VILLAGE OF TURTLE LAKE BOARD OF TRUSTEES
REGULAR BOARD MEETING AGENDA

NOVEMBER 23, 2020

Notice is hereby given that the Board of Trustees for the Village of Turtle Lake will hold a Regular Meeting on **Monday, November 23, 2020, 6:00 PM**, at Village Hall, in the Municipal Chambers, located at 114 Martin Avenue East. This FINAL 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

III. PUBLIC FORUM (Citizen Input and Requests)

IV. OLD BUSINESS

A. Consideration and Possible Action with regard to filling vacancy on the Tourism Commission.

V. NEW BUSINESS

A. PUBLIC HEARING – to accept public input with regards to the 2021 Village Budget.

B. Presentation of Audit of 2019 Presented by Baker, Tilly, US, LLP.

C. Consideration and Possible Action with regard to the Proposed 2021 Village Budget.

D. Consideration and Possible Action with regard to hiring Full-Time Officer to fill vacant position.

E. Consideration and Possible Action with regard to Section 6.06 of the Village Personnel Manual; Sick Leave Policy.

F. Consideration and Possible Action with regard to Section 6.07 of the Village Personnel Manual; Vacation Leave Policy.

G. Consideration and Possible Action with regard to Section 7.01 of the Village Personnel Manual; Overtime Pay.

H. Consideration and Possible Action with regard to Section 7.01 of the Village Personnel Manual; Compensatory Time-Off.

VI. **DEPARTMENTAL REPORTS**

A. Administration

B. Public Safety

C. Public Works

D. Library

VII. ADJOURNMENT

Prepared By: Scott W. Hildebrand, Village Administrator

* The Village Board will allow Public Comment, but will practice safe social distancing and sanitation in compliance with any regulations involving COVID-19.

**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.

**** 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 October 19th regular Board Meeting as prepared by the Village Clerk / Treasurer.
2. Attached are the Minutes from the October 29th Special Board Meeting as prepared by the Village Administrator.

RECOMMENDED ACTION

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

Village of Turtle Lake
CONSENT AGENDA ITEMS
10/16/20 - 11/20/20

OPERATORS LICENSES

Date Rec'd	*Establishment*	*Applicant Name*	*Birth Date*	*Offenses*	*Date Approved by Police Chief*
	Synergy/Cenex	La Blanc, Dale L.	May-76	Yes-1994	10/21/20
	Synergy/Cenex	Jensen, Russell D.	Sep-86	Yes-2009	11/13/20

STREET USE PERMITS

Date Rec'd	*Establishment*	*Applicant Name*	*xxxxx*	*Description*

BUILDING/LAND USE PERMITS ISSUED

Date Issued	*Address*	*Applicant Name*	*Permit No.:*	*Description*
10/19/2020	106 USH 63	Mark Goosen	VTL20-22	Electrical Service

Report Criteria:
Detail report.
Invoices with totals above $0 included.
Paid and unpaid invoices included.
Invoice Detail.Input Date = 10/20/2020-11/30/2020

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount	Amount Paid	YTD Balance
At Work Uniforms						
1060	At Work Uniforms	8849	Police - Uniforms	652.69	.00	652.69
	Total At Work Uniforms:			652.69	.00	652.69
Austad's Super Valu, Inc.						
1231	Austad's Super Valu, Inc.	2241-NOV2020	PW-Distilled Water & Soap	6.04	.00	125.83
1231	Austad's Super Valu, Inc.	2241-NOV2020	PD-Mr Clean/Clorox	25.30	.00	125.83
1231	Austad's Super Valu, Inc.	2241-NOV2020	Election Supplies	18.73	.00	125.83
1231	Austad's Super Valu, Inc.	2241-NOV2020	PD-Sandwich Bag & Min Rain	10.17	.00	125.83
1231	Austad's Super Valu, Inc.	2241-OCT2020	PW-Coffee	19.77	.00	125.83
1231	Austad's Super Valu, Inc.	2241-OCT2020	PW-Charmin TP/Freezer Bags	36.25	.00	125.83
1231	Austad's Super Valu, Inc.	2241-OCT2020	PD-Snack Bags	9.57	.00	125.83
	Total Austad's Super Valu, Inc.:			125.83	.00	880.81
Auto Value Parts Store - Turtle Lake						
1291	Auto Value Parts Store - Turtle	73144321	PW-Oil Filter (Sewer Plant)	4.41	.00	355.93
1291	Auto Value Parts Store - Turtle	73144321	PW-Air Filter (pickups)	112.34	.00	355.93
1291	Auto Value Parts Store - Turtle	73144321	PW-Oil Filter (Sewer Plant)	4.07	.00	355.93
1291	Auto Value Parts Store - Turtle	73144463	PW-PM Red Hi-Temp (Shop)	39.90	.00	355.93
1291	Auto Value Parts Store - Turtle	73144554	PW-Battery	54.00	.00	355.93
1291	Auto Value Parts Store - Turtle	73145155	PW-Gear Lube (Sweeper)	8.49	.00	355.93
1291	Auto Value Parts Store - Turtle	73145155	PW-RV Antifreeze	7.90	.00	355.93
1291	Auto Value Parts Store - Turtle	73145370	PW-Antifreeze Tester	2.99	.00	355.93
1291	Auto Value Parts Store - Turtle	73145370	PW-Gal Eco Guard RV-50	13.96	.00	355.93
1291	Auto Value Parts Store - Turtle	73145393	PW-Oil Filter (Ventrac)	10.95	.00	355.93
1291	Auto Value Parts Store - Turtle	73145393	PW-Qt 10w30 Synth (Ventrac)	16.47	.00	355.93
1291	Auto Value Parts Store - Turtle	73145393	PW-HD Air Constr (Ventrac)	27.46	.00	355.93
1291	Auto Value Parts Store - Turtle	73145651	PW-33MM Deep (Sweeper Lug	30.99	.00	355.93
1291	Auto Value Parts Store - Turtle	73145676	PD-2013 Ram Wiper Blades	22.00	.00	355.93
	Total Auto Value Parts Store - Turtle Lake:			355.93	.00	4,983.02
Barron County Highway Dept						
80	Barron County Highway Dept	9142	PW-Vehicle Maintenance	287.31	.00	287.31
	Total Barron County Highway Dept:			287.31	.00	287.31
Barron County Treasurer						
39	Barron County Treasurer	3RD QTR AUG-SEP	Village of Turtle Lake/Barron C	1,897.07	.00	1,897.07
	Total Barron County Treasurer:			1,897.07	.00	1,897.07
Barron Electric Cooperative						
24	Barron Electric Cooperative	27730 NOV2020	Concession Stand	41.89	.00	1,530.83
24	Barron Electric Cooperative	27730 NOV2020	Well - Ball Field	1,444.38	.00	1,530.83
24	Barron Electric Cooperative	27730 NOV2020	13 1/2 Avenue and 1 1/2 Street	44.56	.00	1,530.83

