

VILLAGE OF WINDSOR – UTILITY COMMISSION MEETING

Tuesday, January 26, 2015 at 5 p.m.

Windsor Municipal Building / Meeting Room, 4084 Mueller Rd, DeForest, WI

AGENDA

- 1) **Call Meeting to Order and Roll Call**
- 2) **Recitation of the Pledge of Allegiance**
- 3) **Announcements:**
- 4) **Introductions**
- 5) **Staffing and Job Descriptions**
- 6) **Service Areas**
- 7) **Finance Report**
 - a. **Statement Balances 12/31/2015**
 - b. **Invoices**
- 8) **Discussion on Creation Ordinance, Sewer Ordinance and Water Ordinance**
- 9) **Engineers Report**
 - a. **Submittal to PSC for Construction Approval for Windsor Utility District No. 1 Water Booster Station and Interconnect**
 - b. **CTH CV High Strength Wastewater Discharge Issues Approval to Make Contact with the Two Discharges with Assistance from Madison Metropolitan Sewerage District**
 - c. **Utility Districts Legal Descriptions Records and Assessment Efforts**
 - d. **Windsor Crossing Phase 1 Plan Review**
 - e. **Reduction of Letter of Credit – Phase 1 Bear Tree**
 - f. **Reduction of Letter of Credit – Wolf Hollow, Lot 97**
 - g. **Reduction of Letter of Credit – Wolf Hollow, Phase 4**
 - h. **Wolf Hollow, Phase 4 Upsizing of Water Main Reimbursement**
 - i. **Reduction of Letter of Credit – Prairie Creek Phase 2D**
 - j. **Authorization to Begin Coordinated Chloride Reduction Plan and CMOM for Utility District No. 1 and Utility District No. 2**

10) Adjournment

Posted 01/15/2016: Windsor Municipal Building and Village Website (www.windsorwi.gov) and
Published 01/21/2016 in the DeForest Times Tribune

All agenda items are posted for discussion and possible action by the Utility Commission.

The Utility Commission may allow public input on any listed agenda item.

NOTE: Please note that, upon reasonable notice, efforts will be made to accommodate the need(s) of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Village Clerks Office at 4084 Mueller Rd, DeForest, WI 53532 or (608)846-3854.

NOTE: It is possible that members of and a possible quorum 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 governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Approved
2.23.2016

VILLAGE OF WINDSOR
UTILITY COMMISSION MEETING

Minutes

January 26, 2016

1. Call Meeting To Order And Roll Call.

Meeting convened by Chairperson Buchner at 5:00 p.m. He indicated that this is the first meeting of the Windsor Utility Commission. Commissioners present: Nicholas Loomis, Kitty Repas, Merlin Dorman, and Alan Buchner. It was noted that Commissioner Peter Byfield was not present.

Others present: Utility Commission Attorney Tim Fenner, Village Attorney Connie Anderson, Utility Engineer Jerry Groth, Village Engineer Kevin Richardson, Village Accountant Kevin Krynski, Village Director of Finance Tina Butteris, and Village President Bob Wipperfurth.

2. Recitation Of The Pledge Of Allegiance.

The Pledge of Allegiance was led by Commissioner Dorman.

3. Announcements.

None.

4. Introductions.

Chairperson Buchner asked the Commissioners and representatives for the village to give a short introduction, indicating what they do for the village.

Kevin Krynski indicated he was the Village's accountant. Their role as accountants and auditors is to take a look at rolling the utilities into the village financial statements. They are waiting on a meeting with the Department of Revenue.

Kevin Richardson stated he was the Village's Engineer and has some experience with utilities.

Jerry Groth, the Utility Engineer, indicated he was formerly with the Windsor Sanitary District. He was with the Sanitary District for 10 years. He deals with anything regarding the potable drinking water supply and sanitary sewer.

Commissioner Merlin Dorman was with the Sanitary District for 16-17 years.

Jeff Bartosiak was the Water and Sewer Operator at the Sanitary District. He deals with daily operations, daily water sampling, daily maintenance and checking of the wells and lift stations. He troubleshoots water leaks. Mr. Bartosiak was with the Sanitary District since 1995.

John Claas will have been with the Sanitary District for six years on February 1.

Commissioner Kitty Repas was with the Morrisonville Sanitary District and did all of the office work and took all of the calls.

Nick Loomis stated he had been on the Commission for the Lake Windsor Sanitary District for a few years.

Utility Commission Attorney Tim Fenner indicated he was the attorney for Windsor Sanitary District No. 1 and the Morrisonville Sanitary District.

Village Attorney Connie Anderson is the Village Attorney and does a lot of wastewater work. She is also co-counsel for Madison Metropolitan Sewerage District (“MMSD”).

Tina Butteris is the Village Director of Finance and is trying to work through the entire transition.

Bob Wipperfurth is the Village President. He indicated he was very happy to be at this historic meeting.

Chairperson Buchner noted that Peter Byfield was not present. He represents Oak Springs.

Chairperson Buchner indicated he was appointed to his position by President Wipperfurth.

5. Staffing And Job Descriptions.

Village Director of Finance Butteris has been working with the current staff of the Morrisonville Sanitary District and Windsor Sanitary District. She has received job descriptions and will be formulating new job descriptions for the new Commission. This may take up to six months.

Jeff Bartosiak and John Claas have been working with Dave Beyer at Morrisonville. They will also be working with Mark Tenjum who is the Certified Operator in Morrisonville.

Jerry Groth has not been the engineer for Morrisonville but will be taking on that role.

6. Service Areas.
 - a. Location.
 - b. Rates.

Village Engineer Richardson referenced the map that shows the different service areas. The sanitary districts do not exist anymore. The utility district now runs these service areas. Morrisonville is unique.

Village Engineer Richardson explained the systems on the map. Lake Windsor and Oak Springs are collection systems only.

The median household income for rural water in connection with grants and loans was discussed.

Village Engineer Richardson explained the memo which he provided regarding existing and estimated utility districts' water and sewer rates. There are both metered and unmetered. Customers are added every year to Windsor No. 1. Staff is looking at how Windsor will be looking at rates going forward. Rates will be blended for Hidden Springs, Lake Windsor, and Oak Springs. The blended rate will be \$53.55 per quarter for the first quarter. There is a difference between Windsor No. 1 and Morrisonville. It does not affect Windsor No. 1 by a whole lot. Rates will raise about \$.45 on the volume charge. The estimated charge for a merged system would be about \$26.70 per quarter vs. the former charge of \$25.38 per quarter.

Windsor has two sets of approved rates from the Public Service Commission: Morrisonville and Windsor Sanitary District No. 1. There is no need to get a rate application going yet.

Attorney Fenner provided two points of clarification. Another reason for considering two utility districts is the financing and debt structures. The debt structure should not be altered. There would be two districts for that purpose. The fire protection charge is not shown. It goes on the levy. This is outside of the rate. The levy may have to be looked at. Should it no longer be done as a levy but as a charge?

Kevin Krysinski responded that this will have to be discussed with the Department of Revenue.

Any rate increase should take about a year's worth of data, and then it would realistically take two years before any rates would be in effect.

Village Engineer Richardson indicated the PSC is only in charge of the water rates. Windsor can set its sewer rates. They are approved by the village.

Village Director of Finance Butteris indicated the village needed to get the Department of Revenue involved.

Attorney Fenner indicated that Windsor bills quarterly in arrears. There should be a bill indicating the new rate for unmetered users. Rates are adopted by resolution. The current ordinances are in effect until replaced.

Mr. Claas indicated there was a fee charged for residential construction.

Attorney Fenner indicated isn't it the plan to keep that in place for the foreseeable future? Keep the status quo.

Village Engineer Richardson indicated that the Windsor Sanitary District charged a connection fee.

Attorney Fenner explained the application fee is to cover the cost of processing the application. The connection fee is a reimbursement for the equity that MMSD puts into the system. The village has to have uniform administrative costs.

Village Director of Finance Butteris asked when is the application fee applicable.

Mr. Claas responded that it was for each lot with a building permit.

7. Finance Report.

a. Statement Balances 12/31/2015.

Village Director of Finance Butteris explained the reports. They are still working on bringing cash balances forward from each of these different districts.

A motion was made by Commissioner Repas, seconded by Commissioner Loomis, to approve the Treasurer's Report as presented. Motion carried with a 4-0 vote.

b. Invoices.

Village Director of Finance Butteris explained she has been working with the sanitary districts to get everything established. These are the checks that have been paid from November 9, 2015, through January 20, 2016.

A motion was made by Commissioner Dorman, seconded by Commissioner Repas, to approve the invoices as presented. Motion carried with a 4-0 vote.

8. Discussion On Creation Ordinance, Sewer Ordinance And Water Ordinance.

Village Attorney Anderson explained that she and Village Engineer Richardson spoke briefly before the meeting. She and Attorney Fenner intend to also talk about this. Village Engineer Richardson will look at the current ordinances and see what the Utility Commission can do to update the district as a whole. Attorney Fenner indicated the ordinances are substantially the same. He would like the ordinances themselves to be identical. However, the rates can be

different. The water ordinances are different. Water districts have to file tariffs. He indicated the PSC has used the case of *Caledonia* as a yardstick.

