



**VILLAGE OF TURTLE LAKE
BOARD OF TRUSTEES REGULAR MEETING
FINAL AGENDA**

DECEMBER 16, 2019

Notice is hereby given that the Board of Trustees for the Village of Turtle Lake will hold a Regular Meeting on **Monday, December 16, 2019, 6:00 PM**, at Village Hall, in the Municipal Chambers, located at 114 Martin Avenue East. This Agenda shall be posted on the Village Website, Village Hall, Library and the Post Office in compliance with WI Statutes. The Village Board will consider the following items:

I. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance
- C. Disclosure of conflict of interest by members regarding any item on the agenda.

II. REVIEW OF CONSENT AGENDA

- A. Bills and Claims
- B. Licenses
- C. Past Meeting Minutes
- D. Treasurer's Report

III. PUBLIC FORUM (Citizen Input and Requests)

IV. OLD BUSINESS

- A. Consider for Approval the use of the Village Logo by the Chamber of Commerce.
- B. Consider for Approval the discontinuation of the Village CDBG program.
- C. Consider for Approval Resolution 2019-06; establishing the 2020-2025 Housing Incentive Program.
- D. Consider for Approval Resolution 2019-07; establishing a Housing Rehabilitation Program.
- E. Discussion and Direction Regarding Meeting Notice Requirements of the Open Meetings Act.

V. NEW BUSINESS

- A. Consider for Approval Resolution 2019-11; Approving a future land donation and support of the Turtle Lake Food Pantry.
- B. Consider for Approval Ordinance 2019-06; Prohibiting the Possession of Vaping Devices by Minors.
- C. Consider for Approval Resolution 2019-12; Increasing the Salary for the Municipal Judge Position Effective May 01, 2020.
- D. Consider for Approval the Village Employee Credit Card Use Policy.
- E. Consideration and Re-Appointment of Election Workers for 2020 Elections.
- F. Consideration and Possible Action with regard to an Employee Compensation Issue. Please Note: The Board may enter Closed / Executive Session to discuss consideration, compensation, and performance evaluation data, allowable under WI Statutes Section(s) 19.85(1)(c).

Continued....

VI. DEPARTMENTAL REPORTS

- A. Administration
- B. Public Safety
- C. Public Works
- D. Library

VII. ADJOURNMENT

Prepared By: Scott W. Hildebrand, Village Administrator

*The Board may reenter into Open Session to act on the subject matter discussed in Closed/Executive Session as previously defined. Also, for the convenience of members of the public, the Board may exit the Municipal Chambers to convene in closed/executive session and relocate to the Village Hall Conference Room and will reconvene in open session in the Municipal Chambers.

**This is an open meeting, open to the public, subject to the Wisconsin Open Meetings Law. The Village of Turtle Lake is committed to providing reasonable accommodations for persons with disabilities upon request of the individuals. Individuals with disabilities requiring an accommodation to attend the meeting should contact the Village Clerk-Treasurer in a timely manner at (715) 986-2241, Ext. 2.

*** For additional information on any agenda item, please contact (715) 986-2241.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

DISCLOSURE OF CONFLICT OF INTEREST BY MEMBERS REGARDING
ANY ITEM ON THE AGENDA

REVIEW OF CONSENT AGENDA

A. Bills and Claims

B. Licenses

C. Past Meeting Minutes

1. Attached are the Minutes from the November 18th regular Board Meeting as prepared by the Village Clerk / Treasurer.
2. Attached are the Minutes from the November 23rd Budget Hearing as prepared by the Village Clerk / Treasurer.

D. Treasurer's Report

RECOMMENDED ACTION

Staff recommends motion to approve the Consent Agenda as presented / amended.

Report Criteria:
Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.
Invoice Detail.Input Date = 11/19/2019-12/31/2019

Vendor	Vendor Name	Invoice Number	Invoice Date	GL Account Number	Description	Net Invoice Amount	Amount Paid	Date Paid	Voided
Albrightson Excavating Inc									
1075	Albrightson Excavating Inc	19142-1	11/25/2019	405-57000-500	Niemann Drive Utility Extension	147,819.96	.00		
Total Albrightson Excavating Inc:						147,819.96	.00		
ALLRAM LUMBER COMPANY, LLC.									
1524	ALLRAM LUMBER COMPANY, LL	1911-102095	11/05/2019	620-53831-000	PW-1/2x4x8 PLY	47.34	.00		
1524	ALLRAM LUMBER COMPANY, LL	1911-102095	11/05/2019	100-53300-270	PW-4x4x12 #1 BRN	39.50	.00		
1524	ALLRAM LUMBER COMPANY, LL	1911-102095	11/05/2019	620-53831-000	PW-Freight	30.00	.00		
1524	ALLRAM LUMBER COMPANY, LL	1911-102095	11/05/2019	620-53831-000	PW-2x4x10 #2	127.35	.00		
1524	ALLRAM LUMBER COMPANY, LL	1911-102095	11/05/2019	620-53831-000	PW-6x6x10 #1 BRN	80.38	.00		
1524	ALLRAM LUMBER COMPANY, LL	1911-102095	11/05/2019	600-65000-000	PW-2x6x16 #2	103.95	.00		
Total ALLRAM LUMBER COMPANY, LLC.:						428.52	.00		
Austad's Super Valu									
1231	Austad's Super Valu	2241-DEC2019	12/01/2019	620-53827-000	PW-BthrmTissue/PaperTowels	22.13	.00		
1231	Austad's Super Valu	2241-DEC2019	12/01/2019	100-53300-200	PW-Coffee	9.99	.00		
1231	Austad's Super Valu	2241-DEC2019	12/01/2019	600-64000-000	PW-Tomcat Press	3.68	.00		
1231	Austad's Super Valu	2241-DEC2019	12/01/2019	100-52100-510	PD-Supplies	37.63	.00		
Total Austad's Super Valu:						73.43	.00		
Auto Value Parts Store									
1291	Auto Value Parts Store	73124434	10/30/2019	100-53300-011	PW-Synthetic 10W30	17.97	.00		
1291	Auto Value Parts Store	73124434	10/30/2019	100-53300-011	PW-Classical Section B48	12.99	.00		
1291	Auto Value Parts Store	73124434	10/30/2019	100-53300-011	PW-Classical Section B47	12.99	.00		
1291	Auto Value Parts Store	73124434	10/30/2019	100-53300-011	PW-Classical Sections B45	12.99	.00		
1291	Auto Value Parts Store	73124434	10/30/2019	100-53300-011	PW-Classical Section B50	13.99	.00		
1291	Auto Value Parts Store	73124436	10/30/2019	100-53300-220	PW-Term Wire Nuts Assorted	4.49	.00		
1291	Auto Value Parts Store	73124856	11/06/2019	620-53827-000	PW-Duragloss 902	39.99	.00		
1291	Auto Value Parts Store	73124856	11/06/2019	620-53827-000	PW-Hook & Loop Tape 3/4	5.49	.00		
1291	Auto Value Parts Store	73124856	11/06/2019	620-53827-000	PW-Air Domestic	9.03	.00		
1291	Auto Value Parts Store	73124857	11/06/2019	100-53300-235	PW-Air Domestic	9.03	.00		
1291	Auto Value Parts Store	73125166	11/11/2019	100-53300-235	PW-Tubeless Kit	6.99	.00		
1291	Auto Value Parts Store	73125166	11/11/2019	100-53300-235	PW-LED Stop & Tail	15.99	.00		
1291	Auto Value Parts Store	73125897	11/22/2019	100-53300-200	PW-Wire Tie 4-in	2.58	.00		

Vendor	Vendor Name	Invoice Number	Invoice Date	GL Account Number	Description	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Auto Value Parts Store:						164.52	.00		
Barron County Clerk									
337	Barron County Clerk	V-TL-2019-2B	12/04/2019	100-44200-000	Dog Licenses	105.00	105.00	12/04/2019	
Total Barron County Clerk:						105.00	105.00		
Barron County Economic									
133	Barron County Economic	2019	12/02/2019	100-56200-700	Annual Membership / Contribution	1,000.00	1,000.00	12/02/2019	
Total Barron County Economic:						1,000.00	1,000.00		
Barron Electric Co-Op									
24	Barron Electric Co-Op	27730 DEC2019	12/01/2019	100-55200-305	Concession Stand	35.26	35.26	12/19/2019	
24	Barron Electric Co-Op	27730 DEC2019	12/01/2019	620-53821-000	13 1/2 Avenue and 1 1/2 Street	69.90	69.90	12/19/2019	
24	Barron Electric Co-Op	27730 DEC2019	12/01/2019	600-62000-000	Well - Ball Field	2,209.77	2,209.77	12/19/2019	
Total Barron Electric Co-Op:						2,314.93	2,314.93		
Busy B's Service & Wash Inc									
59	Busy B's Service & Wash Inc	37740	10/31/2019	100-52100-500	14 Charger Maintenance	36.99	.00		
59	Busy B's Service & Wash Inc	37741	10/31/2019	100-52100-500	17 Durango Maintenance	802.95	.00		
59	Busy B's Service & Wash Inc	37761	11/05/2019	100-52100-500	14 Charger Maintenance	687.98	.00		
59	Busy B's Service & Wash Inc	37777	11/08/2019	100-52100-500	14 Charger Maintenance	26.99	.00		
59	Busy B's Service & Wash Inc	37782	11/08/2019	100-53300-235	Tire Maintenance	70.00	.00		
59	Busy B's Service & Wash Inc	37786	11/11/2019	100-52100-500	16 Tahoe	89.99	.00		
59	Busy B's Service & Wash Inc	37815	11/18/2019	620-53835-000	99 Ram Labor Hrs	493.00	.00		
59	Busy B's Service & Wash Inc	37815	11/18/2019	620-53835-000	99 Ram U-Joints	69.54	.00		
59	Busy B's Service & Wash Inc	37815	11/18/2019	620-53835-000	99 Ram Ball Joint	66.57	.00		
59	Busy B's Service & Wash Inc	37838	11/25/2019	600-65000-000	08 Silverado Labor Hrs	399.50	.00		
59	Busy B's Service & Wash Inc	37838	11/25/2019	600-65000-000	08 Silverado Upper Control Arm	250.00	.00		
59	Busy B's Service & Wash Inc	37838	11/25/2019	600-65000-000	08 Silverado Alignment	70.00	.00		
59	Busy B's Service & Wash Inc	37838	11/25/2019	600-65000-000	08 Silverado Ball Joints	152.00	.00		
Total Busy B's Service & Wash Inc:						3,215.51	.00		
CARDMEMBER SERVICES									
1301	CARDMEMBER SERVICES	0363 NOV2019	11/06/2019	100-51200-300	Court-MS-Access Software 2019	137.14	137.14	12/03/2019	
1301	CARDMEMBER SERVICES	5440 NOV2019	11/20/2019	100-52100-900	PD-Indeed/Part-Time Officer	151.95	151.95	12/16/2019	
1301	CARDMEMBER SERVICES	7771 NOV2019	11/20/2019	250-52100-310	PD-ActiveDogs	126.44	126.44	12/16/2019	
1301	CARDMEMBER SERVICES	7771 NOV2019	11/20/2019	100-52100-305	PD-USPS	7.85	7.85	12/16/2019	
1301	CARDMEMBER SERVICES	7771 NOV2019	11/20/2019	100-52100-310	PD-Gloves	46.34	46.34	12/16/2019	
1301	CARDMEMBER SERVICES	7771 NOV2019	11/20/2019	100-52100-310	PD-iPhone Case	42.15	42.15	12/16/2019	

Vendor	Vendor Name	Invoice Number	Invoice Date	GL Account Number	Description	Net Invoice Amount	Amount Paid	Date Paid	Voided
1301	CARDMEMBER SERVICES	7771 NOV2019	11/20/2019	100-52100-310	PD-Sirchie Finger Print	197.29	197.29	12/16/2019	
1301	CARDMEMBER SERVICES	7789 NOV2019	11/20/2019	600-68100-000	PW-Office Max	280.96	280.96	12/16/2019	
1301	CARDMEMBER SERVICES	9711 NOV2019	11/20/2019	150-55110-400	Lib-Demco	97.45	.00		
Total CARDMEMBER SERVICES:						1,087.57	990.12		
CBS Squared Inc									
1320	CBS Squared Inc	6226	12/03/2019	405-51420-200	Jon Strand Pro Fees	525.00	.00		
1320	CBS Squared Inc	6226	12/03/2019	405-51420-200	Alex Jaromin Pro Fees	266.50	.00		
1320	CBS Squared Inc	6227	12/03/2019	405-51420-200	Danielle Spang Pro Fees	1,615.00	.00		
1320	CBS Squared Inc	6227	12/03/2019	405-51420-200	Engineering Mileage	73.08	.00		
1320	CBS Squared Inc	6227	12/03/2019	405-51420-200	Jody Strand Pro Fees	16.25	.00		
1320	CBS Squared Inc	6227	12/03/2019	405-51420-200	Ryan Hunt Pro Fees	1,456.00	.00		
1320	CBS Squared Inc	6227	12/03/2019	405-51420-200	Alex Jaromin Pro Fees	467.50	.00		
1320	CBS Squared Inc	6227	12/03/2019	405-51420-200	Jon Strand Pro Fees	387.50	.00		
1320	CBS Squared Inc	6228	12/03/2019	620-57000-500	Engineering Mileage	197.78	.00		
1320	CBS Squared Inc	6228	12/03/2019	620-57000-500	Focus on Energy Grant	7,500.00-	.00		
1320	CBS Squared Inc	6228	12/03/2019	620-57000-500	Alex Jaromin Pro Fees	1,126.25	.00		
1320	CBS Squared Inc	6228	12/03/2019	620-57000-500	Engineering Staff: McCarthy	1,275.00	.00		
1320	CBS Squared Inc	6228	12/03/2019	620-57000-500	Powrtek Engineering Inc - Electric	7,760.00	.00		
1320	CBS Squared Inc	6228	12/03/2019	620-57000-500	Engineering Staff: Spang	340.00	.00		
1320	CBS Squared Inc	6228	12/03/2019	620-57000-500	Engineering Meals	8.52	.00		
1320	CBS Squared Inc	6228	12/03/2019	620-57000-500	Engineering Staff: Schueller	786.25	.00		
1320	CBS Squared Inc	6228	12/03/2019	620-57000-500	Jody Strand Pro Fees	325.00	.00		
1320	CBS Squared Inc	6228	12/03/2019	620-57000-500	Engineering Survey Supplies	75.95	.00		
1320	CBS Squared Inc	6228	12/03/2019	620-57000-500	Jon Strand Pro Fees	3,475.00	.00		
Total CBS Squared Inc:						12,676.58	.00		
CenturyLink									
22	CenturyLink	301565022 OCT201	11/21/2019	100-51420-322	Admin - Phone & Internet	501.34	501.34	12/16/2019	
22	CenturyLink	301565448 OCT201	11/21/2019	100-53300-220	Public Works - Phones and Intern	553.37	553.37	12/16/2019	
22	CenturyLink	301565986 OCT201	11/21/2019	150-55110-505	Library - Phone & Internet	233.10	233.10	12/16/2019	
Total CenturyLink:						1,287.81	1,287.81		
Command Central									
866	Command Central	25248	11/01/2019	100-51175-300	2020 HMA Edge II	825.00	.00		
866	Command Central	26082	11/01/2019	100-51175-300	Edge II Battery Pack Replacemen	330.00	.00		
Total Command Central:						1,155.00	.00		
Commercial Testing Lab Inc									
63	Commercial Testing Lab Inc	50560	11/30/2019	620-53855-000	Sewer - Lab Testing	9,107.00	.00		

Vendor	Vendor Name	Invoice Number	Invoice Date	GL Account Number	Description	Net Invoice Amount	Amount Paid	Date Paid	Voided
63	Commercial Testing Lab Inc	50560	11/30/2019	600-68200-000	Water - Lab Testing	58.50	.00		
Total Commercial Testing Lab Inc:						9,165.50	.00		
Core & Main									
1435	Core & Main	L543529	11/18/2019	600-65000-000	4x3-1/2 Cor-Ten T-Head	36.00	.00		
1435	Core & Main	L543529	11/18/2019	600-65000-000	Valve Boxes and Adapters	325.00	.00		
1435	Core & Main	L543529	11/18/2019	600-65000-000	MJ Plug C153 IMP	49.51	.00		
1435	Core & Main	L543529	11/18/2019	600-65000-000	Gate VLV OL	615.00	.00		
1435	Core & Main	L543529	11/18/2019	600-65000-000	Gasket F/DI	18.00	.00		
1435	Core & Main	L543529	11/18/2019	600-65000-000	MJ Tee C153 IMP	133.16	.00		
1435	Core & Main	L543529	11/18/2019	600-65000-000	One-Lok DI RESTR SLDE6 SIGM	141.78	.00		
Total Core & Main:						1,318.45	.00		
Culligan Water Cond									
1128	Culligan Water Cond	201912058732	12/02/2019	100-52100-510	Water Delivery Service TLPD	8.00	.00		
Total Culligan Water Cond:						8.00	.00		
Cumberland Ace Hardware									
1405	Cumberland Ace Hardware	A206567	11/22/2019	100-53300-200	PW-Furnace Filters	7.96	.00		
1405	Cumberland Ace Hardware	A206567	11/22/2019	100-53300-200	PW-Mouse Traps	15.96	.00		
1405	Cumberland Ace Hardware	A206567	11/22/2019	100-53300-200	PW-Sponge Mop	14.99	.00		
1405	Cumberland Ace Hardware	A206567	11/22/2019	100-53300-200	PW-Staples	4.59	.00		
1405	Cumberland Ace Hardware	A206567	11/22/2019	100-53300-200	PW-Calculator	6.59	.00		
Total Cumberland Ace Hardware:						50.09	.00		
DAVIS AUTO BODY & TOWING									
83	DAVIS AUTO BODY & TOWING	5683	11/15/2019	100-55200-202	Ventrac Mower	195.60	.00		
Total DAVIS AUTO BODY & TOWING:						195.60	.00		
Ehlers									
634	Ehlers	81938	11/11/2019	620-53402-000	Financial Advisory-Sewer Plant	450.00	.00		
Total Ehlers:						450.00	.00		
EOJohnson Office Technologies									
168	EOJohnson Office Technologies	INV661307	11/19/2019	100-51420-318	Office Maintenance Contract #571	137.39	.00		
Total EOJohnson Office Technologies:						137.39	.00		