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount	Amount Paid	YTD Balance
	Total Barron Electric Cooperative:			1,530.83	.00	4,592.49
BULL DOZIN, INC.						
1529	BULL DOZIN, INC.	104415	PW-Equip & Labor (Culvert on	1,575.00	.00	3,225.00
1529	BULL DOZIN, INC.	104415	PW-Material (Culvert on N Pine	1,650.00	.00	3,225.00
	Total BULL DOZIN, INC.:			3,225.00	.00	6,450.00
Busy B's Service & Wash						
59	Busy B's Service & Wash	38961	PD-14 Charger-Tire Change&B	102.50	.00	1,090.76
59	Busy B's Service & Wash	39215	PD-17 Dodge Water Pump/Belt	699.27	.00	1,090.76
59	Busy B's Service & Wash	39231	PD-17 Dodge Tire Change/Bal	70.00	.00	1,090.76
59	Busy B's Service & Wash	39315	PD-16 Tahoe Plug Wires	218.99	.00	1,090.76
	Total Busy B's Service & Wash:			1,090.76	.00	4,363.04
CARDMEMBER SERVICES						
1301	CARDMEMBER SERVICES	0363 NOV302020	Lib-Amazon/Picture&PosterFra	54.98	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	Lib-Amazon/GlovesForCOVID	67.96	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	PW-FamilyDollar/Clothesline	4.06	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	PW-Austads/Towels	8.64	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	PD-OfficeSupplies	17.40	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	PD-Amazon/RamHeadlights	131.61	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	PD-QualificationTargets/DOJ-P	82.74	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	Lib-Amazon/DVDs	401.93	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	Lib-Amazon/Media	26.00	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	Lib-Amazon/DVDCases&Albu	32.23	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	PD-Amazon/TourniquetHolder	16.64	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	PW-Frontier/DumpTruckWing	17.98	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	PD-Amazon/GoofOffAdhesive	21.60	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	Lib-Amazon/DVD	29.99	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	PD-USPS	.85	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	Lib-LibraryWorks.com	49.00	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	Lib-FamDollar/Hershey/Lysol/Kl	45.26	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	PW-Frontier/Knob	14.80	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	Elections	24.10	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	Lib-Amazon/DVD	29.99	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	Lib-Amazon/Books	64.58	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	Lib-Amazon/Magazine-AnimalT	23.97	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	PD-WoodlandSigns/PrintedDec	380.00	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	Lib-Amazon/DVDs	228.88	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	Lib-Amazon/dvd	23.47	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	Lib-Amazon/DVD/Media	10.56	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	Lib-Amazon/Books	57.77	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	PW-ClearLakeTrueValue/Fuses	85.74	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 NOV302020	PD-Amazon/MonthlyPlanner	10.54	.00	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	Signage	38.51	38.51	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	PD-USPS	1.40	1.40	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	PD-Amazon/Headset & Webca	139.23	139.23	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	PD-Amazon/12VBattery Vehicl	131.82	131.82	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	PD-WoodlandSigns/Door Grap	592.00	592.00	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	PD-Parade Candy	61.84	61.84	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	PD-USPS	1.80	1.80	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	PD-Amazon/PersChrg-Reimbur	44.36	44.36	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	PD-USPS	4.60	4.60	1,963.27

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount	Amount Paid	YTD Balance
1301	CARDMEMBER SERVICES	0363 OCT282020	PD-USPS	.55	.55	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	PD-USPS	10.20	10.20	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	PW-Arnold DNR Waterworks C	45.79	45.79	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	PW-Frontier/Bearings	10.76	10.76	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	PW-Frontier/Ring	1.88	1.88	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	PW-CumberlandAce/SewerPla	69.54	69.54	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	PW-CumberlandAce/SewerPla	2.69	2.69	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	Lib-Amazon/PrintMat	146.72	146.72	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	Lib-Amazon/Magazine-Field&S	10.00	10.00	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	Lib-Amazon/Magazine-Midwest	9.99	9.99	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	Lib-Amazon/Magazine-DoItYou	9.99	9.99	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	Lib-Amazon/Magazine-MensHe	15.00	15.00	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	Lib-Amazon/Magazine-Ranger	24.95	24.95	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	Lib-Amazon/Print	6.68	6.68	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	Lib-Amazon/AmeryFreePress	30.00	30.00	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	Lib-Amazon/Media	34.88	34.88	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	Lib-Amazon/Print	14.56	14.56	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	PW-Austads/Paper Towel	7.97	7.97	1,963.27
1301	CARDMEMBER SERVICES	0363 OCT282020	PW-CumberlandAce/Return	.60-	.60-	1,963.27
	Total CARDMEMBER SERVICES:			3,430.38	1,467.11	111,906.39
CBS Squared Inc						
1320	CBS Squared Inc	7461	PW-Street Improvements-Pine	260.00	.00	9,327.65
1320	CBS Squared Inc	7462	WWTP Upgrade	5,370.15	.00	9,327.65
1320	CBS Squared Inc	7463	PW-Excel Spreadsheet Industri	3,697.50	.00	9,327.65
	Total CBS Squared Inc:			9,327.65	.00	27,982.95
Celebrations LLC						
1439	Celebrations LLC	03NOV2020	Election Meal	130.00	.00	130.00
	Total Celebrations LLC:			130.00	.00	130.00
CenturyLink						
22	CenturyLink	301565022 OCT202	Admin - Phone & Internet	518.18	518.18	.00
22	CenturyLink	301565539 OCT202	Police - Phone & Internet	226.89	226.89	.00
22	CenturyLink	301565986 OCT202	Library - Phone & Internet	232.84	232.84	.00
	Total CenturyLink:			977.91	977.91	.00
Commercial Testing Laboratory, Inc.						
63	Commercial Testing Laboratory,	54684	Water - Lab Testing	39.00	.00	14,240.75
63	Commercial Testing Laboratory,	54684	Sewer - Lab Testing	7,582.00	.00	14,240.75
63	Commercial Testing Laboratory,	55115	Sewer - Lab Testing	6,580.75	.00	14,240.75
63	Commercial Testing Laboratory,	55115	Water - Lab Testing	39.00	.00	14,240.75
	Total Commercial Testing Laboratory, Inc.:			14,240.75	.00	56,963.00
Culligan Water Conditioning						
1128	Culligan Water Conditioning	202011058332	Water Delivery Service	26.60	.00	44.80
1128	Culligan Water Conditioning	202011058332	Water Delivery Service TLPD	18.20	.00	44.80
	Total Culligan Water Conditioning:			44.80	.00	89.60

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount	Amount Paid	YTD Balance
Cushman Motor Company Inc						
1227	Cushman Motor Company Inc	201975	PW-Fuel Pump	205.53	.00	205.53
	Total Cushman Motor Company Inc:			205.53	.00	205.53
CUSTOM SERVICE INFORMATION, LLC						
1553	CUSTOM SERVICE INFORMA	30OCT2020	PD-Contracted Services/Bldg R	1,500.00	.00	1,500.00
	Total CUSTOM SERVICE INFORMATION, LLC:			1,500.00	.00	1,500.00
DAVIS AUTO BODY LLC						
83	DAVIS AUTO BODY LLC	142699	PD-Stolen Vehicle Tow 9/1/20	172.00	.00	172.00
	Total DAVIS AUTO BODY LLC:			172.00	.00	172.00
Davis Signs & Designs						
556	Davis Signs & Designs	1277	PW-18x12 Authorized Personn	40.00	.00	40.00
	Total Davis Signs & Designs:			40.00	.00	40.00
Department of Administration						
38	Department of Administration	3RD QTR AUG-SEP	Village of Turtle Lake/Polk Cou	107.00	.00	6,729.94
38	Department of Administration	3RD QTR AUG-SEP	Village of Turtle Lake/Barron C	5,859.64	.00	6,729.94
38	Department of Administration	3RD QTR AUG-SEP	Village of Almena Court Penalti	763.30	.00	6,729.94
	Total Department of Administration:			6,729.94	.00	20,189.82
Diggers Hotline Inc						
227	Diggers Hotline Inc	201 0 55001	eMail Fees for new GIS Syste	94.40	.00	94.40
	Total Diggers Hotline Inc:			94.40	.00	94.40
Energenecs Inc						
1015	Energenecs Inc	0040852-IN	PW-Labor Fee	275.00	.00	1,245.33
1015	Energenecs Inc	0040852-IN	PW-Labor Fee	275.00	.00	1,245.33
1015	Energenecs Inc	0040947-IN	PW-Sensor, orbipac	695.33	.00	1,245.33
	Total Energenecs Inc:			1,245.33	.00	3,735.99
EOJohnson Company Inc						
168	EOJohnson Company Inc	INV825861	Library Maintenance Contract #	36.41	.00	315.53
168	EOJohnson Company Inc	INV838186	PD Maintenance Contract #443	158.12	.00	315.53
168	EOJohnson Company Inc	INV841543	Admin Maintenance Contract #	121.00	.00	315.53
	Total EOJohnson Company Inc:			315.53	.00	946.59
Fahrner Asphalt Sealers LLC						
1006	Fahrner Asphalt Sealers LLC	8300008158	Pavement Marking Removal	300.00	.00	300.00
	Total Fahrner Asphalt Sealers LLC:			300.00	.00	300.00
Ferguson Waterworks #2516						
123	Ferguson Waterworks #2516	0464964	PW-6" Mach 10 (Meter for Indu	5,249.04	.00	6,056.96
123	Ferguson Waterworks #2516	0464967	PW-6 MTR BRS FLG KIT	807.92	.00	6,056.96