9. Engineer's Report.

Engineer Groth advised that, for a number of years, he has been creating an engineer's report. Most of the projects only have dealt with former Sanitary District No. 1. He did not have any other projects. This gives a big picture of what is being worked on, organized from a lot of involvement to some minor projects. He has added action requested from the Utility Commission.

a. Submittal To PSC For Construction Approval For Windsor Utility District No. 1 Water Booster Station And Interconnect.

The village will be designing a water booster station on North Towne Road to service Bear Tree. He would like to go to the PSC for construction approval. He will be asking for approval for two projects: the booster pump and the interconnect.

A motion was made by Commissioner Dorman, seconded by Commissioner Loomis, giving Engineer Groth approval to submit to the PSC a request for construction approval for the two above project components. Motion carried with a 4-0 vote.

b. CTH CV High Strength Wastewater Discharge Issues Approval To Make Contact With The Two Discharges With Assistance From Madison Metropolitan Sewerage District.

This involves the area where CV ties into Highway 19. MMSD has approached the sanitary district that someone is discharging high-strength wastewater. There are two locations for follow-up. Engineer Groth would like permission from the Commission, with MMSD's help, to determine if there is an issue. Windsor may actually be charged a surcharge from MMSD because of the high-strength wastewater discharge. One of the dischargers came to the Sanitary District and asked to have their discharge checked out to determine if it meets the village's ordinances. Regarding the potential other offender, it will require more discussion on what they are doing and maybe next month writing them a letter. At this point, Engineer Groth has not contacted them.

A motion was made by Commissioner Loomis, seconded by Commissioner Dorman, giving approval for Engineer Groth and/or in conjunction with village staff to research these infractions. Motion carried with a 4-0 vote.

c. Utility Districts Legal Descriptions Records And Assessment Efforts.

Engineer Groth would like permission from the Utility Commission to visit Morrisonville to get its records. A motion was made by Commissioner Repas, seconded by Commissioner Loomis,

allowing Engineer Groth to visit Morrisonville and get its records. Motion carried with a 4-0 vote.

d. Windsor Crossing Phase 1 Plan Review.

Engineer Groth indicated he charged his review time back to the developers. Windsor holds it in escrow.

A motion was made by Chairperson Buchner, seconded by Commissioner Kitty Repas, to allow Engineer Groth to continue with plan review comments. Motion carried with a 4-0 vote.

Reduction of Letters of Credit.

Engineer Groth explained that a number of developments are ending. As part of the process, the developer provides a letter of credit which is 120 percent of the cost of construction. This protects the village in the event the developer stops working. The village can then use the funds to complete the construction. The request has been made for a reduction in letters of credit.

Requests have been made in conjunction with e (Phase 1 Bear Tree), f (Wolf Hollow, Lot 97), g (Wolf Hollow, Phase 4), i (Prairie Creek, Phase 2D), and k (Windsor Commons, Nick Ladopoulos).

Engineer Groth is looking for authorization for a reduction in those letters of credit.

- e. Reduction Of Letter Of Credit – Phase 1 Bear Tree.
- f. Reduction Of Letter Of Credit – Wolf Hollow, Lot 97.
- g. Reduction Of Letter Of Credit – Wolf Hollow, Phase 4.
- i. Reduction Of Letter Of Credit – Prairie Creek, Phase 2D.
- k. Reduction Of Letter Of Credit – Windsor Commons (Nick Ladopoulos).

Regarding Prairie Creek Phase 2D, when the sanitary district was in place, Engineer Groth wrote to the developer saying the Commission approved of the second development and they could reduce their letter of credit. He never heard anything back. Also the 18-month guarantee period was to carry out until November. The original letter of credit expired in July. He asked for a revised letter of credit until November, and they never got any response.

Village Engineer Richardson indicated he would speak with Tom Jones.

A motion was made by Commissioner Dorman, seconded by Commissioner Repas, to approve a reduction in the letters of credit for Phase 1, Bear Tree; Wolf Hollow, Lot 97; Wolf Hollow, Phase 4; Prairie Creek, Phase 2D; and Windsor Commons (Nick Ladopoulos). Motion carried with a 4-0 vote.

h. Wolf Hollow, Phase 4 Upsizing Of Water Main Reimbursement.

The developer up-sized water main. Any water main put in over 8-inches will be reimbursed for the up-size cost. This is in line with what Windsor thought it should be. Engineer Groth would like the Commission to authorize the payment for the up-sizing (\$12,936).

A motion was made by Commissioner Dorman, seconded by Commissioner Loomis, to approve the payment for the up-sizing. Motion carried with a 4-0 vote.

j. Authorization To Begin Coordinated Chloride Reduction Plan And CMOM For Utility District No. 1 And Utility District No. 2.

Engineer Groth explained there were two components. MMSD has come out and asked districts and villages that send wastewater to MMSD to do a chloride reduction plan. Water softeners are the biggest contributor to the wastewater stream. They will need to sample wells for chloride activity.

Village Engineer Richardson asked Mark Tenjum to get the sampling done.

Engineer Groth would like permission to begin the coordinated chloride reduction plan. They will go to the schools and make sure their water softeners are softening properly.

Village Engineer Richardson asked for a scope of work and an estimate.

Engineer Groth indicated he would develop a work order and task list with a fee. He will do that for the chloride reduction plan.

CMOM (Capacity Management, Operation and Maintenance) is important to make sure the sanitary sewer has enough capacity at all times so there are no overflows. Windsor is required to get this done by August 1 of this year. It is an asset management record that is put in binders. Engineer Groth will come back with two or three separate work orders. Since Engineer Groth will be coming back with task orders, no motion is needed at this time.

Windsor Blue is on Golf Road at the golf course. It will be tied to the sanitary sewer near the duplexes. New repairs are needed which will be done when the tie-ins are made. They will physically make the repairs and line it with a liner. This is a future project. Engineer Groth would like this TV'd.

10. Jeff Bartosiak Attendance At The Wisconsin Rural Water Association Technical Conference.

Mr. Bartosiak explained there is a workshop in Green Bay that he would like to attend. He needs 18 credits in a three-year period and currently only has 3 credits. If he attends the seminar on Wednesday, Thursday, and Friday, he will receive 15 credits. His license expires the first part of December.

The cost of the workshop is \$170 plus two nights' lodging.

A motion was made by Commissioner Dorman, seconded by Commissioner Repas, to approve Jeff Bartosiak's attendance at the Wisconsin Rural Water Association Technical Conference in Green Bay. Motion carried with a 4-0 vote.

11. Appointment Of Vice Chairperson Of Utility Commission.

A Vice Chairperson is needed in the event Chairperson Buchner is unable to attend a meeting.

Chairperson Buchner nominated Commissioner Nick Loomis to fill that position. A motion to confirm the nomination was made by Commissioner Repas and seconded by Commissioner Dorman. Motion carried with a 4-0 vote.

12. Adjournment.

President Wipperfurth asked, from the Commission's perspective, was 5:00 p.m. a good time or is 4:00 p.m. better? At this time, the meetings are only once a month. However, there may need to be additional meetings.

Commissioner Repas indicated she golfs at 4:00 p.m. on Tuesdays in the summer.

Commissioners Dorman and Loomis indicated that 5:00 p.m. was fine with them.

Morning meetings were mentioned.

It was then decided that the next meeting would be on Tuesday, February 23, at 8:00 a.m.

At 6:25 p.m., a motion was made by Commissioner Dorman, seconded by Commissioner Repas, to adjourn the Utility Commission meeting. Motion carried with a 4-0 vote.