Vendor	Vendor Name	Invoice Number	Invoice Date	GL Account Number	Description	Net Invoice Amount	Amount Paid	Date Paid	Voided
Ferguson Waterworks #2516									
123	Ferguson Waterworks #2516	347491	11/13/2019	600-65000-000	PW-Parts/Repairs	183.81	.00		
Total Ferguson Waterworks #2516:						183.81	.00		
Fire Extinguisher Sales & Serv									
216	Fire Extinguisher Sales & Serv	2720	12/05/2019	100-52100-510	Fire Extinguisher Service - Police	146.00	.00		
Total Fire Extinguisher Sales & Serv:						146.00	.00		
Galls LLC									
110	Galls LLC	14202722	11/08/2019	100-52100-505	PD - Mens Cargo Pants	198.00	.00		
Total Galls LLC:						198.00	.00		
GCS Software, Inc.									
559	GCS Software, Inc.	28524	12/10/2019	100-51420-315	Tax Collection Software	330.00	.00		
Total GCS Software, Inc.:						330.00	.00		
Gille Trucking & Excavting Inc									
1166	Gille Trucking & Excavting Inc	9334	11/20/2019	600-65000-000	Hérons Landing -Excavator	600.00	.00		
1166	Gille Trucking & Excavting Inc	9334	11/20/2019	600-65000-000	Hérons landing - Mobilization Fee	375.00	.00		
1166	Gille Trucking & Excavting Inc	9334	11/20/2019	600-65000-000	Hérons Landing - Skidsteer	300.00	.00		
1166	Gille Trucking & Excavting Inc	9334	11/20/2019	600-65000-000	Hérons Landing - Labor Hrs	900.00	.00		
1166	Gille Trucking & Excavting Inc	9334	11/20/2019	600-65000-000	PW- Haul Cement	100.00	.00		
Total Gille Trucking & Excavting Inc:						2,275.00	.00		
Grainger									
675	Grainger	9353674980	11/12/2019	100-55200-200	PW-Shipping	12.25	.00		
675	Grainger	9353674980	11/12/2019	100-55200-200	US Flags	96.90	.00		
675	Grainger	9353674980	11/12/2019	100-55200-200	US Flags	67.50	.00		
Total Grainger:						176.65	.00		
Halco Press LLC									
26	Halco Press LLC	28NOV2019	11/28/2019	100-51420-300	Meeting and Minutes	603.30	.00		
26	Halco Press LLC	28NOV2019	11/28/2019	100-51420-300	Meeting and Minutes	58.71	.00		
26	Halco Press LLC	28NOV2019	11/28/2019	100-51175-300	Election Notices	60.00	.00		
26	Halco Press LLC	LIBRARY-NOV19	11/30/2019	150-55110-405	Library Subscription 2020	28.00	.00		
Total Halco Press LLC:						750.01	.00		

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Hawkins Inc.									
64	Hawkins Inc.	4614058	11/06/2019	620-53826-000	Sewer Chemicals	2,088.60	.00		
64	Hawkins Inc.	4618696	11/12/2019	600-63000-000	Water Chemicals	1,887.61	.00		
64	Hawkins Inc.	4621824	11/22/2019	620-53826-000	Sewer Chemicals	3,833.70	.00		
Total Hawkins Inc.:						7,809.91	.00		
Hildebrand, Scott									
1518	Hildebrand, Scott	EXPENSE NOV201	11/21/2019	100-51100-200	Mileage-Multiple Dates	93.96	.00		
1518	Hildebrand, Scott	STIPEND007	11/30/2019	100-51100-100	Phone Stipend per Contract \$80/	80.00	.00		
1518	Hildebrand, Scott	STIPEND008	12/17/2019	100-51100-100	Phone Stipend per Contract \$80/	80.00	.00		
Total Hildebrand, Scott:						253.96	.00		
Huebsch									
36	Huebsch	4391385	11/18/2019	100-51420-332	Office Rugs & Supplies	51.85	.00		
36	Huebsch	4393960	11/04/2019	150-55110-305	Library Rugs & Supplies	41.55	.00		
36	Huebsch	4403084	11/18/2019	100-51420-332	Office Rugs & Supplies	83.44	.00		
36	Huebsch	4403085	11/18/2019	100-52100-405	Police Dept Rugs & Supplies	28.08	.00		
36	Huebsch	4403086	11/18/2019	100-53300-200	Public Works - Uniforms	67.96	.00		
36	Huebsch	4403088	11/18/2019	150-55110-305	Library Rugs & Supplies	99.99	.00		
36	Huebsch	4408393	11/26/2019	100-53300-200	Public Works - Uniforms	67.96	.00		
36	Huebsch	4413308	12/03/2019	100-52100-405	Police Dept Rugs & Supplies	28.08	.00		
36	Huebsch	4413309	12/03/2019	100-53300-200	Public Works - Uniforms	67.76	.00		
36	Huebsch	4417530	12/10/2019	100-53300-200	Public Works - Uniforms	67.76	.00		
36	Huebsch	4417531	12/10/2019	620-53827-000	Public Works Rugs and Supplies	190.03	.00		
36	Huebsch	4418039	12/10/2019	100-51420-332	Office Rugs & Supplies	61.17	.00		
Total Huebsch:						855.63	.00		
IFLS Indianhead Federated									
321	IFLS Indianhead Federated	219467	11/15/2019	150-55110-400	Library - Supplies	98.01	.00		
Total IFLS Indianhead Federated:						98.01	.00		
Ingram Library Services									
1240	Ingram Library Services	42478061	10/24/2019	150-55110-605	Library Books and Materials	19.99	.00		
1240	Ingram Library Services	42564787	10/31/2019	150-55110-605	Library Books and Materials	245.28	.00		
1240	Ingram Library Services	42616336	11/05/2019	150-55110-605	Library Books and Materials	98.31	.00		
1240	Ingram Library Services	42826258	11/21/2019	150-55110-605	Library Books and Materials	28.46	.00		
Total Ingram Library Services:						392.04	.00		

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JAK-JOHNSON AGEN									
1507	JAK-JOHNSON AGEN	9352	11/25/2019	100-51300-200	Accounting Services	175.00	.00		
1507	JAK-JOHNSON AGEN	9353	11/25/2019	100-51300-200	Payroll Services	457.00	.00		
Total JAK-JOHNSON AGEN:						632.00	.00		
Ken-Way Services Inc									
483	Ken-Way Services Inc	73055	11/26/2019	620-53831-000	Jetted Forced Main	320.00	.00		
483	Ken-Way Services Inc	73055	11/26/2019	620-53833-000	Jetted Line at WWTP	275.00	.00		
Total Ken-Way Services Inc:						595.00	.00		
Lake Aire Insurance Agency									
89	Lake Aire Insurance Agency	TAXBOND	12/01/2019	100-51420-200	Tax Collector Bond for Polk Count	100.00	.00		
89	Lake Aire Insurance Agency	TAXBOND	12/01/2019	100-51420-200	Tax Collector Bond for Barron Cou	100.00	.00		
Total Lake Aire Insurance Agency:						200.00	.00		
MacQueen Equipment Inc.									
152	MacQueen Equipment Inc.	P23503	11/11/2019	620-53831-000	Sewer Hose Grbr Display	95.00	.00		
Total MacQueen Equipment Inc.:						95.00	.00		
Mayo Clinic									
572	Mayo Clinic	1038251827	12/01/2019	620-53856-000	Drug Screening - Davis	26.00	.00		
Total Mayo Clinic:						26.00	.00		
ME BULBS									
1501	ME BULBS	4114980-01	11/18/2019	100-53300-220	27T30/360/corncob/5k/M	189.78	.00		
1501	ME BULBS	4114980-01	11/18/2019	100-53300-220	Freight	17.72	.00		
1501	ME BULBS	4114980-01	11/18/2019	100-53300-220	MED/MOG EXT	35.88	.00		
1501	ME BULBS	4114980-01	11/18/2019	100-53300-220	22WT19/360/120-277V/5K	135.57	.00		
Total ME BULBS:						378.95	.00		
Menards - Rice Lake									
183	Menards - Rice Lake	46758	11/07/2019	620-53855-000	PW-BALL JARS	7.98	.00		
183	Menards - Rice Lake	46758	11/07/2019	620-53855-000	PW-BALL JARS PINT	8.78	.00		
183	Menards - Rice Lake	46758	11/07/2019	620-53855-000	PW-12 PK PINT JARS	6.99	.00		
Total Menards - Rice Lake:						23.75	.00		

Vendor	Vendor Name	Invoice Number	Invoice Date	GL Account Number	Description	Net Invoice Amount	Amount Paid	Date Paid	Voided
Meyer Sales Company Inc.									
158	Meyer Sales Company Inc.	C107439	11/14/2019	100-53300-235	VIN 2238 Repairs	713.01	.00		
Total Meyer Sales Company Inc.:						713.01	.00		
Neo Solutions Inc									
1116	Neo Solutions Inc	43813	10/30/2019	620-53826-000	Sewer - Treatment Chemicals	2,975.62	.00		
1116	Neo Solutions Inc	43937	11/21/2019	620-53826-000	Sewer - Treatment Chemicals	2,875.00	.00		
1116	Neo Solutions Inc	43937	11/21/2019	620-53826-000	PW-Freight	100.62	.00		
Total Neo Solutions Inc:						5,951.24	.00		
Noble's Tire & Auto Service									
296	Noble's Tire & Auto Service	274454	10/31/2019	100-53300-235	Payloader Tire Repair On Site	165.00	.00		
Total Noble's Tire & Auto Service:						165.00	.00		
Northern Lake Service Inc.									
1007	Northern Lake Service Inc.	368677	11/19/2019	600-68200-000	Water Sampling	23.00	.00		
Total Northern Lake Service Inc.:						23.00	.00		
Office Enterprises Inc									
1375	Office Enterprises Inc	454001	12/05/2019	620-53840-000	Ink Cartridge for Postage Meter S	28.42	.00		
1375	Office Enterprises Inc	454001	12/05/2019	600-68001-000	Ink Cartridge for Postage Meter W	28.42	.00		
1375	Office Enterprises Inc	454001	12/05/2019	100-51175-300	Ink Cartridge for Postage Meter E	28.42	.00		
1375	Office Enterprises Inc	454001	12/05/2019	500-56500-100	Ink Cartridge for Postage Meter T	28.42	.00		
1375	Office Enterprises Inc	454001	12/05/2019	100-52100-305	Ink Cartridge for Postage Meter P	28.42	.00		
1375	Office Enterprises Inc	454001	12/05/2019	100-51420-328	Ink Cartridge for Postage Meter A	28.43	.00		
1375	Office Enterprises Inc	454001	12/05/2019	100-51200-200	Ink Cartridge for Postage Meter C	28.42	.00		
Total Office Enterprises Inc:						198.95	.00		
Per Mar Security Services									
1506	Per Mar Security Services	2192841	12/08/2019	150-55110-600	Monitoring Services 301 Maple - L	25.75	.00		
1506	Per Mar Security Services	2192841	12/08/2019	100-51420-310	Monitoring Services 114 Martin Av	18.54	.00		
Total Per Mar Security Services:						44.29	.00		
Pomp's Tire Service Inc.									
542	Pomp's Tire Service Inc.	380110927	11/12/2019	100-53300-235	Tires - 2013 Ford	682.72	.00		
Total Pomp's Tire Service Inc.:						682.72	.00		

Vendor	Vendor Name	Invoice Number	Invoice Date	GL Account Number	Description	Net Invoice Amount	Amount Paid	Date Paid	Voided
Prevea WorkMed									
1449	Prevea WorkMed	9794	12/02/2019	620-53856-000	Lab Fees - Drug Testing PW	44.00	.00		
Total Prevea WorkMed:						44.00	.00		
Quality Flow Systems Inc									
714	Quality Flow Systems Inc	38144	11/13/2019	620-57000-700	VFDs for Biermann LS	3,150.00	.00		
714	Quality Flow Systems Inc	38150	11/13/2019	620-53835-000	Quoted Repair of KSB KRT F80-2	2,375.00	.00		
714	Quality Flow Systems Inc	38151	11/13/2019	620-57000-700	KSB Pump at WWTP	5,965.00	.00		
Total Quality Flow Systems Inc:						11,490.00	.00		
Quill Corporation									
94	Quill Corporation	2527324	11/08/2019	100-51420-312	Admin Office Supplies	24.79	.00		
94	Quill Corporation	2531176	11/08/2019	100-51420-312	Ball Point Pens: Blue for SH	22.99	.00		
Total Quill Corporation:						47.78	.00		
Republic Services #930									
61	Republic Services #930	0930-000833463	11/25/2019	100-53300-220	Monthly Dumpster Service	543.13	.00		
61	Republic Services #930	0930-000833463	11/25/2019	100-52100-200	Monthly Dumpster Service	297.99	.00		
Total Republic Services #930:						841.12	.00		
RM Schlosser Excavating LLC									
1234	RM Schlosser Excavating LLC	TURTL 17006 PYM	12/10/2019	405-57000-500	Utility Improvements	13,452.42	.00		
Total RM Schlosser Excavating LLC:						13,452.42	.00		
RPM GARAGE									
1535	RPM GARAGE	1571	11/04/2019	600-68900-000	Tires on 08 Chev 1500	259.98	.00		
1535	RPM GARAGE	1571	11/04/2019	600-68900-000	Labor for Tires 08 Chev	50.00	.00		
Total RPM GARAGE:						309.98	.00		
S & A LAND CLEARING, INC.									
1528	S & A LAND CLEARING, INC.	201917	12/01/2019	100-53300-275	Grind & Haul Brush Pile - Herons	58,200.00	.00		
Total S & A LAND CLEARING, INC.:						58,200.00	.00		
Synergy Cooperative									
7	Synergy Cooperative	921125 NOV-2019	11/30/2019	600-66000-000	Water - Fuels	183.53	.00		
7	Synergy Cooperative	921125 NOV-2019	11/30/2019	100-53300-225	Street Fuels	816.24	.00		
7	Synergy Cooperative	921125 NOV-2019	11/30/2019	100-52100-205	Police Fuel	1,095.05	.00		

Vendor	Vendor Name	Invoice Number	Invoice Date	GL Account Number	Description	Net Invoice Amount	Amount Paid	Date Paid	Voided
7	Synergy Cooperative	921125 NOV-2019	11/30/2019	620-53828-000	Sewer Fuels	362.28	.00		
Total Synergy Cooperative:						2,457.10	.00		
Teledyne Instruments Inc									
755	Teledyne Instruments Inc	P020070409	11/22/2019	620-53835-000	Service Labor	400.00	.00		
755	Teledyne Instruments Inc	P020070409	11/22/2019	620-53835-000	PW-Pump Housing Bushing	28.00	.00		
755	Teledyne Instruments Inc	P020070409	11/22/2019	620-53835-000	PW-Repair Label	6.00	.00		
755	Teledyne Instruments Inc	P020070409	11/22/2019	620-53835-000	PW-Freight	24.00	.00		
755	Teledyne Instruments Inc	P020070409	11/22/2019	620-53835-000	PW-Lip Seal	18.00	.00		
755	Teledyne Instruments Inc	P020070409	11/22/2019	620-53835-000	PW-Pump Tubing	27.00	.00		
755	Teledyne Instruments Inc	P020070409	11/22/2019	620-53835-000	PW-Pump Motor w/Filter Assembl	299.00	.00		
755	Teledyne Instruments Inc	S020365874	11/21/2019	620-53827-000	PW-Freight	24.00	.00		
755	Teledyne Instruments Inc	S020365874	11/21/2019	620-53827-000	Tube Disch 50-ft	660.00	.00		
Total Teledyne Instruments Inc:						1,486.00	.00		
Tice Technologies									
841	Tice Technologies	27437	11/26/2019	100-51200-300	Quick Clerk Tech Support	37.50	.00		
Total Tice Technologies:						37.50	.00		
TM Title Services Inc									
1359	TM Title Services Inc	25NOV2019	11/25/2019	405-57000-400	M&T International Deed - Polk Co	175.00	175.00	12/02/2019	
Total TM Title Services Inc:						175.00	175.00		
TRANSUNION RISK AND ALTERNATIVE									
1534	TRANSUNION RISK AND ALTER	4683041-201911-1	12/01/2019	100-51200-200	Municipal Court Fee Recovery	75.00	.00		
Total TRANSUNION RISK AND ALTERNATIVE:						75.00	.00		
Turtle Lake Area Chamber									
921	Turtle Lake Area Chamber	112219	11/22/2019	100-51420-302	Membership Dues	50.00	.00		
Total Turtle Lake Area Chamber:						50.00	.00		
Verizon Wireless									
290	Verizon Wireless	981583910 NOV	11/06/2019	100-51420-322	Administrator JetPack / Internet	37.99	37.99	11/26/2019	
290	Verizon Wireless	981583910 NOV	11/06/2019	150-55110-505	Library Jetpacks x 2 / Internet	75.98	75.98	11/26/2019	
290	Verizon Wireless	981583910 NOV	11/06/2019	100-52100-300	Police Department Verizon	195.04	195.04	11/26/2019	
290	Verizon Wireless	981583910 NOV	11/06/2019	100-53300-205	Public Works Cell Phones	207.75	207.75	11/26/2019	

Vendor	Vendor Name	Invoice Number	Invoice Date	GL Account Number	Description	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Verizon Wireless:						516.76	516.76		
VoTL Water & Sewer Department									
37	VoTL Water & Sewer Department	NOV-2019	12/01/2019	100-51420-310	2190.00 Office	30.38	.00		
37	VoTL Water & Sewer Department	NOV-2019	12/01/2019	100-53300-220	4750.00 Maintenance Building	233.17	.00		
37	VoTL Water & Sewer Department	NOV-2019	12/01/2019	100-55200-305	550 E Town Line Rd Village Park	30.38	.00		
37	VoTL Water & Sewer Department	NOV-2019	12/01/2019	600-68001-000	1000.00 Water Treatment Plant	122.48	.00		
37	VoTL Water & Sewer Department	NOV-2019	12/01/2019	100-55200-305	140 Willow St S Village Park	30.38	.00		
37	VoTL Water & Sewer Department	NOV-2019	12/01/2019	100-52100-200	2010.00 Police Operations	37.28	.00		
37	VoTL Water & Sewer Department	NOV-2019	12/01/2019	150-55110-600	5070.01Library	30.38	.00		
37	VoTL Water & Sewer Department	NOV-2019	12/01/2019	100-55200-305	2610.00 Park	121.10	.00		
37	VoTL Water & Sewer Department	NOV-2019	12/01/2019	100-55200-305	232 Willow St S Village Park	30.38	.00		
37	VoTL Water & Sewer Department	NOV-2019	12/01/2019	620-53821-000	4760.00 Sewer Operations	703.15	.00		
Total VoTL Water & Sewer Department:						1,369.08	.00		
WE Energies									
11	WE Energies	4405-853-076 NOV	11/11/2019	100-55200-305	210 Willow St	19.91	.00		
11	WE Energies	4405-853-076 NOV	11/11/2019	150-55110-600	301 Maple St - Library	52.66	.00		
11	WE Energies	4405-853-076 NOV	11/11/2019	100-53300-220	520 Logan Ave E - Shop	21.21	.00		
11	WE Energies	4405-853-076 NOV	11/11/2019	600-62000-000	118 Grand Ave W	19.39	.00		
11	WE Energies	4405-853-076 NOV	11/11/2019	620-53821-000	520 Logan Ave E - Shop	21.21	.00		
11	WE Energies	4405-853-076 NOV	11/11/2019	620-53821-000	560 Western	11.12	.00		
11	WE Energies	4405-853-076 NOV	11/11/2019	100-51420-310	114 Martin - V Hall	40.64	.00		
11	WE Energies	4405-853-076 NOV	11/11/2019	100-52100-200	115 Martin Ave E - PD	29.74	.00		
11	WE Energies	4405-853-076 NOV	11/11/2019	600-62000-100	520 Logan Ave E - Shop	21.20	.00		
11	WE Energies	4405-853-076 NOV	11/11/2019	600-62000-000	128 Elm St N	14.74	.00		
11	WE Energies	4405-853-076 NOV	11/11/2019	620-53821-000	520 Logan Ave E - Sewer Treatm	66.96	.00		
11	WE Energies	4405-853-076 NOV	11/11/2019	100-55200-305	520 Logan Ave E - Shop	21.21	.00		
Total WE Energies:						339.99	.00		
Weld Riley SC									
319	Weld Riley SC	38872	11/15/2019	620-53856-000	Public Works Employee Compens	542.88	.00		
Total Weld Riley SC:						542.88	.00		
Wisconsin Rural Water Assoctn									
180	Wisconsin Rural Water Assoctn	S3787	12/01/2019	620-53850-200	Membership Dues	390.00	.00		
Total Wisconsin Rural Water Assoctn:						390.00	.00		