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount	Amount Paid	YTD Balance
	Total Ferguson Waterworks #2516:			6,056.96	.00	12,113.92
GALLS, LLC						
110	GALLS, LLC	016759115	PD-BLK LG, XL, 2X	841.50	.00	841.50
	Total GALLS, LLC:			841.50	.00	841.50
Grainger						
675	Grainger	9674003208	PW-Trash Bags 56-Gal Gray P	309.38	.00	309.38
	Total Grainger:			309.38	.00	309.38
Halco Press LLC						
26	Halco Press LLC	1118	PW-Affidavit	1.00	.00	1,291.86
26	Halco Press LLC	1118	PW-Bids-Sanitary Sewer Repla	192.00	.00	1,291.86
26	Halco Press LLC	1118	Admin-Public Hearing/Kennel L	30.00	.00	1,291.86
26	Halco Press LLC	1118	PW-Notice of Intent Ad	42.00	.00	1,291.86
26	Halco Press LLC	1118	Admin-Reg Brd Mtg Notice	78.25	.00	1,291.86
26	Halco Press LLC	1118	PW-32"BIDS-Sanitary Sewer R	192.00	.00	1,291.86
26	Halco Press LLC	1118	PW-Affidavit	1.00	.00	1,291.86
26	Halco Press LLC	1118	Election Notices	92.00	.00	1,291.86
26	Halco Press LLC	1204	#10 Envelopes	36.00	.00	1,291.86
26	Halco Press LLC	1204	Meeting and Minutes	380.61	.00	1,291.86
26	Halco Press LLC	1204	Election Notices	213.00	.00	1,291.86
26	Halco Press LLC	NOV20_LIBRARY	Library Annual Sub 1-yr	34.00	.00	1,291.86
	Total Halco Press LLC:			1,291.86	.00	15,502.32
HAWKINS INC						
64	HAWKINS INC	4808721	Sewer Chemicals	6,230.91	.00	13,077.21
64	HAWKINS INC	4808722	Water Chemicals	732.83	.00	13,077.21
64	HAWKINS INC	4816468	Sewer Chemicals	1,815.79	.00	13,077.21
64	HAWKINS INC	4818230	Sewer Chemicals	4,297.68	.00	13,077.21
	Total HAWKINS INC:			13,077.21	.00	52,308.84
Hildebrand, Scott						
1518	Hildebrand, Scott	STIPEND 010	Phone Stipend per Contract $8	80.00	.00	160.00
1518	Hildebrand, Scott	STIPEND 011	Phone Stipend per Contract $8	80.00	.00	160.00
	Total Hildebrand, Scott:			160.00	.00	320.00
HUEBSCH LAUNDRY COMPANY						
36	HUEBSCH LAUNDRY COMPA	10052132	Public Works - Uniforms	84.80	.00	1,248.05
36	HUEBSCH LAUNDRY COMPA	10052133	Public Works Rugs and Supplie	178.28	.00	1,248.05
36	HUEBSCH LAUNDRY COMPA	10062821	Office Rugs & Supplies	154.64	.00	1,248.05
36	HUEBSCH LAUNDRY COMPA	10062822	Police Dept Rugs & Supplies	25.83	.00	1,248.05
36	HUEBSCH LAUNDRY COMPA	10062823	Public Works - Uniforms	76.12	.00	1,248.05
36	HUEBSCH LAUNDRY COMPA	10062826	Library Rugs & Supplies	52.61	.00	1,248.05
36	HUEBSCH LAUNDRY COMPA	10064865	Public Works - Uniforms	96.47	.00	1,248.05
36	HUEBSCH LAUNDRY COMPA	10066951	Police Dept Rugs & Supplies	25.83	.00	1,248.05
36	HUEBSCH LAUNDRY COMPA	10066952	Public Works - Uniforms	77.22	.00	1,248.05
36	HUEBSCH LAUNDRY COMPA	10066953	Public Works Rugs and Supplie	34.00	.00	1,248.05
36	HUEBSCH LAUNDRY COMPA	10066955	Library Rugs & Supplies	42.62	.00	1,248.05
36	HUEBSCH LAUNDRY COMPA	10069092	Public Works - Uniforms	77.22	.00	1,248.05

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount	Amount Paid	YTD Balance
36	HUEBSCH LAUNDRY COMPA	10069093	Public Works Rugs and Supplie	135.92	.00	1,248.05
36	HUEBSCH LAUNDRY COMPA	10071173	Office Rugs & Supplies	83.44	.00	1,248.05
36	HUEBSCH LAUNDRY COMPA	10071174	Police Rugs & Supplies	25.83	.00	1,248.05
36	HUEBSCH LAUNDRY COMPA	10071175	Public Works - Uniforms	77.22	.00	1,248.05
Total HUEBSCH LAUNDRY COMPANY:				1,248.05	.00	19,968.80
HYDROCORP						
1204	HYDROCORP	0059635-IN	PW-Quarterly Fee Cross Conn	672.00	.00	672.00
Total HYDROCORP:				672.00	.00	672.00
IFLS Indianhead Federated						
321	IFLS Indianhead Federated	220485	Annual Computer Anti Virus Ma	110.00	.00	146.00
321	IFLS Indianhead Federated	220485	Annual Deep Freeze Drive Shi	36.00	.00	146.00
Total IFLS Indianhead Federated:				146.00	.00	292.00
Ingram Library Services						
1240	Ingram Library Services	48997590	Library Books and Materials	102.99	.00	543.04
1240	Ingram Library Services	49122342	Library Books and Materials	95.12	.00	543.04
1240	Ingram Library Services	49145782	Library Books and Materials	59.96	.00	543.04
1240	Ingram Library Services	49145783	Library Books and Materials	163.33	.00	543.04
1240	Ingram Library Services	49209125	Library Books and Materials	41.07	.00	543.04
1240	Ingram Library Services	49367645	Library Books and Materials	80.57	.00	543.04
Total Ingram Library Services:				543.04	.00	3,258.24
James Pharmacy - Turtle Lake LTD						
50	James Pharmacy - Turtle Lake	02NOV2020	Election Supplies, Gloves	20.69	.00	20.69
Total James Pharmacy - Turtle Lake LTD:				20.69	.00	20.69
Jenkinson, Karen						
1215	Jenkinson, Karen	EXPENSE-NOV202	Mileage Reimbursement for Ele	17.83	.00	17.83
Total Jenkinson, Karen:				17.83	.00	17.83
Ken-Way Services of Rice Lake Inc						
483	Ken-Way Services of Rice Lake	26769	PW-Lift Station Pump-Grease	300.00	.00	600.00
483	Ken-Way Services of Rice Lake	26988	PW-Lift Station Pump 1800 Gal	300.00	.00	600.00
Total Ken-Way Services of Rice Lake Inc:				600.00	.00	1,200.00
Mayo Clinic						
572	Mayo Clinic	700000948/105578	Random Drug Screening - Rieb	61.00	.00	61.00
Total Mayo Clinic:				61.00	.00	61.00
ME BULBS						
1501	ME BULBS	4140738-01	PW-LLB225	373.00	.00	373.00
Total ME BULBS:				373.00	.00	373.00
Meyer Sales Company Inc						
158	Meyer Sales Company Inc	01R113644	PW-Rear Springs/Dump Truck	3,520.37	.00	3,520.37

