2020

Professional Personnel

	Hours	Rate	Amount	
ENGINEER				
	4.00	207.78	831.12	
	1.50	165.90	248.85	
	4.25	86.40	367.20	
ADMINISTRATIVE				
	.25	89.73	22.43	
	10.00		1,469.60	
Total Labor				**1,469.60**
Total Expenses				**106.60**
			Total this Invoice	**$1,576.20**

Contract Amount	19,200.00
Total Billings to Date	16,243.43

TOWN OF COTTAGE GROVE

TERMS: Payment is due within 30 days of the date on this invoice.

Please Remit Payment To: Strand Associates, Inc. 910 West Wingra Drive Madison, Wisconsin 53715 608-251-4843

Invoice Hours Summary
Town of Cottage Grove Project
Project No. : 1-047.019

Month:	June	2020:	Town-only Costs
Staff	Hours	Task Description	
		Monitoring of gas vents GV-1, 2, and 3.	
Engineer-TMS	0.15	Scheduling/project management; invoice breakdown review	
	2.5	GP sampling/monitoring planning; invoice review; correspondence with town/WDNR	
Engineer-LTH	0.5	Data QA/QC; GP monitoring plan	
	0.5	GP-10 documentation/correspondence w/WDNR	
Engineer-JRM	1	Gas monitoring and data entry. Prepare for July groundwater/gas sampling.	
Clerical	0.025	Word processing	
Town Only Total Hours:	4.675		

Invoice Hours Summary
Town of Cottage Grove Project
Project No. : 1-047.019

Month:	June	2020:	Town-Village Cost Share
Staff	Hours	Task Description	
		Monitoring of gas vents GV-1, 2, and 3.	
Engineer-TMS	1.35	Scheduling/project management; invoice breakdown review	
Engineer-LTH	0.5	Data QA/QC	
Engineer-JRM	3.25	Gas monitoring and data entry. Prepare for July groundwater/gas sampling.	
Clerical	0.225	Word processing	
Total Hours:	5.325		
Invoiced Hours:	10		

TOWN OF COTTAGE GROVE
SUMMARY OF 2020 LANDFILL MONITORING
FOR THE PERIOD OF JUNE 2020
INVOICE 0161701
JULY 10, 2020

Costs	Name of Project	Contract Amount	Total Billed to Date	Total Amount this Invoice
Town-only	2019 Landfill Monitoring		$ 3,993.17	$ 815.90
Town-Village	2019 Landfill Monitoring		12,250.27	$ 760.31
	TOTALS	$ 19,200.00	$ 16,243.44	$ 1,576.20

Strand Associates, Inc.
910 West Wingra Drive
Madison, WI 53715
(608) 251-4843

Invoice

Kris Hampton
Town of Cottage Grove
4058 County Highway N
Cottage Grove, WI 53527

August 11, 2020
Project No: 1047.019
Invoice No: 0162662

Project: 1047.019 Natvig Road Landfill Monitoring

Professional Services: July 1, 2020 through July 31, 2020

Professional Personnel

	Hours	Rate	Amount	
ENGINEER				
	.25	265.65	66.41	
	7.00	216.27	1,513.89	
	13.25	91.59	1,213.57	
ADMINISTRATIVE				
	2.00	94.77	189.55	
	22.50		2,983.42	
Total Labor				**2,983.42**
Total Expenses				**139.04**
			Total this Invoice	**$3,122.46**

Contract Amount 31,000.00

Total Billings to Date 19,365.89

TOWN OF COTTAGE GROVE

TERMS: Payment is due within 30 days of the date on this invoice.

Please Remit Payment To: Strand Associates, Inc. 910 West Wingra Drive Madison, Wisconsin 53715 608-251-4843

Invoice Hours Summary
Cottage Grove Landfill
Project No. : 1-047.019

Month:	July	2020:	Town-only Costs
Staff	Hours	Task Description	
		Monitoring gas probes GP-5, 6, 7, 8, 9 and 10; private water supply wells (2).	
Engineer-TMS	0.7	Project management/scheduling, lab invoice review; prepare amendment; correspondence with Owner/WDNF	
Engineer-JB	0.025	Review amendment	
Engineer-JRM	4.638	Sampling wells and probes; data sent to lab	
Clerical	0.2	Word processing	
Town Only Total Hours:	5.56		

Month:	July	2020:	Town-Village Cost Share
Staff	Hours	Task Description	
		Sampling 8 groundwater monitoring wells, monitor gas probes GP-1 through GP-4, monitor 3 landfill vents.	
Engineer-TMS	6.3	Project management/scheduling, lab invoice review; prepare amendment; correspondence with Owner/WDNF	
Engineer-JB	0.225	Review amendment	
Engineer-LTH	0		
Engineer-JRM	8.613	Sampling wells and probes; data sent to lab	
Clerical	1.8	Word processing	
Shared			
Total Hours:	16.94		
Invoiced Hours:	22.50		

TOWN OF COTTAGE GROVE
SUMMARY OF 2020 LANDFILL MONITORING
FOR THE PERIOD OF JULY 2020
INVOICE 0162662
AUGUST 11, 2020

Costs	Name of Project	Contract Amount	Total Billed to Date	Total Amount this Invoice
Town-only	2019 Landfill Monitoring		$ 4,608.81	$ 615.64
Town-Village	2019 Landfill Monitoring		14,757.08	$ 2,506.82
	TOTALS	$ 19,200.00	$ 19,365.89	$ 3,122.46

Strand Associates, Inc.
910 West Wingra Drive
Madison, WI 53715
(608) 251-4843

Invoice

September 9, 2020
Project No: 1047.019
Invoice No: 0163686

Kris Hampton
Town of Cottage Grove
4058 County Highway N
Cottage Grove, WI 53527

Project: 1047.019 Natvig Road Landfill Monitoring

Professional Services: August 1, 2020 through August 31, 2020

Professional Personnel

	Hours	Rate	Amount	
ENGINEER				
	.25	265.65	66.41	
	2.25	216.27	486.61	
	5.25	91.59	480.85	
ADMINISTRATIVE				
	.50	94.77	47.38	
	8.25		1,081.25	
Total Labor				**1,081.25**
Total Expenses				**339.65**
		Total this Invoice		**$1,420.90**

Contract Amount	31,000.00
Total Billings to Date	20,786.79

TERMS: Payment is due within 30 days of the date on this invoice.

Please Remit Payment To: Strand Associates, Inc. 910 West Wingra Drive Madison, Wisconsin 53715 608-251-4843

Invoice Hours Summary
Town of Cottage Grove Project
Project No. : 1-047.019

Month:	August	2020:	Town-only Costs
Staff	Hours	Task Description	
		Monitoring of gas vents GV-1, 2, and 3.	
Engineer-TMS	0.675	Scheduling/project management; invoice breakdown, agreement, gas monitoring related to GP-9 and 10, data management, QA/QC, correspondence with Owner and DNR.	
Engineer-JB	0.025	Amendment review.	
Scientist-JRM	0.5	Data entry; DNR reporting; correspondence with lab; data sent to lab; results to homeowners . Gas monitoring related to GP-9 and GP-10.	
Clerical	0.05	Word processing.	
Town Only Total Hours:	1.25		

Invoice Hours Summary
Town of Cottage Grove Project
Project No. : 1-047.019

Month:	August	2020:	Town-Village Cost Share
Staff	Hours	Task Description	
		Monitoring of gas vents GV-1, 2, and 3.	
Engineer-TMS	1.575	Scheduling/project management; invoice breakdown, correspondence (1.125 hr); annual data summary (0.50 hr); DNR landfill inspection and damaged gas vent well, correspondence (1.0 hr).	
Engineer-JB	0.225	Amendment review.	
Scientist-JRM	4.75	Monthly gas monitoring; data entry; DNR reporting (gas and GW); correspondence with lab; data sent to lab; results to homeowners.	
Clerical	0.45	Word processing.	
Total Hours:	7		
Invoiced Hours:	8.25		

TOWN OF COTTAGE GROVE
SUMMARY OF 2020 LANDFILL MONITORING
FOR THE PERIOD OF AUGUST 2020
INVOICE 0163686
SEPTEMBER 9, 2020

Costs	Name of Project	Contract Amount	Total Billed to Date	Total Amount this Invoice
Town-only	2019 Landfill Monitoring		$ 4,850.65	$ 241.84
Town-Village	2019 Landfill Monitoring		15,936.14	$ 1,179.06
	TOTALS	$ 19,200.00	$ 20,786.79	$ 1,420.90

STRAND ASSOCIATES®

Strand Associates, Inc.®
910 West Wingra Drive
Madison, WI 53715
(P) 608-251-4843
(F) 608-251-8655

RECEIVED
FEB 18 2020
TOWN OF COTTAGE GROVE

Transmittal Letter

DATE: February 13, 2020 PROJECT NO. 1047.019

COMPANY NAME: Town of Cottage Grove
ATTENTION: Kris Hampton, Town Chair
ADDRESS: 4058 CTH N
CITY/STATE/ZIP: Cottage Grove, WI 53527
RE: January 2020 Landfill Gas Results for Homeowners

WE ARE SENDING YOU:

- ☐ Change Order
- ☐ Copy of Letter
- ☐ Other
- ☐ Drawings
- ☒ Enclosed
- ☐ Samples
- ☐ Shop Drawings
- ☐ Specifications
- ☐ Under Separate Cover

Copies	Date	No.	Description
1			January 2020 Landfill Gas Results for Homeowners

ITEMS TRANSMITTED AS SHOWN:

- ☐ For approval
- ☒ For your use
- ☐ As requested
- ☐ For review and comment
- ☐ Other
- ☐ Approved as submitted
- ☐ Approved as noted
- ☐ Approved as noted–Resubmit
- ☐ Not Approved
- ☐ Resubmit _____ copies for approval
- ☐ Submit _____ copies for distribution
- ☐ Additional Information Required
- ☐ For signature

REMARKS:

Kris,

The attached gas results sheet was mailed to the homeowners on February 13, 2020. Please call if you have questions. Thanks.

Signed Jim McCarthy
Jim McCarthy for Steven S. Small

Copy to: File
Sue Allen, Stafford Rosenbaum LLP
Steve Anders, Town Supervisor
Kim Banigan, Town Clerk
Tina Sebold, Strand Associates, Inc.