Vendor	Vendor Name	Invoice Number	Invoice Date	GL Account Number	Description	Net Invoice Amount	Amount Paid	Date Paid	Voided
Xcel Energy									
21	Xcel Energy	661497345/5950	11/12/2019	620-53821-000	229 Maple St	28.79	.00		
21	Xcel Energy	661497345/5950	11/12/2019	100-51420-310	114 Martin Ave E (Office)	130.04	.00		
21	Xcel Energy	661497345/5950	11/12/2019	100-52100-200	115 Martin Ave E (PD)	133.27	.00		
21	Xcel Energy	661497345/5950	11/12/2019	600-62000-100	445 Western Blvd (Unit Water Tow	28.33	.00		
21	Xcel Energy	661497345/5950	11/12/2019	150-55110-600	301 Maple St S	239.48	.00		
21	Xcel Energy	661497345/5950	11/12/2019	600-62000-100	128 Elm St N (Mun Pump #1)	43.92	.00		
21	Xcel Energy	661497345/5950	11/12/2019	620-53821-000	302 Pine St (Lift Station #3)	22.31	.00		
21	Xcel Energy	661497345/5950	11/12/2019	100-53300-220	520 Logan Ave E	31.17	.00		
21	Xcel Energy	661497345/5950	11/12/2019	620-53821-000	528 Logan Ave E (Sewer Plant Se	22.99	.00		
21	Xcel Energy	661497345/5950	11/12/2019	620-53821-000	550 Pine St S (Lift Station-Pine)	57.92	.00		
21	Xcel Energy	661497345/5950	11/12/2019	100-53300-220	107 S Railroad Ave E (Downtown	143.10	.00		
21	Xcel Energy	661497345/5950	11/12/2019	100-52100-200	Fire Siren	76.47	.00		
21	Xcel Energy	661497345/5950	11/12/2019	620-53821-000	560 Westen Blvd (Lift Station-Wes	476.67	.00		
21	Xcel Energy	661497345/5950	11/12/2019	100-55200-305	227 Maple St (Park)	32.47	.00		
21	Xcel Energy	661497345/5950	11/12/2019	600-62000-000	118 Grand Ave (Water Pump #2)	810.59	.00		
21	Xcel Energy	661497345/5950	11/12/2019	600-62000-100	520 Logan Ave E	31.16	.00		
21	Xcel Energy	661497345/5950	11/12/2019	100-55200-305	228 Maple St N (Lions Club Bldg)	39.38	.00		
21	Xcel Energy	661497345/5950	11/12/2019	100-55200-305	520 Logan Ave E	31.17	.00		
21	Xcel Energy	661497345/5950	11/12/2019	600-32500	201 Poplar St	95.48	.00		
21	Xcel Energy	661497345/5950	11/12/2019	100-55200-305	218 Pine St Unit Temp (Park Side	17.62	.00		
21	Xcel Energy	661497345/5950	11/12/2019	620-53821-000	522 Logan Ave E (Sewer Plant)	7,701.22	.00		
21	Xcel Energy	661497345/5950	11/12/2019	620-53821-000	520 Logan Ave E	31.17	.00		
21	Xcel Energy	661497345/5950	11/12/2019	100-55200-305	232 Willow St S	56.13	.00		
21	Xcel Energy	661497345/5950	11/12/2019	600-32600	280 Industrial Ave	89.55	.00		
21	Xcel Energy	661497345/5950	11/12/2019	100-55200-305	105 Willow St S	22.09	.00		
21	Xcel Energy	663810504/4038	12/03/2019	100-53300-220	Street Lighting	2,052.79	.00		
Total Xcel Energy:						12,445.28	.00		
Grand Totals:						310,121.68	6,389.62		

VILLAGE OF TURTLE LAKE
Regular Board MEETING MINUTES
November 18, 2019

PRESENT: Village President, Koenig
Village Trustee, McCready
Village Trustee, Tarman
Village Trustee, Strenke
Village Trustee, Morton
Village Trustee, Glaubitz
Village Trustee, Clary

ABSENT:

STAFF PRESENT: Village Administrator, Hildebrand
Clerk-Treasurer, Story
Police Chief, Gabe
Library Director, Lutz
Public Works Director, Davis

CALL TO ORDER

Meeting called to order at 6:00 PM

Roll Call - President Koenig (stepped out at 7:24 PM/returned at 7:26 PM); Trustees McCready, Tarman, Strenke, Clary, Morton, Glaubitz; Administrator Hildebrand; Clerk-Treasurer Story; Library Director Lutz (left at 7:41 PM); DPW Davis; Officer Shallock; Jon Strand-CBS Engineer (arrived at 6:35 PM); and four citizens.

Pledge of Allegiance

Disclosure of conflict of interest by members regarding any item on the agenda

REVIEW OF CONSENT AGENDA

Bills & Claims

Meeting Minutes

Treasurer Report

Motion-1-2019

It was Moved by Patrick McCready and seconded by Chad Glaubitz Motion to approve consent agenda. All aye. None opposed. Motion carried.

PUBLIC COMMENT

Trustee Tarman would like to officially welcome back Trustee Morton and congratulate Trustee Clary.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Consider/Act on Request from Turtle Lake Area Food Pantry board to donate/sell land for a future Food Pantry Building - Presentation by Turtle Lake Area Food Pantry volunteer, Frank Maas, and discussion therein. Village Board tabled until the next Regular Board Meeting.

Consider/Act with Regard to Consideration of Employee Performance Evaluations - To close; no action.

*Please note: The Committee may enter Closed/Executive Session to discuss consideration employment, promotion, compensation or performance evaluation data and allowable under WI Statutes Sections 19.85(1)(c).**

November 18, 2019 *Regular Board Meeting*

Motion-2-2019 It was Moved by Laurie Tarman and seconded by Patrick McCready Motion to Closed Session at 6:17 PM All aye. None opposed. Motion carried.

Motion-3-2019 It was Moved by Patrick McCready and seconded by Laurie Tarman Motion to Open at 6:46 PM All aye. None opposed. Motion carried.

Consider/Act with Regard to the 2020 General Obligation Budget - Budget Hearing Currently Set for November 25, 2019 - General review. No action.

Consider/Act to Appoint Board Member(s) to Fill Vacant Committee Seats (Previously Held by Trustee Dennis Becker): Board of Review, Finance & Economic Development, Parks & Recreation, and Public Works

Motion-4-2019 It was Moved by Andy Koenig and seconded by Patrick McCready Motion to appoint committees: Trustee Strenke on Board of Review; appoint Trustee McCready on Finance and Economic Committee; appoint Trustee Clary on Parks & Rec Committee; appoint President Koenig to Public Works Committee all to replace retired Trustee Becker. Motion carried.

Consider/Act on Ordinance 2019-05: Broadband Network Project Applications - Adding Section 9-4-1 *et seq.*

Motion-5-2019 It was Moved by Andy Koenig and seconded by Patrick McCready Motion to approve Ordinance 2019-05: Broadband Network Project Applications. Motion carried.

Consider/Discuss with Regard to the 2020 Proposed Budget for Water & Sewer Revenue Funds

Motion-6-2019 It was Moved by Patrick McCready and seconded by Chad Glaubitz Motion for Water & Sewer Publication. All aye. None opposed. Motion carried.

DEPARTMENTAL REPORTS:

Administration - Administrator Hildebrand gave status update on the FEMA grant and brief discussion on the TIF/TID#3 requests from three different entities. A request for the Finance Committee to meet was granted on November 25, 2019 at 5:00 PM.

Library - Director Lutz reported that the Library has good numbers; a Lifeskill Employment opportunity is on December 9, 2019 at 5:00 PM; a tech conference is scheduled for the Library website; the library has new expanded hours. Library hours are now: Monday 10:00 AM - 8:00 PM; Tuesday thru Friday 10:00 AM - 6:00 PM; and Saturday 10:00 AM - Noon.

Police - Officer Schallock reported on Chief Gabe's status as well as an update on police calls.

Public Works - Davis reported on WWTP; discussion of Rural Development grant; as well as his submitted report. Jon Strand discussed the eAuth Level 2 and for the Clerk-Treasurer to follow thru with access on that.

ADJOURNMENT

**The Board may reenter into Open Session to act on the subject matter discussed in Closed/Executive Session as previously defined. Also, for the convenience of members of the public, the Board may exit the Municipal Chambers to convene in closed/executive session in the Village Hall Conference Room and reconvene in open session in the Municipal Chambers.*

Adjourn

Motion-7-2019 It was Moved by Chad Glaubitz and seconded by Patrick McCready Motion to adjourn at 7:45 PM Motion carried.

VILLAGE OF TURTLE LAKE
Public Hearing MEETING MINUTES
November 25, 2019

CALL TO ORDER

President Koenig called the meeting to order at 6:01 PM

ROLL CALL

President Koenig, Trustees McCreedy, Tarman, Clary, Morton, Glaubitz; Administrator Hildebrand; Clerk-Treasurer Story; Chief Gabe; DPW Davis; and Officer Schallock. Absent: Trustee Strenke. Citizens: Two

REVIEW OF AGENDA

PUBLIC COMMENT

None

UNFINISHED BUSINESS:

None

NEW BUSINESS:

PUBLIC HEARING - to Accept Public Input with Regard to the 2020 Village Budget - A lengthy discussion regarding the general operating expenses and the overall budget. Chief Gabe and supporting employees and citizens present expressed interests in the village supporting an additional patrol officer. Discussions on where the money was going to come from and a suggestion on a possible referendum, if needed.

Motion by Trustee McCreedy/Morton to open Public Hearing for the 2020 Budget All aye. None opposed. Motion carried.

Motion by Trustee Tarman/Morton to close Public Hearing for the 2020 Budget All aye. None opposed. Motion carried.

Consideration and Possible Action with Regard to the Proposed 2020 Village Budget - Further discussion on a possible referendum. The Board directed Administrator Hildebrand to obtain further information in regards to addressing the drug issues and to reach out to the Barron County Sheriff as well as the SCC-Tribal Council to possibly attend a future Board meeting. Administrator Hildebrand expressed the referendum be held November 2020 if that is what the Board is proposing.

Motion by Trustee Tarman/Morton to accept the 2020 Budget as proposed. All in favor. None opposed. Motion carried.

Consideration and Possible Action for Resolution 2019-10: Telecommuter Forward

Motion by President Koenig/Trustee McCreedy to approve Resolution 2019-10: Telecommuter Forward All aye. None opposed. Motion carried.

ADJOURNMENT

Adjourned at 6:45 PM

**Village of Turtle Lake
 CONSENT AGENDA ITEMS
 December 16, 2019**

OPERATORS LICENSES

<i>Date Rec'd</i>	<i>Establishment</i>	<i>Applicant Name</i>	<i>Birth Date</i>	<i>Offenses</i>	<i>Date Approved by Police Chief</i>
11/12/19	Cenex/Synergy	Makayla Ramelfanger	Oct-01	None	11/25/19
12/3/2019	Lake Country Pizza	Randal Beecroft	Oct-01	None	12/05/19

PROVISIONAL LICENSES

<i>Date Rec'd</i>	<i>Establishment</i>	<i>Applicant Name</i>	<i>Birth Date</i>	<i>Offenses</i>

TEMPORARY SERVER'S LICENSES

<i>Date Rec'd</i>	<i>Establishment</i>	<i>Applicant Name</i>	<i>Birth Date</i>	<i>Offenses</i>

STREET USE PERMITS

<i>Date Rec'd</i>	<i>Establishment</i>	<i>Applicant Name</i>	<i>Birth Date</i>	<i>Offenses</i>

Village of Turtle Lake					
DAIRY STATE BANK					
INTEREST					
for November 2019					
			G/L	DEBIT	CREDIT
			Account #		
Village General	1.97%		001-11100	\$3,336.07	
Interest - Tourism			500-48500-900		146.19
Interest - Water			600-41900-000		553.31
Interest - Sewer			620-48100-000		1,208.58
Interest - Library			150-45500-000		54.90
Interest - General			100-48100-000		\$1,373.09
<i>Average Bank Ledger Balance</i>	\$2,067,015.95				
CDBG Housing	1.98%		200-11100	\$40.57	
Interest			200-48100-000		\$40.57
<i>Average Bank Ledger Balance</i>	\$25,621.87				
TLPD K9 Unit Savings	0.35%		250-11300	\$0.00	
Quarterly Interest			250-48100-000		\$0.00
<i>Month End Savings Balance</i>	\$26,363.80				
S & W Savings	0.25%		600-13200	\$0.24	
Water Interest Income			600-41900-000		\$0.24
<i>Average Bank Ledger Balance</i>	\$1,201.97				
Safe Drinking Water Loans	1.97%		600-13300	\$109.93	
Water Interest Income			600-41900-000		\$109.93
<i>Average Bank Ledger Balance</i>	\$95,736.55				
Sewer Bond & Int Redemption	0.76%		620-11520	\$33.49	
Sewer Interest			620-48100-000		\$33.49
<i>Average Bank Ledger Balance</i>	\$46,420.02				
Real Estate Tax Account	1.97%		800-11100	\$0.89	
Interest			100-48100-000		\$0.89
<i>Average Bank Ledger Balance</i>	\$572.96				
TOTAL				\$0.00	\$3,521.19

Village of Turtle Lake					
CUMBERLAND FEDERAL BANK					
INTEREST					
for November 2019					
			G/L	DEBIT	CREDIT
			Account #		
General Working Capital	0.50%		100-11150	\$184.82	
Interest			100-48100-000		\$184.82
<i>Average Bank Ledger Balance</i>	\$ 465,046.86				
TIF Reserves	0.50%		405-11150	\$80.16	
Interest			405-48100-000		\$80.16
<i>Average Bank Ledger Balance</i>	\$ 201,690.06				
Tourism Fund Reserves	0.50%		500-11150	\$40.08	
Interest			500-48500-900		\$40.08
<i>Average Bank Ledger Balance</i>	\$ 100,845.03				
Water Fund Reserves	0.50%		600-13150	\$120.24	
Interest			600-41900-000		\$120.24
<i>Average Bank Ledger Balance</i>	\$ 302,535.10				
Sewer Fund Reserves	0.50%		620-11150	\$201.99	
Interest			620-48100-000		\$201.99
<i>Average Bank Ledger Balance</i>	\$ 504,239.90				
TOTAL FOR CUMBERLAND FEDERAL BANK MONEY MARKET ACCOUNTS				\$627.29	\$627.29
Sewer Reserve & Depreciation	0.50%		620-11540	\$45.54	
Interest			620-48100-000		\$45.54
<i>Average Bank Ledger Balance</i>	\$ 114,587.26				
Debt Service Fund	0.50%		300-11150	\$32.70	
Interest			300-48100-000		\$32.70
<i>Average Bank Ledger Balance</i>	\$ 82,285.50				
TOTAL FOR ALL CUMBERLAND FEDERAL BANK ACCOUNTS				\$705.53	\$705.53

VILLAGE OF TURTLE LAKE
BALANCE SHEET
NOVEMBER 30, 2019

FUND 100 - GENERAL FUND

<u>ASSETS</u>		
100-11111	TREASURER'S CASH-V/G	13,465.90
100-11150	CASH - CUMBERLAND FEDERAL	465,429.17
100-11200	CASH RESERVE	5,000.00
100-11800	PETTY CASH #108097	1,180.44
100-12000	PREPAID POSTAGE	(328.52)
100-12050	PREPAID HEALTH INSURANCE	12,375.26
100-12100	TAXES RECEIVABLE	648,501.01
100-12130	DELINQUENT TAX SPECIALS REC	6,632.64
100-12320	DELINQUENT TAXES	9,872.85
100-12330	ALLOWANCE UNCOLLECTED PP TAXES	(2,092.00)
100-15700	OTHER ACCOUNTS RECEIVABLE	(10,672.97)
100-15701	UNAPPLIED ACCOUNTS RECEIVABLE	205.37
100-15800	DUE FROM TAX AGENCY	(.46)
TOTAL ASSETS		<u><u>1,149,568.69</u></u>
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
100-21100	ACCOUNTS PAYABLE - VILLAGE GEN	(348.94)
100-21500	SOCIAL SECURITY W/H EMP. SHARE	171.89
100-21512	FEDERAL WITHHOLDING	3,002.42
100-21513	STATE WITHHOLDING	2,097.91
100-21514	DEFERRED COMP PAYABLE	280.50
100-21515	UNION DUES PAYABLE	50.13
100-21519	RETIREMENT PAYABLE	(5,850.81)
100-21520	HEALTH/LIFE INS PAYABLE	5,663.50
100-21521	DENTAL INS PAYABLE	(3,125.16)
100-21522	MISC DEDUCTION PAYABLE	786.93
100-21524	AFLAC DEDUCTIONS PAYABLE	527.80
100-21590	SALES TAX PAYABLE	6.47
100-21700	WAGES PAYABLE	21,721.54
100-24600	DUE SCHOOL MOBILE HOME TAXES	.32
100-26100	DEFERRED TAXROLL REVENUE	649,252.17
TOTAL LIABILITIES		<u>674,236.67</u>
<u>FUND EQUITY</u>		
100-34125	NON-SPENDABLE INVENT & PREPAID	12,971.00
100-34215	RESTRICTED FOR LIBRARY	30,044.00
100-34235	ASSIGNED FOR WORKING CAPITAL	261,150.00
100-34250	ASSIGNED FOR NATL NIGHT OUT	51.00
100-34300	FUND BALANCE UNASSIGNED	501,974.26
	REVENUES OVER EXPENDITURES - YTD	(330,858.24)
TOTAL FUND EQUITY		<u><u>475,332.02</u></u>
TOTAL LIABILITIES & EQUITY		<u><u>1,149,568.69</u></u>