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount	Amount Paid	YTD Balance
	Total Meyer Sales Company Inc:			3,520.37	.00	3,520.37
MONARCH PAVING COMPANY						
92	MONARCH PAVING COMPAN	5500055454	Lake Country Pizza Patch	2,669.33	.00	6,928.42
92	MONARCH PAVING COMPAN	5500055454	Maple St Patch by Puris	4,259.09	.00	6,928.42
	Total MONARCH PAVING COMPANY:			6,928.42	.00	13,856.84
MOSAIC Technologies						
1567	MOSAIC Technologies	11365531	PW-Phone/Internet/Fax	815.53	.00	815.53
	Total MOSAIC Technologies:			815.53	.00	815.53
Neo Solutions Inc						
1116	Neo Solutions Inc	45846	Sewer - Treatment Chemicals	2,875.00	.00	5,750.00
1116	Neo Solutions Inc	46002	Sewer - Treatment Chemicals	2,875.00	.00	5,750.00
	Total Neo Solutions Inc:			5,750.00	.00	11,500.00
Northern Lake Service Inc						
1007	Northern Lake Service Inc	60301428	PW-2021 WDNR Drinking Wat	373.50	.00	373.50
	Total Northern Lake Service Inc:			373.50	.00	373.50
PER MAR SECURITY & RESEARCH CORP						
1506	PER MAR SECURITY & RESE	2369041	Monitoring Services 301 Maple	25.75	.00	88.58
1506	PER MAR SECURITY & RESE	2369041	Monitoring Services 114 Martin	18.54	.00	88.58
1506	PER MAR SECURITY & RESE	2387060	Monitoring Services 114 Martin	18.54	.00	88.58
1506	PER MAR SECURITY & RESE	2387060	Monitoring Services 301 Maple	25.75	.00	88.58
	Total PER MAR SECURITY & RESEARCH CORP:			88.58	.00	354.32
Polk County Treasurer						
93	Polk County Treasurer	3RD QTR AUG-SEP	Village of Turtle Lake Court Pe	20.00	.00	20.00
	Total Polk County Treasurer:			20.00	.00	20.00
POMPS TIRE SERVICE INC						
542	POMPS TIRE SERVICE INC	380121118	PD-LT275/70 SR17/10 DYN AT	702.80	.00	2,010.80
542	POMPS TIRE SERVICE INC	380122252	PW-11R22.5/16 F/S FD663 Int	1,308.00	.00	2,010.80
	Total POMPS TIRE SERVICE INC:			2,010.80	.00	4,021.60
PREVEA HEALTH CLINIC						
1449	PREVEA HEALTH CLINIC	12612	Lab Fees - Drug Testing PW	44.00	.00	44.00
	Total PREVEA HEALTH CLINIC:			44.00	.00	44.00
QUADIENT FINANCE USA INC						
1259	QUADIENT FINANCE USA IN	5284 OCT2020	Funds for Postage Meter	450.07	.00	1,061.33
1259	QUADIENT FINANCE USA IN	5284 SEPT2020	Funds for Postage Meter	400.00	.00	1,061.33
1259	QUADIENT FINANCE USA IN	N8525091	Postage Meter Lease	211.26	.00	1,061.33
	Total QUADIENT FINANCE USA INC:			1,061.33	.00	3,183.99

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount	Amount Paid	YTD Balance
Quill Corporation						
94	Quill Corporation	11584416	Admin-Office Supplies	13.38	.00	27.67
94	Quill Corporation	11590004	Admin - Office Supplies	14.29	.00	27.67
	Total Quill Corporation:			27.67	.00	55.34
Republic Services Inc						
61	Republic Services Inc	0930-000914025	Monthly Dumpster Service	844.77	.00	844.77
	Total Republic Services Inc:			844.77	.00	844.77
RICE LAKE PRINTERY INC						
1515	RICE LAKE PRINTERY INC	49492	Utility Bill Perfed Paper	105.00	.00	291.00
1515	RICE LAKE PRINTERY INC	49492	#10 Envelopes	186.00	.00	291.00
	Total RICE LAKE PRINTERY INC:			291.00	.00	582.00
Rousar's Welding & Hyd Inc						
881	Rousar's Welding & Hyd Inc	16418	Boss V-plow F250	245.13	.00	566.61
881	Rousar's Welding & Hyd Inc	16419	PW-Boss Vee Plow (2nd)	321.48	.00	566.61
	Total Rousar's Welding & Hyd Inc:			566.61	.00	1,133.22
Sew Creative						
1191	Sew Creative	50271764	PD-16 Shirts/Patches	144.00	.00	144.00
	Total Sew Creative:			144.00	.00	144.00
Spectrum Insurance Group LLC						
774	Spectrum Insurance Group LL	584	WC Audit 2/5/19-2/5/20	2,963.10	.00	14,698.00
774	Spectrum Insurance Group LL	584	WC Audit 2/5/19-2/5/20	634.95	.00	14,698.00
774	Spectrum Insurance Group LL	584	WC Audit 2/5/19-2/5/20	634.95	.00	14,698.00
774	Spectrum Insurance Group LL	679	3186 Insurance Package - Sew	2,664.50	.00	14,698.00
774	Spectrum Insurance Group LL	679	3186 Insurance Package - Wat	1,332.25	.00	14,698.00
774	Spectrum Insurance Group LL	679	3186 Insurance Package - Gen	1,332.25	.00	14,698.00
774	Spectrum Insurance Group LL	681	Workers Comp Renewal 2/5/20	770.40	.00	14,698.00
774	Spectrum Insurance Group LL	681	Workers Comp Renewal 2/5/20	770.40	.00	14,698.00
774	Spectrum Insurance Group LL	681	Workers Comp Renewal 2/5/20	3,595.20	.00	14,698.00
	Total Spectrum Insurance Group LLC:			14,698.00	.00	132,282.00
Story, Ardith						
1486	Story, Ardith	EXPENSE OCT202	Election Barron/Polk Counties	74.75	.00	74.75
	Total Story, Ardith:			74.75	.00	74.75
SYNERGY COMMUNITY COOPERATIVE						
7	SYNERGY COMMUNITY COO	921125 OCT2020	Street Fuels	550.12	.00	2,784.05
7	SYNERGY COMMUNITY COO	921125 OCT2020	Police Fuel	636.09	.00	2,784.05
7	SYNERGY COMMUNITY COO	921125 OCT2020	Sewer Fuels	180.73	.00	2,784.05
7	SYNERGY COMMUNITY COO	921125 OCT2020	Water - Fuels	112.99	.00	2,784.05
7	SYNERGY COMMUNITY COO	921125 SEPT2020	Water - Fuels	205.26	.00	2,784.05
7	SYNERGY COMMUNITY COO	921125 SEPT2020	Police Fuel	398.10	.00	2,784.05
7	SYNERGY COMMUNITY COO	921125 SEPT2020	Park Vehicle Fuel	107.36	.00	2,784.05
7	SYNERGY COMMUNITY COO	921125 SEPT2020	Street Fuels	327.11	.00	2,784.05
7	SYNERGY COMMUNITY COO	921125 SEPT2020	Sewer Fuels	266.29	.00	2,784.05