S:\MAD\1000–1099\1047\019\Designs-Studies-Reports\Environmental\Monitoring Data\Gas Monitoring\Gas Letters\2020\(1) January 2020.docx

Town of Cottage Grove
Natvig Road Landfill
Methane Reading in % Total Methane

Date: 2/10/2020

Lower Explosive Limit (LEL) = 5%
Upper Explosive Limit (UEL) = 15%

Date	GP-8	GP-9
7/8/2011	0.00	0.00
10/5/2011	0.00	0.00
1/6/2012	0.00	0.00
4/5/2012	0.00	0.00
7/13/2012	0.00	0.00
10/31/2012	0.00	0.00
1/29/2013	0.00	0.00
4/5/2013	0.30	0.00
7/19/2013	0.00	0.00
10/11/2013	0.00	0.00
1/30/2014	0.00	0.00
4/25/2014	0.00	0.00
7/25/2014	0.00	0.00
10/17/2014	0.00	0.00
1/23/2015	0.00	0.00
4/10/2015	0.00	0.00
7/2/2015	0.00	0.00
10/16/2015	0.00	0.00
1/6/2016	0.00	0.00
4/29/2016	0.00	0.00
7/8/2016	0.00	0.00
10/14/2016	0.00	0.00
1/12/2017	0.00	0.00
4/21/2017	0.00	0.00
7/21/2017	0.00	2.15
7/25/2017	0.00	2.70
7/28/2017	Not Monitored	0.00
8/4/2017	0.00	0.36
8/18/2017	0.00	1.55
8/22/2017	0.00	0.75
9/18/2017	Not Monitored	0.45
10/20/2017	0.00	0.00
1/26/2018	0.00	0.00
4/20/2018	0.00	0.00
7/6/2018	0.00	0.00
10/3/2018	0.00	0.00
1/18/2019	0.00	0.00
4/30/2019	0.00	0.00
7/9/2019	0.00	5.00*
8/9/2019	0.00	3.60
8/23/2019	0.00	1.50
9/13/2019	0.00	2.80
10/11/2019	0.00	1.15
11/14/2019	0.00	0.40
12/13/2019	0.00	3.10
1/10/2020	0.00	2.30

Notes:
On September 11, 2006, the DNR granted reduced monitoring at GP-9 (monthly to quarterly) based on 12 consecutive months with no detection of methane.
On October 19, 2006, the DNR granted reduced monitoring at GP-8 (monthly to quarterly) based on 12 consecutive months with no detection of methane.

* Value estimated.

If you have any questions, please contact Kris Hampton or Steve Anders at the Town of Cottage Grove.

Strand Associates, Inc.®
910 West Wingra Drive
Madison, WI 53715
(P) 608-251-4843
(F) 608-251-8655

STRAND ASSOCIATES®

Transmittal Letter

DATE: April 27, 2020 PROJECT NO. 1047.019

COMPANY NAME: Town of Cottage Grove
ATTENTION: Kris Hampton, Town Chair
ADDRESS: 4058 CTH N
CITY/STATE/ZIP: Cottage Grove, WI 53527
RE: April 2020 Landfill Gas Results for Homeowners

RECEIVED
APR 28 2020
TOWN OF COTTAGE GROVE

WE ARE SENDING YOU:

- ☐ Change Order
- ☐ Copy of Letter
- ☐ Other
- ☐ Drawings
- ☒ Enclosed
- ☐ Samples
- ☐ Shop Drawings
- ☐ Specifications
- ☐ Under Separate Cover

Copies	Date	No.	Description
1	4/2020		April 23,2020 Landfill Gas Results for Homeowners

ITEMS TRANSMITTED AS SHOWN:

- ☐ For approval
- ☒ For your use
- ☐ As requested
- ☐ For review and comment
- ☐ Other
- ☐ Approved as submitted
- ☐ Approved as noted
- ☐ Approved as noted–Resubmit
- ☐ Not Approved
- ☐ Resubmit _____ copies for approval
- ☐ Submit _____ copies for distribution
- ☐ Additional Information Required
- ☐ For signature

REMARKS:

Kris,

The attached gas results sheet was mailed to the homeowners today. Please call if you have questions.
Thanks.

Signed Jim McCarthy mem
Jim McCarthy for Steven S. Small

Copy to: File
Sue Allen, Stafford Rosenbaum LLP
Steve Anders, Town Supervisor
Kim Banigan, Town Clerk
Tina Sebold, Strand Associates, Inc.

\\strand.com\projects\MAD\1000–1099\1047\019\Designs-Studies-Reports\Environmental\Monitoring Data\Gas Monitoring\Gas Letters\2020\(2) April 2020 .docx

Town of Cottage Grove
Natvig Road Landfill
Methane Reading in % Total Methane

Date: 4/23/2020

Lower Explosive Limit (LEL) = 5%
Upper Explosive Limit (UEL) = 15%

Date	GP-8	GP-9
7/8/2011	0.0	0.00
10/5/2011	0.0	0.00
1/6/2012	0.0	0.00
4/5/2012	0.0	0.00
7/13/2012	0.0	0.00
10/31/2012	0.0	0.00
1/29/2013	0.0	0.00
4/5/2013	0.3	0.00
7/19/2013	0.0	0.00
10/11/2013	0.0	0.00
1/30/2014	0.0	0.00
4/25/2014	0.0	0.00
7/25/2014	0.0	0.00
10/17/2014	0.0	0.00
1/23/2015	0.0	0.00
4/10/2015	0.0	0.00
7/2/2015	0.0	0.00
10/16/2015	0.0	0.00
1/6/2016	0.0	0.00
4/29/2016	0.0	0.00
7/8/2016	0.0	0.00
10/14/2016	0.0	0.00
1/12/2017	0.0	0.00
4/21/2017	0.0	0.00
7/21/2017	0.0	2.15
7/25/2017	0.0	2.70
7/28/2017	Not Monitored	0.00
8/4/2017	0.0	0.36
8/18/2017	0.0	1.55
8/22/2017	0.0	0.75
9/18/2017	Not Monitored	0.45
10/20/2017	0.0	0.00
1/26/2018	0.0	0.00
4/20/2018	0.0	0.00
7/6/2018	0.0	0.00
10/3/2018	0.0	0.00
1/18/2019	0.0	0.00
4/30/2019	0.0	0.00
7/9/2019	0.0	5.0*
8/9/2019	0.0	3.60
8/23/2019	0.0	1.50
9/13/2019	0.0	2.80
10/11/2019	0.0	1.15
11/14/2019	0.0	0.40
12/13/2019	0.0	3.10
1/10/2020	0.0	2.30
2/24/2020	0.0	5.00
3/20/2020	0.0	6.50
4/23/2020	0.0	7.00

RECEIVED
APR 7 5 2020
TOWN OF COTTAGE GROVE

Notes:
On September 11, 2006, the DNR granted reduced monitoring at GP-9 (monthly to quarterly) based on 12 consecutive months with no detection of methane.
On October 19, 2006, the DNR granted reduced monitoring at GP-8 (monthly to quarterly) based on 12 consecutive months with no detection of methane.

* Value estimated.

If you have any questions, please contact Kris Hampton or Steve Anders at the Town of Cottage Grove.

Strand Associates, Inc.®
910 West Wingra Drive
Madison, WI 53715
(P) 608-251-4843
(F) 608-251-8655

Transmittal Letter

DATE: September 3, 2020 PROJECT NO. 1047.019

COMPANY NAME: Town of Cottage Grove
ATTENTION: Kris Hampton, Town Chair
ADDRESS: 4058 CTH N
CITY/STATE/ZIP: Cottage Grove, WI 53527
RE: July 2020 Landfill Gas Results for Homeowners

WE ARE SENDING YOU:

- ☐ Change Order
- ☐ Copy of Letter
- ☐ Other
- ☐ Drawings
- ☒ Enclosed
- ☐ Samples
- ☐ Shop Drawings
- ☐ Specifications
- ☐ Under Separate Cover

Copies	Date	No.	Description
1	8/31/2020		July 30, 2020 Landfill Gas Results for Homeowners

RECEIVED
SEP 08 2020
TOWN OF COTTAGE GROVE

ITEMS TRANSMITTED AS SHOWN:

- ☐ For approval
- ☒ For your use
- ☐ As requested
- ☐ For review and comment
- ☐ Other
- ☐ Approved as submitted
- ☐ Approved as noted
- ☐ Approved as noted–Resubmit
- ☐ Not Approved
- ☐ Resubmit _____ copies for approval
- ☐ Submit _____ copies for distribution
- ☐ Additional Information Required
- ☐ For signature

REMARKS:

Kris,

The attached gas results sheet was mailed to the homeowners today. Please call if you have questions.
Thanks.

Signed
Jim McCarthy

Copy to: File
William Cole, Axley Attorneys
Steve Anders, Town Supervisor
Kim Banigan, Town Clerk
Tina Sebold, Strand Associates, Inc.

S:\MAD\1000–1099\1047\019\Designs-Studies-Reports\Environmental\Monitoring Data\Gas Monitoring\Gas Letters\2020\(3) July 2020.docx

Town of Cottage Grove
Natvig Road Landfill
Methane Reading in % Total Methane

Date: 8/31/2020

Lower Explosive Limit (LEL) = 5%
Upper Explosive Limit (UEL) = 15%

RECEIVED
SEP 08 2020
TOWN OF COTTAGE GROVE

Date	GP-8	GP-9
7/8/2011	0.0	0.00
10/5/2011	0.0	0.00
1/6/2012	0.0	0.00
4/5/2012	0.0	0.00
7/13/2012	0.0	0.00
10/31/2012	0.0	0.00
1/29/2013	0.0	0.00
4/5/2013	0.3	0.00
7/19/2013	0.0	0.00
10/11/2013	0.0	0.00
1/30/2014	0.0	0.00
4/25/2014	0.0	0.00
7/25/2014	0.0	0.00
10/17/2014	0.0	0.00
1/23/2015	0.0	0.00
4/10/2015	0.0	0.00
7/2/2015	0.0	0.00
10/16/2015	0.0	0.00
1/6/2016	0.0	0.00
4/29/2016	0.0	0.00
7/8/2016	0.0	0.00
10/14/2016	0.0	0.00
1/12/2017	0.0	0.00
4/21/2017	0.0	0.00
7/21/2017	0.0	2.15
7/25/2017	0.0	2.70
7/28/2017	Not Monitored	0.00
8/4/2017	0.0	0.36
8/18/2017	0.0	1.55
8/22/2017	0.0	0.75
9/18/2017	Not Monitored	0.45
10/20/2017	0.0	0.00
1/26/2018	0.0	0.00
4/20/2018	0.0	0.00
7/6/2018	0.0	0.00
10/3/2018	0.0	0.00
1/18/2019	0.0	0.00
4/30/2019	0.0	0.00
7/9/2019	0.0	5.0*
8/9/2019	0.0	3.60
8/23/2019	0.0	1.50
9/13/2019	0.0	2.80
10/11/2019	0.0	1.15
11/14/2019	0.0	0.40
12/13/2019	0.0	3.10
1/10/2020	0.0	2.30
2/24/2020	0.0	5.00
3/20/2020	0.0	6.50
4/23/2020	0.0	7.00
5/29/2020	0.0	9.00
6/25/2020	--	9.50
7/30/2020	0.0	8.00
8/31/2020	--	5.50

RECEIVED
8 2020

Notes:

On September 11, 2006, the DNR granted reduced monitoring at GP-9 (monthly to quarterly) based on 12 consecutive months with no detection of methane.