VILLAGE OF TURTLE LAKE
FUND SUMMARY
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	12,011.64	550,943.86	778,752.00	227,808.14	70.8
PARK & RECREATION FEES	50.00	2,885.00	3,500.00	615.00	82.4
INTERGOVERNMENTAL REVENUE	.00	58,401.65	261,475.00	203,073.35	22.3
LICENSES & PERMITS	1,983.50	20,697.88	18,375.00	(2,322.88)	112.6
COURT	3,258.91	115,954.26	99,700.00	(16,254.26)	116.3
STREET REVENUES	.00	92,670.15	92,032.32	(637.83)	100.7
PUBLIC SAFETY REVENUES	6,176.25	40,326.15	43,075.00	2,748.85	93.6
MISCELLANEOUS REVENUE	2,358.80	53,699.83	22,300.00	(31,399.83)	240.8
	<u>25,839.10</u>	<u>935,578.78</u>	<u>1,319,209.32</u>	<u>383,630.54</u>	<u>70.9</u>
<u>EXPENDITURES</u>					
DEPT 000	1,510.68	16,811.40	20,200.00	3,388.60	83.2
ADMINISTRATION	4,243.41	14,784.38	.00	(14,784.38)	.0
CLERK	1,611.48	30,737.16	58,342.00	27,604.84	52.7
ELECTIONS	904.45	13,973.17	19,879.00	5,905.83	70.3
MUNICIPAL COURT	7,915.96	61,831.31	73,021.00	11,189.69	84.7
MUNICIPAL COURT - CAPITAL	1,250.00	1,250.00	750.00	(500.00)	166.7
LEGAL	1,238.50	15,229.12	29,000.00	13,770.88	52.5
TREASURER	2,277.98	81,075.49	57,421.00	(23,654.49)	141.2
GENERAL OPERATING	4,725.43	81,189.87	66,083.00	(15,106.87)	122.9
LICENSES & PERMITS	.00	10.00	.00	(10.00)	.0
GENERAL - CAPITAL	.00	6,445.83	14,000.00	7,554.17	46.0
TAX RELATED - MISCELLANEOUS	.00	385.27	250.00	(135.27)	154.1
PUBLIC SAFETY OPERATING	37,019.07	439,584.37	483,222.00	43,637.63	91.0
PUBLIC SAFETY - CAPITAL	569.00	1,069.44	14,359.00	13,289.56	7.5
PUBLIC SAFETY - OTHER	891.97	55,434.24	58,000.00	2,565.76	95.6
STREETS & HIGHWAYS OPERATING	14,707.15	188,761.60	158,802.00	(29,959.60)	118.9
DEPT 420	.00	4,102.37	.00	(4,102.37)	.0
PUBLIC WORKS - CAPITAL	8,830.75	123,744.61	127,750.00	4,005.39	96.9
LIBRARY	.00	603.02	.00	(603.02)	.0
LIBRARY MAINTENANCE OF EFFORT	.00	31.38	.00	(31.38)	.0
PARKS - CULTURE/REC/EDU	3,989.70	102,451.09	59,328.00	(43,123.09)	172.7
PARKS - CAPITAL	.00	1,050.00	8,550.00	7,500.00	12.3
PLANNING - ZONING - DEVELOPMNT	.00	25,881.90	6,000.00	(19,881.90)	431.4
	<u>91,685.53</u>	<u>1,266,437.02</u>	<u>1,254,957.00</u>	<u>(11,480.02)</u>	<u>100.9</u>
	<u>(65,846.43)</u>	<u>(330,858.24)</u>	<u>64,252.32</u>	<u>395,110.56</u>	<u>(514.9)</u>

VILLAGE OF TURTLE LAKE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
100-41110-000	GENERAL PROPERTY TAXES	.00	501,904.17	649,252.00	147,347.83 77.3
100-41120-000	LIBRARY MAINTENANCE OF EFFORT	.00	(64,252.00)	.00	64,252.00 .0
100-41140-000	MOBILE HOME FEES	2,288.16	6,864.48	6,000.00	(864.48) 114.4
100-41210-000	LODGING TAXES	2,223.48	25,120.47	25,000.00	(120.47) 100.5
100-41310-000	TAXES FROM UTILITIES-S & W	7,500.00	75,000.00	90,000.00	15,000.00 83.3
100-41320-000	IN LIEU OF TAXES OTHER	.00	6,306.74	8,500.00	2,193.26 74.2
	TOTAL TAXES	12,011.64	550,943.86	778,752.00	227,808.14 70.8
<u>PARK & RECREATION FEES</u>					
100-42201-000	RECREATION PROGRAM & REG. FEES	.00	10.00	750.00	740.00 1.3
100-42300-000	PARK FEES & SHELTER RENTALS	50.00	2,875.00	2,750.00	(125.00) 104.6
	TOTAL PARK & RECREATION FEES	50.00	2,885.00	3,500.00	615.00 82.4
<u>INTERGOVERNMENTAL REVENUE</u>					
100-43410-000	STATE SHARED REVENUES	.00	55,305.13	261,475.00	206,169.87 21.2
100-43430-000	STATE COMPUTER AID	.00	2,410.12	.00	(2,410.12) .0
100-43521-000	STATE POLICE TRAINING AID	.00	686.40	.00	(686.40) .0
	TOTAL INTERGOVERNMENTAL REVENUE	.00	58,401.65	261,475.00	203,073.35 22.3
<u>LICENSES & PERMITS</u>					
100-44110-000	LIQUOR/BEVERAGE/OP LICENSES	25.00	9,450.00	9,750.00	300.00 96.9
100-44120-000	OTHER BUSINESS/SELLER LICENSES	.00	265.00	100.00	(165.00) 265.0
100-44200-000	DOG/CAT AND KENNEL LICENSES	(56.50)	280.00	275.00	(5.00) 101.8
100-44300-000	BUILDING PERMITS	2,015.00	10,702.88	8,250.00	(2,452.88) 129.7
	TOTAL LICENSES & PERMITS	1,983.50	20,697.88	18,375.00	(2,322.88) 112.6
<u>COURT</u>					
100-45110-000	COURT PENALTIES AND COSTS	3,258.91	115,279.26	98,500.00	(16,779.26) 117.0
100-45130-000	PARKING VIOLATIONS	.00	675.00	1,200.00	525.00 56.3
	TOTAL COURT	3,258.91	115,954.26	99,700.00	(16,254.26) 116.3

VILLAGE OF TURTLE LAKE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>STREET REVENUES</u>					
100-46100-000 SALE OF M/S-STREET	.00	.00	100.00	100.00	.0
100-46210-000 STATE TRANSPORTATION AID	.00	92,392.75	91,132.32	(1,260.43)	101.4
100-46230-000 SNOW REMOVAL FEES	.00	.00	100.00	100.00	.0
100-46440-000 LAWN & WEED CONTROL FEES	.00	175.00	200.00	25.00	87.5
100-46500-000 OTHER STREET REVENUE	.00	102.40	500.00	397.60	20.5
TOTAL STREET REVENUES	.00	92,670.15	92,032.32	(637.83)	100.7
<u>PUBLIC SAFETY REVENUES</u>					
100-47310-000 PUBLIC SAFETY REVENUE	10.00	64.00	.00	(64.00)	.0
100-47313-000 PUBLIC SAFETY GRANTS	.00	4,000.00	1,000.00	(3,000.00)	400.0
100-47321-000 CONTRACT POLICE PROTECTION	5,366.25	34,053.75	37,375.00	3,321.25	91.1
100-47322-000 LAW ENFORCEMENT FEES	.00	.00	200.00	200.00	.0
100-47323-000 FIRE INSURANCE TAX	.00	.00	3,500.00	3,500.00	.0
100-47390-000 MISC REVENUES AND DONATIONS	800.00	2,208.40	1,000.00	(1,208.40)	220.8
TOTAL PUBLIC SAFETY REVENUES	6,176.25	40,326.15	43,075.00	2,748.85	93.6
<u>MISCELLANEOUS REVENUE</u>					
100-48100-000 INTEREST ON INVESTMENTS	1,558.80	23,704.60	9,000.00	(14,704.60)	263.4
100-48200-000 RENT OF PROPERTY	.00	122.79	.00	(122.79)	.0
100-48250-000 BUILDING SPACE RENTAL	800.00	8,825.00	12,000.00	3,175.00	73.5
100-48300-000 EQUIPMENT SALES	.00	3,233.00	500.00	(2,733.00)	646.6
100-48400-000 INSURANCE DIVIDENDS	.00	3,353.75	.00	(3,353.75)	.0
100-48700-000 DEVELOPMENT REVENUE	.00	4,500.00	.00	(4,500.00)	.0
100-48900-000 MISCELLANEOUS REVENUES	.00	9,960.69	800.00	(9,160.69)	1245.1
TOTAL MISCELLANEOUS REVENUE	2,358.80	53,699.83	22,300.00	(31,399.83)	240.8
TOTAL FUND REVENUE	25,839.10	935,578.78	1,319,209.32	383,630.54	70.9

VILLAGE OF TURTLE LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEPT 000</u>					
100-51000-001 BOARD - SALARIES AND WAGES	1,333.36	14,496.12	16,000.00	1,503.88	90.6
100-51000-011 COMMITTEE - SALARIES AND WAGES	.00	.00	500.00	500.00	.0
100-51000-100 BOARD/COMMITTEE - BENEFITS	102.00	1,108.02	1,500.00	391.98	73.9
100-51000-150 BOARD/COMMITTEE - SUPPLIES	75.32	613.64	350.00	(263.64)	175.3
100-51000-200 BRD/COM- CONF/TRAINING/TRAVEL	.00	556.12	1,250.00	693.88	44.5
100-51000-300 BRD/COM - DUES & SUBSCRIPTIONS	.00	37.50	600.00	562.50	6.3
TOTAL DEPT 000	1,510.68	16,811.40	20,200.00	3,388.60	83.2
<u>ADMINISTRATION</u>					
100-51100-001 ADMINISTRATOR - SALARIES AND	3,077.10	9,231.30	.00	(9,231.30)	.0
100-51100-100 ADMINISTRATOR - BENEFITS	1,166.31	3,437.81	.00	(3,437.81)	.0
100-51100-200 ADMINISTR-CONF/TRAINING/TRAVEL	.00	2,115.27	.00	(2,115.27)	.0
TOTAL ADMINISTRATION	4,243.41	14,784.38	.00	(14,784.38)	.0
<u>CLERK</u>					
100-51125-001 CLERK - SALARIES AND WAGES	1,026.54	21,111.63	34,606.00	13,494.37	61.0
100-51125-011 ADMIN ASST- SALARIES AND WAGES	.00	.00	1,664.00	1,664.00	.0
100-51125-100 CLERK - BENEFITS	584.94	9,625.53	22,072.00	12,446.47	43.6
TOTAL CLERK	1,611.48	30,737.16	58,342.00	27,604.84	52.7
<u>ELECTIONS</u>					
100-51175-001 CLERK ELECTION - SALARIES AND	612.03	9,629.94	7,858.00	(1,771.94)	122.6
100-51175-011 POLL WORKER - SALARIES AND WA	.00	.00	4,500.00	4,500.00	.0
100-51175-100 ELECTION - BENEFITS	31.98	3,518.06	4,771.00	1,252.94	73.7
100-51175-300 ELECTION - OPERATION EXPENSES	260.44	825.17	2,750.00	1,924.83	30.0
TOTAL ELECTIONS	904.45	13,973.17	19,879.00	5,905.83	70.3
<u>MUNICIPAL COURT</u>					
100-51200-001 MUNICIPAL COURT - SALARIES AND	2,763.59	30,233.14	33,614.00	3,380.86	89.9
100-51200-100 MUNICIPAL COURT - BENEFITS	1,540.28	13,860.43	19,357.00	5,496.57	71.6
100-51200-200 MUNICIPAL COURT - OPERATIONS	261.23	3,102.73	4,750.00	1,647.27	65.3
100-51200-205 MUNICIPAL COURT - OFFICE SPACE	800.00	8,800.00	12,000.00	3,200.00	73.3
100-51200-210 MUNICL CRT-CONF/TRAINING/TRVL	200.86	1,155.01	.00	(1,155.01)	.0
100-51200-215 MUNICIPAL COURT - JAIL FEES	.00	.00	300.00	300.00	.0
100-51200-300 MUNICIPAL CRT - SOFTWARE/TECH	2,350.00	4,680.00	3,000.00	(1,680.00)	156.0
TOTAL MUNICIPAL COURT	7,915.96	61,831.31	73,021.00	11,189.69	84.7

VILLAGE OF TURTLE LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MUNICIPAL COURT - CAPITAL</u>					
100-51225-500 CAPITAL - MUNI COURT PURCHASES	1,250.00	1,250.00	750.00	(500.00)	166.7
TOTAL MUNICIPAL COURT - CAPITAL	1,250.00	1,250.00	750.00	(500.00)	166.7
<u>LEGAL</u>					
100-51250-100 LEGAL FEES - ATTY REPRESENTATN	1,238.50	7,455.76	11,000.00	3,544.24	67.8
100-51250-200 LEGAL FEES - CONSULTING	.00	7,773.36	18,000.00	10,226.64	43.2
TOTAL LEGAL	1,238.50	15,229.12	29,000.00	13,770.88	52.5
<u>TREASURER</u>					
100-51300-001 TREASURER - SALARIES AND WAGES	1,026.54	38,853.33	22,990.00	(15,863.33)	169.0
100-51300-100 TREASURER - BENEFITS	584.94	17,716.31	14,831.00	(2,885.31)	119.5
100-51300-200 ACCOUNTING AND AUDIT SERVICES	666.50	19,205.85	14,000.00	(5,205.85)	137.2
100-51300-400 ASSESSOR SERVICES	.00	5,300.00	5,600.00	300.00	94.6
TOTAL TREASURER	2,277.98	81,075.49	57,421.00	(23,654.49)	141.2
<u>GENERAL OPERATING</u>					
100-51420-001 JANITORIAL - SALARIES AND WAGE	170.92	582.41	2,005.00	1,422.59	29.1
100-51420-100 JANITORIAL - BENEFITS	13.08	44.57	153.00	108.43	29.1
100-51420-200 INSURANCES-LIABILITY/PROP/BOND	1,373.00	47,837.00	13,500.00	(34,337.00)	354.4
100-51420-205 WORKMEN'S COMPENSATION	1,897.33	7,589.33	15,500.00	7,910.67	49.0
100-51420-210 UNEMPLOYMENT COMPENSATION	.00	.00	2,000.00	2,000.00	.0
100-51420-220 HUMAN RESOURCES RELATED	.00	1,947.96	1,250.00	(697.96)	155.8
100-51420-300 NOTICES & PUBLICATIONS	555.30	5,321.98	7,000.00	1,678.02	76.0
100-51420-302 DUES, LICENSES & SUBSCRIPTIONS	.00	497.98	500.00	2.02	99.6
100-51420-310 UTILITIES	55.28	4,376.99	6,000.00	1,623.01	73.0
100-51420-312 OFFICE SUPPLIES & MISC	164.47	2,275.08	2,250.00	(25.08)	101.1
100-51420-315 SOFTWARE/TECH SERVICES/UPGRADE	.00	3,639.84	2,750.00	(889.84)	132.4
100-51420-318 OFFICE EQUIPMENT / COPIER	110.00	965.74	975.00	9.26	99.1
100-51420-320 CONFERENCES/TRAINING/TRAVEL	.00	1,511.96	3,500.00	1,988.04	43.2
100-51420-322 COMMUNICATIONS-PHONE, INTERNET	.00	1,192.71	4,500.00	3,307.29	26.5
100-51420-325 WEB SITE RELATED	.00	273.95	900.00	626.05	30.4
100-51420-328 POSTAGE, SHIPPING AND METER	193.79	1,776.17	1,750.00	(26.17)	101.5
100-51420-330 AWARDS/CELEBRATIONS	.00	73.77	550.00	476.23	13.4
100-51420-332 BUILDING/OFFICE REPAIR & MAINT	192.26	1,282.43	500.00	(782.43)	256.5
100-51420-335 HVAC REPAIR AND MAINTENANCE	.00	.00	500.00	500.00	.0
TOTAL GENERAL OPERATING	4,725.43	81,189.87	66,083.00	(15,106.87)	122.9

VILLAGE OF TURTLE LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LICENSES & PERMITS</u>					
100-51422-100 LICENSES & PERMITS-BENEFITS	.00	10.00	.00	(10.00)	.0
TOTAL LICENSES & PERMITS	.00	10.00	.00	(10.00)	.0
<u>GENERAL - CAPITAL</u>					
100-51525-200 CAPITAL - RECODIFICATION	.00	350.00	8,000.00	7,650.00	4.4
100-51525-300 CAPITAL - OFFICE EQUIPMENT	.00	952.00	750.00	(202.00)	126.9
100-51525-400 CAPITAL - OFFICE RENOVATION	.00	102.84	1,500.00	1,397.16	6.9
100-51525-500 CAPITAL - EQUIPMENT & SOFTWARE	.00	5,040.99	3,750.00	(1,290.99)	134.4
TOTAL GENERAL - CAPITAL	.00	6,445.83	14,000.00	7,554.17	46.0
<u>TAX RELATED - MISCELLANEOUS</u>					
100-51800-200 TAX CORRECTIONS	.00	(51.95)	.00	51.95	.0
100-51800-900 MISCELLANEOUS EXPENSE	.00	437.22	250.00	(187.22)	174.9
TOTAL TAX RELATED - MISCELLANEOUS	.00	385.27	250.00	(135.27)	154.1
<u>PUBLIC SAFETY OPERATING</u>					
100-52100-001 POLICE - SALARIES AND WAGES	20,770.85	257,880.58	280,635.00	22,754.42	91.9
100-52100-100 POLICE - BENEFITS	11,936.98	122,618.60	153,387.00	30,768.40	79.9
100-52100-200 UTILITIES	30.38	4,369.04	5,000.00	630.96	87.4
100-52100-205 FUEL & OIL	1,057.74	12,255.52	12,000.00	(255.52)	102.1
100-52100-300 COMMUNICATIONS: PHONE/INTERNET	.00	7,045.19	4,500.00	(2,545.19)	156.6
100-52100-305 POSTAGE AND SHIPPING	53.72	533.03	500.00	(33.03)	106.6
100-52100-310 OFFICE SUPPLIES/EQUIP/MISC	607.97	2,795.36	2,500.00	(295.36)	111.8
100-52100-400 CONFERENCES/TRAINING/TRAVEL	141.47	2,169.11	2,500.00	330.89	86.8
100-52100-405 REPAIRS/MAINT-BUILDING	56.16	2,685.43	1,500.00	(1,185.43)	179.0
100-52100-410 REPAIRS/MAINT- EQUIPMENT	.00	4,588.69	1,000.00	(3,588.69)	458.9
100-52100-500 REPAIRS/MAINT-VEHICLES	777.17	5,687.10	6,000.00	312.90	94.8
100-52100-505 UNIFORMS	1,175.40	2,950.49	4,500.00	1,549.51	65.6
100-52100-510 OPERATION SUPPLIES/EQUIPMENT	369.03	4,990.13	1,500.00	(3,490.13)	332.7
100-52100-600 TIRES & REPAIRS	.00	541.08	1,200.00	658.92	45.1
100-52100-605 AMMUNITION	.00	678.74	1,500.00	821.26	45.3
100-52100-700 TECH SUPPORT/ SOFTWARE	.00	5,176.34	4,000.00	(1,176.34)	129.4
100-52100-900 MISCELLANEOUS EXPENSE	42.20	2,619.94	1,000.00	(1,619.94)	262.0
TOTAL PUBLIC SAFETY OPERATING	37,019.07	439,584.37	483,222.00	43,637.63	91.0