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount	Amount Paid	YTD Balance
	Total SYNERGY COMMUNITY COOPERATIVE:			2,784.05	.00	25,056.45
THE CHRONOTYPE						
1566	THE CHRONOTYPE	07OCT2020	Library Subscription 52 Weeks	30.00	.00	30.00
	Total THE CHRONOTYPE:			30.00	.00	30.00
TICE TECHNOLOGIES						
841	TICE TECHNOLOGIES	29088	Tech Support - Admin	37.50	.00	225.00
841	TICE TECHNOLOGIES	29203	Tech Support - Court Clerk	187.50	.00	225.00
	Total TICE TECHNOLOGIES:			225.00	.00	450.00
TRANSUNION RISK AND ALTERNATIVE						
1534	TRANSUNION RISK AND ALT	4683041-202010-1	Municipal Court Fee Recovery	75.00	.00	75.00
	Total TRANSUNION RISK AND ALTERNATIVE:			75.00	.00	75.00
Turtle Lake Fire District						
101	Turtle Lake Fire District	2020 TL FIRE DIST	Wisconsin Dept of Safety Fire	4,089.83	.00	4,089.83
	Total Turtle Lake Fire District:			4,089.83	.00	4,089.83
VERIZON WIRELESS SERVICES LLC						
290	VERIZON WIRELESS SERVIC	9862253033 SEPT2	PW New GPS Locator iPad	37.99	37.99	585.80
290	VERIZON WIRELESS SERVIC	9862253033 SEPT2	Admin JetPack / Internet	75.98	75.98	585.80
290	VERIZON WIRELESS SERVIC	9862253033 SEPT2	Library Jetpacks x 2 / Internet	75.98	75.98	585.80
290	VERIZON WIRELESS SERVIC	9862253033 SEPT2	Police Department Verizon	195.11	195.11	585.80
290	VERIZON WIRELESS SERVIC	9862253033 SEPT2	PW-Cory iPad	37.99	37.99	585.80
290	VERIZON WIRELESS SERVIC	9862253033 SEPT2	Public Works Cell Phones x 4	163.80	163.80	585.80
290	VERIZON WIRELESS SERVIC	9864340151 OCT20	PW New GPS Locator iPad	37.99	37.99	585.80
290	VERIZON WIRELESS SERVIC	9864340151 OCT20	Admin JetPack / Internet	75.98	75.98	585.80
290	VERIZON WIRELESS SERVIC	9864340151 OCT20	Library Jetpacks x 2 / Internet	75.98	75.98	585.80
290	VERIZON WIRELESS SERVIC	9864340151 OCT20	Police Department Verizon	193.31	193.31	585.80
290	VERIZON WIRELESS SERVIC	9864340151 OCT20	Public Works Cell Phones x 4	163.84	163.84	585.80
290	VERIZON WIRELESS SERVIC	9864340151 OCT20	PW-Cory iPad	37.99	37.99	585.80
290	VERIZON WIRELESS SERVIC	9866439977 NOV20	PW New GPS Locator iPad	37.99	.00	585.80
290	VERIZON WIRELESS SERVIC	9866439977 NOV20	Police Department Verizon	194.02	.00	585.80
290	VERIZON WIRELESS SERVIC	9866439977 NOV20	Library Jetpacks x 2 / Internet	75.98	.00	585.80
290	VERIZON WIRELESS SERVIC	9866439977 NOV20	Public Works Cell Phones x 4	163.84	.00	585.80
290	VERIZON WIRELESS SERVIC	9866439977 NOV20	PW-Cory iPad	37.99	.00	585.80
290	VERIZON WIRELESS SERVIC	9866439977 NOV20	Admin JetPack / Internet	75.98	.00	585.80
	Total VERIZON WIRELESS SERVICES LLC:			1,757.74	1,171.94	10,544.40
VoTL Water & Sewer Department						
37	VoTL Water & Sewer Departme	OCT-2020	4310.01 Lumber Building	30.38	.00	2,587.78
37	VoTL Water & Sewer Departme	OCT-2020	4760.00 Sewer Operations	1,861.91	.00	2,587.78
37	VoTL Water & Sewer Departme	OCT-2020	1000.00 Water Treatment Plant	87.32	.00	2,587.78
37	VoTL Water & Sewer Departme	OCT-2020	12200.00 ATV Station	31.76	.00	2,587.78
37	VoTL Water & Sewer Departme	OCT-2020	4750.00 Maintenance Building	326.20	.00	2,587.78
37	VoTL Water & Sewer Departme	OCT-2020	12300.00 Hartzell Ball Field	31.07	.00	2,587.78
37	VoTL Water & Sewer Departme	OCT-2020	2190.00 Office	30.38	.00	2,587.78
37	VoTL Water & Sewer Departme	OCT-2020	2010.00 Police Operations	30.38	.00	2,587.78
37	VoTL Water & Sewer Departme	OCT-2020	5070.01Library	30.38	.00	2,587.78

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount	Amount Paid	YTD Balance
37	VoTL Water & Sewer Departme	OCT-2020	2610.00 Park	128.00	.00	2,587.78
Total VoTL Water & Sewer Department:				2,587.78	.00	25,877.80
WE ENERGIES						
11	WE ENERGIES	4405-853-076 1029	520 Logan Ave E - Shop	25.92	25.92	420.59
11	WE ENERGIES	4405-853-076 1029	520 Logan Ave E - Shop	51.98	51.98	420.59
11	WE ENERGIES	4405-853-076 1029	118 Grand Ave W	14.75	14.75	420.59
11	WE ENERGIES	4405-853-076 1029	128 Elm St N	12.25	12.25	420.59
11	WE ENERGIES	4405-853-076 1029	560 Western	11.74	11.74	420.59
11	WE ENERGIES	4405-853-076 1029	210 Willow St	15.03	15.03	420.59
11	WE ENERGIES	4405-853-076 1029	115 Martin Ave E - PD	10.23	10.23	420.59
11	WE ENERGIES	4405-853-076 1029	114 Martin - V Hall	23.01	23.01	420.59
11	WE ENERGIES	4405-853-076 1029	301 Maple St - Library	17.69	17.69	420.59
11	WE ENERGIES	4405-853-076 1130	115 Martin Ave E - PD	31.85	.00	420.59
11	WE ENERGIES	4405-853-076 1130	560 Western	15.39	.00	420.59
11	WE ENERGIES	4405-853-076 1130	118 Grand Ave W	15.39	.00	420.59
11	WE ENERGIES	4405-853-076 1130	520 Logan Ave E - Shop	82.73	.00	420.59
11	WE ENERGIES	4405-853-076 1130	114 Martin - V Hall	46.76	.00	420.59
11	WE ENERGIES	4405-853-076 1130	301 Maple St - Library	66.76	.00	420.59
11	WE ENERGIES	4405-853-076 1130	210 Willow St	29.40	.00	420.59
11	WE ENERGIES	4405-853-076 1130	520 Logan Ave E - Shop	111.93	.00	420.59
11	WE ENERGIES	4405-853-076 1130	128 Elm St N	20.38	.00	420.59
Total WE ENERGIES:				603.19	182.60	7,570.62
XCEL ENERGY						
21	XCEL ENERGY	703303151 / 4038	Street Lighting	2,029.31	2,029.31	16,895.86
21	XCEL ENERGY	704283739 / 5950	280 Industrial Ave	71.71	71.71	16,895.86
21	XCEL ENERGY	704283739 / 5950	201 Poplar St	49.23	49.23	16,895.86
21	XCEL ENERGY	704283739 / 5950	229 Maple St	25.29	25.29	16,895.86
21	XCEL ENERGY	704283739 / 5950	232 Willow St S	36.76	36.76	16,895.86
21	XCEL ENERGY	704283739 / 5950	301 Maple St S	190.62	190.62	16,895.86
21	XCEL ENERGY	704283739 / 5950	115 Martin Ave E (PD)	151.31	151.31	16,895.86
21	XCEL ENERGY	704283739 / 5950	118 Grand Ave (Water Pump #	1,003.50	1,003.50	16,895.86
21	XCEL ENERGY	704283739 / 5950	560 Westen Blvd (Lift Station-	790.57	790.57	16,895.86
21	XCEL ENERGY	704283739 / 5950	550 Pine St S (Lift Station-Pine	23.12	23.12	16,895.86
21	XCEL ENERGY	704283739 / 5950	228 Maple St N (Lions Club Bld	41.46	41.46	16,895.86
21	XCEL ENERGY	704283739 / 5950	128 Elm St N (Mun Pump #1)	42.66	42.66	16,895.86
21	XCEL ENERGY	704283739 / 5950	528 Logan Ave E (Sewer Plant	23.54	23.54	16,895.86
21	XCEL ENERGY	704283739 / 5950	520 Logan Ave E	92.65	92.65	16,895.86
21	XCEL ENERGY	704283739 / 5950	302 Pine St (Lift Station #3)	21.95	21.95	16,895.86
21	XCEL ENERGY	704283739 / 5950	522 Logan Ave E (Sewer Plant)	6,324.41	6,324.41	16,895.86
21	XCEL ENERGY	704283739 / 5950	227 Maple St (Park)	138.24	138.24	16,895.86
21	XCEL ENERGY	704283739 / 5950	114 Martin Ave E (Office)	122.26	122.26	16,895.86
21	XCEL ENERGY	704283739 / 5950	218 Pine St Unit Temp (Park Si	17.51	17.51	16,895.86
21	XCEL ENERGY	704283739 / 5950	107 S Railroad Ave E (Downto	132.28	132.28	16,895.86
21	XCEL ENERGY	704283739 / 5950	445 Western Blvd (Unit Water T	21.30	21.30	16,895.86
21	XCEL ENERGY	704283739 / 5950	105 Willow St S	23.16	23.16	16,895.86
21	XCEL ENERGY	704283739 / 5950	522 Logan Ave E (Sewer Plant)	1,481.87	1,481.87	16,895.86
21	XCEL ENERGY	704283739 / 5950	Fire Siren	85.62	85.62	16,895.86
21	XCEL ENERGY	707225043 / 4038	Street Lighting	2,073.80	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	302 Pine St (Lift Station #3)	22.07	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	Fire Siren	81.13	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	114 Martin Ave E (Office)	132.45	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	229 Maple St	29.92	.00	16,895.86