On October 19, 2006, the DNR granted reduced monitoring at GP-8 (monthly to quarterly) based on 12 consecutive months with no detection of methane.

On June 25, 2020, the DNR required monthly monitoring of GP-9 based on methane detections exceeding 5% starting in Feb

On May 7, 2020, GP-10 was installed west of GP-9. No Methane detections have been observed to date for GP-10.

* Value estimated.

-- Not monitored.

If you have any questions, please contact Kris Hampton or Steve Anders at the Town of Cottage Grove.

Town of Cottage Grove

Kim Banigan <clerk@towncg.net>

FW: Natvig Road Landfill, Town of Cottage Grove

1 message

Sebold, Tina <Tina.Sebold@strand.com> Wed, Sep 23, 2020 at 11:57 AM
To: "Kim Banigan (clerk@towncg.net)" <clerk@towncg.net>

From: Sebold, Tina
Sent: Thursday, September 3, 2020 8:53 AM
To: Bekta, Ann M - DNR <Ann.Bekta@wisconsin.gov>
Cc: Steve Anders (steve911@charter.net) <steve911@charter.net>; 'khampton@towncg.net' <khampton@towncg.net>; Hellermann, Luke <Luke.Hellermann@strand.com>
Subject: Natvig Road Landfill, Town of Cottage Grove

Ann,

This email is to report a gas detection of 5.5% methane at gas probe 9 (GP-9) recorded on August 31, 2020, as required in NR 507.22(1)(c). GP-10, NW of GP-9, had no detection of methane (0%).

Please contact us with questions or concerns.

Thank you,

Tina Sebold, P.E., P.H. | Senior Associate
Strand Associates, Inc.®
608.251.4843 ext. 1077
tina.sebold@strand.com | www.strand.com

P.E. (AL)

STRAND ASSOCIATES®

Excellence in Engineering Since 1946.

OWNER REVIEW

Strand Associates, Inc.®
910 West Wingra Drive
Madison, WI 53715
(P) 608.251.4843

DRAFT

~~October 4, 2019~~September 17, 2020

Town of Cottage Grove
4058 CTH N
Cottage Grove, WI 53527

Attention: Mr. Kris Hampton, Township Chairman, and Board Members

Re: Agreement for 202~~0~~1 Services
Natvig Road Landfill

This is an Agreement between the Town of Cottage Grove, Wisconsin, hereinafter referred to as OWNER, and Strand Associates, Inc.®, hereinafter referred to as ENGINEER, to provide engineering services (Services) for monitoring of the Natvig Road Landfill in the Town of Cottage Grove, Wisconsin, hereinafter referred to as the PROJECT.

Scope of Services

ENGINEER will provide the following services to OWNER.

The Scope of Services shall be as follows for annual monitoring in accordance with the Conditional Plan of Operation Approval Modification dated November 1, 2001, and Plan Modifications dated September 11, 2006, and October 19, 2006:

1. Monitor landfill groundwater wells MW-1, MW-2, MW-3R, MW-4, MW-5S, MW-5D, MW-6S, and MW-6D semiannually for one year (two monitoring events total, in January and July 202~~0~~1). Wells will be purged, sampled, and monitored in accordance with NR 141 and Wisconsin Department of Natural Resources (WDNR) guidance documents. Groundwater elevations, field pH, field conductivity, and field temperature will be recorded. A groundwater sample from each well, a duplicate sample, and a field blank will be submitted for laboratory analysis for dissolved manganese, sulfate, arsenic, barium, chloride, total hardness, and total alkalinity.

2. Monitor landfill groundwater wells MW-2, MW-3R, MW-5S, MW-5D, MW-6S, and MW-6D annually for one year (one monitoring event in July 202~~0~~1) for volatile organic compounds (VOCs) using Environmental Protection Agency (EPA) Method 8260. A duplicate sample and field blank will also be submitted for analysis of VOCs.

3. Monitor private water supply wells PW-2 (3634 Graham Paige Road) and PW-10 (3644 Maxwell Lane) annually for one year (one monitoring event in July 202~~0~~1). Well P-10 will be accessed from the residence at 3637 Natvig Road, and Well PW-2 will be accessed from the residence at 3630 Graham Paige Road. Wells will be monitored for field pH, field conductivity, and field temperature. A groundwater sample from each water supply well will be submitted for laboratory analysis for total manganese, sulfate, total arsenic, total barium, chloride, and VOCs using EPA Method 8260.

4. Collect and submit groundwater samples as described above to a WDNR-certified laboratory for analysis. Pay related lab fees.

5. Monitor gas probes GP-1, GP-2, GP-3, GP-4, GP-5, GP-6, GP-7, **and** GP-8~~, and GP-9~~ on a quarterly basis for one year (four monitoring events total, in January, April, July, and October 202~~0~~**1**). Gas probes will be field-monitored in accordance with NR 507 for percent methane and percent oxygen. Barometric pressure and air temperature (degrees Fahrenheit) will be recorded for each monitoring event.

6. Monitor gas probe GP-9 and GP-10 monthly from January to December 2021 (total of 12 months). Field-monitor in accordance with NR 507 for percent methane and percent oxygen. Record barometric pressure and air temperature (degrees Fahrenheit) for each monitoring event.

7. Assist OWNER with reporting elevated gas detections at GP-9 in accordance with NR 507.

8. Monitor the gas vent wells GV-1, GV-2, and GV-3 on a monthly basis for one year (12 events in 202~~0~~**1**). Gas vent wells will be field-monitored for percent methane, percent oxygen, temperature, and air flow velocity.

9. Assist analytical laboratory with submittal of gas and groundwater monitoring data electronically to WDNR environmental database system (GEMS). Data will be submitted semiannually for one year (February and August 202~~0~~**1**). Data will be submitted using the laboratory reporting system.

10. Attend one Town Board meeting or Town/Village Landfill Committee meeting over a one-year period in 202~~0~~**1**.

11. Provide documentation to separate Services for (1) areas northwest of the northwest boundary of the Natvig Road right-of-way plus GP-8 and GP-9; and (2) for all other areas set out in this Agreement. General administrative costs will be divided as directed by OWNER. Invoices will be copied to OWNER and the Village of Cottage Grove. It is expected that OWNER shall notify ENGINEER of any changes to the documentation requirements.

Service Elements Not Included

The following services are not included in this Agreement. If such services are required, they will be provided as noted.

1. Analysis of Additional Samples or Analytes or Additional Site Work: This type of service, if required because of a change in the site conditions or WDNR guidelines or state regulations from those in effect as of the date of this Agreement, will be provided through an amendment to this Agreement.

2. Geoprobe Contractor or Other Contractor Costs: Costs for the services of geoprobe contractors or other contractors shall be paid for by OWNER.

3. Permit and Plan Review Fees: All permit and plan review fees payable to regulatory agencies shall be paid for by OWNER.

4. Preparation for and/or Appearance in Litigation on Behalf of OWNER: This type of service by ENGINEER will be provided through a separate agreement with OWNER.

5. Scheduling, Coordination, and Observation: Services of this type for the installation of additional new permanent gas probes, gas vent wells, or monitoring wells will be provided through an amendment to this Agreement.

DRAFT

Compensation

The limiting fee for the Services presented above is ~~$19,200~~**$24,500**. The fee was established based on the estimated number of hours and associated expenses required to complete each task. OWNER will be billed on an hourly rate basis, plus expenses.

Expenses incurred such as those for travel, meals, printing, postage, copies, computer, electronic communication, laboratory fees, and long distance telephone calls will be billed at actual cost plus 10 percent. The limiting fee will not be exceeded unless there is a written amendment to this Agreement that has been signed by both parties.

Only sales taxes or other taxes on Services that are in effect at the time this Agreement is executed are included in the Compensation. If the tax laws are subsequently changed by legislation during the life of this Agreement, this Agreement will be adjusted to reflect the net change.

If there are delays or additional information is required for reasons beyond ENGINEER's control, ENGINEER will negotiate with OWNER an equitable adjustment of the limiting fee, taking into consideration the estimated cost compared to the actual cost of delivering Services.

Schedule

It is anticipated that the monitoring of groundwater and methane gas at the existing monitoring wells, private wells, gas probes, and gas vent wells will be conducted beginning in January 202~~0~~**1**. Months of sampling will be as noted in each scope item.

Standard of Care

The Standard of Care for all Services performed or furnished by ENGINEER under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, expressed or implied, under this Agreement or otherwise, in connection with ENGINEER's services.

OWNER's Responsibilities

OWNER shall provide electronic GIS information to ENGINEER when it becomes available.

Changes

OWNER and ENGINEER may make modifications to the Scope of Services to be performed under this Agreement as provided herein. Such changes in Scope of Services, including any changes in compensation, shall be mutually agreed upon between OWNER and ENGINEER and shall be incorporated in written amendments to this Agreement.

Extension of Services

This Agreement may be extended for additional services upon OWNER's authorization. Such authorization must be in writing and approved by the Town Board. Extension of services shall be provided on an hourly rate basis plus expenses. Hourly Services shall be provided on the basis of time spent in performance of the additional services.

Payment

OWNER shall make monthly payments to ENGINEER for Services performed in the preceding month based upon monthly invoices. Nonpayment 30 days after the date of receipt of invoice may, at ENGINEER's option, result in assessment of a 1 percent per month carrying charge on the unpaid balance.

Nonpayment 45 days after the date of receipt of invoice may, at ENGINEER's option, result in suspension of Services upon five calendar days' notice to OWNER. ENGINEER will have no liability to OWNER, and OWNER agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by OWNER. Upon receipt of payment in full of all outstanding sums due from OWNER, or curing of such other breach which caused ENGINEER to suspend Services, ENGINEER will resume Services and there will be an equitable adjustment to the remaining project schedule and compensation as a result of the suspension.

Data Provided by Others

ENGINEER is not responsible for the quality or accuracy of data nor for the methods used in the acquisition or development of any such data where such data is provided by or through OWNER, contractor, or others to ENGINEER and where ENGINEER's Services are to be based upon such data. Such data includes, but is not limited to, soil borings, groundwater data, chemical analyses, geotechnical testing, reports, calculations, designs, drawings, specifications, record drawings, maps, photographs, record lists and databases, data search firm reports, and surveys.