VILLAGE OF TURTLE LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY - CAPITAL</u>					
100-52125-705 CAPITAL - SQUAD REPLACEMENT	569.00	569.00	.00	(569.00)	.0
100-52125-800 CAPITAL - POLICE EQUIPMENT	.00	104.45	2,000.00	1,895.55	5.2
100-52125-802 CAPITAL - COMPUTER REPLACEMENT	.00	395.99	2,000.00	1,604.01	19.8
100-52125-805 CAPITAL - ANNUAL SOFTWARE	.00	.00	9,359.00	9,359.00	.0
100-52125-808 CAPITAL - BUILDING RENOVATIONS	.00	.00	1,000.00	1,000.00	.0
TOTAL PUBLIC SAFETY - CAPITAL	569.00	1,069.44	14,359.00	13,289.56	7.5
<u>PUBLIC SAFETY - OTHER</u>					
100-52350-001 ANIMAL CONTROL - SALARIES & WA	.00	.00	200.00	200.00	.0
100-52350-100 ANIMAL CONTROL EXPENSES	.00	.00	75.00	75.00	.0
100-52350-300 FIRE DISTRICT	.00	46,548.31	45,050.00	(1,498.31)	103.3
100-52350-500 CONTRIBUTIONS- 1ST RESPONDERS	.00	.00	2,000.00	2,000.00	.0
100-52350-550 CONTRIBUTIONS - FOOD PANTRY	.00	.00	1,000.00	1,000.00	.0
100-52350-600 BUILDING INSPECTOR SERVICES	517.00	8,283.82	7,500.00	(783.82)	110.5
100-52350-800 STORM WARNING SIREN	.00	.00	975.00	975.00	.0
100-52350-850 HIGHWAY SPEED BOARDS	374.97	602.11	1,200.00	597.89	50.2
TOTAL PUBLIC SAFETY - OTHER	891.97	55,434.24	58,000.00	2,565.76	95.6
<u>STREETS & HIGHWAYS OPERATING</u>					
100-53300-001 STREETS - SALARIES AND WAGES	3,808.79	48,152.56	33,279.00	(14,873.56)	144.7
100-53300-011 SNOW REMOVAL OT & MATERIALS	438.00	6,724.16	5,750.00	(974.16)	116.9
100-53300-100 STREETS - BENEFITS	1,983.00	23,715.15	17,023.00	(6,692.15)	139.3
100-53300-200 SHOP SUPPLIES/MTLS/MISC	273.67	7,888.50	3,000.00	(4,888.50)	263.0
100-53300-205 COMMUNICATIONS-PHONE/INTERNET	.00	5,487.62	2,000.00	(3,487.62)	274.4
100-53300-210 CONFERENCES/TRAINING/TRAVEL	.00	440.09	250.00	(190.09)	176.0
100-53300-215 FEES AND DUES	.00	28.00	.00	(28.00)	.0
100-53300-220 UTILITIES	2,357.35	27,701.05	37,250.00	9,548.95	74.4
100-53300-225 FUEL, GREASE & OIL	500.43	9,769.21	9,000.00	(769.21)	108.6
100-53300-230 STREET SWEEPER/BROOMS	35.10	1,815.05	5,000.00	3,184.95	36.3
100-53300-235 VEHICLE MAINTENANCE & REPAIR	35.98	9,124.57	8,000.00	(1,124.57)	114.1
100-53300-240 BUILDING REPAIR & MAINTENANCE	.00	6,939.65	5,000.00	(1,939.65)	138.8
100-53300-250 ASPHALT/CONCRETE	.00	13,497.99	5,000.00	(8,497.99)	270.0
100-53300-255 CRACK SEALING	.00	.00	10,000.00	10,000.00	.0
100-53300-258 STREET REPAIRS & MAINTENANCE	3,795.00	3,874.62	5,000.00	1,125.38	77.5
100-53300-260 LANDFILL	.00	.00	500.00	500.00	.0
100-53300-265 SALT/SAND/GRAVEL	.00	6,450.34	4,750.00	(1,700.34)	135.8
100-53300-270 STREET SIGNAGE/TRAFFIC MARKING	1,392.83	2,951.58	8,000.00	5,048.42	36.9
100-53300-275 CONTRACT LABOR/OUTSIDE SERVICE	87.00	14,201.46	.00	(14,201.46)	.0
TOTAL STREETS & HIGHWAYS OPERATING	14,707.15	188,761.60	158,802.00	(29,959.60)	118.9

VILLAGE OF TURTLE LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEPT 420</u>					
100-53420-000 STREET LIGHTING	.00	4,102.37	.00	(4,102.37)	.0
TOTAL DEPT 420	.00	4,102.37	.00	(4,102.37)	.0
<u>PUBLIC WORKS - CAPITAL</u>					
100-54120-300 CAPITAL - STORM SEWER R & M	6,190.75	6,190.75	5,000.00	(1,190.75)	123.8
100-54120-301 CAPITAL - STREET IMPROVEMENTS	2,640.00	112,912.14	92,500.00	(20,412.14)	122.1
100-54120-305 CAPITAL - SHOP OFFICE EQUIPMNT	.00	.00	250.00	250.00	.0
100-54120-350 CAPITAL - EQUIPMENT REPLACEMMT	.00	4,641.72	30,000.00	25,358.28	15.5
TOTAL PUBLIC WORKS - CAPITAL	8,830.75	123,744.61	127,750.00	4,005.39	96.9
<u>LIBRARY</u>					
100-55110-505 COMMUNICATIONS-PHONE, INTERNET	.00	603.02	.00	(603.02)	.0
TOTAL LIBRARY	.00	603.02	.00	(603.02)	.0
<u>LIBRARY MAINTENANCE OF EFFORT</u>					
100-55175-000 LIBRARY MAINTENANCE OF EFFORT	.00	31.38	.00	(31.38)	.0
TOTAL LIBRARY MAINTENANCE OF EFFORT	.00	31.38	.00	(31.38)	.0
<u>PARKS - CULTURE/REC/EDU</u>					
100-55200-001 PARKS - SALARIES AND WAGES	1,706.50	42,087.10	27,372.00	(14,715.10)	153.8
100-55200-100 PARKS - BENEFITS	937.23	20,105.30	13,556.00	(6,549.30)	148.3
100-55200-200 PARKS SUPPLIES / MAINTENANCE	11.43	3,030.66	3,000.00	(30.66)	101.0
100-55200-202 PARKS BLDG & EQPMNT R&M	113.03	741.32	2,000.00	1,258.68	37.1
100-55200-203 FUEL, GREASE AND OIL	90.59	1,173.96	800.00	(373.96)	146.8
100-55200-205 CONFERENCES, TRAINING, TRAVEL	32.80	32.80	150.00	117.20	21.9
100-55200-300 FEES AND DUES	.00	175.00	200.00	25.00	87.5
100-55200-305 UTILITIES	1,098.12	12,100.68	11,500.00	(600.68)	105.2
100-55200-400 CONTRACT LABOR	.00	22,954.50	.00	(22,954.50)	.0
100-55200-450 RECREATION PROGRAM EXPENSES	.00	.00	100.00	100.00	.0
100-55200-475 NATIONAL NIGHT OUT	.00	(118.23)	500.00	618.23	(23.7)
100-55200-500 ADVERTISING/PRINTING	.00	168.00	150.00	(18.00)	112.0
TOTAL PARKS - CULTURE/REC/EDU	3,989.70	102,451.09	59,328.00	(43,123.09)	172.7

VILLAGE OF TURTLE LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS - CAPITAL</u>					
100-55400-200 CAPITAL-PARK IMPROVMENTS	.00	.00	4,800.00	4,800.00	.0
100-55400-400 CAPITAL - SKINAWAY LAKE & DAM	.00	1,050.00	250.00	(800.00)	420.0
100-55400-500 CAPITAL-PARK REPLACEMENTS	.00	.00	3,500.00	3,500.00	.0
TOTAL PARKS - CAPITAL	.00	1,050.00	8,550.00	7,500.00	12.3
<u>PLANNING - ZONING - DEVELOPMNT</u>					
100-56200-001 PLANNING/ZONING- WAGES	.00	60.00	750.00	690.00	8.0
100-56200-100 PLANNING/ZONING - BENEFITS	.00	4.60	50.00	45.40	9.2
100-56200-200 PLANNING OPERATIONS	.00	3,643.88	1,200.00	(2,443.88)	303.7
100-56200-210 PUBLICATIONS AND NOTICES	.00	162.00	500.00	338.00	32.4
100-56200-250 CONFERENCES/TRAINING/TRAVEL	.00	.00	500.00	500.00	.0
100-56200-400 ZONING OPERATIONS	.00	.00	300.00	300.00	.0
100-56200-700 ECONOMIC DEVELOPMENT	.00	500.00	1,500.00	1,000.00	33.3
100-56200-800 LAND PURCHASE	.00	5,250.00	.00	(5,250.00)	.0
100-56200-900 OUTSIDE/PROFESSIONAL SERVICES	.00	16,261.42	1,200.00	(15,061.42)	1355.1
TOTAL PLANNING - ZONING - DEVELOPMNT	.00	25,881.90	6,000.00	(19,881.90)	431.4
TOTAL FUND EXPENDITURES	91,685.53	1,266,437.02	1,254,957.00	(11,480.02)	100.9
NET REVENUE OVER EXPENDITURES	(65,846.43)	(330,858.24)	64,252.32	395,110.56	(514.9)

VILLAGE OF TURTLE LAKE
BALANCE SHEET
NOVEMBER 30, 2019

FUND 250 - TLPD K-9 UNIT FUND

ASSETS

250-11111	TREASURER'S CASH - K-9 UNIT	(10,712.84)	
250-11300	SAVINGS - X6608		24,343.21	
250-11400	PETTY CASH		125.00	
250-15000	DUE FROM OTHER AGENCIES		50.00	
			<u> </u>	
	TOTAL ASSETS			13,805.37
				<u> </u>

LIABILITIES AND EQUITY

FUND EQUITY

250-34300	FUND BALANCE		14,576.09	
	REVENUES OVER EXPENDITURES - YTD	(770.72)	
			<u> </u>	
	TOTAL FUND EQUITY			13,805.37
				<u> </u>
	TOTAL LIABILITIES & EQUITY			13,805.37
				<u> </u>

VILLAGE OF TURTLE LAKE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LIBRARY REVENUES</u>					
150-45500-000 INTEREST - LIBRARY	54.90	547.71	250.00	(297.71)	219.1
150-45501-000 LIBRARY FINES	.00	1,115.25	1,900.00	784.75	58.7
150-45502-000 SALE OF BOOKS	.00	102.90	1,000.00	897.10	10.3
150-45503-000 DONATIONS/MEMORIALS	.00	405.69	500.00	94.31	81.1
150-45504-000 COUNTY ACT PAYMENTS	.00	36,551.99	40,000.00	3,448.01	91.4
150-45505-000 MAINTENANCE OF EFFORT	.00	64,252.00	64,252.00	.00	100.0
150-45800-000 COPIER USAGE FEES	.00	988.45	1,400.00	411.55	70.6
150-45900-000 MISCELLANEOUS REVENUES	.00	2,879.43	.00	(2,879.43)	.0
TOTAL LIBRARY REVENUES	54.90	106,843.42	109,302.00	2,458.58	97.8
TOTAL FUND REVENUE	54.90	106,843.42	109,302.00	2,458.58	97.8

VILLAGE OF TURTLE LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY OPERATING</u>					
150-55110-001 LIBRARY - SALARIES & WAGES	4,294.72	50,346.77	57,073.00	6,726.23	88.2
150-55110-100 LIBRARY - BENEFITS	1,405.72	15,856.08	18,279.00	2,422.92	86.7
150-55110-200 ADVERTISING	.00	161.90	500.00	338.10	32.4
150-55110-202 POSTAGE AND SHIPPING	7.35	7.35	100.00	92.65	7.4
150-55110-205 CONFERENCES/TRAINING/TRAVEL	.00	20.87	1,000.00	979.13	2.1
150-55110-210 LIBRARY PROFESSIONAL SERVICES	.00	.00	100.00	100.00	.0
150-55110-300 REPAIRS AND MAINTENANCE	18.00	70.09	500.00	429.91	14.0
150-55110-305 JANITORIAL	92.79	1,182.95	1,200.00	17.05	98.6
150-55110-350 SPECIAL PROGRAMS	.00	1,082.39	1,000.00	(82.39)	108.2
150-55110-400 SUPPLIES AND MISCELLANEOUS	210.60	1,727.42	1,500.00	(227.42)	115.2
150-55110-405 SUBSCRIPTIONS/CIRCULATION	44.92	263.79	400.00	136.21	66.0
150-55110-475 WISCAT COURIER SERVICE	.00	1,225.00	1,200.00	(25.00)	102.1
150-55110-500 MORE LICENSE/MAINT CONTRACT	.00	3,603.00	4,000.00	397.00	90.1
150-55110-505 COMMUNICATIONS-PHONE, INTERNET	.00	1,847.95	2,500.00	652.05	73.9
150-55110-525 COMPUTER & TECH SUPPORT	104.00	1,647.12	1,500.00	(147.12)	109.8
150-55110-600 UTILITIES	62.28	4,269.12	5,000.00	730.88	85.4
150-55110-605 LIBRARY PRINT MATERIALS	135.13	9,202.30	8,000.00	(1,202.30)	115.0
150-55110-606 LIBRARY MEDIA MATERIALS	178.83	3,927.28	3,500.00	(427.28)	112.2
TOTAL LIBRARY OPERATING	6,554.34	96,441.38	107,352.00	10,910.62	89.8
<u>LIBRARY - CAPITAL</u>					
150-55125-650 CAPITAL - LIBRARY FURNITURE	.00	248.95	200.00	(48.95)	124.5
150-55125-700 CAPITAL - LIBRARY EQUIPMENT	.00	2,149.38	1,000.00	(1,149.38)	214.9
TOTAL LIBRARY - CAPITAL	.00	2,398.33	1,200.00	(1,198.33)	199.9
<u>LIBRARY CONTINGENCY & RESERVES</u>					
150-55150-500 CONTINGENCY	.00	.00	750.00	750.00	.0
TOTAL LIBRARY CONTINGENCY & RESERVES	.00	.00	750.00	750.00	.0
TOTAL FUND EXPENDITURES	6,554.34	98,839.71	109,302.00	10,462.29	90.4
NET REVENUE OVER EXPENDITURES	(6,499.44)	8,003.71	.00	(8,003.71)	.0

VILLAGE OF TURTLE LAKE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>STREET REVENUES</u>					
100-46100-000 SALE OF M/S-STREET	.00	.00	100.00	100.00	.0
100-46210-000 STATE TRANSPORTATION AID	.00	92,392.75	91,132.32	(1,260.43)	101.4
100-46230-000 SNOW REMOVAL FEES	.00	.00	100.00	100.00	.0
100-46440-000 LAWN & WEED CONTROL FEES	.00	175.00	200.00	25.00	87.5
100-46500-000 OTHER STREET REVENUE	.00	102.40	500.00	397.60	20.5
TOTAL STREET REVENUES	.00	92,670.15	92,032.32	(637.83)	100.7
TOTAL FUND REVENUE	.00	92,670.15	92,032.32	(637.83)	100.7

VILLAGE OF TURTLE LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREETS & HIGHWAYS OPERATING</u>					
100-53300-001	3,808.79	48,152.56	33,279.00	(14,873.56)	144.7
100-53300-011	438.00	6,724.16	5,750.00	(974.16)	116.9
100-53300-100	1,983.00	23,715.15	17,023.00	(6,692.15)	139.3
100-53300-200	273.67	7,888.50	3,000.00	(4,888.50)	263.0
100-53300-205	.00	5,487.62	2,000.00	(3,487.62)	274.4
100-53300-210	.00	440.09	250.00	(190.09)	176.0
100-53300-215	.00	28.00	.00	(28.00)	.0
100-53300-220	2,357.35	27,701.05	37,250.00	9,548.95	74.4
100-53300-225	500.43	9,769.21	9,000.00	(769.21)	108.6
100-53300-230	35.10	1,815.05	5,000.00	3,184.95	36.3
100-53300-235	35.98	9,124.57	8,000.00	(1,124.57)	114.1
100-53300-240	.00	6,939.65	5,000.00	(1,939.65)	138.8
100-53300-250	.00	13,497.99	5,000.00	(8,497.99)	270.0
100-53300-255	.00	.00	10,000.00	10,000.00	.0
100-53300-258	3,795.00	3,874.62	5,000.00	1,125.38	77.5
100-53300-260	.00	.00	500.00	500.00	.0
100-53300-265	.00	6,450.34	4,750.00	(1,700.34)	135.8
100-53300-270	1,392.83	2,951.58	8,000.00	5,048.42	36.9
100-53300-275	87.00	14,201.46	.00	(14,201.46)	.0
TOTAL STREETS & HIGHWAYS OPERATING	14,707.15	188,761.60	158,802.00	(29,959.60)	118.9
TOTAL FUND EXPENDITURES	14,707.15	188,761.60	158,802.00	(29,959.60)	118.9
NET REVENUE OVER EXPENDITURES	(14,707.15)	(96,091.45)	(66,769.68)	29,321.77	(143.9)