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount	Amount Paid	YTD Balance
21	XCEL ENERGY	708610778 / 5950	445 Western Blvd (Unit Water T	37.67	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	550 Pine St S (Lift Station-Pine	45.32	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	107 S Railroad Ave E (Downto	145.12	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	227 Maple St (Park)	63.79	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	201 Poplar St	56.51	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	522 Logan Ave E (Sewer Plant)	3,805.85	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	128 Elm St N (Mun Pump #1)	42.47	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	301 Maple St S	179.66	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	560 Westen Blvd (Lift Station-	821.45	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	228 Maple St N (Lions Club Bld	69.66	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	520 Logan Ave E	119.59	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	280 Industrial Ave	117.13	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	218 Pine St Unit Temp (Park Si	17.51	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	232 Willow St S	45.64	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	118 Grand Ave (Water Pump #	1,285.88	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	522 Logan Ave E (Sewer Plant)	7,526.71	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	105 Willow St S	23.46	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	528 Logan Ave E (Sewer Plant	23.72	.00	16,895.86
21	XCEL ENERGY	708610778 / 5950	115 Martin Ave E (PD)	129.35	.00	16,895.86
Total XCEL ENERGY:				29,836.19	12,940.33	811,001.28
Grand Totals:				152,586.27	16,739.89	1,413,123.83

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* APPROVED BY *
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Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount	Amount Paid	YTD Balance

Report Criteria:
Detail report.
Invoices with totals above $0 included.
Paid and unpaid invoices included.
Invoice Detail.Input Date = 10/20/2020-11/30/2020

Village of Turtle Lake

Regular Board Meeting Minutes

10/29/2020

I. Call to Order:

II. Roll Call: President Koenig, Present – McCready, Koenig, Glaubitz and Morton. Not Present – Clary, Tarman

Administrator Hildebrand, Chief Gabe, PW Director Davis

III. Public Comment – None

IV. Old Business –

A. Hildebrand discussed 2021 insurance proposal. McCready made motion to continue paying 100% of premium, and to go with proposed plans #1 and #5, with a $2,000 (non-matching) HSA contribution, to be spread out quarterly during the year, while keeping the same dental and vision coverage. Seconded by Glaubitz; All approve.

B. Hildebrand presented review of proposed 2021 general obligation budget. McCready moved to approve draft for publication and schedule public hearing for Monday, November 23rd at 6:00 pm. Seconded by Glaubitz; All approve.

C. Hildebrand presented proposed 2021 budget for water and sewer revenue funds. Discussion only.

V. New Business - None

VI. Adjournment. – Morton motioned to adjourn; Glaubitz seconded; all approved at 6:40.

Prepared by Scott W. Hildebrand, Village Administrator

Village of Turtle Lake

Personnel Committee Minutes

10/29/2020

I. Call to Order:

II. Roll Call: McCready, All Present – McCready, Koenig, and Morton

Administrator Hildebrand, Chief Gabe, PW Director Davis

III. Review of Agenda

IV. Public Comment – None

V. Unfinished Business – None

VI. New Business:

A. Hildebrand discussed need for possible end of year payouts or employee advance situations. Committee directed Hildebrand to draft a proposed policy.

B. Hildebrand discussed 20201 insurance proposal. Koenig made motion to continue paying 100% of premium, and to go with proposed plans #1 and #5, with a $2,000 (non-matching) HSA contribution, to be spread out quarterly during the year, while keeping the same dental and vision coverage. Seconded by McCready, All approve.

Hildebrand was also directed to prepare a policy limiting Comp Time, and allowing for the potential buy-back / HSA conversion of Vacation and Sick time.

VII. Adjournment. – Morton motioned to adjourn; McCready seconded; all approved at 5:30.

Prepared by Scott W. Hildebrand, Village Administrator

PUBLIC FORUM

OLD BUSINESS

A. Consideration and Possible Action with regard to appointing a new individual to the Tourism Commission, to fill the vacancy.

Should the Board choose to proceed.

RECOMMENDED ACTION

Staff recommends a motion to appoint _____ to the Village Tourism Commission.

NEW BUSINESS

A. PUBLIC HEARING – to accept input with regards to the 2021 Village Budget.

Should the Board choose to proceed.

RECOMMENDED ACTION

Staff recommends a motion to open the floor for Public Comment on the 2021 Village Budget.

B. Presentation of Audit 2019 Presented by Baker, Tilly, Virchow, Krause, LLP

C. Consideration and Possible Action with regard to the proposed 2021 Village Budget.

Should the Board choose to proceed.

RECOMMENDED ACTION

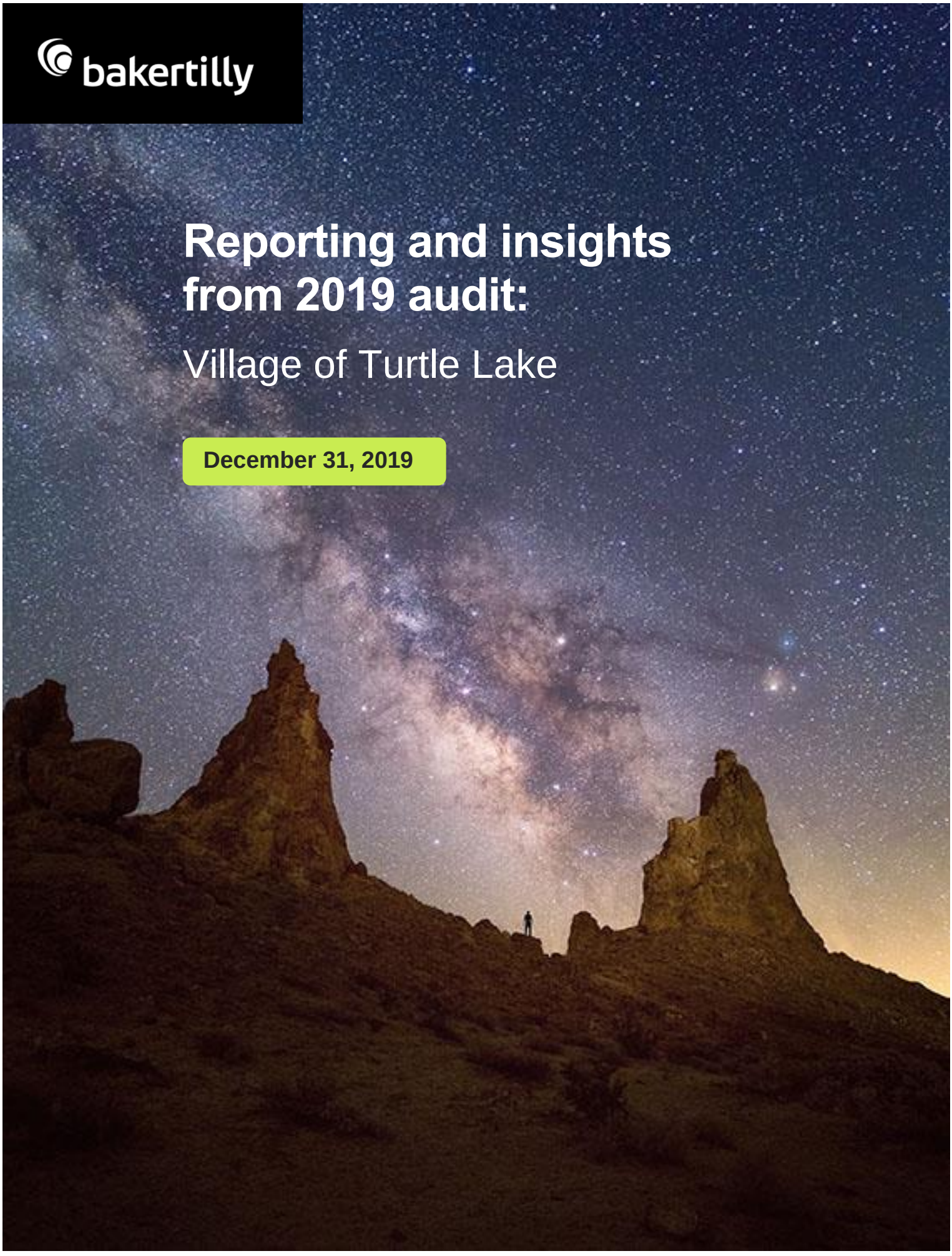
Staff recommends a motion by the Board to approve the proposed 2021 Village Budget, to include any amendments discussed.