OWNER shall provide ENGINEER with information on the correct property boundaries prior to commencement of site Services, if such information is requested by ENGINEER. ENGINEER will not be held responsible in any way for the accuracy of the property boundary information or for damage occurring to property not belonging to OWNER as a result of incorrect property boundary location information provided by OWNER.

Termination

This Agreement may be terminated with cause in whole or in part in writing by either party subject to a two-week notice and the right of the party being terminated to meet and discuss the termination before the termination takes place. ENGINEER will be paid for all completed or obligated Services up to the date of termination.

Other Contractors

Unless specifically stated in this Agreement, any other contractors or service firms performing work or providing services on the PROJECT are not joint-venturers with or subcontractors of ENGINEER. Should ENGINEER arrange for services to be performed by others, including but not limited to drilling or geotechnical services, laboratory services, emergency response services, or site remediation services, it shall be at OWNER's direction for OWNER's sole benefit to facilitate the work or schedule, and such arrangement shall cause no contractual responsibility or liability on the part of ENGINEER for the work performed by the service firm or firms, with the exception that ENGINEER will be responsible for payment to said firm or firms to the extent provided in this Agreement.

In arranging for work to be performed by other service firms or contractors, or in furnishing any technical observation of construction or other work performed by other contractors or service firms, ENGINEER's efforts shall be directed towards determining in general for OWNER that the construction or other work will conform to the PROJECT requirements. ENGINEER will not be responsible for any other contractor's or service firm's construction or work methods, sequences, procedures, health and safety precautions or programs, or failure to perform the work in accordance with the PROJECT requirements or in accordance with laws, rules, regulations, ordinances, codes, or orders applicable to the other contractors or service firms.

Indemnification

ENGINEER is being engaged for this PROJECT to render services involving potentially hazardous wastes or other materials that may or may not be evident and for which ENGINEER has had no role in generating, storing, or transporting.

Any hazardous waste, substances, or materials shall at all times be and remain the properties of OWNER or others. Any arrangements for removal, transportation, or disposal of any such materials shall be by OWNER. In the event that ENGINEER makes any such arrangements they shall be made solely and exclusively for OWNER's benefit, and OWNER shall indemnify and hold ENGINEER harmless against any liability for such arrangements. The above indemnification does not apply to ENGINEER's negligence in sampling or transporting samples to laboratory for analysis.

OWNER agrees to indemnify and hold ENGINEER harmless from all claims and against all liabilities, claims for damages, costs of defense, or other expenses levied against ENGINEER arising directly or indirectly out of services performed for this PROJECT, including its employees, agents, directors, or officers, unless the liability or claim arises from ENGINEER's negligence.

Limitations of Liability

No employee or agent of ENGINEER shall have individual liability to OWNER.

Use of Deliverables

OWNER acknowledges that documents, reports, findings, feasibility studies, plans and specifications, or other deliverables prepared or provided by ENGINEER for the PROJECT were prepared specifically for OWNER for the PROJECT. Any reuse without written verification or adaptation by ENGINEER for the specific purpose intended shall be at Owner's sole liability, and OWNER shall indemnify and hold ENGINEER harmless against any liability for any unauthorized reuse of deliverables in accordance with the above Indemnification.

ENGINEER shall not be liable for any real or perceived property devaluation related to documents, reports, findings, or other deliverables prepared by ENGINEER for the PROJECT.

ENGINEER will provide OWNER and the Village of Cottage Grove with copies of all documents, reports, findings, feasibility studies, plans and specifications, or other deliverables related to the PROJECT and developed or obtained during the term of this Agreement.

Severability

Every part, term, or provision of this Agreement is severable from others. Notwithstanding any possible future finding by duly constituted authority that a particular part, term, or provision is invalid, void, or unenforceable, this Agreement has been made with the clear intention that the validity and enforceability of the remaining parts, terms, and provisions shall not be affected thereby.

Nullification

The costs contained in the Compensation section of this Agreement assume execution within 30 days of the date of this Agreement. ENGINEER reserves the right to revise the fee consistent with current billing rates if this Agreement is executed later than this 30-day period. This Agreement shall become null and void if OWNER has not executed and returned one copy to ENGINEER within 15 days of the date of this Agreement.

Notification of Contamination

Section 292.11 of the Wisconsin Statutes requires that a person who possesses or controls a hazardous substance immediately notify the WDNR of any discharge or any contamination of the environment. OWNER recognizes that ENGINEER will not make such notification on behalf of the possessor or controller of the contamination unless specifically directed to do so by OWNER.

In cases where OWNER is not the PROJECT site property owner, OWNER shall be responsible for advising the property owner of the requirements for such notification if contamination is found.

DRAFT

Third-Party Beneficiaries

Nothing contained in this Agreement creates a contractual relationship with or a cause of action in favor of a third party against either OWNER or ENGINEER. ENGINEER's Services under this Agreement are being performed solely for OWNER's benefit, and no other party or entity shall have any claim against ENGINEER because of this Agreement or the performance or nonperformance of Services hereunder. OWNER and ENGINEER agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors, and other entities involved in this project to carry out the intent of this provision.

Dispute Resolution

Except as may be otherwise provided in this Agreement, all claims, counterclaims, disputes, and other matters in question between OWNER and ENGINEER arising out of or relating to this Agreement or the breach thereof will be decided by mediation.

Terms and Conditions

The terms and conditions of this Agreement will apply to the Services defined in the **Scope of Services**. OWNER-supplied purchase order is for processing payment only; terms and conditions on the purchase order shall not apply to these Services.

IN WITNESS WHEREOF the parties hereto have made and executed this Agreement.

ENGINEER:

STRAND ASSOCIATES, INC.®

DRAFT

Joseph M. Bunker Date
Corporate Secretary

OWNER:

TOWN OF COTTAGE GROVE

DRAFT

Kris Hampton Date
Town Chairman

APPROVED BY TOWN BOARD

Date _____

DRAFT

Kim Banigan Date
Town Clerk

NOT FOR SIGNATURE

OWNER REVIEW

Strand Associates, Inc.®
910 West Wingra Drive
Madison, WI 53715
(P) 608.251.4843

DRAFT

~~October 4, 2019~~September 17, 2020

Town of Cottage Grove
4058 CTH N
Cottage Grove, WI 53527

Attention: Mr. Kris Hampton, Township Chairman, and Board Members

Re: Agreement for 202~~0~~1 Services
Natvig Road Landfill

This is an Agreement between the Town of Cottage Grove, Wisconsin, hereinafter referred to as OWNER, and Strand Associates, Inc.®, hereinafter referred to as ENGINEER, to provide engineering services (Services) for monitoring of the Natvig Road Landfill in the Town of Cottage Grove, Wisconsin, hereinafter referred to as the PROJECT.

Scope of Services

ENGINEER will provide the following services to OWNER.

The Scope of Services shall be as follows for annual monitoring in accordance with the Conditional Plan of Operation Approval Modification dated November 1, 2001, and Plan Modifications dated September 11, 2006, and October 19, 2006:

1. Monitor landfill groundwater wells MW-1, MW-2, MW-3R, MW-4, MW-5S, MW-5D, MW-6S, and MW-6D semiannually for one year (two monitoring events total, in January and July 202~~0~~1). Wells will be purged, sampled, and monitored in accordance with NR 141 and Wisconsin Department of Natural Resources (WDNR) guidance documents. Groundwater elevations, field pH, field conductivity, and field temperature will be recorded. A groundwater sample from each well, a duplicate sample, and a field blank will be submitted for laboratory analysis for dissolved manganese, sulfate, arsenic, barium, chloride, total hardness, and total alkalinity.

2. Monitor landfill groundwater wells MW-2, MW-3R, MW-5S, MW-5D, MW-6S, and MW-6D annually for one year (one monitoring event in July 202~~0~~1) for volatile organic compounds (VOCs) using Environmental Protection Agency (EPA) Method 8260. A duplicate sample and field blank will also be submitted for analysis of VOCs.

3. Monitor private water supply wells PW-2 (3634 Graham Paige Road) and PW-10 (3644 Maxwell Lane) annually for one year (one monitoring event in July 202~~0~~1). Well P-10 will be accessed from the residence at 3637 Natvig Road, and Well PW-2 will be accessed from the residence at 3630 Graham Paige Road. Wells will be monitored for field pH, field conductivity, and field temperature. A groundwater sample from each water supply well will be submitted for laboratory analysis for total manganese, sulfate, total arsenic, total barium, chloride, and VOCs using EPA Method 8260.

4. Collect and submit groundwater samples as described above to a WDNR-certified laboratory for analysis. Pay related lab fees.

5. Monitor gas probes GP-1, GP-2, GP-3, GP-4, GP-5, GP-6, GP-7, **and** GP-8~~, and GP-9~~ on a quarterly basis for one year (four monitoring events total, in January, April, July, and October 202~~0~~**1**). Gas probes will be field-monitored in accordance with NR 507 for percent methane and percent oxygen. Barometric pressure and air temperature (degrees Fahrenheit) will be recorded for each monitoring event.

6. Monitor gas probe GP-9 and GP-10 monthly from January to December 2021 (total of 12 months). Field-monitor in accordance with NR 507 for percent methane and percent oxygen. Record barometric pressure and air temperature (degrees Fahrenheit) for each monitoring event.

7. Assist OWNER with reporting elevated gas detections at GP-9 in accordance with NR 507.

8. Monitor the gas vent wells GV-1, GV-2, and GV-3 on a monthly basis for one year (12 events in 202~~0~~**1**). Gas vent wells will be field-monitored for percent methane, percent oxygen, temperature, and air flow velocity.

9. Assist analytical laboratory with submittal of gas and groundwater monitoring data electronically to WDNR environmental database system (GEMS). Data will be submitted semiannually for one year (February and August 202~~0~~**1**). Data will be submitted using the laboratory reporting system.

10. Attend one Town Board meeting or Town/Village Landfill Committee meeting over a one-year period in 202~~0~~**1**.

11. Provide documentation to separate Services for (1) areas northwest of the northwest boundary of the Natvig Road right-of-way plus GP-8 and GP-9; and (2) for all other areas set out in this Agreement. General administrative costs will be divided as directed by OWNER. Invoices will be copied to OWNER and the Village of Cottage Grove. It is expected that OWNER shall notify ENGINEER of any changes to the documentation requirements.

Service Elements Not Included

The following services are not included in this Agreement. If such services are required, they will be provided as noted.

1. Analysis of Additional Samples or Analytes or Additional Site Work: This type of service, if required because of a change in the site conditions or WDNR guidelines or state regulations from those in effect as of the date of this Agreement, will be provided through an amendment to this Agreement.