Respectfully submitted,

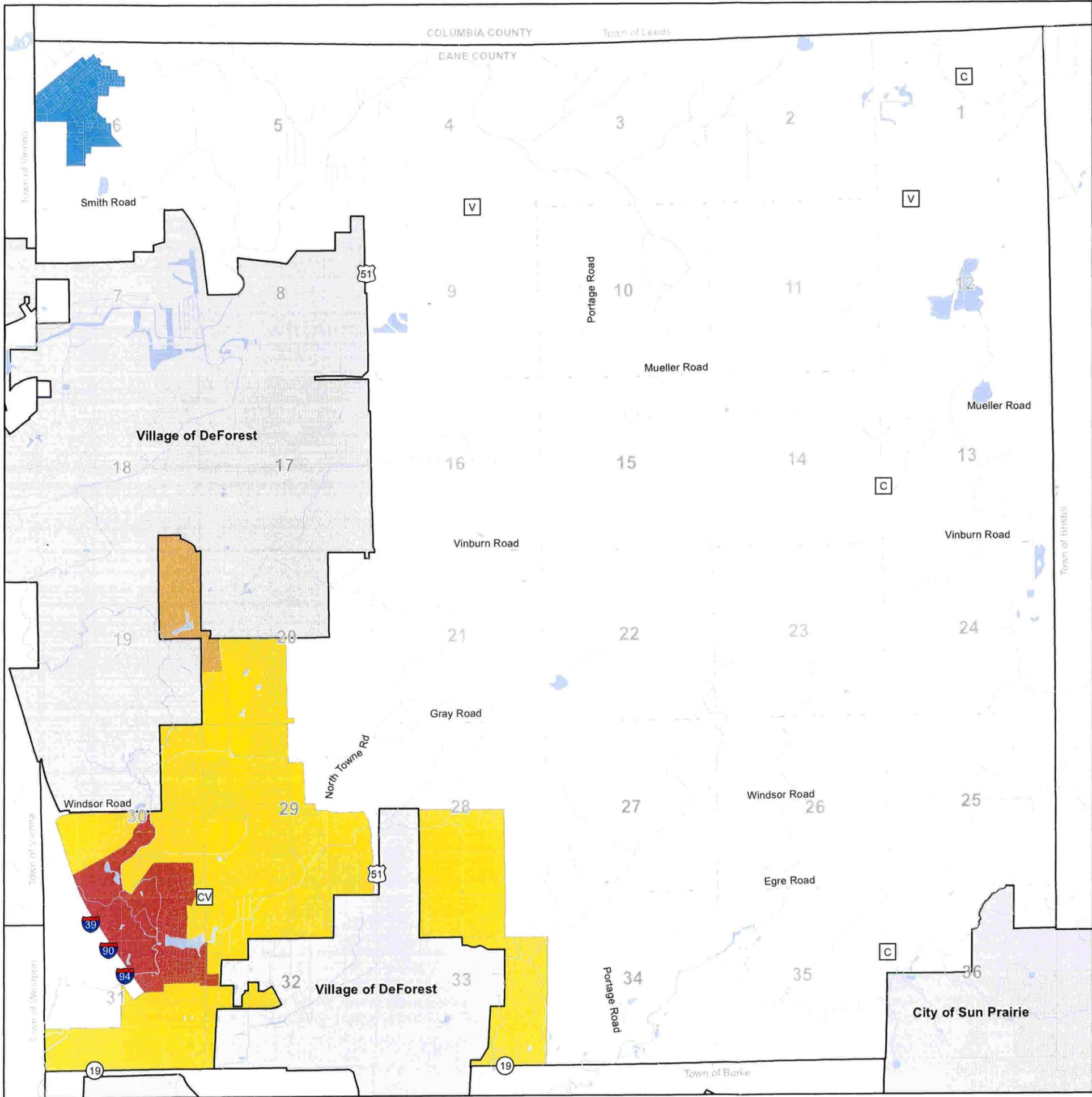


Ellen G. Teed
Recording Secretary

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Town of Windsor Sanitary Districts

November 2014 DRAFT



- Windsor Sanitary District
- Lake Windsor Sanitary
- Oak Springs Sanitary
- Morrisonville Sanitary

Map Source: Dan County Ltd. Town of Windsor





Memorandum

To: Windsor Utility Commission
 CC: Tina Butteris, Director of Finance/HR Manager
 From: Kevin Richardson, Village Engineer
 Date: January 15, 2016
 Re: Existing and Estimated Utility Districts Water and Sewer Rates

The table below lists the current water and sewer rates for each of the former Windsor sanitary districts. Also shown on the table is the estimated average quarterly bill for metered service customers of the former sanitary districts.

Present Rates & Sample Quarterly Bill Calculation

Sanitary Sewer Service

Unmetered Sanitary Districts

	Customers	Quarterly Rate/RU
Hidden Springs	21	\$ 66.75
Lake Windsor	115	\$ 48.00
Oak Springs	145	\$ 56.00

Note: Currently billed 3 times per year

Metered Sanitary Districts

	Customers	Quarterly Meter Charge	Volume Charge \$/1000 gal	Average Quarterly Usage Gallons	Estimated Quarterly Bill
Windsor No. 1	1006	\$ 28.49	3.27	13,000	\$ 71.00
Morrisonville	146	\$ 33.00	5.5	12,100	\$ 99.55

Water Service

Metered Water Districts

	Customers	Meter Charge	Volume Charge \$/1000 gal	Average Quarterly Usage Charge	Estimated Quarterly Bill
Windsor No. 1	1006	\$ 25.38	1.44	13,000	\$ 44.10
Morrisonville	146	\$ 36.00	5.45	12,100	\$ 101.95

Hidden Springs, Lake Windsor and Oaks Springs only have sanitary sewer service. The current charge for service and the estimated quarterly bill are the same. The Madison Metropolitan Sewerage District (MMSD) estimates the usage for

each of the former sanitary districts by measuring flows in manholes downstream of the collection systems. As shown in the table the current quarterly rates for sanitary sewer service range from \$56 to \$66.75 per quarter.

The Sanitary Sewer Service table shows the average estimated quarterly bill for sewer service is \$71.00 for Windsor No. 1 and \$99.55 for Morrisonville. Windsor Sanitary District No. 1 and Morrisonville Sanitary District customers are metered and quarterly sewer bills are calculated based on the usage read by the customer's water meter; in addition quarterly meter charges are added to the volume charge.

The Water Service table shows the average estimated quarterly bill for water service is \$44.10 for Windsor No. 1 and \$101.95 for Morrisonville. The Wisconsin Public Service Commission (WPSC) regulates water rates, but does not regulate sewer rates. Water service rates have recently been approved by the WPSC and these rates can continue to be charged until an application for a rate of determination is submitted.

The proposed plan for operating is to merge Hidden Springs, Lake Windsor and Oaks Springs with Windsor No. 1 as Windsor Utility District #1 and establish a uniform rate for unmetered customers. The table below illustrates how a consolidated unmetered rate could be calculated (calculate the total revenue generated from the existing rates then divide by the total number of customers).

Proposed Unmetered Rate Windsor Utility District #1

Sanitary District	Customers	Quarterly Rate/RU	Quarterly Revenue
Hidden Springs	21	\$ 66.75	1,402
Lake Windsor	115	\$ 48.00	5,520
Oak Springs	145	\$ 56.00	8,120
Total	281		\$ 15,042
Proposed Rate	281	\$ 53.55	\$ 15,048

The WPSC may require Windsor No. 1 and Morrisonville water systems be accounted for as one entity. The table below estimates the effect of a merger on the water volume charge. Actual water rates will be determined by the PSC, the analysis below is intended to show the relative effect of a merger.

Estimated Change In Volume Rates Due To Merged Water Systems

	Customers	Quarterly Meter Charge	Volume Charge 1000 gal	PSC Metered		2014	Actual 2014	Rate 1000 gal	Difference
				Sales 2014 Revenue	Meter Charge Revenue	Volume Sales Revenue	Volume Sold 1000 gal		
Windsor No. 1	1006	\$25.38	\$1.44	\$167,993	\$102,129	\$81,024	56,267	\$1.44	\$0.45
Morrisonville	146	\$36.00	\$5.45	\$46,380	\$21,024	\$38,564	7,076	\$5.45	-\$3.56
				<u>\$214,373</u>	<u>\$123,153</u>	<u>\$119,589</u>	<u>63,343</u>	<u>\$1.89</u>	

The water usage volume reported in the 2014 WPSC report was used to estimate the sales volumes and revenue generated by those sales. The table above assumes that the same amount of revenue would be required to run the utilities and the volume charge would be adjusted to generate the required revenue. The calculation estimates that the metered water customer's rate in Windsor No. 1 would increase \$0.45/1,000 gallons and Morrisonville's volume rate would decrease by \$3.56/1,000 gallons. The estimated meter charge for a merged system would be about \$26.70 per quarter. It bears repeating that these calculations are only to show the effect of a merger and the PSC will determine the rates based on the application information.

VILLAGE OF WINDSOR - UTILITY DISTRICTS
TREASURER'S MONTHLY REPORT AS OF 12/31/2015 UNLESS OTHERWISE NOTED

DMB CHECKING ACCOUNT - WUD 1 WSD#1

Beginning Balance/Previous Month Ending Balance	\$ 254,916.36
Receipts/Transfers	\$ 30,877.54
Disbursements/Transfers	\$ (111,945.04)
Interest (0.02 %)	\$ 3.50
Ending Balance	\$ 173,852.36
Less Outstanding Checks	
TOTAL DMB CHECKING - WUD 1	\$ 173,852.36

DMB CHECKING ACCOUNT - WUD 1 OAK SPRINGS

Beginning Balance/Previous Month Ending Balance	\$ 17,902.34
Receipts/Transfers	\$ 230.00
Disbursements/Transfers	\$ (744.99)
Non-Interest Bearing	
Ending Balance	\$ 17,387.35
Less Outstanding Checks	
TOTAL DMB CHECKING - WUD 1 OAK SPRINGS ACCOUNT	\$ 17,387.35

DMB CHECKING ACCOUNT - WUD 1 LAKE WINDSOR

Beginning Balance/Previous Month Ending Balance	\$ 23,100.81
Receipts/Transfers	\$ -
Disbursements/Transfers	\$ (22.50)
Interest (0.02 %)	\$ 0.39
Ending Balance	\$ 23,078.70
Less Outstanding Checks	
TOTAL DMB CHECKING - WUD 1 LAKE WINDSOR ACCOUNT	\$ 23,078.70