VILLAGE OF TURTLE LAKE
FUND SUMMARY
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
WATER INTEREST INCOME	1,087.72	12,334.21	12,500.00	165.79	98.7
WATER SALES REVENUE	50,077.23	978,371.17	540,100.00	(438,271.17)	181.2
WATER OTHER REVENUE	213.82	9,673.24	6,200.00	(3,473.24)	156.0
SOURCE 62	(1,911.71)	(34,345.08)	(44,200.00)	(9,854.92)	(77.7)
SOURCE 63	(877.21)	(10,616.53)	(13,500.00)	(2,883.47)	(78.6)
	<u>48,589.85</u>	<u>955,417.01</u>	<u>501,100.00</u>	<u>(454,317.01)</u>	<u>190.7</u>
<u>EXPENDITURES</u>					
WATER DEPRECIATION	12,442.00	136,862.00	135,500.00	(1,362.00)	101.0
WATER TAXES	7,500.00	75,000.00	90,600.00	15,600.00	82.8
WATER INTEREST ON LOANS	.00	10,620.63	23,000.00	12,379.37	46.2
WATER SALARIES	7,530.19	77,533.15	79,010.00	1,476.85	98.1
WATER UTILITIES	1,911.71	34,345.08	44,200.00	9,854.92	77.7
WATER CHEMICALS	877.21	10,616.53	13,500.00	2,883.47	78.6
WATER SUPPLIES & OPERATIONS	64.75	5,876.67	6,500.00	623.33	90.4
WATER REPAIRS	3,115.95	52,405.62	40,000.00	(12,405.62)	131.0
WATER TRANSPORTATION	213.42	2,034.14	2,500.00	465.86	81.4
WATER CAPITAL OUTLAY	.00	3,213.70	7,325.00	4,111.30	43.9
WATER ADMINISTRATION	1,381.64	5,604.99	34,533.00	28,928.01	16.2
WATER BILLING & COLLECTION	236.59	8,210.25	14,500.00	6,289.75	56.6
WATER OFFICE SUPPLIES	11.00	328.00	200.00	(128.00)	164.0
WATER OUTSIDE SERVICES	1,998.00	12,530.56	23,000.00	10,469.44	54.5
WATER INSURANCE	3,270.33	3,270.33	11,000.00	7,729.67	29.7
WATER REG COMM EXPENSE	.00	250.00	250.00	.00	100.0
WATER MISC EXPENSE	.00	6,255.04	500.00	(5,755.04)	1251.0
	<u>40,552.79</u>	<u>444,956.69</u>	<u>526,118.00</u>	<u>81,161.31</u>	<u>84.6</u>
	<u>8,037.06</u>	<u>510,460.32</u>	<u>(25,018.00)</u>	<u>(535,478.32)</u>	<u>2040.4</u>

VILLAGE OF TURTLE LAKE
FUND SUMMARY
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

SEWER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
SEWER SALES REVENUE	206,108.03	1,241,326.92	1,467,400.00	226,073.08	84.6
INTEREST INCOME	1,489.60	11,882.77	9,750.00	(2,132.77)	121.9
OTHER FINANCING SOURCES	.00	.00	500,000.00	500,000.00	.0
	<u>207,597.63</u>	<u>1,253,209.69</u>	<u>1,977,150.00</u>	<u>723,940.31</u>	<u>63.4</u>
<u>EXPENDITURES</u>					
OUTSIDE/PROFESSIONAL SERVICES	87.00	20,386.92	45,000.00	24,613.08	45.3
SEWER DEPRECIATION	17,981.00	197,791.00	200,000.00	2,209.00	98.9
SEWER MAINT SALARIES & BENFITS	15,833.35	137,972.79	205,951.00	67,978.21	67.0
SEWER POWER	569.54	93,186.41	135,000.00	41,813.59	69.0
SEWER CHEMICALS	10,165.50	92,969.80	150,000.00	57,030.20	62.0
SEWER SUPPLIES	185.28	4,040.45	4,000.00	(40.45)	101.0
SEWER TRANSPORTATION	207.08	4,939.29	5,500.00	560.71	89.8
MAINT OF COLLECTION SYSTEM	1,685.00	10,218.90	20,000.00	9,781.10	51.1
MAINT OF TREATMENT PLANT	1,062.55	2,414.40	10,000.00	7,585.60	24.1
MAINT OF SEWER EQUIPMENT	5,371.67	37,594.11	40,000.00	2,405.89	94.0
MAINT OF DATA VIEW SYSTEM	.00	.00	1,000.00	1,000.00	.0
SEWER BILLING & COLLECTION	112.72	16,495.30	14,500.00	(1,995.30)	113.8
SEWER ADMIN SALARIES & BENEFIT	3,081.09	10,557.89	53,513.00	42,955.11	19.7
SEWER REGULATORY	.00	5,684.24	6,750.00	1,065.76	84.2
SEWER INSURANCE	4,643.34	4,643.34	18,000.00	13,356.66	25.8
SEWER LABORATORY TESTING	7,197.00	60,492.00	55,000.00	(5,492.00)	110.0
SEWER MISCELLANEOUS	.00	1,372.00	2,000.00	628.00	68.6
SEWER - CAPITAL OUTLAY	13,040.28	385,568.57	667,065.00	281,496.43	57.8
SEWER INTEREST ON BONDS	.00	29,500.73	66,000.00	36,499.27	44.7
OTHER SEWER DEBT SERVICE	304.00	2,736.00	75,000.00	72,264.00	3.7
	<u>81,526.40</u>	<u>1,118,564.14</u>	<u>1,774,279.00</u>	<u>655,714.86</u>	<u>63.0</u>
	<u>126,071.23</u>	<u>134,645.55</u>	<u>202,871.00</u>	<u>68,225.45</u>	<u>66.4</u>

PUBLIC FORUM

OLD BUSINESS

- A. Consider for Approval the use of the Village Logo by the Chamber of Commerce.

Staff requests the revisit the request from the Chamber of Commerce, which was first discussed on July 15th, to receive permission to use the Village Logo, or a variation thereof. This matter was subsequently tabled, but no formal decision was ever reached by the Board.

Staff has recently noticed the Chamber using the Turtle Lake Logo in the attached document and on the Chamber website.

Should the Board choose to proceed.

RECOMMENDED ACTION

Staff recommends a formal motion by the Board to approve / deny the use of the Village logo by the Turtle Lake Chamber of Commerce.



TURTLE LAKE
WISCONSIN

Membership Form

Annual Dues*

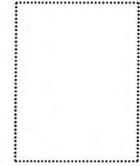
- Commercial/Governmental
(Over 50 employees) \$100
- Commercial/Governmental
(Under 50 employees) \$50
- Individual (Non-Voting) \$20

Membership year is January 1st to December 31st.
Dues will not be pro-rated. Members joining during last
three months of year will be granted a renewal date of one
year from the next membership start date.

Please complete the form below and submit with your
dues by mailing to:

Turtle Lake Area Chamber of Commerce
PO Box 317
Turtle Lake WI 54889

Your Name: _____
Company Name: _____
Business Type: _____
Bus. Address: _____
Mail Address: _____
City/State/Zip: _____
Phone No.: _____
Email: _____
Website: _____
Number of Employees: _____
Date Business Established: _____



BUILDING
COMMUNITY
NETWORKING
SUPPORTING
LOCAL
BUSINESSES

PO Box 317
Turtle Lake WI 54889



Officers

President:

Jennifer Raddatz
JLR Photography

1st Vice President:

Toni Monforton
Lake Country Pizza

2nd Vice President:

Shelli Swanson
Swan Beach Vendor
Events

Secretary:

Tracy Mullin
MTM Performance
Solutions, Inc.
and
Miaae Kil

Treasurer:

Toni Monforton
and
Jen Swensen
Hotel Bar & Grill

Dairy State Bank

COMMITTEES

Member Activities:

To promote networking and sharing of knowledge and resources, through Public Forum Meetings, Anniversary Events, Ribbon Cutting or Open Houses, After 5 Events, Professional Development Programs and more.

Economic Development:

To promote retention, expansion, and attraction of business and industry in and around Turtle Lake through support for tourism related businesses.

TLACC is a member of the State Chamber group and Connect Community, which can provide benefits and resources for the local Chamber.

Marketing/Media/Promotion:

To promote area businesses and events through cross promotion, cooperative advertising, social media, web page hosting and joint purchasing.

Community Special Events:

To build awareness of area businesses and services with leadership and support for community events, such as: Summer Solstice, Children's Business Fair, Spring Market Day, Turtle Lake Parade, Chamber's Christmas with Santa and more.

2020 Chamber Calendar

January 9: Public Forum at Turtle Lake Village Hall, at 5:30pm

February 13: Public Forum at Turtle Lake Village Hall, at 5:30pm

March 7: Bridal & Special Occasion Expo

March 26: After 5 Event at Northlake Community Clinic

April 9: Public Forum at Turtle Lake Village Hall, at 5:30pm

May 16: Children's Business Fair and Annual Spring Market Day

June 19: Summer Solstice downtown Turtle Lake

July 9: TLACC Annual Networking Meeting

July 18: Turtle Lake Community Parade in conjunction with Annual Turtle Lake Inter-County Fair

August 13: Public Forum at Turtle Lake Village Hall, at 5:30pm

September 10: Public Forum at Turtle Lake Village Hall, at 5:30pm

October 8: Public Forum at Turtle Lake Village Hall, at 5:30pm

November 30: Small Business Saturday

November-December: Chamber Bucks Promotional Program - local shopping incentive program

December 5: Chamber Christmas w/Santa and Chili Feed in conjunction with Lion's Lights in the Park

WELCOME

Business meetings are planned at 5:30-6:30pm the second Thursday of the month's identified in the above calendar. Agenda are sent one week in advance. Members, non-members and guests are welcome to come early for an opportunity to visit with other area business people.

HISTORY

Re-established in 2018 by a group of business owners and managers interested in bringing the community business and organizations closer together to support one another and grow together.

First established in July of 2004 with the State of Wisconsin. By-laws and Articles of Incorporation for the Turtle Lake Area Chamber of Commerce were approved on

TOP TEN REASONS TO JOIN THE CHAMBER:

1. Creates recognition of the Turtle Lake Area.
2. Promotes an energetic organization that is part of a progressive and growing community.
3. Focuses on the needs of local business.
4. Provides opportunities to promote and develop your business through cooperative advertising, training, and technical assistance.
5. Shows consumers your commitment to the community and is a recognized sign of business credibility.
6. Identifies and addresses matters of economic interest and concern to area businesses.
7. Serves as an inexpensive investment in the long term success of your business.
8. Fosters organized leadership among business owners.
9. Enhances the community to make it a better place to live, work and to conduct business.
10. Develops a foundation of strength where member ideas are embraced.

Contact Us

www.turtlelakechamber.com

Email us at chamber@turtlelakewi.com

Like Us on Facebook



B. Consider for Approval the discontinuation of the Village CDBG program.

Staff requests the revisit the request from Cheryl Freese, which was first discussed on September 15th, to discontinue the Village CDBG program.

Staff had earlier followed Freese' recommendation and advised the Board there are very little funds in the CDBG, but that by joining a regional group, the Village will have access to a larger pool for long term investment in the Community.

Staff has also recently learned that Freese has resigned from the program, so there is no immediate replacement for the oversight and management of this program at the local level.

Should the Board choose to proceed.

RECOMMENDED ACTION

Staff recommends a formal motion by the Board to acknowledge Freese' resignation and have the Village Administrator present options for disbanding the local CDBG program and investing in a regional program.

To the Village of Turtle Lake

Please accept this as my letter of resignation. It has been a pleasure to administer the housing program for the Village of Turtle Lake.

With managing my store, the City of Chetek housing program (administering since 1995) and home I find it difficult to give the Village of Turtle Lake housing program the time and attention it needs.

Thank you for the opportunity to serve the people of the Village of Turtle Lake.

Sincerely,

Cheryl Freese

C. Consider for Approval Resolution 2019-06; establishing the 2020-2025 Housing Incentive Program.

On September 15th, Hildebrand presented options for a rebate program to create local housing incentives for newly constructed single-family residences. The Board requested information as to the financial impact of such proposal.

Should the Board choose to proceed.

RECOMMENDED ACTION

Staff recommends a motion by the Board to approve / deny the 2020-2025 Housing Incentive Program, to include any amendments discussed, as set forth in Resolution 2019-06.

VILLAGE OF TURTLE LAKE

**ECONOMIC DEVELOPMENT
INITIATIVE**

2020 – 2025 Housing Incentive Plan

Housing Incentive Plan

PURPOSE: This Housing Incentive Plan is intended to promote the overall economic development of the Village of Turtle Lake, Wisconsin (the "Village") by stimulating the construction and sale of new residential housing, thereby bringing new residents to the Village.

OPERATION OF THE HOUSING INCENTIVE PLAN: The governing body of the Village has approved, the payment of Rebates to Qualified Residents of the Village upon the completion of eligible Property within the Village limits. Applications for Rebates are to be made during the Application Period to the Village Administrator using the form attached hereto as Exhibit B. Upon approval of such application by the Village Administrator, the Village and the Qualified Resident will enter into a Rebate Agreement in substantially the form attached hereto as Exhibit C specifying the Rebate Period, the amount of the Rebate, and the conditions of the Rebate payments, all in accordance with the provisions of this Plan. Qualified Residents will be required to provide the Village with a completed Form W9 at the time the application is filed, and the Village shall file Form 1099-G with the Internal Revenue Service and the Wisconsin Department of Revenue in connection with each Rebate payment.

At the end of the Application Period, the governing body of the Village will review the Plan and determine its continuation. In the event the Plan is discontinued or modified for subsequent years, those Qualified Residents approved during the Application Period may continue to receive the Rebate payments specified in the Rebate Agreement for the full term of the Rebate Period, provided the conditions of the Plan continue to be met.

A Qualified Resident may assign its interest in the Rebate Agreement upon sale of the Property to another Qualified Resident during the Rebate Period, provided the conditions of the Plan continue to be met. The participating Qualified Resident is responsible for passing on the conditions of and general information on the Plan to any subsequent owner of the Property.

DEFINITIONS: As used in this Plan, the following terms have the following respective meanings:

- A. Application Period - means the period beginning January 1, 2020 and ending December 31, 2022.

- B. Rebate - means an annual economic development Rebate payable by the Village to the Qualified Resident, in a predetermined amount as set forth in the Rebate Agreement, for the duration of the Rebate Period. The amount of the Rebate shall be determined in accordance with the formula set forth on Exhibit A hereto; provided, however, that the amount of the Rebate shall never exceed the actual

amount of ad valorem property taxes levied against the Property by the Village in the calendar year for which the Rebate is paid.

- C. Rebate Agreement - means the written agreement between the Village and the Qualified Resident with respect to the amount and duration of the Rebate.
- D. Rebate Period - means a 5-year period commencing the later of (1) the calendar year after the year in which the certificate of occupancy is received for the Property or (2) calendar year 2020.
- E. Plan - shall mean the Housing Incentive Plan approved by the governing body of the Village of Turtle Lake, Wisconsin in effect at the time the Rebate Agreement is executed.
- F. Property - means any free-standing, single-family residence, and associated real property and appurtenances, within the Village limits, for which a certificate of occupancy is issued within the Application Period; provided, however, in the case of a single-family residence which is owned by the commercial builder of such residence and is being offered for sale, the certificate of occupancy may have been issued at any time after January 1, 2020.
- G. Qualified Resident - means the record owner of the Property, which may be the commercial builder of the subject residence or the resident owner of the subject residence. Owners of record who rent the Property to unrelated third-parties are not eligible for the Rebate.

ADDITIONAL CRITERIA FOR DETERMINATION OF ELIGIBILITY:

- A. Any Property that is delinquent in any tax payment and/or special assessment with respect to any real property within the Village shall not be eligible for any Rebate payment for the year of the delinquency. Delinquency is defined as: "Any tax and/or special assessment that are not paid by the scheduled due dates and has entered into a period where interest is assigned as a penalty by the county for unpaid condition." Rebates will not be payable for any year until all tax payments and special assessments for such year have been paid in full.
- B. Property must have a minimum appraised value of \$100,000, as determined by the Village Assessor as of January 1 of the first year of the Rebate Period.
- C. The Property must conform with all codes, rules, and regulations in effect at the time any improvements are made, and for the length of the Rebate Period.

D. The Property may not be occupied by or rented to a third-party unrelated to the Owner, nor may it be used for business or commercial purposes (other than listed for sale by the commercial builder of the Property).

[REMAINDER OF THIS PAGE LEFT BLANK INTENTIONALLY]

EXHIBIT A
Rebate Calculation Table

The following table illustrates the method by which the Village shall determine the amount of any Rebate:

Year	Rebate Calculation
1	Assessed Value of the Property as of January 1, times the Village Mill levy. "Base Amount."
2	100% of the Base Amount
3	100% of the Base Amount
4	75% of the Base Amount
5	50% of the Base Amount

ESTIMATED REBATE / BUDGET EFFECT

Estimated Total Mill levy of 2.218%

Assessed Value	Total Expected Taxes	Village Portion (41%)
\$100,000	\$2,218	\$910
\$150,000	\$3,327	\$1,364
\$175,000	\$3,881	\$1,591
\$200,000	\$4,426	\$1,819
\$225,000	\$4,990	\$2,046

EXHIBIT B
APPLICATION FOR ECONOMIC DEVELOPMENT REBATE
2020-2025 HOUSING INCENTIVE PLAN

Owner's Name: _____ Day Phone: _____

(Please Print) Owner's Mailing Address: _____

Village: _____ Zip _____ E-mail Address: _____

May we use this for correspondence? ____ Yes ____

No Address of Property:

Parcel Identification Number:

_____ (Take from your tax statement or call County Appraiser's Office)

Legal Description of Property:

Estimated Start Date of Construction: ____/____/____

Estimated Date of Completion: ____/____/____

Date of Certificate of Occupancy: ____/____/____ (attach copy)

Permitted Value for the Property _____

I have read and do hereby agree to comply with all conditions of the Village of Turtle Lake, Wisconsin 2020-2025 Housing Incentive Plan.

Signature of Applicant _____

Date Signed _____

APPROVED: _____

Village Administrator

Date

Attachment: Form W9

EXHIBIT C
FORM OF REBATE AGREEMENT

THIS REBATE AGREEMENT is dated as of _____ by and between the Village of Turtle Lake, Wisconsin, a municipal corporation (the "Village") and _____ (the "Owner").

SECTION 1

RECITALS

- A. The Village has established its 2020-2025 Housing Incentive Plan for the purpose of stimulating the overall economic development of the Village by encouraging the construction and sale of new residential housing within the Village and thereby bringing new residents to the Village.
- B. The Owner is a Qualified Resident owning Property (as such terms are defined in the Plan) and has applied to the Village for participation in the 2020-2025 Housing Incentive Plan.
- C. The parties hereto enter into this Rebate Agreement to make and confirm certain commitments to each other with respect to certain real property and incentives for the mutual economic benefit and well-being of the parties and the residents and inhabitants of the Village.