2. Geoprobe Contractor or Other Contractor Costs: Costs for the services of geoprobe contractors or other contractors shall be paid for by OWNER.

3. Permit and Plan Review Fees: All permit and plan review fees payable to regulatory agencies shall be paid for by OWNER.

4. Preparation for and/or Appearance in Litigation on Behalf of OWNER: This type of service by ENGINEER will be provided through a separate agreement with OWNER.

5. Scheduling, Coordination, and Observation: Services of this type for the installation of additional new permanent gas probes, gas vent wells, or monitoring wells will be provided through an amendment to this Agreement.

Compensation

The limiting fee for the Services presented above is ~~$19,200~~**$24,500**. The fee was established based on the estimated number of hours and associated expenses required to complete each task. OWNER will be billed on an hourly rate basis, plus expenses.

Expenses incurred such as those for travel, meals, printing, postage, copies, computer, electronic communication, laboratory fees, and long distance telephone calls will be billed at actual cost plus 10 percent. The limiting fee will not be exceeded unless there is a written amendment to this Agreement that has been signed by both parties.

Only sales taxes or other taxes on Services that are in effect at the time this Agreement is executed are included in the Compensation. If the tax laws are subsequently changed by legislation during the life of this Agreement, this Agreement will be adjusted to reflect the net change.

If there are delays or additional information is required for reasons beyond ENGINEER's control, ENGINEER will negotiate with OWNER an equitable adjustment of the limiting fee, taking into consideration the estimated cost compared to the actual cost of delivering Services.

Schedule

It is anticipated that the monitoring of groundwater and methane gas at the existing monitoring wells, private wells, gas probes, and gas vent wells will be conducted beginning in January 202~~0~~**1**. Months of sampling will be as noted in each scope item.

Standard of Care

The Standard of Care for all Services performed or furnished by ENGINEER under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, expressed or implied, under this Agreement or otherwise, in connection with ENGINEER's services.

OWNER's Responsibilities

OWNER shall provide electronic GIS information to ENGINEER when it becomes available.

Changes

OWNER and ENGINEER may make modifications to the Scope of Services to be performed under this Agreement as provided herein. Such changes in Scope of Services, including any changes in compensation, shall be mutually agreed upon between OWNER and ENGINEER and shall be incorporated in written amendments to this Agreement.

Extension of Services

This Agreement may be extended for additional services upon OWNER's authorization. Such authorization must be in writing and approved by the Town Board. Extension of services shall be provided on an hourly rate basis plus expenses. Hourly Services shall be provided on the basis of time spent in performance of the additional services.

Payment

OWNER shall make monthly payments to ENGINEER for Services performed in the preceding month based upon monthly invoices. Nonpayment 30 days after the date of receipt of invoice may, at ENGINEER's option, result in assessment of a 1 percent per month carrying charge on the unpaid balance.

Nonpayment 45 days after the date of receipt of invoice may, at ENGINEER's option, result in suspension of Services upon five calendar days' notice to OWNER. ENGINEER will have no liability to OWNER, and OWNER agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by OWNER. Upon receipt of payment in full of all outstanding sums due from OWNER, or curing of such other breach which caused ENGINEER to suspend Services, ENGINEER will resume Services and there will be an equitable adjustment to the remaining project schedule and compensation as a result of the suspension.

Data Provided by Others

ENGINEER is not responsible for the quality or accuracy of data nor for the methods used in the acquisition or development of any such data where such data is provided by or through OWNER, contractor, or others to ENGINEER and where ENGINEER's Services are to be based upon such data. Such data includes, but is not limited to, soil borings, groundwater data, chemical analyses, geotechnical testing, reports, calculations, designs, drawings, specifications, record drawings, maps, photographs, record lists and databases, data search firm reports, and surveys.

OWNER shall provide ENGINEER with information on the correct property boundaries prior to commencement of site Services, if such information is requested by ENGINEER. ENGINEER will not be held responsible in any way for the accuracy of the property boundary information or for damage occurring to property not belonging to OWNER as a result of incorrect property boundary location information provided by OWNER.

Termination

This Agreement may be terminated with cause in whole or in part in writing by either party subject to a two-week notice and the right of the party being terminated to meet and discuss the termination before the termination takes place. ENGINEER will be paid for all completed or obligated Services up to the date of termination.

Other Contractors

Unless specifically stated in this Agreement, any other contractors or service firms performing work or providing services on the PROJECT are not joint-venturers with or subcontractors of ENGINEER. Should ENGINEER arrange for services to be performed by others, including but not limited to drilling or geotechnical services, laboratory services, emergency response services, or site remediation services, it shall be at OWNER's direction for OWNER's sole benefit to facilitate the work or schedule, and such arrangement shall cause no contractual responsibility or liability on the part of ENGINEER for the work performed by the service firm or firms, with the exception that ENGINEER will be responsible for payment to said firm or firms to the extent provided in this Agreement.

In arranging for work to be performed by other service firms or contractors, or in furnishing any technical observation of construction or other work performed by other contractors or service firms, ENGINEER's efforts shall be directed towards determining in general for OWNER that the construction or other work will conform to the PROJECT requirements. ENGINEER will not be responsible for any other contractor's or service firm's construction or work methods, sequences, procedures, health and safety precautions or programs, or failure to perform the work in accordance with the PROJECT requirements or in accordance with laws, rules, regulations, ordinances, codes, or orders applicable to the other contractors or service firms.

Indemnification

ENGINEER is being engaged for this PROJECT to render services involving potentially hazardous wastes or other materials that may or may not be evident and for which ENGINEER has had no role in generating, storing, or transporting.

Any hazardous waste, substances, or materials shall at all times be and remain the properties of OWNER or others. Any arrangements for removal, transportation, or disposal of any such materials shall be by OWNER. In the event that ENGINEER makes any such arrangements they shall be made solely and exclusively for OWNER's benefit, and OWNER shall indemnify and hold ENGINEER harmless against any liability for such arrangements. The above indemnification does not apply to ENGINEER's negligence in sampling or transporting samples to laboratory for analysis.

OWNER agrees to indemnify and hold ENGINEER harmless from all claims and against all liabilities, claims for damages, costs of defense, or other expenses levied against ENGINEER arising directly or indirectly out of services performed for this PROJECT, including its employees, agents, directors, or officers, unless the liability or claim arises from ENGINEER's negligence.

Limitations of Liability

No employee or agent of ENGINEER shall have individual liability to OWNER.

Use of Deliverables

OWNER acknowledges that documents, reports, findings, feasibility studies, plans and specifications, or other deliverables prepared or provided by ENGINEER for the PROJECT were prepared specifically for OWNER for the PROJECT. Any reuse without written verification or adaptation by ENGINEER for the specific purpose intended shall be at Owner's sole liability, and OWNER shall indemnify and hold ENGINEER harmless against any liability for any unauthorized reuse of deliverables in accordance with the above Indemnification.

ENGINEER shall not be liable for any real or perceived property devaluation related to documents, reports, findings, or other deliverables prepared by ENGINEER for the PROJECT.

ENGINEER will provide OWNER and the Village of Cottage Grove with copies of all documents, reports, findings, feasibility studies, plans and specifications, or other deliverables related to the PROJECT and developed or obtained during the term of this Agreement.

Severability

Every part, term, or provision of this Agreement is severable from others. Notwithstanding any possible future finding by duly constituted authority that a particular part, term, or provision is invalid, void, or unenforceable, this Agreement has been made with the clear intention that the validity and enforceability of the remaining parts, terms, and provisions shall not be affected thereby.

Nullification

The costs contained in the Compensation section of this Agreement assume execution within 30 days of the date of this Agreement. ENGINEER reserves the right to revise the fee consistent with current billing rates if this Agreement is executed later than this 30-day period. This Agreement shall become null and void if OWNER has not executed and returned one copy to ENGINEER within 15 days of the date of this Agreement.

Notification of Contamination

Section 292.11 of the Wisconsin Statutes requires that a person who possesses or controls a hazardous substance immediately notify the WDNR of any discharge or any contamination of the environment. OWNER recognizes that ENGINEER will not make such notification on behalf of the possessor or controller of the contamination unless specifically directed to do so by OWNER.

In cases where OWNER is not the PROJECT site property owner, OWNER shall be responsible for advising the property owner of the requirements for such notification if contamination is found.

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Third-Party Beneficiaries

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IN WITNESS WHEREOF the parties hereto have made and executed this Agreement.

ENGINEER:

STRAND ASSOCIATES, INC.®

DRAFT

Joseph M. Bunker Date
Corporate Secretary

OWNER:

TOWN OF COTTAGE GROVE

DRAFT

Kris Hampton Date
Town Chairman

APPROVED BY TOWN BOARD

Date _____

DRAFT

Kim Banigan Date
Town Clerk

NOT FOR SIGNATURE

Natvig Road Landfill - Town of Cottage Grove Date: 10/1/2020

Landfill Cost Breakdown

Year	Project Number	From Invoice Breakdowns: Town Only	Shared Billing (50%/50%)	Total Billing	Percentage Paid by Town	Percentage Paid by Village
2019	1047.018	$ 4,961.35	$ 18,952.39	$ 23,913.74	60%	40%
2018	1047.017	$ 2,842.51	$ 20,596.77	$ 23,439.28	56%	44%
2017	1047.016	$ 5,648.40	$ 21,454.17	$ 27,102.57	60%	40%
2016	1047.015	$ 3,123.82	$ 15,325.68	$ 18,449.50	58%	42%
				4-yr average:	59%	41%

VILLAGE OF COTTAGE GROVE NOTICE OF PUBLIC MEETING

ORDINANCE REVIEW COMMITTEE

Wednesday, September 30, 2020 5:30 p.m.

Agenda

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please join the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/92948613576 You can also participate via phone by dialing 1-312-636-6799 and use Meeting ID: 929 4861 3576#. When asked for your Participant ID, just press #.

You may also choose to participate by providing public comment prior to the meeting via email to the Committee Chairperson, Heidi Murphy at hmurphy@village.cottage-grove.wi.us

1. Call to Order

2. Determination of Quorum and That the Agenda Was Properly Posted

3. PUBLIC APPEARANCES-Public's Opportunity to Speak About Any Subject That Is Not A Specific Agenda Item

4. Discuss and Consider the Minutes from The August 26, 2020 Meeting.
   Documents: 8-26-20 ORDIANCE MINUTES.PDF

5. Discuss Any Ordinance Edits and Changes Recommended for The Purpose Of Compiling A Prioritized List Of Recommended Ordinance Changes To Submit To The Village Board.
   a. Chapter 130-Building Construction and Fire Prevention

   Documents:4A 130-26 BUILDING CONSTRUCTION AND FIRE PREVENTION COTTAGE GROVE.PDF

6. Discuss Any Ordinance Request Forms Received.
   a. Ordinance Chapter 239 Peddlers, Canvassers and Transient Merchants.
   b. Ordinance 116-3 Keeping of animals-specifically regarding chickens.