bakertilly

Reporting and insights from 2019 audit:

Village of Turtle Lake

December 31, 2019



Executive summary

November 17, 2020

To the Village Board

We have completed our audit of the financial statements of the Village of Turtle Lake, Wisconsin (village) for the year ended December 31, 2019, and have issued our report thereon dated November 17, 2020. This letter presents communications required by our professional standards.

Your audit should provide you with confidence in your financial statements. The audit was performed based on information obtained from meetings with management, data from your systems, knowledge of your village's operating environment and our risk assessment procedures. We strive to provide you clear, concise communication throughout the audit process and of the final results of our audit.

Additionally, we have included information on key risk areas the Village of Turtle Lake should be aware of in your strategic planning. We are available to discuss these risks as they relate to your organization's financial stability and future planning.

If you have questions at any point, please connect with us:

- Kimberly M. Shult, Partner: kimberly.shult@bakertilly.com or +1 (612) 876 4912
- Amanda R. Mboga, Senior Manager: amanda.mboga@bakertilly.com or +1 (612) 876 4909

Sincerely,

Baker Tilly US, LLP (formerly known as Baker Tilly Virchow Krause, LLP)

Kimberly M. Shult, CPA, Partner

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Audit objectives

Audit objectives

Our responsibilities

As your independent auditor, our responsibilities include:

- Planning and performing the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. Reasonable assurance is a high level of assurance.
- Assessing the risks of material misstatement of the financial statements, whether due to fraud or error. Included in that assessment is a consideration of the village's internal control over financial reporting.
- Performing appropriate procedures based upon our risk assessment.
- Evaluating the appropriateness of the accounting policies used and the reasonableness of significant accounting estimates made by management.
- Forming and expressing an opinion based on our audit about whether the financial statements prepared by management, with the oversight of those charged with governance:
  - Are free from material misstatement
  - Present fairly, in all material respects, and in accordance with accounting principles generally accepted in the United States of America
  - Performing tests related to compliance with certain provisions of laws, regulations, contracts and grants, as required by *Government Auditing Standards*

We are also required to communicate significant matters related to our audit that are relevant to the responsibilities of those charged with governance, including:

- Qualitative aspects of the village's accounting practice including policies, accounting estimates and financial statement disclosures
- Significant difficulties encountered
- Disagreements with management
- Corrected and uncorrected misstatements
- Internal control matters
- Significant estimates
- Other findings or issues arising from the audit

Management's responsibilities

Management	Auditor
Prepare and fairly present the financial statements	Our audit does not relieve management or those charged with governance of their responsibilities
Establish and maintain effective internal control over financial reporting and compliance with laws and regulations	An audit includes consideration of internal control over financial reporting, but not an expression of an opinion on those controls
Provide us with written representations at the conclusion of the audit	See Appendix A for a copy of management's representations

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Audit status

Audit status

Significant changes to the audit plan

There were no significant changes made to either our planned audit strategy or to the significant risks and other areas of emphasis identified during the performance of our risk assessment procedures.

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Audit approach and results

Audit approach and results

Planned scope and timing

Audit focus

Based on our understanding of the village and environment in which you operate, we focused our audit on the following key areas:

- Key transaction cycles
- Areas with significant estimates
- Implementation of new accounting standards

Our areas of audit focus were informed by, among other things, our assessment of materiality. Materiality in the context of our audit was determined based on specific qualitative and quantitative factors combined with our expectations about the village's current year results.

Implementation of GASB No. 84 reporting fiduciary activities

During the current year, your government implemented GASB Statement No. 84 – *Fiduciary Activities*. This standard was issued to provide a clear foundation and reduce inconsistencies in reporting of fiduciary activities. Implementation of this standard required the evaluation of various activities and application of specific criteria to determine the fiduciary activities that required reporting. As a result of this standard you will note the following changes in your financial statements from prior years:

- Change in the activity that is reported through the tax collection custodial fund
- Recognition of a liability to the beneficiaries in each fiduciary fund only when an event has occurred that compels the government to disburse fiduciary resources
- Presentation of additions and deductions on the statement of changes in fiduciary net position for all fiduciary funds, including custodial funds

Implementation of GASB No. 88 financial reporting for debt disclosures

During the current year, your government implemented GASB Statement No. 88 – *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*. Implementation of this standard required the evaluation of the village's outstanding debt issues and application of specific criteria to identify direct borrowings and direct placements. This standard requires additional note disclosures related to the debt obligations of your government.

Key areas of focus and significant findings

Significant risks of material misstatement

A significant risk is an identified and assessed risk of material misstatement that, in the auditor's professional judgment, requires special audit consideration. Within our audit, we focused on the following areas below.

Significant risk areas	Testing approach	Conclusion
Management override of controls	Incorporate unpredictability into audit procedures, emphasize professional skepticism and utilize audit team with industry expertise	Procedures identified provided sufficient evidence for our audit opinions
Inadequate segregation of duties	Incorporate unpredictability into audit procedures, emphasize professional skepticism, utilize audit team with industry expertise and performance of sufficient substantive procedures	Procedures identified provided sufficient evidence for our audit opinions

Other key areas of emphasis

We also focused on other areas that did not meet the definition of a significant risk, but were determined to require specific awareness and a unique audit response.

Other key areas of emphasis		
Cash and investments	Revenues and receivables	General disbursements
Payroll	Pension liabilities	Long-term debt
Capital assets including infrastructure	Net position and fund balance calculations	Financial reporting and required disclosures

Internal control matters

We considered the village's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing our opinions on the financial statements. We are not expressing an opinion on the effectiveness of the village's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis.

A material weakness is a deficiency or combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We identified the following deficiencies as material weaknesses:

- **Inadequate Segregation of Duties**

A properly designed system of internal control includes adequate staffing as well as policies and procedures to properly segregate duties. This includes systems that are designed to limit the access or control of any one individual to your government's assets or accounting records, and to achieve a higher likelihood that errors or irregularities in your accounting processes would be discovered by your staff in a timely manner.