SECTION 2

DEFINITIONS

In addition to words and terms defined elsewhere herein, the following words and terms in this Rebate Agreement shall have the meanings hereinafter set forth. Unless the context shall otherwise indicate, words importing the singular number shall include the plural and vice versa, and words importing persons shall include firms, associations and corporations, including public bodies, as well as natural persons.

- A. Rebate - means an annual economic development Rebate payable by the Village to the Owner, in the amounts set forth on Exhibit A hereto, for the duration of the Rebate Period; provided, however, that the amount of the Rebate shall never exceed the actual amount of ad valorem property taxes levied against the Property by the Village in the calendar year for which the Rebate is paid.
- B. Rebate Agreement - means this agreement between the Village and the Owner.

- C. Rebate Period - means a 5-year period set forth on Exhibit A hereto.
- D. Plan - shall mean the Housing Incentive Plan approved by the governing body of the Village of Turtle Lake, Wisconsin in effect as of the date hereof.
- E. Property - means the free-standing, single-family residence, and associated real property and appurtenances, described on Exhibit B hereto.

SECTION 3

REPRESENTATIONS AND WARRANTIES

A. Representations of the Village.

1. The Village of Turtle Lake is authorized to enter into and perform obligations, agreements and undertakings such as those set forth in this Rebate Agreement.
2. This Rebate Agreement constitutes a legal, valid and binding obligation of the Village enforceable in accordance with its terms.

B. Representations of the Owner.

1. The Owner acknowledges receipt of a complete copy of the Plan and agrees to comply with its terms and conditions.
2. The Property is a free-standing, single-family residence owned by the Owner. The Owner is either the commercial builder of the Property and has the property listed for sale, or occupies the Property as a single-family residence. The Property is not occupied or rented to a third-party unrelated to the Owner, nor is it used for business or commercial purposes.
3. The Owner is not delinquent in any tax payment and/or special assessment for real property located within the Village.
4. The Owner agrees to comply with all codes, rules and regulations in effect in the Village with respect to the Property throughout the Rebate Period.
5. The appraised value of the Property, as determined by the Village Assessor County appraiser, is at least \$100,000 as of the date hereof.
6. If the Property is sold within the Rebate Period, the Owner agrees to pass on all information concerning compliance with the Plan to the subsequent owners.

7. The Owner acknowledges and agrees that the Plan is subject to the laws of the State of Wisconsin. If the laws of the State of Wisconsin prohibit the continuation of the Plan, then the Village will terminate the Plan, which may result in the termination of any Rebate payments that would otherwise be made pursuant to the Plan and this Rebate Agreement.

SECTION 4

REBATE PAYMENTS

- A. The Village agrees to make annual Rebate payments as set forth on Exhibit A hereto, provided the Owner has been in compliance with the terms and conditions of the Plan and this Rebate Agreement for the calendar year in question. Such Rebate payments will be paid by check payable to the Owner or assigns within 60 days of receipt of the notice required by Section 4(B) hereof. Form 1099-G will be filed with the Internal Revenue Service and the Wisconsin Department of Revenue with respect to each Rebate payment made.
- B. The Owner agrees to notify the Village when all conditions of the Plan and this Rebate Agreement, including payment of all ad valorem taxes and special assessments, are satisfied for a given calendar year and request payment of the Rebate for such year.

SECTION 5

MISCELLANEOUS

- A. This Rebate Agreement may be amended only with the prior written consent of the Village and the Owner. This Rebate Agreement may be assigned by the Owner to a subsequent owner of the Property without the consent of the Village, provided such subsequent owner is a Qualified Resident within the meaning of the Plan. The Owner agrees to provide the Village with written notice of such assignment.
- B. This Rebate Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute one and the same instrument, and any of the parties hereto may execute this Amendment by signing any such counterpart.
- C. The parties hereto agree that this Rebate Agreement shall be governed and construed in accordance with the laws of the State of Wisconsin.

- D. In the event any part or parts of this Rebate Agreement are found to be void, the remaining provisions of this Rebate Agreement shall nevertheless be binding with the same effect as though the void parts were deleted.
- E. REBATE PAYMENTS MAY OR MAY NOT HAVE TAX IMPLICATIONS FOR THE OWNER AND ITS ASSIGNS. EACH RECIPIENT OF REBATE PAYMENTS SHOULD SEEK THE ADVICE OF TAX PROFESSIONALS WITH RESPECT TO THE TREATMENT OF SUCH REBATE PAYMENTS FOR STATE AND FEDERAL INCOME TAX PURPOSES.

IN WITNESS WHEREOF, the Village and the Owner have caused this Rebate Agreement to be duly executed by their duly authorized representatives.

VILLAGE OF TURTLE LAKE, WISCONSIN

By: _____

Village Administrator

OWNER _____

Name:

Title:

EXHIBIT A

Rebate Calculation Table

Year	Rebate Calculation
202__	Assessed Value of the Property as of January 1, times the Village Mill levy. "Base Amount." \$_____
202__	100% of the Base Amount = \$_____
202__	100% of the Base Amount = \$_____
202__	75% of the Base Amount = \$_____
202__	50% of the Base Amount = \$_____

EXHIBIT B TO REBATE AGREEMENT

Description of the Property

Address:

Legal Description:

Parcel Identification No.:

ASSIGNMENT OF REBATE AGREEMENT

_____, as owner of the foregoing Rebate Agreement, do hereby assign its right, title and interest in such Rebate Agreement to _____, the current owner of record of the Property.

Name:

Title:

Date:

The undersigned hereby accepts the assignment of the foregoing Rebate Agreement and agrees to comply with all terms and conditions of such Rebate Agreement and Plan.

Name:

Title:

Date:

ACKNOWLEDGED:

VILLAGE OF TURTLE LAKE, WISCONSIN

By: _____

Title:

Date:

RESOLUTION NO. 2019-06

A RESOLUTION OF THE VILLAGE OF TURTLE LAKE, WISCONSIN ESTABLISHING INCENTIVES FOR RESIDENTS TO CONSTRUCT NEW SINGLE-FAMILY HOUSING IN THE VILLAGE OF TURTLE LAKE.

Whereas, the Village Board of Turtle Lake, Wisconsin recognizes that a considerable percentage of the community's existing housing stock is aging, and that many of the Village's workers have to commute due to lack of housing stock; and

Whereas, the Village Board has performed its due diligence by investigating the conditions of the community's housing stock by conducting a housing survey and Village Staff has researched different ways to incentivize residents to construct new single-family residences; and

Whereas, the Village Board seeks to stimulate housing growth as noted in the Village's Comprehensive Plan and Community Action Plan, and recognizes the importance of continued housing expansion in the Village of Turtle Lake.

BE IT RESOLVED BY THE VILLAGE BOARD OF THE VILLAGE OF TURTLE LAKE, WISCONSIN THAT:

Section 1. The Village of Turtle Lake shall implement a formal Housing Incentive Program, which will be overseen by the Village Administrator.

Section 2. The Village of Turtle Lake will offer a five (5) year, 100% Village portion of property tax abatement, based on the assessed value of the qualifying property hereby defined as a single-family residence.

Section 3. The Village tax rebate is transferable to new owners during the term of the rebate program.

Section 4. For individuals to participate in the program, the applicant must be listed as one of the official legal owners of the property on which improvements are being made.

Section 5. The tax abatement will be paid in the form of a refund. The anticipated refund will be paid by the Village Clerk-Treasurer no later than July 31st of each eligible year.

Section 6. To be eligible for the Housing Incentive Program, a resident must complete an application and submit it with the building permit to the Village Hall.

Section 7. Unless modified by the Village Board of Turtle Lake, Wisconsin, this Housing Incentive Program will commence on January 1, 2020 and expire on December 31, 2025. All new single-family residences constructed within the Village limits of the Village of Turtle Lake between these dates shall be eligible to apply for the program.

Section 8. This resolution shall be in full force and effect from and after the above listed program dates.

ADOPTED by the Village Board of the Village of Turtle Lake, Wisconsin, on this 16th day of December, 2019.

Signed: _____

Andy Koenig, President

Attest: _____ Ardith, Village Clerk

D. Consider for Approval Resolution 2019-07; establishing a Housing Rehabilitation Program.

On September 15th, Hildebrand presented options for a rebate program to create local housing rehabilitation incentives for single-family residences in need of rehabilitation projects. The Board requested information as to the financial impact of such proposal.

Should the Board choose to proceed.

RECOMMENDED ACTION

Staff recommends a motion by the Board to approve / deny Resolution 2019-07, establishing a Housing Rehabilitation Program.

RESOLUTION NO. 2019-07

A RESOLUTION OF THE VILLAGE OF TURTLE LAKE, WISCONSIN ESTABLISHING INCENTIVES FOR RESIDENTS TO MAKE IMPROVEMENTS TO THEIR PROPERTIES.

Whereas, the Village Board of Turtle Lake, Wisconsin recognizes that a considerable percentage of the community's existing housing stock has a need for physical improvements; and

Whereas, the Village Board has performed its due diligence by investigating the conditions of the community's existing housing stock by conducting a housing survey and Village Staff has researched different ways to incentivize residents to invest in improving their properties; and

Whereas, the Village Board seeks to stimulate existing housing revitalization as noted in the Village's Comprehensive Plan and Community Action Plan, and recognizes the importance of continued neighborhood revitalization in the Village of Turtle Lake.

BE IT RESOLVED BY THE VILLAGE BOARD OF THE VILLAGE OF TURTLE LAKE, WISCONSIN THAT:

Section 1. The Village of Turtle Lake shall implement a Neighborhood Revitalization Program, which will be overseen by the Village Administrator.

Section 2. The Village of Turtle Lake will offer a five (5) year, 100% Village portion of property tax abatement on the increase-only portion of property tax based on the appraised value of the improvements portion of a qualifying property hereby defined as a single-family residence.

Section 3. The Village tax abatement will only apply to the original applicant. It is non-transferable.

Section 4. For individuals to participate in the program, the applicant must be listed as one of the official legal owners of the property on which improvements are being made.

Section 5. The tax abatement will be paid in the form of a refund. The anticipated refund will be paid by the Village Clerk-Treasurer no later than July 31st of each eligible year.

Section 6. To be eligible for the Neighborhood Revitalization Program, a resident must meet the following requirements:

- A. Complete an application and submit it with the building permit associated with the improvements made on the property to the Village Hall.
- B. Certify that the improvements made to the property are valued at least \$5,000 or equal to 10% of the existing assessed value of the property, whichever is higher.

Section 7. Unless modified by the Village Board of Turtle Lake, Wisconsin, this Neighborhood Revitalization Program will commence on January 1, 2020 and expire on December 31, 2025. All qualifying improvements made to properties within the Village limits of the Village of Turtle Lake between these dates shall be eligible to apply for the program.

Section 8. This resolution shall be in full force and effect from and after the above listed program dates.

ADOPTED by the Village Board of the Village of Turtle Lake, Wisconsin, on this 16th day of December, 2019.

Signed: _____

Andy Koenig, President

Attest: _____ Ardith, Village Clerk

HOUSING INCENTIVES FOR IMPROVEMENTS

Estimated Total Mill levy of 2.218%

Assessed Value	Total Expected Taxes	Village Portion (41%)	Increase Diff
\$150,000	\$3,327	\$1,364	
\$155,000	\$3,438	\$1,410	\$46
\$160,000	\$3,549	\$1,455	\$45 / \$91
\$170,000	\$3,770	\$1,546	\$91 / \$136
\$175,000	\$3,881	\$1,591	\$45
\$180,000	\$3,992	\$1,637	\$46

E. Discussion and Direction regarding Meeting Notice Requirements of the Open Meeting Act.

In May, Staff requested direction regarding paying for the publication of agendas by the HALCO Press. At that time, HALCO offered to start using the Legal Rate for publications, as compared to the higher Display Rate. The Board tabled until Administrator Hildebrand could be brought up to speed.

Administrator Hildebrand noted that WI Statutes require putting the press on notice of meetings, but there is no requirement that the Village pay to publish agendas. Hildebrand noted that due to publication deadlines and constantly working on Village Business Items, it is impossible to have more than a "Draft Agenda" ready a week prior to a meeting.

Staff subsequently included a question regarding meeting notice in a Village Survey and noted that:

Of the 99 responses, 46 preferred to receive information from the Newspaper, while the other 53 either preferred social media, website, or had no preference as to posting.

Should the Board choose to proceed.

RECOMMENDED ACTION

Staff recommends a motion by the Board to pay / not pay for the publication of Village Board Agendas at the Legal Rate.

Halco's Costs 2019
Close approximate thru Nov 2019

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Agendas	153.40	126.00	111.00	210.00	61.51	79.39	48.50	55.09	50.67	48.00			943.56
	169.00												169.00
	322.40	126.00	111.00	210.00	61.51	79.39	48.50	55.09	50.67	48.00	0.00	0.00	1112.56
Minutes	145.51	127.62			123.28	124.37		135.20	52.84	229.49	159.05		1097.36
	134.29	166.63			103.77	203.48		94.02		172.05	107.03		981.27
	134.29					69.09					60.42		263.80
	134.29										61.51		195.80
	134.29												134.29
	71.10												71.10
	62.94												62.94
	187.30												187.30
	218.66												218.66
	1222.67	294.25	0.00	0.00	227.05	396.94	0.00	229.22	52.84	401.54	388.01	0.00	0.00
Board Notice	29.50												29.50
	29.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29.50
Tax Notice	120.95		42.00	132.00									294.95
	120.00												120.00
	240.95	0.00	42.00	132.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	414.95
Elections			72.00						48.00		60.00		180.00
			17.40										17.40
	0.00	0.00	89.40	0.00	0.00	0.00	0.00	0.00	48.00	0.00	60.00	0.00	197.40
Emp Notice	69.00	54.00											123.00
	69.00	54.00											123.00
	69.00												69.00
	69.00												69.00
	54.00												54.00
	330.00	108.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	438.00
Public Hearing	54.00	54.00									144.00		252.00
	54.00												54.00
	108.00	54.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	144.00	0.00	306.00
Library	36.00	28.00	51.00										115.00
	36.00												36.00
	72.00	28.00	51.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	151.00
Licenses and Permits					138.00	48.00			18.24				204.24
						72							72.00
	0.00	0.00	0.00	0.00	138.00	120.00	0.00	0.00	18.24	0.00	0.00	0.00	276.24
Misc			45.00	60.00	48.00	170.10	28.00		90.00				441.10
			42.35	42.35	48.00				90.00				222.70
			42.35		57.00								99.35
	0.00	0.00	129.70	102.35	153.00	170.10	28.00	0.00	180.00	0.00	0.00	0.00	763.15
Police Dept		54.00		72.00	36.00		24.00				130.00		316.00
		54.00		72.00	36.00		24.00						186.00
		54.00		34.00			139.00						227.00
		38.00		46.75									84.75
		200.00	0.00	224.75	72.00	0.00	187.00	0.00	0.00	0.00	130.00	0.00	813.75
Public Works	48.00	48.00	78.00			420.00		117.00					711.00
	48.00		48.00			28.00		117.00					241.00
			78.00										78.00
	96.00	48.00	204.00	0.00	0.00	448.00	0.00	234.00	0.00	0.00	0.00	0.00	1030.00
TOTAL	2421.52	858.25	627.10	669.10	651.56	1214.43	263.50	518.31	349.75	449.54	722.01	0.00	8745.07

NEW BUSINESS

- A. Consider for Approval Resolution 2019-11; Approving a future land donation and support of the Turtle Lake Food Pantry.

The Turtle Lake Food Pantry is seeking support as they apply for grants. They are requesting the Village work towards formalizing the donation of land South of the Village Hall.

Staff notes that a financial donation is also included for the Food Pantry in the 2020 budget.

Should the Board choose to proceed.

RECOMMENDED ACTION

Staff recommends a motion by the Board to approve / deny Resolution 2019-11; Approving a future land donation and support of the Turtle Lake Food Pantry.

RESOLUTION 2019-11

A RESOLUTION OF THE VILLAGE OF TURTLE LAKE, WISCONSIN SUPPORTING THE TURTLE LAKE FOOD PANTRY AND APPROVING THE FUTURE DONATION OF LAND FOR A NEW BUILDING SITE IN THE VILLAGE OF TURTLE LAKE.

WHEREAS, the Turtle Lake Food Pantry is a not-for-profit entity which serves many families in the Turtle Lake Area, and;

WHEREAS, the Turtle Lake Food Pantry is in need of a new building and donations as it seeks to continue providing said valuable service to the residents of Turtle Lake; and

WHEREAS, the Turtle Lake Food Pantry is seeking to apply for grants and request additional private funding to support this project;

NOW, THEREFORE, BE IT RESOLVED, the Village Board of the Village of Turtle Lake, Wisconsin, hereby agrees to support the Turtle Lake Food Pantry Building Project by donating an appropriate portion of land on the South Side of the existing Village Hall. The Village will work with the Turtle Lake Food Pantry to lay out the proposed building, then survey and provide the Turtle Lake Food Pantry with a deed to the property.

Additionally, the Village of Turtle Lake will continue to budget a financial donation to the Turtle Lake Food Pantry in its annual budget.

Resolved and Adopted on this 16th day of December, 2019.

Signed: _____
Andrew Koenig, Village President

Attest: _____
Ardith Story, Village Clerk-Treasurer

B. Consider for Approval Ordinance 2019-06; Prohibiting the Possession of Vaping Devices by Minors.

Dennis, local law enforcement and the school has requested the Village approve an ordinance recognizing the danger of the possession and use of vaping devices by minors.

Should the Board choose to proceed.

RECOMMENDED ACTION

Staff recommends a motion by the Board to approve / deny Ordinance 2019-06; Prohibiting the Possession of Vaping Devices by Minors.

VILLAGE OF TURTLE LAKE, WISCONSIN

ORDINANCE 2019-06

AN ORDINANCE OF THE VILLAGE OF TURTLE LAKE, WISCONSIN, ESTABLISHING THE PROVISIONS OF VILLAGE CODE BOOK SEC. 11-5-8 PROHIBITED POSSESSION OF VAPING DEVICE PRODUCTS AND ELECTRONIC DELIVERY DEVICES BY MINORS UNDER THE AGE OF 18.

NOW THEREFORE, BE IT ORDAINED, by the Village Board for the Village of Turtle Lake, Barron and Polk Counties, Wisconsin, that the following provisions will be added to the Village Code:

Section 1. SEC. 11-5-8 PROHIBITED POSSESSION OF VAPING DEVICE PRODUCTS AND ELECTRONIC DELIVERY DEVICES BY MINORS UNDER THE AGE OF 18.

(A) PURPOSE.