   Documents:

   1. 5A1 MEMO REGARDING MOBILE FOOD VENDORS.PDF
   2. 5A2 ORDINANCES REGARDING MOBILE FOOD ESTABLISHMENTS.PDF
   3. 5A3 EXAMPLES OF LICENSE APPLICATIONS.PDF
   4. 5B1 ORDINANCE REVIEW - ANIMAL RESTRICTIONS.PDF
   5. 5B2 ANIMALS ORDINANCE VILLAGE OF COTTAGE GROVE.PDF

7. Future Agenda Items.

8. Set Next Meeting Date.

9. Adjournment

Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

If you
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you ca
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Village of Cottage Grove Board
Application for Appointment to Village Commissions/Committees

If you are interested in serving the community as a committee member, please complete this application form and return it by email to the village clerk: lkalata@village.cottage-grove.wi.us or you can mail it to Village Hall, c/o Lisa Kalata, 221 E. Cottage Grove Road, Cottage Grove, WI 53527. Committee applications are kept on file and reviewed as necessary to fill vacancies. For more information about committees, please refer to our website: www.village.cottage-grove.wi.us. If you have additional questions, please contact Village hall at (608) 839-4704, or Lisa Kalata at lkalata@village.cottage-grove.wi.us. Thank you for your interest!

Name: Mick Conrad		
Street Address: 308 Southing Grange		
City: Cottage Grove	State: WI	Zip Code: 53527
Phone #: (608) 622-7760	Email: mick.conrad@mconrad.com	

Choose a Committee(s)	
__ Ad Hoc Architectural Review Committee	__ Parks, Recreation & Forestry Committee
__ Ad Hoc Glacial Drumlin Bike Path Committee	__ Peer Court Steering Committee
__ Board of Review	__ Plan Commission
__ Community Development Authority	__ Police Commission
__ Emergency Government Committee	__ Public Relations Committee
__ Finance and Personnel Committee	__ Public Works & Properties Committee
__ Flynn Hall Committee	__ Sustainability Committee
_X Housing Task Force	__ Tourism Commission
__ Law Enforcement Committee	__ Utility Commission
__ Library Planning Committee	__ Zoning Board of Appeals
__ Ordinance Review Committee	___ Other (please specify): _____

Background (related experiences, skills or qualifications):

Thirty years of affordable housing, municipal and land use experience, including serving as:
> General counsel for the Wisconsin Housing and Economic Development Authority;
> Land use and utilities legal counsel for a mid-sized city; and
> General counsel for real estate and property management companies.
Wisconsin licensed attorney.
Wisconsin licensed real estate broker.

Why you are interested in this committee(s):

I would like to help create affordable housing for Cottage Grove residents.

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
ALSCO					
1462	ALSCO	IMIL1610498	MATS AT MUNICIPAL SERVICES BLDG	601-60850-340	10.71
1462	ALSCO	IMIL1610498	MATS AT MUNICIPAL SERVICES BLDG	600-60920-340	10.71
1462	ALSCO	IMIL1610498	MATS AT MUNICIPAL SERVICES BLDG	100-51700-210	32.15
1462	ALSCO	IMIL1610499	MATS & UNIFORMS	601-60850-340	12.92
1462	ALSCO	IMIL1610499	MATS & UNIFORMS	600-60920-340	12.92
1462	ALSCO	IMIL1610499	MATS & UNIFORMS	100-53200-340	33.29
1462	ALSCO	IMIL1610499	MATS & UNIFORMS	100-51700-210	20.57
1462	ALSCO	IMIL1610500	MATS AT VILLAGE HALL	601-60850-340	7.99
1462	ALSCO	IMIL1610500	MATS AT VILLAGE HALL	600-60920-340	7.99
1462	ALSCO	IMIL1610500	MATS AT VILLAGE HALL	100-51600-210	23.99
1462	ALSCO	IMIL1612770	MATS AT MUNICIPAL SERVICES BLDG	100-51700-210	32.15
1462	ALSCO	IMIL1612770	MATS AT MUNICIPAL SERVICES BLDG	600-60920-340	10.71
1462	ALSCO	IMIL1612770	MATS AT MUNICIPAL SERVICES BLDG	601-60850-340	10.71
1462	ALSCO	IMIL1612771	MATS & UNIFORMS	100-51700-210	20.57
1462	ALSCO	IMIL1612771	MATS & UNIFORMS	100-53200-340	33.29
1462	ALSCO	IMIL1612771	MATS & UNIFORMS	600-60920-340	12.92
1462	ALSCO	IMIL1612771	MATS & UNIFORMS	601-60850-340	12.92
1462	ALSCO	IMIL1612772	MATS AT VILLAGE HALL	100-51600-210	23.99
1462	ALSCO	IMIL1612772	MATS AT VILLAGE HALL	600-60920-340	7.99
1462	ALSCO	IMIL1612772	MATS AT VILLAGE HALL	601-60850-340	7.99
	Total ALSCO:				346.48
APG MEDIA OF WISCONSIN LLC					
6540	APG MEDIA OF WISCONSIN LLC	09/22/2020	HERALD INDEPENDENT	100-52100-340	46.95
	Total APG MEDIA OF WISCONSIN LLC:				46.95
ASSOC APPRAISAL CONSULTANT INC					
90	ASSOC APPRAISAL CONSULTANT IN	150547	PROF SERVICES - OCTOBER 2020	100-51530-210	1,250.00
90	ASSOC APPRAISAL CONSULTANT IN	150547	POSTAGE FOR REVALUATION	100-51530-340	95.50
90	ASSOC APPRAISAL CONSULTANT IN	150547	INTERNET POSTING	100-51530-210	37.77
	Total ASSOC APPRAISAL CONSULTANT INC:				1,383.27
CAPITAL NEWSPAPERS					
4818	CAPITAL NEWSPAPERS	12962	PLANNING	100-56300-340	78.02
4818	CAPITAL NEWSPAPERS	14330	PLANNING	100-56300-340	69.46
4818	CAPITAL NEWSPAPERS	14335	PLANNING	100-56300-340	73.74
4818	CAPITAL NEWSPAPERS	15864	ORDINANCE 09-2020	100-56300-340	61.97
4818	CAPITAL NEWSPAPERS	16174	COMPREHENSIVE PLAN HEARING	100-56300-340	38.06
	Total CAPITAL NEWSPAPERS:				321.25
CINTAS					
6480	CINTAS	5032054945	FIRST AID KIT SUPPLIES - VILLAGE HALL	601-60834-340	5.96
6480	CINTAS	5032054945	FIRST AID KIT SUPPLIES - VILLAGE HALL	600-60935-340	5.96
6480	CINTAS	5032054945	FIRST AID KIT SUPPLIES - VILLAGE HALL	100-51600-340	17.90
6480	CINTAS	5032054998	FIRST AID KIT SUPPLIES - MSB	601-60834-340	1.59
6480	CINTAS	5032054998	FIRST AID KIT SUPPLIES - MSB	600-60935-340	1.59
6480	CINTAS	5032054998	FIRST AID KIT SUPPLIES - MSB	100-51700-340	18.05
	Total CINTAS:				51.05
COMPUTER MAGIC INC					
930	COMPUTER MAGIC INC	5292	SERVICE AGREEMENT OCTOBER 2020	100-51100-340	160.94

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
930	COMPUTER MAGIC INC	5292	SERVICE AGREEMENT OCTOBER 2020	100-51420-214	1,287.49
930	COMPUTER MAGIC INC	5292	SERVICE AGREEMENT OCTOBER 2020	100-52100-214	804.69
930	COMPUTER MAGIC INC	5292	SERVICE AGREEMENT OCTOBER 2020	100-55310-340	321.88
930	COMPUTER MAGIC INC	5292	SERVICE AGREEMENT OCTOBER 2020	100-53100-340	321.88
930	COMPUTER MAGIC INC	5292	SERVICE AGREEMENT OCTOBER 2020	600-60920-340	160.94
930	COMPUTER MAGIC INC	5292	SERVICE AGREEMENT OCTOBER 2020	601-60850-340	160.94
	Total COMPUTER MAGIC INC:				3,218.76
CONNEY SAFETY PRODUCTS					
244	CONNEY SAFETY PRODUCTS	05905870	SAFETY EQUIPMENT	601-60827-340	79.91
244	CONNEY SAFETY PRODUCTS	05905870	SAFETY EQUIPMENT	600-60600-340	79.91
244	CONNEY SAFETY PRODUCTS	05905870	SAFETY EQUIPMENT	100-53300-340	239.74
	Total CONNEY SAFETY PRODUCTS:				399.56
CONNOR, DILLON					
6127	CONNOR, DILLON	6127-100620	FLAG FOOTBALL STAFF	100-55310-346	50.00
	Total CONNOR, DILLON:				50.00
CONSTRUCTION FABRICS AND					
1131	CONSTRUCTION FABRICS AND	193186	STRAW MATTING	100-53440-340	12.00
1131	CONSTRUCTION FABRICS AND	193186	STRAW MATTING	600-60935-340	12.00
1131	CONSTRUCTION FABRICS AND	193186	STRAW MATTING	601-60834-340	12.00
	Total CONSTRUCTION FABRICS AND:				36.00
CORE & MAIN LP					
1463	CORE & MAIN LP	M351322	AMI SYSTEM TRAINING	600-34600	5,500.00
1463	CORE & MAIN LP	N066166	PVC CAPS	601-60831-340	56.25
	Total CORE & MAIN LP:				5,556.25
COTTAGE GROVE WATER & SEWER					
189	COTTAGE GROVE WATER & SEWER	10105.01	10105.01 - 200 PROGRESS DR	100-51700-222	628.22
189	COTTAGE GROVE WATER & SEWER	10105.01	10105.01 - 200 PROGRESS DR	600-60920-221	55.43
189	COTTAGE GROVE WATER & SEWER	10105.01	10105.01 - 200 PROGRESS DR	601-60850-221	55.43
189	COTTAGE GROVE WATER & SEWER	10107.01	10107.01 - 200 PROGRESS DR	100-51700-222	127.50
189	COTTAGE GROVE WATER & SEWER	10107.01	10107.01 - 200 PROGRESS DR	600-60920-221	11.25
189	COTTAGE GROVE WATER & SEWER	10107.01	10107.01 - 200 PROGRESS DR	601-60850-221	11.25
189	COTTAGE GROVE WATER & SEWER	10110.02	10110.02 - 220 PROGRESS DR	100-51700-222	108.64
189	COTTAGE GROVE WATER & SEWER	10110.02	10110.02 - 220 PROGRESS DR	600-60920-221	9.59
189	COTTAGE GROVE WATER & SEWER	10110.02	10110.02 - 220 PROGRESS DR	601-60850-221	9.59
189	COTTAGE GROVE WATER & SEWER	10115.02	10115.02 - 230 PROGRESS DR	100-51700-222	487.08
189	COTTAGE GROVE WATER & SEWER	10115.02	10115.02 - 230 PROGRESS DR	600-60920-221	42.98
189	COTTAGE GROVE WATER & SEWER	10115.02	10115.02 - 230 PROGRESS DR	601-60850-221	42.98
189	COTTAGE GROVE WATER & SEWER	10120.01	10120.01 - 240 PROGRESS DR	100-51700-222	85.53
189	COTTAGE GROVE WATER & SEWER	10120.01	10120.01 - 240 PROGRESS DR	600-60920-221	7.55
189	COTTAGE GROVE WATER & SEWER	10120.01	10120.01 - 240 PROGRESS DR	601-60850-221	7.55
189	COTTAGE GROVE WATER & SEWER	1270.00	1270.00 - COMMUNITY PARK SHELTER	100-55200-222	108.70
189	COTTAGE GROVE WATER & SEWER	1805.00	1805.00 - POST OFFICE LIFT STATION	601-60850-221	308.08
189	COTTAGE GROVE WATER & SEWER	2350.00	2350.00 - FIREMANS PARK BUBBLER	100-55200-222	58.93
189	COTTAGE GROVE WATER & SEWER	2355.00	2355.00 - FIREMANS PARK FOOD STAND	100-55200-222	99.63
189	COTTAGE GROVE WATER & SEWER	2360.00	2360.00 - LION SHELTER	100-55200-222	191.26
189	COTTAGE GROVE WATER & SEWER	2783.00	2783.00 - VILLAGE HALL	100-51600-222	76.70
189	COTTAGE GROVE WATER & SEWER	2783.00	2783.00 - VILLAGE HALL	600-60920-221	25.56