DMB CERTIFICATE OF DEPOSIT - WUD 1 LWS - 1/20/2016

2 year (4456) Matures 04/02/2016	\$ 21,082.50
2 Year (6880) Matures 07/01/2016	\$ 15,313.06
2 year (8456) Matures 09/24/2016	\$ 15,313.43
2 year (9816) Matures 11/13/2016	\$ 15,313.43
2 year (0280) Matures 12/22/2016	\$ 15,313.06
2 year (1256) Matures 03/09/2017	\$ 15,172.85
TOTAL DMB CD'S - WUD 1	\$ 97,508.33

LGIP WINDSOR SANITARY DISTRICT 1 - WUD 1

Acct #01 - General	\$ 704,078.94
Acct #02 - S/Collection Main	\$ 96,956.09
Acct #03 - Wells	\$ 94,127.79
Acct #04 - S/Pump Equipment	\$ 50,493.34
Acct #05 - Booster Station	\$ 1,100,669.37
Acct #06 - W/Main Replacment	\$ 100,437.04
Acct #07 - Transportation Equipment	\$ 46,808.76
Acct #08 - Impact Fees	\$ 35,022.23
Acct #09 - Future W/Main Construction	\$ 29,220.15
Acct #10 - Capital Improvements	\$ 207,975.46
Acct #11 - Debt Reduction	\$ 42,281.29
TOTAL LGIP - WUD 1	\$ 2,508,070.46

DMB CHECKING ACCOUNT - WUD 2

Beginning Balance/Previous Month Ending Balance	\$ 26,702.58
Receipts/Transfers	\$ 1,974.79
Disbursements/Transfers	\$ (2,275.10)
Interest (0.02 %)	\$ 0.44
Ending Balance	\$ 26,402.71
Less Outstanding Checks	
TOTAL DMB CHECKING - WUD 2	\$ 26,402.71

LGIP MORRISONVILLE - WUD 2

Account #01 - Sewer Replacement	\$ 91,291.18
Account #02 - Water Replacement	\$ 67,258.99
TOTAL LGIP - WUD 2	\$ 158,550.17

TOTAL TREASURER'S WORKING CASH FOR UTILITIES \$ **3,004,850.08**

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1/21/2016 3:42 PM

Reprint Check Register - Quick Report - ALL

Page: 1
ACCT

DMB CHECKING - WINDSOR UD 1

ALL Checks

Posted From: 11/09/2015 From Account:
Thru: 1/20/2016 Thru Account:

Check Nbr	Check Date	Payee	Amount
15937	12/04/2015	ALLIANT ENERGY - 3296600000 ACCT 3296600000	154.53
15938	12/04/2015	ALLIANT ENERGY - 6007740000 ACCT 6007740000	118.32
15939	12/04/2015	ALLIANT ENERGY - 6809850000 ACCT 6809850000	107.62
15940	12/04/2015	ALLIANT ENERGY - 7441610000 ACCT 7441610000	12.03
15941	12/04/2015	ALLIANT ENERGY - 7505910000 ACCT 7505910000	621.71
15942	12/04/2015	ALLIANT ENERGY - 7699550000 ACCT 7699550000	1,144.29
15943	12/04/2015	CENTURYLINK ACCOUNT #301388843	271.83
15944	12/04/2015	FIRST SUPPLY LLC WSD 3856320-00, 3752097-00	291.08
15945	12/04/2015	G-I OFFICE TECHNOLOGIES INV 438436 & 437605	44.53
15946	12/04/2015	L.W. ALLEN WSD INV #099929	2,024.48
15947	12/04/2015	LMS CONSTRUCTION INC. WSD 7230	5,092.16
15948	12/04/2015	MADISON RECHARGING SERVICE WSD INV #15110358	41.45
15949	12/04/2015	MARTELLE WATER TREATMENT WSD INV #13762	264.10
15950	12/04/2015	MASTERCARD BARTOSIAK #1868	129.94
15951	12/04/2015	MENARDS INVOICE #77663, 79818, 78535	66.68
15952	12/04/2015	MILLER, BRUSSELL, EBBEN, GLAESKE INV #45303 & 45053	2,265.00
15953	12/04/2015	OFFICE DEPOT WSD 1858747022 & 1858747023	129.08
15954	12/04/2015	OLP, LLC WSD WATER REPAIRS	1,865.00
15955	12/04/2015	ROTO-ROOTER SEWER SERVICEE WSD INV 162265	5,700.50

DMB CHECKING - WINDSOR UD 1

ALL Checks

Posted From: 11/09/2015 From Account:
Thru: 1/20/2016 Thru Account:

Check Nbr	Check Date	Payee	Amount
15956	12/04/2015	SPEEDWAY LLC ACCT 100 0850 683	203.87
15957	12/04/2015	US CELLULAR WSD 0108988851	20.90
15958	12/10/2015	CENTURYLINK ACCT #301388843	285.08
15959	12/10/2015	FIRST SUPPLY LLC INV #3860502-00	146.64
15960	12/10/2015	GLS UTILITY LLC INVOICE #5787	2,012.50
15961	12/10/2015	GLS UTILITY LLC INV #5702	3,104.55
15962	12/10/2015	H-D SUPPLY WATERWORKS LTD INVOICE #E827398	1,840.00
15963	12/10/2015	MADISON GAS & ELECTRIC ACCT #00015347, BILL # 40330219	417.22
15964	12/10/2015	MADISON GAS & ELECTRIC ACCT 00015347/ BILL # 40324253	202.95
15965	12/10/2015	MADISON METRO SEWERAGE DIST. INV 000012076	61,216.49
15966	12/10/2015	MARTELLE WATER TREATMENT INVOICE #13858	315.10
15967	12/10/2015	MIDAMERICA METER INVOICE #015-1743	304.00
15968	12/10/2015	WI STATE LAB OF HYGIENE INV #441285 FLUORIDE	50.00
15969	12/14/2015	ACE DEFOREST ACCT 316700, CLOSING DATE 10/27 & 11/24	96.17
15970	12/14/2015	ANDERSON CONSULTS, LLC INV 1068, NOV LEGAL SERVICES	2,000.00
15971	12/14/2015	AXLEY BRYNELSON, LLP INV 646482	1,044.00
15972	12/14/2015	BAXTER & WOODMAN SERVICES THRU 10/17/2015	439.75
15973	12/14/2015	BAXTER & WOODMAN SERVICES THRU 11/8/15	665.00
15974	12/14/2015	H-D SUPPLY WATERWORKS LTD INV E822287	479.27

DMB CHECKING - WINDSOR UD 1

ALL Checks

Posted From: 11/09/2015 From Account:
Thru: 1/20/2016 Thru Account:

Check Nbr	Check Date	Payee	Amount
15975	12/14/2015	L.W. ALLEN INV 099962	9,533.00
15976	12/19/2015	WESTPHAL & COMPANY INVOICE 29979	9,000.22
15977	12/28/2015	ALLIANT ENERGY - 3296600000 NOV 03 -DEC 02	166.24
15978	12/28/2015	ALLIANT ENERGY - 6007740000 NOV 02 - DEC 01	115.21
15979	12/28/2015	ALLIANT ENERGY - 6809850000 NOV 04 - DEC 03	132.03
15980	12/28/2015	ALLIANT ENERGY - 7441610000 NOV 04 - DEC 03	13.30
15981	12/28/2015	ALLIANT ENERGY - 7505910000 NOV 04 - DEC 03	558.59
15982	12/28/2015	ALLIANT ENERGY - 7699550000 NOV 03 - DEC 02	1,142.76
15983	12/28/2015	AXLEY BRYNELSON, LLP INVOICE 650576	900.00
15984	12/28/2015	DELTA DENTAL INV 859042/ JAN 2016 DENTAL PREMIUMS	148.69
15985	12/28/2015	G-I OFFICE LEASING INVOICE 439281	20.00
15985	12/28/2015 Manual Check	G-I OFFICE LEASING VOID	-20.00
15986	12/28/2015	HD SUPPLY WATERWORKS INVOICE E929222	1,096.50
15986	12/28/2015 Manual Check	HD SUPPLY WATERWORKS void	-1,096.50
15987	12/28/2015	HOMETOWN NEWS ACCOUNT 4328 WINDSOR SANITARY DISTRICT	219.42
15987	12/28/2015 Manual Check	HOMETOWN NEWS void	-219.42
15988	12/28/2015	L-R METER TESTING INVOICE 3936	2,596.00
15988	12/28/2015 Manual Check	L-R METER TESTING void	-2,596.00
15989	12/28/2015	MARTELLE WATER TREATMENT INVOICE 13940	216.40

DMB CHECKING - WINDSOR UD 1

ALL Checks

Posted From: 11/09/2015

From Account:

Thru: 1/20/2016

Thru Account:

Check Nbr	Check Date	Payee	Amount
15989	12/28/2015	MARTELLE WATER TREATMENT	-216.40
		Manual Check void	
15990	12/28/2015	MASTERCARD	193.58
		ACCT 1868	
15990	12/28/2015	MASTERCARD	-193.58
		Manual Check void	
15991	12/28/2015	MINNESOTA LIFE INS. CO.	8.99
		POLICY 0028321	
15991	12/28/2015	MINNESOTA LIFE INS. CO.	-8.99
		Manual Check void	
15992	12/28/2015	NORTHERN LAKES SERVICE, INC	32.00
		INVOICE 287367	
15992	12/28/2015	NORTHERN LAKES SERVICE, INC	-32.00
		Manual Check void	
15993	12/28/2015	OFFICE DEPOT	64.99
		INVOICE 1875256942	
15993	12/28/2015	OFFICE DEPOT	-64.99
		Manual Check void	
15994	12/28/2015	PERFECT TYPE & PRINT, INC.	172.98
		INVOICE 29606	
15994	12/28/2015	PERFECT TYPE & PRINT, INC.	-172.98
		Manual Check void	
15995	12/28/2015	ROTO-ROOTER SEWER SERVICEE	1,526.62
		INVOICE 164615	
15995	12/28/2015	ROTO-ROOTER SEWER SERVICE	-1,526.62
		Manual Check void	
15996	12/28/2015	US CELLULAR	18.90
		ACCOUNT 335037074/INVOICE 0113306138	
15996	12/28/2015	US CELLULAR	-18.90
		Manual Check void	
15997	12/31/2015	POSTMASTER	335.30
		4TH QRT 2015 WATER/SEWER BILLS	
15998	12/30/2015	G-I OFFICE LEASING	20.00
		INV 439281	
15999	12/30/2015	HD SUPPLY WATERWORKS	1,096.50
		INV E929222	
16000	12/30/2015	HOMETOWN NEWS	219.42
		ACCT 4328 WINDSOR SANT DISTRICT	

DMB CHECKING - WINDSOR UD 1

ALL Checks

Posted From: 11/09/2015 From Account:
Thru: 1/20/2016 Thru Account:

Check Nbr	Check Date	Payee	Amount
16001	12/30/2015	L-R METER TESTING INV 3936	2,596.00
16002	12/30/2015	MARTELLE WATER TREATMENT INV 13940	216.40
16003	12/30/2015	MASTERCARD ACCT 1868	193.58
16004	12/30/2015	MINNESOTA LIFE INS. CO. DEC 2015 LIFE PREMIUMS	8.99
16005	12/30/2015	NORTHERN LAKES SERVICE, INC INV 287367	32.00
16006	12/30/2015	OFFICE DEPOT INV 1875256942	64.99
16007	12/30/2015	PERFECT TYPE & PRINT, INC. INV 29606	172.98
16008	12/30/2015	ROTO-ROOTER SEWER SERVICE INV 164615	1,526.62
16009	12/30/2015	US CELLULAR ACCT 335037074/ INV 0113306138	18.90
16012	1/08/2016	WORKHORSE SOFTWARE SERVICES, INC. 2016 ANNUAL SUPPORT BILLING	1,634.16
AW1209	12/03/2015	PAYMENT SERVICE NETWORK Manual Check ANNUAL SECURITY FEE	89.00
Grand Total			125,122.70

DMB CHECKING - WINDSOR UD 1

ALL Checks

Posted From: 11/09/2015
Thru: 1/20/2016

From Account:
Thru Account:

	Amount
Total Expenditure from Fund # 401 - UTILITY DISTRICT #1 WATER	31,119.68
Total Expenditure from Fund # 402 - UTILITY DISTRICT #1 SEWER	94,003.02
Total Expenditure from all Funds	125,122.70

DMB CHECKING - WINDSOR UD 2 MVILLE

ALL Checks

Posted From: 11/09/2015 From Account:
Thru: 1/20/2016 Thru Account:

Check Nbr	Check Date	Payee	Amount
6757	12/17/2015	ALLIANT ENERGY - 1886220000 10/16/15 - 11/16/15	24.21
6758	12/17/2015	ALLIANT ENERGY - 2455620000 10/16/15 - 11/16/15	28.91
6759	12/17/2015	ALLIANT ENERGY - 4199250000 10/16/15 - 11/16/15	178.21
6760	12/17/2015	ALLIANT ENERGY - 7922340000 10/16/15 - 11/16/15	91.58
6761	12/17/2015	MADISON GAS AND ELECTRIC #10675494 10/19/15 TO 11/17/15	24.68
6762	12/17/2015	MADISON GAS AND ELECTRIC #17641960 10/19/15 - 11/17/15	24.68
6763	12/17/2015	MADISON GAS AND ELECTRIC #19932417 10/19/15 TO 11/17/15	30.37
6764	12/17/2015	MADISON GAS AND ELECTRIC #26612044 10/19/15 - 11/17/15	31.32
6765	12/19/2015	CENTURYLINK - 301385713 11/21/15 - 12/20/15	41.59
6766	12/19/2015	CENTURYLINK - 401573557 11/21/15 TO 12/20/15	203.38
6767	12/19/2015	CENTURYLINK - 438868969 11/21/15 TO 12/20/15	101.56
6768	12/19/2015	MARK TENJUM TRUCK ALLOWANCE	60.00
6769	12/19/2015	WISCONSIN STATE LABORATORY OF HYGIENE REFERENCE NUMBER 441207	196.00
6770	1/08/2016	WORKHORSE SOFTWARE SERVICES, INC. 2016 ANNUAL SUPPORT BILLING	1,267.50
		Grand Total	2,303.99

DMB CHECKING - WINDSOR UD 2 MVILLE

ALL Checks

Posted From: 11/09/2015 From Account:
Thru: 1/20/2016 Thru Account:

	Amount
Total Expenditure from Fund # 403 - UTILITY DISTRICT #2 WATER	1,340.95
Total Expenditure from Fund # 404 - UTILITY DISTRICT #2 SEWER	963.04
Total Expenditure from all Funds	2,303.99

1/21/2016 3:42 PM

In Progress Checks - Quick Report - ALL

Page: 1

ALL Checks by Payee

ACCT

DMB CHECKING - WINDSOR UD 1

Dated From: 1/21/2016 From Account:
Thru: 1/22/2016 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	1/22/2016	ACE DEFOREST	47.11
Previous Year Expense		ACCOUNT #316700	
	1/22/2016	ALLIANT ENERGY - 3296600000	210.59
Previous Year Expense		ACCOUNT 3296600000	
	1/22/2016	ALLIANT ENERGY - 6007740000	139.18
Previous Year Expense		ACCOUNT 6007740000	
	1/22/2016	ALLIANT ENERGY - 6809850000	178.03
Previous Year Expense		ACCOUNT 6809850000	
	1/22/2016	ALLIANT ENERGY - 7441610000	16.86
Previous Year Expense		ACCOUNT 7441610000	
	1/22/2016	ALLIANT ENERGY - 7505910000	260.48
Previous Year Expense		ACCOUNT 7505910000	
	1/22/2016	ALLIANT ENERGY - 7699550000	1,471.05
Previous Year Expense		ACCOUNT 7699550000	
	1/22/2016	ANDERSON CONSULTS, LLC**	590.00
Previous Year Expense		INV 1076	
	1/22/2016	AXLEY BRYNELSON, LLP	3,621.91
Previous Year Expense		INVOICE #651171, 646481 &642252	
	1/22/2016	BAXTER & WOODMAN	1,325.00
Previous Year Expense		INVOICE #0183955, 0183955 & 0183956	
	1/22/2016	CENTURYLINK - 301388843	273.08
Previous Year Expense		ACCOUNT 301388843	
	1/22/2016	DIGGERS HOTLINE, INC	56.00
Previous Year Expense		INVOICE # 151 2 85801	
	1/22/2016	DMB COMMUNITY BANK	225.18
Previous Year Expense		ACCOUNT #1868	
	1/22/2016	FIRST SUPPLY LLC**	55.59
Previous Year Expense		INVOICE#4934676-00	
	1/22/2016	G-I OFFICE TECHNOLOGIES	20.00
		INVOICE #440138	
	1/22/2016	GLS UTILITY LLC***	1,015.00
Previous Year Expense		INVOICE #5840	
	1/22/2016	MENARDS	5.26
Previous Year Expense		INVOICE #82159	
	1/22/2016	MILLER, BRUSSELL, EBBEN, GLAESKE	610.00
		INVOICE #45694	
	1/22/2016	MILLER, BRUSSELL, EBBEN, GLAESKE	1,250.00
Previous Year Expense		INVOICE #45483	

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In Progress Checks - Quick Report - ALL

Page: 2

ALL Checks by Payee

ACCT

DMB CHECKING - WINDSOR UD 1

Dated From: 1/21/2016 From Account:

Thru: 1/22/2016 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	1/22/2016	PERFECT TYPE & PRINT, INC.	36.03
Previous Year Expense		INVOICE #29647	
	1/22/2016	SENSUS USA	1,617.45
		INVOICE #ZA16011456	
	1/22/2016	SPEEDWAY LLC	111.08
Previous Year Expense		ACCOUNT 100 0850 683	
	1/22/2016	US CELLULAR **	17.55
		ACCOUNT 335037074	
	1/22/2016	VILLAGE OF WINDSOR**	1,541.70
		FEB 2016 HEALTH INS PREMIUMS	
		Grand Total	14,694.13

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In Progress Checks - Quick Report - ALL