- (1) The purpose of this section is to protect the public health, safety and welfare of the property and persons in the Village by prohibiting persons under 18 years of age from possessing tobacco products and vapor products, and prohibiting the sale of tobacco products and vapor products to persons under 18 years of age.
- (2) Persons under the age of 18 are prohibited by law from purchasing or possessing cigarettes and other tobacco products, and retailers are prohibited from selling them to minors. The tobacco-less products, however, commonly referred to as “electronic cigarettes,” “e-cigarettes,” “e-cigars,” “e-pipes,” or “electronic nicotine delivery systems,” which allow the user to simulate cigarette smoking. These products may be purchased by minors and are being marketed without age restrictions or health warnings and come in different flavors that appeal to young people.
- (3) E-cigarettes, and similar devices, are a relatively new nicotine delivery system. While devices vary in their appearance and specific method of operation, they have a few basic elements in common. A solution of water, dissolved nicotine, and other ingredients (usually flavoring) is heated with a heating element (usually battery-powered). This vaporizes the nicotine solution, which passes into a mouthpiece and is inhaled in a manner similar to cigarette smoking. Often, glycerol or propylene glycol is added to the solution to give the appearance of smoke when the solution is vaporized. The concentration of nicotine contained in the solution can be customized by the retailer to the buyer's specifications, and many manufacturers make nicotine-free solutions.
- (4) The production and distribution of e-cigarettes is not currently regulated by federal or state authorities, and the U.S. Food and Drug Administration has not completed testing of these products. But, Initial studies by the FDA have determined that e-cigarettes can increase nicotine addiction among young people and contain chemical ingredients known to be harmful, which may expose users and the public to potential health risks.
- (5) The use of E-cigarettes and similar devices has increased significantly in recent years.

- (6) Existing studies on electronic smoking devices' vapor emissions and cartridge contents have found a number of dangerous substances which are known to cause cancer, neurological effects, and even premature death from heart attacks and stroke.
- (7) Some cartridges used by electronic smoking devices can be refilled with liquid nicotine solution, creating the potential for exposure to dangerous concentrations of nicotine.
- (8) Clinical studies about the safety and efficacy of these products have not been submitted to the FDA for the over 400 brands of electronic smoking devices that are on the market and for this reason, consumers have no way of knowing whether electronic smoking devices are safe, what types of potentially harmful chemicals the products contain, and what dose of nicotine the products deliver.
- (9) Electronic smoking devices often mimic conventional tobacco products in shape, size, and color, with the user exhaling a smoke-like vapor similar in appearance to the exhaled smoke from cigarettes and other conventional tobacco products.
- (10) The use of electronic smoking devices in smoke-free locations threatens to undermine compliance with smoking regulations and reverses the progress that has been made in establishing a social norm that smoking is not permitted in public places and places of employment.
- (11) It is the intent of the Village Board, in enacting the ordinance codified in this section, to provide for the public health, safety and welfare by facilitating uniform and consistent enforcement of smoke-free air laws; by reducing the potential for re-normalizing smoking in public places and places of employment; by reducing the potential for children to associate the use of electronic smoking devices with a normative or healthy lifestyle; and by prohibiting the sale or distribution of electronic smoking devices to minors.
- (12) Therefore, the Village Board determines that prohibiting the sale, giving, or furnishing of e-cigarettes to minors and prohibiting the purchase, possession, or use of e-cigarettes by minors is in the Village's best interest and will promote public health, safety, and welfare.

(B) DEFINITIONS.

- (1) Electronic Delivery Device – means any product containing or delivering nicotine or any other substance intended for human consumption that may be used by a person to simulate smoking through inhalation of vapor or aerosol from the product. "Electronic delivery device" shall include any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, e-hookah, or vape pen, or under any other product name or descriptor. Electronic delivery device shall not include any product that has been approved or otherwise certified by the United States FDA for legal sales for use in tobacco cessation treatment or other medical purposes, and is being marketed and sold solely for that approved purpose.
- (2) Minor – Any individual who is less than 18 years of age.

- (3) Person who sells tobacco at retail - a person whose ordinary course of business consists, in whole or in part, of the retail sale of tobacco products subject to the state sales tax.
- (4) Person who sells vapor products at retail – a person whose ordinary course of business consists, in whole or in part, of the retail sale of vapor products.
- (5) Possession – Either actual physical control of the prohibited product or device without necessarily owning that product, or the right to control the prohibited product or device even though it is in a different room or place than where the person is physically located.
- (6) Public Place – a public street, sidewalk, or park or any area open to the general public, In a publicly owned or operated building or premises, or in a public place of business or school.
- (7) Tobacco Product – a product that contains tobacco and is intended for human consumption, including but not limited to, cigarettes, non-cigarette smoking tobacco, or smokeless tobacco, as those terms are defined in Section 2 of the Tobacco Products Tax Act, and cigars. Tobacco product does not include a vapor product or a product regulated as a drug or device by the United States Food and Drug Administration.
- (8) Use - to smoke, chew, suck, inhale, or otherwise consume a tobacco product, vapor product or electronic delivery device.
- (9) Vapor Product – any product containing or delivering nicotine, lobelia, or any other substance intended for human consumption that can be used by a person to simulate smoking in the delivery of nicotine or any other substance through inhalation of vapor from the product.

(C) PROHIBITED CONDUCT.

- (1) Consistent with WI Statutes Section 254.92, a minor shall not do any of the following:
 - (a) Purchase or attempt to purchase a tobacco product, vapor product, or electronic delivery device.
 - (b) Possess or attempt to possess a tobacco product, vapor product, or electronic delivery device.
 - (c) Use a tobacco product, vapor product, or electronic delivery device in a public place.
 - (d) Present or offer to an individual a purported proof of age that is false, fraudulent, or not actually his or her own proof of age for the purpose of purchasing, attempting to purchase, possessing, or attempting to possess a tobacco product, vapor product or electronic delivery device.
- (2) A person shall not sell, give or furnish any tobacco product, vapor product or electronic delivery device to a minor, including, but not limited to, through a vending machine. Before selling, offering for sale, giving, or furnishing a tobacco product,

vapor product or electronic delivery device to an individual, a person shall verify that the individual is at least 18 years of age by doing one of the following:

- (a) Examining a government-issued photographic identification that establishes the individual is at least 18 years of age.
- (b) For sales made by the internet or other remote sales method, performing an age verification through an independent, third-party age verification service that compares information available from a commercially available database, or aggregate of databases, that are regularly used by government agencies and businesses for the purpose of age and identity verification to the personal information entered by the individual during the ordering process that establishes that the individual is 18 years of age or older.

(D) EXEMPTIONS. This provision does not apply to any minor participating in any of the following:

- (1) An undercover operation in which the minor purchases or receives a tobacco product, vapor product or electronic delivery device under the direction of the minor's employer and with the prior written approval of the local prosecutor's office as part of an employer-sponsored internal enforcement action.
- (2) An undercover operation in which the minor purchases or receives a tobacco product, vapor product, or electronic delivery device under the direction of a law enforcement agency and with the prior written approval of the local prosecutor's office as part of an enforcement action.
- (3) Compliance checks in which the minor attempts to purchase tobacco products for the purpose of satisfying federal substance abuse block grant youth tobacco access requirements, if the compliance checks are conducted with the prior approval of a law enforcement agency and with prior written approval of the local prosecutor's office.
- (4) Handling or transportation of a tobacco product, vapor product or electronic delivery device by a minor under the terms of the minor's employment.

(E) VIOLATION AND PENALTY.

- (1) A minor who violates any provision of this section shall, upon conviction for the violation, be subject to a forfeiture of an amount set by the municipal judge, exclusive of court costs, fees and surcharges.
- (2) A person who sells, gives or furnishes any tobacco products, vapor products, or electronic delivery devices to a minor, including, but not limited to, through a vending machine, shall, upon conviction for the violation, be subject to a penalty as provided in this Code.
- (3) This section does not prohibit an individual from being charged with, convicted of or found responsible for, or sentenced for any other violation of law that arises out of the violation of this section.

Section 2. If any section, clause, provision or portion of this ordinance is judged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the ordinance shall remain in full force and jurisdiction.

Section 3. This ordinance shall be in full force and effect from and after its passage and adoption.

**PASSED AND APPROVED by the Village Board of the Village of Turtle Lake,
Wisconsin, this 16th day of December, 2019.**

Andy Koenig, President

ATTEST:

Ardith Story, Village Clerk

C. Consider for Approval Resolution 2019-12; Increasing the Salary of the Municipal Judge Position Effective May 01, 2020.

Staff budgeted an additional \$100 per month for the Judge's Salary, bringing the total to \$13,200.

Village Code Section 2-3-11(6) requires the increase be set to take effect in May of an even election year.

Should the Board choose to proceed.

RECOMMENDED ACTION

Staff recommends a motion by the Board to approve / deny Resolution 2019-11; Increasing the Municipal Judge Salary Effective May 01, 2020.

RESOLUTION 2019-12

A RESOLUTION OF THE VILLAGE OF TURTLE LAKE, WISCONSIN INCREASING THE SALARY OF THE MUNICIPAL JUDGE EFFECTIVE MAY 01, 2020.

WHEREAS, the Turtle Lake Municipal Code Section 2-3-11(d) states; “The salary of the Municipal Judge may be increased for a new term prior to the beginning of the term of Judge . . . “ and;

WHEREAS, the Turtle Lake Municipal Judge Position will be up for election in 2020, with an official date to take office of May 01, 2020; and

WHEREAS, the Village Board of Turtle Lake budgeted additional funds to increase the annual salary of the Judge’s position to \$13,200;

NOW, THEREFORE, BE IT RESOLVED, the Village Board of the Village of Turtle Lake, Wisconsin, hereby moves to increase the salary for the Turtle Lake Municipal Judge to \$13,200 annually, effective May 01, 2020.

Resolved and Adopted on this 16th day of December, 2019.

Signed: _____
Andrew Koenig, Village President

Attest: _____
Ardith Story, Village Clerk-Treasurer

D. Consider for Approval the Village Employee Credit Card Use Policy.

Auditors have identified issues with passing around the limited number of Village Credit Cards and properly documenting transactions.

Staff has obtained individual credit cards for each employee so that purchases may be timely made and properly assigned to specific employees who will be responsible for documentation of their purchases.

Should the Board choose to proceed.

RECOMMENDED ACTION

Staff recommends a motion by the Board to approve / deny the Village Employee Credit Card Policy (To include any changes discussed).



Village of Turtle Lake

114 MARTIN AVENUE EAST · PO BOX 11 · TURTLE LAKE, WISCONSIN 54889
PHONE: 715-986-2241 · FAX: 715-986-4252 · www.turtlelakewi.com

CREDIT CARD AGREEMENT

The Village may provide employees with credit cards that can be used for business-related expenses. Having these cards helps track and process Village expenses, prevent fraud and make payments more efficiently. We want to ensure that employees who hold Village credit cards will use them properly and will know their limitations and responsibilities.

Scope

This policy applies to all employees who are eligible to use a Village card. It also applies to employees who have the right to approve the use of a card for their staff.

How does a Village credit card work?

The Village will take out a credit card in your name. You'll be able to use it for business related expenses and the Village will pay the card bills. You are not authorized to contact the credit card company. Please see the Village Administrator or the Clerk-Treasurer should you have a question with the credit card. NOTIFY THE CLERK-TREASURER IMMEDIATELY FOR LOST OR STOLEN CREDIT CARDS.

Employee credit card agreement

When the Village gives you a credit card, you'll need to sign and abide by a credit card agreement. This is to acknowledge that the credit card belongs to the Village and that we can process and investigate charges as we see fit. It'll also refer to your responsibilities and the consequences for incorrect use. Apart from the agreement, you can consult this policy every time you need more information about the use of your Village credit card.

Who can hold a company credit card?

Sometimes, employees need to pay for large business-related expenses (e.g. work education/conference/travel) in excess of your card limit. In these cases, please ask your Department Head for approval and to pay with the company credit card on your behalf.

Alternatively, you can pay for the charge yourself and expense it via submitting the receipt as well as completing the Expense Reimbursement Form. If the expense was authorized by your Department Manager and meets the requirements, the expense will be reimbursed upon approval by the Village Board at the next Regular Board Meeting, whereas a Payment Approval Report was

submitted for approval. The Village has the right to withdraw a Village credit card from an employee at any point.

What expenses are allowed on the Village credit card?

You can use a Village credit card to pay for work-related expenses only. This includes:

- *Minor expenses that have been approved by your manager (e.g. meals, business material, and/or supplies)*
- *Accommodation during work-related travel*
- *Transportation fares during trips (taxi fares, rental cars etc.)*
- *Training and educational material approved by your manager*

You must not use the village credit card for non-authorized or personal expenses. Never withdraw cash using the village credit card. You're also not allowed to purchase alcohol, drugs, weapons, pornography or incur charges for other adult entertainment.

The limits of the company Village credit card

The card limits depend on your, your department and the frequency or type of the expenses you incur. You'll usually see your card's limits on the employee agreement, but, as a general rule, the monthly limits are:

- [\$500] in cards used for regular employee work-related expenses
- [\$1,000 - \$2,000] in cards used by Department Heads

The Village may adjust these limits based on your job's specific needs. If you aren't sure about the limits of your company credit card, ask the Village Clerk-Treasurer.

Your responsibilities

If you have a village credit card, you are expected to:

- **Protect it to the best of your ability.** Don't leave it unattended or give it to unauthorized people (e.g. friends, family, colleagues) even just to hold.
- **Report it stolen or lost as soon as possible.** If, for example, there's a break-in at your home and your company card is taken, you need to file a police report and call the Clerk-Treasurer immediately.
- **Use it only for approved reasons.** Follow the instructions in this policy and the employee card agreement, and don't use the card for personal or unauthorized expenses, even if you intend to compensate the charges later. If you do accidentally use for _____ purposes, please contact the Village Clerk-Treasurer ASAP and make arrangements for immediate reimbursement to the Village.

Submit receipts

Document all your expenses and submit ALL receipts to your Department Head. Department Heads will submit to the Village Clerk-Treasurer. Please keep receipts and submit documentation with the date and purpose of the expense. If you're responsible for authorizing and approving credit card invoices, please do so within the time limits to avoid late fees. If you're consistently responsible for late fees, we may need to subtract them from your salary.

Use of company credit card policy

When you're using the company credit card, you should:

- Keep the credit card number and physical card secure.
- Confirm that the particular expense is allowed under this policy.
- Mind the credit card limit and the transaction limit so you can plan business expenses properly.
- Use the card sensibly and avoid unnecessary expenses even if they're allowed under this policy.
- This credit card agreement does not waive the employee manual's statements.

Violating this policy

The Village expects you to comply with this credit card policy and the employee agreement. The Village may take action if you violate them. For example: If you incur personal or unauthorized expenses, you'll need to pay them yourself. If you do this consistently, you may face disciplinary action that could include loss of the right to have a credit card or even termination depending on the amount and the type of expenses.

If you lose a receipt, you'll need to inform the Clerk-Treasurer immediately. We may find a solution if this happens rarely, but if you fail to submit receipts consistently, you may lose the right to hold a company card.

If you fail to submit expenses on time, and incur late fees, you'll need to pay them yourself. Doing this repeatedly will mean loss of the company credit card privileges.

Giving a company credit card to unauthorized people or abusing the expense limits may result in suspension or termination.

Making prohibited purchases as mentioned previously (e.g. weapons, drugs) will result in possible legal action.

The Village has the right to review your credit card use, and withdraw it if there's any inappropriate use.

I have read the above credit card agreement and any questions have been answered. I understand the agreement in its entirety.

Print Employee Name

Date

Employee Signature

Date

Administrator or Department Manager Signature

Date

Clerk-Treasurer Signature

Date

Office Use Only

Credit Card # Issued: _____

Credit Card Code: _____

Date Issued: _____

E. Consideration and Re-Appointment of Election Workers for the 2020 Elections.

Story requests the attached list of election workers be re-appointment for training and service during the upcoming 2020 elections.

Should the Board choose to proceed.

RECOMMENDED ACTION

Staff recommends a motion by the Board to approve / deny the Re-Appointment of election workers for the upcoming 2020 elections.

**Motion from Board of Trustees to
Re-Appoint Election Workers
for 2020**

Chief Election Inspector

Jan Davis

Pollworkers

Virginia Carlson
Joyce Hagen
Sandie Heppner
Jean Johnston
Ranae Madison
Connie Mandley
Darcy Schwartz
Diane Skrupky
Kathleen Zemke

F. Consideration and Possible Action with regard to an Employee Compensation Issue.

*The Board may enter Closed / Executive Session to discuss consideration, compensation, and performance evaluation data, allowable under WI Statutes Section(s) 19.85(1)(c)

Should the Board choose to proceed / Following Closed Session.

RECOMMENDED ACTION

Staff recommends a motion by the Board to approve / deny the requested action.

DEPARTMENTAL REPORTS

A. Administration

B. Public Safety

C. Public Works

D. Library

ADJOURNMENT

Turtle Lake Police Department

Alan R. Gabe,
Chief of Police

115 East Martin Avenue • Turtle Lake, Wisconsin 54889 • Telephone: 715-986-2942 • Fax: 715-986-2500
email: tlpd626@yahoo.com

MONTH

Nov-19

ARRESTS	<u>34</u>	K-9 DRUG SEARCH	2
TRAFFIC CITATIONS	<u>75</u>	K-9 PERSON SEARCH	0
MUNICIPAL CITATIONS	<u>36</u>	K-9 DRUG ARREST	1
PARKING TICKETS	<u>3</u>	K-9 PROPERTY SEARCH	0
ACCIDENTS	<u>7</u>	K-9 MUTUAL AID ASSIST	0
ALL WARNINGS	<u>60</u>	K-9 CALL OUT	0
REPORTED THEFTS	<u>8</u>		
REPORTED VANDALISM	<u>1</u>		
DISORDERLY CONDUCT	<u>6</u>		
DOMESTICS	<u>2</u>		
JUVENILE CONTACT	<u>2</u>		
RESPONSES TO THE CASINO	<u>55</u>		
RESPONSES TO THE SCHOOL	<u>4</u>		
ANIMAL COMPLAINTS	<u>8</u>		
OTHER COMPLAINTS	<u>4</u>		
BARRON CO. ASSISTS	<u>7</u>		
POLK CO. ASSISTS	<u>9</u>		
OTHER AGENCY ASSISTS	<u>5</u>		
MEDICALS	<u>10</u>		
ALL OTHER RESPONSES	<u>142</u>		

		2017	2016	2014	2013
SQUAD MILES		<u>51,224</u>	<u>39,196</u>	<u>79,822</u>	<u>92,938</u>
TOTAL MILES	<u>3,391</u>	<u>939</u>	<u>580</u>	<u>1,223</u>	<u>649</u>