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
189	COTTAGE GROVE WATER & SEWER	2783.00	2783.00 - VILLAGE HALL	601-60850-221	25.56
189	COTTAGE GROVE WATER & SEWER	50000.00	50000.00 - WELL HOUSE #4	600-60920-221	147.96
189	COTTAGE GROVE WATER & SEWER	52000.00	52000.00 - VILAS ROAD LIFT STATION	601-60850-221	1,265.48
189	COTTAGE GROVE WATER & SEWER	52005.00	52005.00 - BAKKEN PARK SHELTER	100-55200-222	192.97
189	COTTAGE GROVE WATER & SEWER	6713.00	6713.00 - NORTHLAWN PARK	100-55200-222	103.66
189	COTTAGE GROVE WATER & SEWER	8465.00	8465.00 - RG HUSTON PARK SHELTER	100-55200-222	113.73
189	COTTAGE GROVE WATER & SEWER	8990.01	8990.01 - PUBLIC WORKS BUILDING	100-53200-222	77.30
189	COTTAGE GROVE WATER & SEWER	8990.01	8990.01 - PUBLIC WORKS BUILDING	600-60920-221	25.77
189	COTTAGE GROVE WATER & SEWER	8990.01	8990.01 - PUBLIC WORKS BUILDING	601-60850-221	25.77
	Total COTTAGE GROVE WATER & SEWER:				4,537.63
CUMMINS SALES AND SERVICE					
3950	CUMMINS SALES AND SERVICE	F6-71505	ANNUAL GENERATOR INSPECTION - COMMERCE	601-60832-340	236.67
3950	CUMMINS SALES AND SERVICE	F6-71506	ANNUAL GENERATOR INSPECTION S.MAIN LIFT S	601-60832-340	248.51
3950	CUMMINS SALES AND SERVICE	F6-71508	ANNUAL GENERATOR INSPECTION VILAS RD LIFT	601-60832-340	236.67
	Total CUMMINS SALES AND SERVICE:				721.85
DANE CO TREASURER					
195	DANE CO TREASURER	195-10062020	SEPTEMBER 2020 FINES & FORFEITURES	100-24300	390.00
	Total DANE CO TREASURER:				390.00
DEPT OF ADMINISTRATION					
2139	DEPT OF ADMINISTRATION	2139-10062020	SEPTEMBER 2020 FINES & FORFEITURES	100-24200	1,321.00
	Total DEPT OF ADMINISTRATION:				1,321.00
DIRT KING MATERIALS INC					
6487	DIRT KING MATERIALS INC	1028	BRUSH PILE GRINDING & REMOVAL	100-53620-340	4,848.00
	Total DIRT KING MATERIALS INC:				4,848.00
EHLERS & ASSOCIATES INC					
4995	EHLERS & ASSOCIATES INC	59363	PAYING AGENT FEE	300-58200-691	400.00
4995	EHLERS & ASSOCIATES INC	59364	PAYING AGENT FEE	300-58200-691	400.00
	Total EHLERS & ASSOCIATES INC:				800.00
ERB, ISAIAH					
6466	ERB, ISAIAH	6466-100620	FLAG FOOTBALL STAFF	100-55310-346	60.00
	Total ERB, ISAIAH:				60.00
GEISHIRT, AMBER					
6632	GEISHIRT, AMBER	2002098.002	ACCOUNT BALANCE REFUND	100-46720-000	120.00
	Total GEISHIRT, AMBER:				120.00
GENERAL CODE PUBLISHERS					
690	GENERAL CODE PUBLISHERS	GC00111269	ECODE360 ANNUAL MAINTENANCE FEE	100-51310-210	995.00
	Total GENERAL CODE PUBLISHERS:				995.00
GORDON FLESCH CO					
212	GORDON FLESCH CO	IN13066625	CONTRACT COPY CHARGES 08/15/2020-09/15/202	100-51420-340	37.63

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
212	GORDON FLESCH CO	IN13066625	CONTRACT COPY CHARGES 08/15/2020-09/15/202	100-55310-340	37.63
212	GORDON FLESCH CO	IN13066625	CONTRACT COPY CHARGES 08/15/2020-09/15/202	100-53100-340	37.63
212	GORDON FLESCH CO	IN13066625	CONTRACT COPY CHARGES 08/15/2020-09/15/202	600-60920-340	18.81
212	GORDON FLESCH CO	IN13066625	CONTRACT COPY CHARGES 08/15/2020-09/15/202	601-60850-340	18.81
212	GORDON FLESCH CO	IN13066625	CONTRACT COPY CHARGES 08/15/2020-09/15/202	100-51520-700	180.00
	Total GORDON FLESCH CO:				330.51
GRAINGER					
142	GRAINGER	1394527464	ZIP TIES	100-55200-340	6.78
	Total GRAINGER:				6.78
HIBNER, JORDAN					
5758	HIBNER, JORDAN	5758-100620	FLAG FOOTBALL STAFF	100-55310-346	90.00
	Total HIBNER, JORDAN:				90.00
HYDROCORP					
6454	HYDROCORP	0058922-IN	CROSS CONNECTION CONTROL PROGRAM	600-60923-210	1,147.00
	Total HYDROCORP:				1,147.00
LAFORCE INC					
5854	LAFORCE INC	1142514	SEVER CABINET	100-55200-340	168.00
	Total LAFORCE INC:				168.00
LEAGUE OF WI MUNICIPALITIES					
8	LEAGUE OF WI MUNICIPALITIES	8-10062020	MELISSA RATCLIFF CONFERENCE	100-51100-330	150.00
	Total LEAGUE OF WI MUNICIPALITIES:				150.00
LEE RECREATION LLC					
6133	LEE RECREATION LLC	13037-20	WILLOW RUN PLAYGROUND REPLACEMENT	205-55206-810	77,000.00
	Total LEE RECREATION LLC:				77,000.00
LITHO SPECIALISTS					
933	LITHO SPECIALISTS	ls30853	WATER & SEWER UTILITY BILLS	601-60840-310	259.75
933	LITHO SPECIALISTS	ls30853	WATER & SEWER UTILITY BILLS	600-60902-310	259.75
	Total LITHO SPECIALISTS:				519.50
MADISON ROCK & SAND LLC					
1631	MADISON ROCK & SAND LLC	24232	ROAD REPAIR	100-53300-370	104.73
1631	MADISON ROCK & SAND LLC	24265	COMPOST DISPOSAL	100-53620-340	192.10
	Total MADISON ROCK & SAND LLC:				296.83
MSA PROFESSIONAL SERVICES INC					
99	MSA PROFESSIONAL SERVICES INC	R00094041.0-16	BAKKEN PARK 2020 IMPROVEMENTS	410-57330-821	9,062.40
99	MSA PROFESSIONAL SERVICES INC	R00094071.0-54	MOVIN OUT	210-13902	595.00
99	MSA PROFESSIONAL SERVICES INC	R00094071.0-54	DOLPHIN SWIM	210-13903	425.00
99	MSA PROFESSIONAL SERVICES INC	R00094071.0-54	DUE FROM KWIK TRIP	210-13860	85.00
99	MSA PROFESSIONAL SERVICES INC	R00094071.0-54	DUE FROM CG COMMONS	210-13898	170.15
99	MSA PROFESSIONAL SERVICES INC	R00094071.0-54	DUE FROM GREYWOLF HOTEL	210-13895	240.75