Page: 3

ALL Checks by Payee

ACCT

DMB CHECKING - WINDSOR UD 1

Dated From: 1/21/2016

From Account:

Thru: 1/22/2016

Thru Account:

Amount

Total Expenditure from Fund # 401 - UTILITY DISTRICT #1 WATER	8,004.26
Total Expenditure from Fund # 402 - UTILITY DISTRICT #1 SEWER	6,689.87
Total Expenditure from all Funds	14,694.13

1/21/2016 3:43 PM

In Progress Checks - Quick Report - ALL
ALL Checks by Payee
DMB CHECKING - WINDSOR UD 1 OAK SPRINGS

Page: 1
ACCT

Dated From: 1/21/2016 From Account:
Thru: 1/22/2016 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	1/22/2016	MADISON METRO SEWERAGE DIST.	5,934.04
Previous Year Expense		IN000012278	
		Grand Total	5,934.04

1/21/2016 3:43 PM

In Progress Checks - Quick Report - ALL
ALL Checks by Payee
DMB CHECKING - WINDSOR UD 1 OAK SPRINGS

Page: 2
ACCT

Dated From: 1/21/2016 From Account:
Thru: 1/22/2016 Thru Account:

Amount

Total Expenditure from Fund # 402 - UTILITY DISTRICT #1 SEWER	5,934.04
Total Expenditure from all Funds	5,934.04

1/21/2016 3:43 PM

In Progress Checks - Quick Report - ALL
ALL Checks by Payee
DMB CHECKING - WINDSOR UD 2 MVILLE

Page: 1
ACCT

Dated From: 1/21/2016 From Account:
Thru: 1/22/2016 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Previous Year Expense	1/22/2016	ALLIANT ENERGY - 8674420000 ACCOUNT 8674420000	533.51
Previous Year Expense	1/22/2016	ANDERSON CONSULTS, LLC** INV 1076/ DECEMBER LEGAL SERVICES	590.00
Previous Year Expense	1/22/2016	ARLINGTON HARDWARE, INC. INVOICE #455953	2,397.72
Previous Year Expense	1/22/2016	AXLEY BRYNELSON, LLP INVOICE #651171	1,474.00
Previous Year Expense	1/22/2016	CATHERINE REPAS RECEIPT #14	98.00
Previous Year Expense	1/22/2016	CENTURYLINK - 438868969 ACCOUNT 438868969	106.56
	1/22/2016	HYDRITE CHEMICAL CO INVOICE #01871909	387.80
Previous Year Expense	1/22/2016	MADISON GAS AND ELECTRIC #14517114 ACCOUNT #14517114	25.10
Previous Year Expense	1/22/2016	MADISON METRO SEWERAGE DIST. IN000012261	8,509.40
Previous Year Expense	1/22/2016	SPENCER R TENJUM TENJUM LANDSCAPING SERVICES	65.00
Previous Year Expense	1/22/2016	TOWN OF VIENNA SEWER USAGE	3,973.77
		Grand Total	18,160.86

1/21/2016 3:43 PM

In Progress Checks - Quick Report - ALL
ALL Checks by Payee
DMB CHECKING - WINDSOR UD 2 MVILLE

Page: 2
ACCT

Dated From: 1/21/2016 From Account:
Thru: 1/22/2016 Thru Account:

	Amount
Total Expenditure from Fund # 403 - UTILITY DISTRICT #2 WATER	4,238.23
Total Expenditure from Fund # 404 - UTILITY DISTRICT #2 SEWER	13,922.63
Total Expenditure from all Funds	18,160.86

9-9

Reply all | Delete | Junk | ...

RE: Wolf Hollow Phase 4.



Don Esposito <DEsposito@tobhomes.com>

To: Gerald D. Groth <ggroth@baxterwoodman.com>; Kevin Richardson; ...

Reply all |

Mon 1/11/2016 11:45 AM

Inbox

Thanks for your assistance as well.

Don

Don Esposito

Vice President – Land Acquisition & Development

Phone: (608)661-1100

Direct: (608)661-1101

Fax: (608)661-1110

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Please note new address:

2601 CROSSROADS DRIVE, SUITE 140, MADISON, WI 53718-7981

Phone numbers remain the same. Please update your records!

From: Gerald D. Groth [mailto:ggroth@baxterwoodman.com]
Sent: Monday, January 11, 2016 11:35 AM
To: Don Esposito; Kevin Richardson
Cc: Amy Anderson Schwappe; Tina Butteris (tina@windsorwi.gov)
Subject: RE: Wolf Hollow Phase 4.

Thank you Don.

Jerry D. Groth, P.E.
 Water Department & Regional Manager



main: 815.459.1260 or 608.277.1230
 mobile: 608.347.1542
 email: ggroth@baxterwoodman.com
www.baxterwoodman.com
 8678 Ridgefield Rd., Crystal Lake, IL 60012
 or
 2801 Coho St., Suite 204, Madison, WI
 53713

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Thank You.

From: Don Esposito [<mailto:DEsposito@tobhomes.com>]
Sent: Monday, January 11, 2016 10:54 AM
To: Gerald D. Groth <ggroth@baxterwoodman.com>; Kevin Richardson <kevin@windsorwi.gov>
Cc: Amy Anderson Schweppe <amy@windsorwi.gov>; Tina Butteris (tina@windsorwi.gov) <tina@windsorwi.gov>
Subject: RE: Wolf Hollow Phase 4.

Here is the bid tab that is the contract Addendum A for Parisi. Let me know if you need anything else.

Don

Don Esposito

Vice President – Land Acquisition & Development

Phone: (608)661-1100

Direct: (608)661-1101

Fax: (608)661-1110

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Please note new address:

2601 CROSSROADS DRIVE, SUITE 140, MADISON, WI 53718-7981

Phone numbers remain the same. Please update your records!

From: Gerald D. Groth [<mailto:ggroth@baxterwoodman.com>]
Sent: Monday, January 11, 2016 10:51 AM
To: Don Esposito; Kevin Richardson
Cc: Amy Anderson Schweppe; Tina Butteris (tina@windsorwi.gov)
Subject: RE: Wolf Hollow Phase 4.

All,

This math checks and reflects how we would reimburse the upsizing. I do not have final bid prices, but the costs noted seem reasonable and similar to what was sent in when establishing the LOC.

Please forward documentation of your final bid prices, but I assume they reflect the amounts stated. If so I am in agreement with upsizing reimbursement of \$12,936.

Jerry

main 815.459.1260 or 608.277.1230

mobile 608.347.1542

Jerry D. Groth, P.E.
Water Department & Regional Manager



email: ggroth@baxterwoodman.com

www.baxterwoodman.com

8678 Ridgefield Rd., Crystal Lake, IL 60012

or

2801 Coho St., Suite 204, Madison, WI

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Thank You.

From: Don Esposito [<mailto:DEsposito@tobhomes.com>]

Sent: Monday, January 11, 2016 10:35 AM

To: Gerald D. Groth <ggroth@baxterwoodman.com>; Kevin Richardson <kevin@windsorwi.gov>

Cc: Amy Anderson Schwappe <amy@windsorwi.gov>; Tina Butteris (tina@windsorwi.gov) <tina@windsorwi.gov>

Subject: RE: Wolf Hollow Phase 4.

Jerry,

Here is what I worked up and sent to Kevin based on my infrastructure contract with Parisi Construction. I can send you a copy of that contract if needed.

Don

Don Esposito

Vice President – Land Acquisition & Development

Phone: (608)661-1100

Direct: (608)661-1101

Fax: (608)661-1110

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Please note new address:

2601 CROSSROADS DRIVE, SUITE 140, MADISON, WI 53718-7981

Phone numbers remain the same. Please update your records!

From: Gerald D. Groth [<mailto:ggroth@baxterwoodman.com>]

Sent: Monday, January 11, 2016 10:34 AM

To: Kevin Richardson; Don Esposito

Cc: Amy Anderson Schwappe; Tina Butteris (tina@windsorwi.gov)

Subject: RE: Wolf Hollow Phase 4.

All,

WSD#1 policy was to pay for upsizing of the watermains that were greater than 8 inches in diameter.

As I recall there were unit prices bid for 8-inch and larger watermains, hence based on final quantities, we should simply be able to calculate the difference. Is this something that you would like us to do in advance of your meeting?

Jerry

Jerry D. Groth, P.E.
Water Department & Regional Manager



main: 815.459.1260 or 608.277.1230

mobile: 608.347.1542

email: ggroth@baxterwoodman.com

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Thank You.

From: Kevin Richardson [<mailto:kevin@windsorwi.gov>]
Sent: Monday, January 11, 2016 10:10 AM
To: Don Esposito <DEsposito@tobhomes.com>
Cc: Gerald D. Groth <ggroth@baxterwoodman.com>; Amy Anderson Schweppe <amy@windsorwi.gov>
Subject: RE: Wolf Hollow Phase 4.

Don,

I have one meeting out of the office and another in the office late afternoon, so today does not really work for me very well. Amy has the letter of credits in her file, I am not sure of her availability today.

In regard to the upsizing will be working with Jerry Groth Windsor's utility engineer to work out the reimbursement for upsizing. I have copied Jerry on this email.