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
99	MSA PROFESSIONAL SERVICES INC	R00094071.0-54	DUE FROM HUSTONS HOTEL	210-13803	1,669.60
99	MSA PROFESSIONAL SERVICES INC	R00094071.0-54	DUE FROM HUSTONS 1855	210-13803	196.25
99	MSA PROFESSIONAL SERVICES INC	R00094072.0-52	UTILITY GIS	601-60832-340	37.50
99	MSA PROFESSIONAL SERVICES INC	R00094072.0-52	UTILITY GIS	601-60831-350	112.50
99	MSA PROFESSIONAL SERVICES INC	R00094072.0-52	UTILITY GIS	601-60831-240	225.00
99	MSA PROFESSIONAL SERVICES INC	R00094072.0-52	UTILITY GIS	601-60827-340	75.00
99	MSA PROFESSIONAL SERVICES INC	R00094072.0-52	UTILITY GIS	600-60651-340	225.00
99	MSA PROFESSIONAL SERVICES INC	R00094072.0-52	UTILITY GIS	600-60652-340	37.50
99	MSA PROFESSIONAL SERVICES INC	R00094072.0-52	UTILITY GIS	600-60653-340	15.00
99	MSA PROFESSIONAL SERVICES INC	R00094072.0-52	UTILITY GIS	600-60654-340	22.50
99	MSA PROFESSIONAL SERVICES INC	R00094077.0 - 35	DUE FROM A&M MANAGEMENT	210-13888	1,553.38
99	MSA PROFESSIONAL SERVICES INC	R00094084.0 - 26A	GLACIAL DRUMLIN PATH IMPROVEMENT (TAP)	410-57331-820	8,646.45
99	MSA PROFESSIONAL SERVICES INC	R00094084.0-26B	CLARK ST ACQUISITION	410-57331-820	2,821.25
99	MSA PROFESSIONAL SERVICES INC	R00094085.0 - 36A	GENERAL ENGINEERING	100-53110-210	720.00
99	MSA PROFESSIONAL SERVICES INC	R00094090.0 - 17	DUE FROM MGSD	210-13840	1,623.20
99	MSA PROFESSIONAL SERVICES INC	R00094092.0 - 15A	CTH HWY BB URBANIZATION	410-57340-820	1,616.80
99	MSA PROFESSIONAL SERVICES INC	R00094092.0 - 15B	BB BUSS INTERSECTION SIGNAL	410-57341-820	2,751.00
99	MSA PROFESSIONAL SERVICES INC	R00094092.0 - 15C	TEMPORARY BUSS ROAD IMPROVEMENTS	210-13840	1,093.00
99	MSA PROFESSIONAL SERVICES INC	R00094096.0 - 9	VILAS ROAD UTILITY EXTENSEION	410-57332-821	2,830.00
99	MSA PROFESSIONAL SERVICES INC	R00094098.0 - 9	CG COMMONS & N WINDSOR	600-60923-210	33.75
99	MSA PROFESSIONAL SERVICES INC	R00094098.0 - 9	CG COMMONS & N WINDSOR	601-60852-210	33.75
99	MSA PROFESSIONAL SERVICES INC	R00094103.0 - 2	TID 5 SOIL BORINGS	405-57120-820	1,595.00
	Total MSA PROFESSIONAL SERVICES INC:				38,511.73
NAPA AUTO PARTS					
167	NAPA AUTO PARTS	697404	SHOP SUPPLIES	100-53300-340	33.89
167	NAPA AUTO PARTS	697404	SHOP SUPPLIES	600-60935-340	11.30
167	NAPA AUTO PARTS	697404	SHOP SUPPLIES	601-60834-340	11.30
167	NAPA AUTO PARTS	697704	TRANSFER PUMP RETURN	100-53300-340	41.39-
167	NAPA AUTO PARTS	697704	TRANSFER PUMP RETURN	600-60935-340	13.80-
167	NAPA AUTO PARTS	697704	TRANSFER PUMP RETURN	601-60834-340	13.80-
167	NAPA AUTO PARTS	697704	FUNNEL	100-53300-340	2.81
167	NAPA AUTO PARTS	697704	FUNNEL	600-60935-340	.94
167	NAPA AUTO PARTS	697704	FUNNEL	601-60834-340	.94
	Total NAPA AUTO PARTS:				7.81-
O'REILLY AUTO PARTS					
4458	O'REILLY AUTO PARTS	4331-346826	PAINT SPRAYER PART	100-55200-350	5.99
	Total O'REILLY AUTO PARTS:				5.99
OVERHEAD DOOR COMPANY					
5711	OVERHEAD DOOR COMPANY	23763	PW SHOP GARAGE DOOR REPAIR	100-53200-340	151.20
5711	OVERHEAD DOOR COMPANY	23763	PW SHOP GARAGE DOOR REPAIR	600-60935-340	50.40
5711	OVERHEAD DOOR COMPANY	23763	PW SHOP GARAGE DOOR REPAIR	601-60834-340	50.40
	Total OVERHEAD DOOR COMPANY:				252.00
POMP'S TIRE SERVICE INC					
2813	POMP'S TIRE SERVICE INC	80224483	TIRE REPAIR	601-60834-340	4.41
2813	POMP'S TIRE SERVICE INC	80224483	TIRE REPAIR	600-60935-340	4.41
2813	POMP'S TIRE SERVICE INC	80224483	TIRE REPAIR	100-53300-340	13.21
	Total POMP'S TIRE SERVICE INC:				22.03

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
ROBERT J NICKLES INC					
5592	ROBERT J NICKLES INC	5416	DISCONNECT ELECTRIC ON COMMERCE PARK SI	405-57500-800	103.96
	Total ROBERT J NICKLES INC:				103.96
SSM HEALTH MEDICAL GROUP					
6176	SSM HEALTH MEDICAL GROUP	2613049	NEW HIRE TESTING	100-55310-340	51.00
6176	SSM HEALTH MEDICAL GROUP	2613398	RANDOM PW TESTING	100-53100-340	30.60
6176	SSM HEALTH MEDICAL GROUP	2613398	RANDOM PW TESTING	600-60920-340	10.20
6176	SSM HEALTH MEDICAL GROUP	2613398	RANDOM PW TESTING	601-60850-340	10.20
	Total SSM HEALTH MEDICAL GROUP:				102.00
STAFFORD ROSENBAUM LLP					
4428	STAFFORD ROSENBAUM LLP	1242878	GENERAL	100-51300-210	6,980.00
4428	STAFFORD ROSENBAUM LLP	1242878	TID 5	405-57120-820	665.00
4428	STAFFORD ROSENBAUM LLP	1242878	WATER UTILITY	600-60923-210	211.25
4428	STAFFORD ROSENBAUM LLP	1242878	SEWER UTILITY	601-60840-210	211.25
4428	STAFFORD ROSENBAUM LLP	1242879	FIRE DISTRICT	100-52200-340	2,205.00
4428	STAFFORD ROSENBAUM LLP	1242880	DUE FROM GREYWOLF HOTEL	210-13895	59.00
4428	STAFFORD ROSENBAUM LLP	1242881	DUE FROM CG BUSINESS DEVELOPMENT	210-13897	501.50
4428	STAFFORD ROSENBAUM LLP	1242881	TID 10 GENERAL	510-57120-820	501.50
4428	STAFFORD ROSENBAUM LLP	1242882	BB BUSS RD IMPROVEMENTS SIGNAL	410-57341-820	413.00
4428	STAFFORD ROSENBAUM LLP	1242883-1242890	MUNICIPAL COURT	100-51200-210	360.50
	Total STAFFORD ROSENBAUM LLP:				12,108.00
STOUGHTON LUMBER CO INC					
5116	STOUGHTON LUMBER CO INC	5116-100620	PORTA POTTY	100-55310-344	57.50
	Total STOUGHTON LUMBER CO INC:				57.50
SUPERIOR CHEMICAL CORP					
11	SUPERIOR CHEMICAL CORP	278459	SOAP DISPENSERS	100-55200-340	333.75
11	SUPERIOR CHEMICAL CORP	278463	WET WELL TREATMENT CHEMICALS	601-60827-340	1,024.48
11	SUPERIOR CHEMICAL CORP	278776	GREASE	100-53300-340	156.30
11	SUPERIOR CHEMICAL CORP	278776	GREASE	600-60935-340	52.10
11	SUPERIOR CHEMICAL CORP	278776	GREASE	601-60834-340	52.10
11	SUPERIOR CHEMICAL CORP	279457	DISINFECTANT WIPES	100-51520-700	86.25
	Total SUPERIOR CHEMICAL CORP:				1,704.98
TDS					
198	TDS	?	BAKKEN INTERNET	100-55200-340	272.92
	Total TDS:				272.92
TOTAL WATER TREATMENT SYSTEMS					
4987	TOTAL WATER TREATMENT SYSTEM	0880521	BOTTLED WATER - SEPTEMBER 2020-VILLAGE HA	100-51420-340	13.34
4987	TOTAL WATER TREATMENT SYSTEM	0880521	BOTTLED WATER - SEPTEMBER 2020-VILLAGE HA	600-60920-340	4.45
4987	TOTAL WATER TREATMENT SYSTEM	0880521	BOTTLED WATER - SEPTEMBER 2020-VILLAGE HA	601-60850-340	4.45
4987	TOTAL WATER TREATMENT SYSTEM	0880521	BOTTLED WATER - SEPTEMBER 2020 - POLICE DE	100-52100-340	102.52
	TOTAL WATER TREATMENT SYSTEMS:				124.76
US CELLULAR					
594	US CELLULAR	0394692519	AMI AT WATER TOWER	600-60902-340	29.37

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
594	US CELLULAR	0395510693	POLICE DEPT MODEM	100-52100-214	277.59
594	US CELLULAR	0396936286	CELL PHONE CHARGES - POLICE DEPT	100-52100-225	370.50
	Total US CELLULAR:				677.46
USA BLUE BOOK					
150	USA BLUE BOOK	365372	HYDRANT WRENCHES	600-60654-340	147.01
150	USA BLUE BOOK	365372	TESTING SUPPLIES	600-60630-210	171.74
	Total USA BLUE BOOK:				318.75
VOIANCE LANGUAGE SERVICES LLC					
6539	VOIANCE LANGUAGE SERVICES LL	1217740	LANGUAGE LINE	100-52100-340	25.00
	Total VOIANCE LANGUAGE SERVICES LLC:				25.00
WI STATE LABORATORY OF HYGIENE					
6373	WI STATE LABORATORY OF HYGIEN	648033	WATER TESTING	600-60630-210	206.00
	Total WI STATE LABORATORY OF HYGIENE:				206.00
	Grand Totals:				159,396.94

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
DELTA DENTAL OF WISCONSIN					
94	DELTA DENTAL OF WISCONSIN	1496889	DENTAL PREMIUM - OCTOBER 2020	100-21532	3,621.42
	Total DELTA DENTAL OF WISCONSIN:				3,621.42
FRONTIER					
3912	FRONTIER	3912-100620	608-839-4698 VILLAGE HALL FAX	601-60850-225	14.14
3912	FRONTIER	3912-100620	608-839-4698 VILLAGE HALL FAX	600-60920-225	14.14
3912	FRONTIER	3912-100620	608-839-4698 VILLAGE HALL FAX	100-51600-225	42.44
	Total FRONTIER:				70.72
POSTMASTER					
111	POSTMASTER	111-093020	POSTAGE - 3RD QTR WATER & SEWER BILLS	601-60840-311	338.58
111	POSTMASTER	111-093020	POSTAGE - 3RD QTR WATER & SEWER BILLS	600-60902-311	338.58
	Total POSTMASTER:				677.16
	Grand Totals:				4,369.30

Village -	$149,294.92
Water & Sewer -	$ 14,471.32
Total Invoices -	$ 163,766.24