Kevin Richardson
Windsor Village Engineer

From: Don Esposito [<mailto:DEsposito@tobhomes.com>]
Sent: Monday, January 11, 2016 9:46 AM
To: Kevin Richardson
Subject: Wolf Hollow Phase 4.

Good morning Kevin,

I am back from vacation and trying to tie up some loose ends.

I have two issues I need your help with:

- I have in my hands the reduced Phase 4 letters of credit which I wish to exchange for the original LOC's.
- I sent you an e-mail on 12/31 with a request for reimbursement for upsizing the water lines in WH4. I would like to discuss the next steps in the reimbursement process.

Do you have time today for me to stop by the village offices and do just that? My calendar is pretty open today.

Thanks,

Don

Don Esposito

Vice President – Land Acquisition & Development

2601 Crossroads Drive, Suite 140

Madison, WI 53718-7981

Phone: (608)661-1100; Direct: (608)661-1101

Fax: (608)661-1110

TimOBrienHomes.com



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Addendum A

Bid Tab - Public Infrastructure

6/12/2015 Rev 7/13/15

Wolf Hollow- Phase 4

Town of Windsor, Wisconsin

Payment Terms

7/13/2015

Bid Item No.	Description	Phase 4 Quantity	Unit	Unit Price	Total
GENERAL					
1	Mobilization	1	LS	\$ 9,100.00	\$ 9,100.00
General Total:					\$ 9,100.00
DEMOLITION					
2	Clearing and Grubbing	1	LS	\$ 15,200.00	\$ 15,200.00
3	Remove & Relocate 38"x46" Endwall	1	EA	\$ 1,800.00	\$ 1,800.00
4	Remove & Relay 38" HERCP Storm Sewer	221	LF	\$ 64.00	\$ 14,144.00
5	Remove 12" RCP Storm Sewer	33	LF	\$ 20.75	\$ 684.75
6	Remove 18" RCP Storm Sewer	38	LF	\$ 24.00	\$ 912.00
7	Remove Storm Manhole	1	EA	\$ 460.00	\$ 460.00
8	Sawcut Asphaltic Pavement	117	LF	\$ 2.00	\$ 234.00
9	Pavement Removal	503	SY	\$ 4.00	\$ 2,012.00
10	Sidewalk Removal	1599	SF	\$ 2.00	\$ 3,198.00
11	Curb and Gutter Removal	350	LF	\$ 2.30	\$ 805.00
12	Remove 8" Watermain	187	LF	\$ 18.25	\$ 3,412.75
13	Remove 6" Watermain	11	LF	\$ 20.75	\$ 228.25
14	Remove & Relocate Hydrant	3	EA	\$ 1,900.00	\$ 5,700.00
Demolition Total:					\$ 48,790.75
SANITARY SEWER					
15	Sanitary Sewer - 8" PVC	331	LF	\$ 28.50	\$ 9,433.50
16	Sanitary Sewer - 12" PVC	179	LF	\$ 37.00	\$ 6,623.00
17	Existing Sanitary Sewer Manhole Connection	1	EA	\$ 1,800.00	\$ 1,800.00
18	Adjust Existing Sanitary Manhole	5	EA	\$ 340.00	\$ 1,700.00
19	Sanitary Sewer Service Lateral - 4"	878	LF	\$ 22.00	\$ 19,316.00
20	Sanitary Sewer Riser - 4"	4	EA	\$ 920.00	\$ 3,680.00
21	Sanitary Sewer Access Structure - 48"	5	EA	\$ 3,400.00	\$ 17,000.00
22	Internal Chimney Seals	10	EA	\$ 620.00	\$ 6,200.00
23	Sanitary Sewer Trench Compaction	1388	LF	\$ 4.00	\$ 5,552.00
24	Televise Sanitary Sewer	510	LF	\$ 3.10	\$ 1,581.00
Sanitary Sewer Total:					\$ 72,885.50
WATERMAIN					
25	Water Main - 12" D.I.	287	LF	\$ 64.00	\$ 18,368.00
26	Water Main - 10" D.I.	477	LF	\$ 56.00	\$ 26,712.00
27	Water Main - 8" D.I.	691	LF	\$ 46.00	\$ 31,786.00
28	Water Main - 6" D.I.	106	LF	\$ 54.00	\$ 5,724.00
29	Connect to Existing Water Main	1	EA	\$ 2,200.00	\$ 2,200.00
30	Polystyrene Foam Insulation	14	EA	\$ 180.00	\$ 2,520.00
31	Gate Valves - 12"	1	EA	\$ 4,100.00	\$ 4,100.00
32	Gate Valves - 10"	2	EA	\$ 3,200.00	\$ 6,400.00
33	Gate Valves - 8"	2	EA	\$ 2,500.00	\$ 5,000.00
34	Gate Valves - 6"	5	EA	\$ 2,000.00	\$ 10,000.00
35	Hydrant - New	3	EA	\$ 3,900.00	\$ 11,700.00
36	Copper Water Service Lateral - 1"	887	LF	\$ 26.75	\$ 23,727.25
37	Watermain Trench Compaction	1561	LF	\$ 3.00	\$ 4,683.00
Watermain Total:					\$ 152,920.25

Initial Payment x90%	Stage Pay#2 x90%	Stage Pay#3 x90%	Retainage x10%	2016
\$ 8,190.00	\$ -	\$ -	\$ 910.00	\$ -
\$ 8,190.00	\$ -	\$ -	\$ 910.00	\$ -
\$ 13,680.00	\$ -	\$ -	\$ 1,520.00	\$ -
\$ -	\$ 1,620.00	\$ -	\$ 180.00	\$ -
\$ -	\$ 12,729.60	\$ -	\$ 1,414.40	\$ -
\$ -	\$ 616.28	\$ -	\$ 68.48	\$ -
\$ -	\$ 820.80	\$ -	\$ 91.20	\$ -
\$ -	\$ 414.00	\$ -	\$ 46.00	\$ -
\$ -	\$ 210.60	\$ -	\$ 23.40	\$ -
\$ 1,810.80	\$ -	\$ -	\$ 201.20	\$ -
\$ 2,878.20	\$ -	\$ -	\$ 319.80	\$ -
\$ 724.50	\$ -	\$ -	\$ 80.50	\$ -
\$ -	\$ 3,071.48	\$ -	\$ 341.28	\$ -
\$ -	\$ 205.43	\$ -	\$ 22.83	\$ -
\$ -	\$ 5,130.00	\$ -	\$ 570.00	\$ -
\$ 19,093.50	\$ 24,818.18	\$ -	\$ 4,879.08	\$ -
\$ -	\$ 8,490.15	\$ -	\$ 943.35	\$ -
\$ -	\$ 5,960.70	\$ -	\$ 662.30	\$ -
\$ -	\$ 1,620.00	\$ -	\$ 180.00	\$ -
\$ -	\$ 1,530.00	\$ -	\$ 170.00	\$ -
\$ -	\$ 17,384.40	\$ -	\$ 1,931.60	\$ -
\$ -	\$ 3,312.00	\$ -	\$ 368.00	\$ -
\$ -	\$ 15,300.00	\$ -	\$ 1,700.00	\$ -
\$ -	\$ 5,580.00	\$ -	\$ 620.00	\$ -
\$ -	\$ 4,996.80	\$ -	\$ 555.20	\$ -
\$ -	\$ 1,422.90	\$ -	\$ 158.10	\$ -
\$ -	\$ 65,596.95	\$ -	\$ 7,288.55	\$ -
\$ -	\$ 16,531.20	\$ -	\$ 1,836.80	\$ -
\$ -	\$ 24,040.80	\$ -	\$ 2,671.20	\$ -
\$ -	\$ 28,607.40	\$ -	\$ 3,178.60	\$ -
\$ -	\$ 5,151.60	\$ -	\$ 572.40	\$ -
\$ -	\$ 1,980.00	\$ -	\$ 220.00	\$ -
\$ -	\$ 2,268.00	\$ -	\$ 252.00	\$ -
\$ -	\$ 3,690.00	\$ -	\$ 410.00	\$ -
\$ -	\$ 5,760.00	\$ -	\$ 640.00	\$ -
\$ -	\$ 4,500.00	\$ -	\$ 500.00	\$ -
\$ -	\$ 9,000.00	\$ -	\$ 1,000.00	\$ -
\$ -	\$ 10,530.00	\$ -	\$ 1,170.00	\$ -
\$ -	\$ 21,354.53	\$ -	\$ 2,372.73	\$ -
\$ -	\$ 4,214.70	\$ -	\$ 468.30	\$ -
\$ -	\$ 137,628.23	\$ -	\$ 15,292.03	\$ -

78	Asphaltic Concrete Pavement - Binder Course 2-1/4" Roadway (Type E-1, PG58-28, 19.0mm)	3643	SY	\$ 6.00	\$ 21,858.00
79	Asphaltic Concrete Pavement - Binder Course 1-3/4" Roadway (Type E-1, PG58-28, 12.5mm)	1175	SY	\$ 6.00	\$ 7,050.00
80	Asphaltic Concrete Pavement - Bike Path 3"	1949	SY	\$ 11.00	\$ 21,439.00
81	Clean and Tack Coat Binder - Roadway	4818	SY	\$ 0.40	\$ 1,927.20
82	Concrete Sidewalk, 5' with 4" Base	13013	SF	\$ 3.15	\$ 40,990.95
83	Reinforce Concrete Sidewalk @ Lateral Crossings	19	EA	\$ 75.00	\$ 1,425.00
84	Concrete Curb Ramps	372	SF	\$ 5.50	\$ 2,046.00
85	Truncated Dome Detectable Warning Field	4	EA	\$ 300.00	\$ 1,200.00
86	Type III Traffic Barricade w/Road Closed Sign (RELOCATE)	2	EA	\$ 290.00	\$ 580.00
87	Type III Traffic Barricade w/Road Closed Sign (SALVAGE)	2	EA	\$ 140.00	\$ 280.00
88	Street Signs (Stop Sign with Street Names) - (NEW)	1	EA	\$ 210.00	\$ 210.00
89	Street Signs (Stop Sign with Street Names) - (RELOCATE)	1	EA	\$ 210.00	\$ 210.00
				Streets Total:	\$ 257,318.65
ALTERNATE					
A-1	Install Hydrant (NEW) in lieu of Relocating Existing Hydrant	3	EA	\$ 3,900.00	\$ 11,700.00
A-2	Undercut Infiltration Basin	3900	CY	\$ 2.80	\$ 10,920.00
A-3	Backfill Infiltration Basin	4200	CY	\$ 3.60	\$ 15,120.00
A-4	Topsoil Respred Terraces.	2511	SY	\$ 2.30	\$ 5,775.30
				Alternate Total:	\$ 43,515.30
				Total Bid:	\$ 1,110,182.25

\$ -	\$ -	\$ 19,672.20	\$ 2,185.80	\$ -
\$ -	\$ -	\$ 6,345.00	\$ 705.00	\$ -
\$ -	\$ -	\$ 19,295.10	\$ 2,143.90	\$ -
\$ -	\$ -	\$ -	\$ -	\$ 1,927.20
\$ -	\$ -	\$ 36,891.86	\$ 4,099.10	\$ -
\$ -	\$ -	\$ 1,282.50	\$ 142.50	\$ -
\$ -	\$ -	\$ 1,841.40	\$ 204.60	\$ -
\$ -	\$ -	\$ 1,080.00	\$ 120.00	\$ -
\$ -	\$ -	\$ 522.00	\$ 58.00	\$ -
\$ -	\$ -	\$ 252.00	\$ 28.00	\$ -
\$ -	\$ -	\$ 189.00	\$ 21.00	\$ -
\$ -	\$ -	\$ 189.00	\$ 21.00	\$ -
\$ -	\$ -	\$ 202,534.25	\$ 22,503.81	\$ 32,280.60
\$ -	\$ -	TBD	TBD	\$ -
\$ -	\$ -	\$ 9,828.00	\$ 1,092.00	\$ -
\$ -	\$ -	\$ 13,608.00	\$ 1,512.00	\$ -
\$ -	\$ -	\$ 5,197.77	\$ 577.53	\$ -
\$ -	\$ -	\$ 28,633.77	\$ 3,181.53	\$ -
\$ 302,858.25	\$ 411,652.35	\$ 245,070.89	\$ 106,620.16	\$ 32,280.60
Contract Total \$ 1,098,482.25				

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Memo

To: Village of Windsor and Windsor Utility Commission

From: Jerry Groth, P.E.

Date: January 15, 2016

Subject: Project Status Update

Purpose of Memo

Attached please find a status update report for the various projects that we are working on with Windsor Utility District No. 1 and District No. 2. We have organized these projects into four categories of current and future involvement. If you have any questions regarding any of the following projects please let me know. We have added a line to the bottom of each entry noting whether Commission Action is requested or not.

CURRENT PROJECTS REQUIRING SIGNIFICANT B&W INVOLVEMENT

1. WSD No.1 Water Booster Station and Interconnect

No significant change in the Project status since the last update. We are currently working on pre-purchase specifications for the generator, booster pump skid and below grade interconnect. Plans and specifications for the booster pump station enclosure will follow with significant drafting, electrical and structural input from B&W. We will follow up with a detailed schedule for this project. We will need to involve the Village of Deforest with the interconnect design features, in particular the control system(s). This project will ultimately be reimbursed by the developer.

Commission Action: Submittal to PSC for Construction Approval for these two project components is requested.

CURRENT PROJECTS REQUIRING MODERATE B&W INVOLVEMENT

1. CTH CV High Strength Wastewater Discharge Issues

No significant change in this Project since the last update. This is an on-going investigation with MMSD alerting us to a problem about 2 months ago that someone was discharging high strength wastes into the sanitary sewer system. Additional sampling and follow up may be needed for two specific businesses along CTH CV. Future involvement with MMSD is expected but will be in cooperation with Village of Windsor staff.

Commission Action: Approval to make contact with the two dischargers with MMSD assistance is requested.

2. Sanitary District Legal Descriptions, Records and Assessment Efforts

No significant change in this Project since last update. We recommend on-site reviews of each of the Sanitary District's facilities and records with appropriate staff.

Commission Action: Approval to arrange for and participate in initial meetings with each of the Sanitary District's with appropriate staff is desired.

3. Windsor Crossing Phase 1 Plan Review

We received preliminary plans for water and sanitary sewer for the first phase or phases of construction. We will prepare a list of questions/comments that we will want to review with Village and Windsor Utility District No. 1 staff by January 18, 2016.

Commission Action: Utility Commission concurrence with the Plan Review Comments to be generated is requested.

CURRENT PROJECTS REQUIRING LIMITED B&W INVOLVEMENT

1. Phase 1 Bear Tree

We completed development of the Special Assessment ERU for the first phase of the project. A spreadsheet for future Special Assessments will need to be prepared for each lot sold by either Village staff or B&W. Punch list items (developed on 12/16/15), final paperwork and as-builts are incomplete. The Contractor and Developer may be requesting a partial reduction in LOC. We would recommend that the estimated cost for incomplete work be added on to 10% retainage.

Commission Action: Tentative approval for LOC reduction by Commission is desired.

2. Windsor Commons Addition, Kyo Ladopoulos

No change in this Project since last update. Punch list items, final paperwork and as-builts are incomplete pending receipt of information from the Contractor and Developer.

Commission Action: No Commission action is required.

3. Holland Fields Phase 10

This project is complete. 10% LOC remains.

Commission Action: No Commission action is required.

4. Prairie Creek Phase 2D Development

This project is complete. 120% LOC remains. A reduction in LOC could occur.

Commission Action: Tentative approval for LOC reduction by Commission is desired.

5. Wolf Hollow Phase 4 Development

A punchlist has been created and sent to the Developer's engineer and contractor. A request to reduce the letter of credit and pay for upsizing of water main has been submitted. Final paperwork and as-builts remain incomplete.

Commission Action: Approval for LOC reduction and reimbursement for upsizing is desired from Commission.

6. Windsor Crossing Development/Town of Windsor

Construction is completed including punchlist work. Final paperwork and as-builts remain incomplete.

Commission Action: No Commission action is required.

7. Lot 97, Wolf Hollow, CF Investments

A punchlist has been created and sent to the Developer's engineer and contractor. Final paperwork and as-builts remain incomplete. A request to reduce LOC has been submitted.

Commission Action: Approval for LOC reduction by Commission is desired.

8. Windsor Elementary School

We received preliminary site/utility plans for an addition to the Windsor Elementary School north of Windsor Road and just east of Wolf Hollow Road. We previously provided our comments and had no major objections at this time.

Commission Action: No Commission action is required.

MISCELLANEOUS AND FUTURE PROJECTS

1. MMSD Initiatives

- Chloride Reduction Activities:
 - a) Wells in WUD#2 should be sampled and submitted to MMSD.
 - b) An overall Village plan to identify chloride dischargers and limit road salt must be completed by June 30 of 2016.
- CMOM (This must be completed by August 1 and will rely on WSD#1 data and assistance from B&W of approximately \$5,000 +/- for UD#1.)

Commission Action: Approval and guidance to begin coordinated Chloride Reduction plan (with Village Engineer) and CMOM for UD #1 and UD#2 is requested.

2. Windsor Blue

Infiltration and Inflow improvements to include relining sanitary sewer on Golf Road.

Commission Action: No Commission action is required at this time, however a TV survey of the sewer should be performed in advance of any relining here.

3. Runway Sewer Connection Fees

Recalculate sewer connection fees with Windsor Crossing and possibly Bear Tree developments.

Commission Action: No Commission action is required at this time, however this must be addressed prior to the next Development phase which connects to Runway Sewer. Recalculation of the fee will involve coordination with various Village entities and decision regarding what areas get added or whether the connection fees are eliminated.

4. Elevated Tank Repainting

This future project was delayed due to recent projects that involved significant earth work.

Commission Action: No Commission action is required at this time. Budgeting for this project is expected to be around \$300,000.

Respectfully submitted,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS

A handwritten signature in cursive script, appearing to read "Gerald D. Groth".

Gerald D. Groth, P.E.