At this time, due to staffing and financial limitations, the proper internal controls are not in place to achieve adequate segregation of duties. As a result, errors, irregularities or fraud could occur as part of the financial reporting process that may not be discovered by someone in your organization. Therefore, we are reporting a material weakness related to the internal control environment.

- **Missing Key Controls**

There are certain controls that are not currently in place related to significant transaction cycles. As a result, there is a risk that erroneous or unauthorized transactions or misstatements could occur without the knowledge of management or the governing body. Our recommendations for strengthening controls are listed below.

Controls Over Accounts Payable/Disbursements

- Persons processing accounts payable and those with access to the system should be separate from those ordering or receiving goods or services.
- Retainages should be reviewed, approved, and recorded at year-end.
- Persons initiating electronic fund transfers should be separate from those authorizing, confirming and reconciling the transactions.
- The accounts payable general ledger accounts and list of accounts payable should be reconciled regularly.

Controls Over Payroll

- Payroll transactions should be supported by approved time records. Documentation of review should be retained.

Controls Over Property Taxes

- Bank reconciliations for the tax account should be performed.

Controls Over Utility Billing

- There should be an independent review and approval of adjustments to accounts receivable and account write-offs.
- Persons involved in the cash receipting process should be independent of other billing duties.
- A reconciliation of the detailed listing of receivables in the billing system and the receivable balance in the general ledger should be performed.
- Manual sewer billings to industrial customers should be reviewed and approved by an appropriate individual.

Controls Over Monthly and Year-end Accounting

- Adjusting journal entries and supporting documentation should be reviewed and approved by an appropriate person who is not the original preparer.
- Account reconciliations prepared throughout the year, as well as year-end account reconciliations, should be performed timely, and by someone independent of processing transactions in the account.
- There should be a process for identifying and recording contributed infrastructure.
- Complete trial balances or interim financial statements should be reviewed by a responsible party on a regular basis. This review should be documented.

Since the controls listed above or other compensating controls are not currently in place, errors or irregularities could occur as part of the accounting processes that might not be discovered by management or the governing body. Therefore, the absence of these controls is considered to be a material weakness.

We recommend that a designated employee review the segregation of duties, risks, and these potential controls and determine whether additional controls should be implemented. This determination should take into consideration a cost / benefit analysis.

- **Financial Statement Close Process**

Properly designed systems of internal control provide your organization with the ability to process and record accurate monthly and year-end transactions and annual financial reports.

Our audit includes a review and evaluation of the internal controls relating to financial reporting. Common attributes of a properly designed system of internal control for financial reporting are as follows:

- There is adequate staffing to prepare financial reports throughout the year and at year-end.
- Material misstatements are identified and corrected during the normal course of duties.
- Complete and accurate financial statements, including footnotes, are prepared.
- Financial reports are independently reviewed for completeness and accuracy.

Our evaluation of the internal controls over financial reporting has identified control deficiencies that are considered material weakness surrounding the preparation of financial statements and footnotes, adjusting journal entries identified by the auditors, and an independent review of financial reports.

Management has not prepared financial statements that are in conformity with generally accepted accounting principles. In addition, material misstatements in the general ledger were identified during the financial audit.

Other comments and recommendations

Water earnings and cash flow

The water utility had operating income of $175,206 in 2019 compared to $185,868 in 2018. Overall, water net position increased $75,949. Cash increased $92,808 in 2019.

In addition, the water utility met its debt coverage ratio for 2019.

We recommend that you continue to monitor water utility results and take action as necessary to ensure adequate future earnings and cash flow.

Sewer earnings and cash flow

The sewer utility had an operating income of $660,805 in 2019 compared to $553,838 in 2018. Overall, sewer net position increased $615,450. Cash increased $55,468 in 2019.

We recommend that you continue to monitor sewer utility results and take action as necessary to ensure adequate future earnings and cash flow.

Decentralized cash collections

Many governments collect cash at numerous decentralized locations that are separate from the primary system of accounting procedures and controls. The opportunity for theft is often higher at those locations because one person is frequently involved in most, if not all, aspects of a transaction (i.e. lack of segregation of duties).

Examples in your government that may fit this situation include the library and the parks and rec payment drop boxes as well as various fundraising events and activities.

Management is responsible for designing and implementing controls and procedures to detect and prevent fraud. As a result, we recommend that management review its decentralized cash collection procedures and controls on a periodic basis and make changes as necessary to strengthen the internal control environment. Reviewing the adequacy of the controls is a responsibility of the governing body.

Below are example procedures and controls to help mitigate the risk of loss at decentralized cash collection points:

- Implement a centralized receipting process with adequate segregation of duties
- For cash collections, ensure pre-numbered receipts are being used and all receipts in the sequence are being reviewed by someone other than the person receipting the cash and receipts tie to deposits
- Perform surprise procedures at decentralized locations (cash counts, walkthrough of processes, etc.)
- Require timely cash deposits to minimize collection on-hand
- Limit the number of separate bank accounts
- Segregate duties as much as possible – the person receipting cash should be separate from the person preparing deposits and the person reconciling bank accounts should be separate from the cash collection activity
- Perform a month-to-month or year-to-year comparisons to look for unusual changes in collections
- If collecting from a drop box site, consider sending two employees/trustees to collect the funds, especially during peak times
- For fundraising activities, utilize a count sheet and have two employees/trustees sign off on the totals collected
- For fundraising activities (other than freewill donations), consider reconciliation controls such as inventory counts or pre-numbered tickets to verify the reasonableness of amounts reported as collected

As always, the cost of controls and staffing must be weighed against the benefits of safeguarding your assets.

Procurement rules for expenditures under federal grants now in effect

In December 2013, the US Office of Management and Budget (OMB) issued comprehensive grant reform rules titled “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.” With that issuance, there were important updates made to various areas of federal grants management. Procurement is one of the areas that had significant changes for some entities. In order to allow time for implementation, the procurement rules were given a grace period, which has now expired. Therefore, you must be compliant with the new guidelines beginning January 1, 2018. The new guidelines apply to all purchases made with federal funding.

The procurement sections of the Uniform Guidance can be found online in 2 CFR 200.318. Some of the highlights include:

- Written conflict of interest policies are required, including identification of disciplinary actions to be taken for violations. Employees, officers and agents may not participate in the selection, award or administration of a federally-funded project if they have a conflict of interest (real or perceived). Such conflicts would be evaluated not just for the employee, officer or agent involved but also immediate family members, partners and organizations which employ or are about to employ any of these parties. Your government may wish to incorporate a nepotism policy as part of your overall conflict of interest documentation.
- The organization must document the procurement steps and activities required to be completed, which includes the basis for the type of procurement, contract type and basis for the contractor selection
- Procurement must be done in a manner that prohibits the use of geographical preference, except in certain cases
- The five methods of procurement outlined are:
    - Micro-purchase – purchases where the aggregate dollar amount does not exceed $3,000 (adjusted by the Federal Acquisition Regulation). No competitive quotes are required if management determines that the price is reasonable. When practical, the entity should distribute micro-purchases equitably among qualified suppliers.
    - Small purchase – includes purchases up to the Simplified Acquisition Threshold, which starts out at $150,000 but is periodically adjusted for inflation. Price or rate quotes must be obtained from an adequate number of sources.
    - Sealed bids – used for purchases over the Simplified Acquisition Threshold. Formal solicitation is required and the fixed price is awarded to the responsible bidder who conformed to all material terms and is the lowest in price.
    - Competitive proposals – used for purchases over the Simplified Acquisition Threshold when sealed bids are not appropriate. Contracts should be awards to the responsible firm whose proposal is most advantageous to the program, with price being one of the various factors.
    - Noncompetitive proposals (also known as sole-source procurement) – used only when specific criteria are met. Examples include when a public emergency does not allow time for a competitive proposal process, an item is only available from one source, competition is deemed inadequate after a number of attempts were made, or the federal awarding agency authorizes noncompetitive proposals.

If your organization has not yet evaluated and/or revised your procurement policies for compliance with the requirements under Uniform Guidance when entering into procurement transactions funded with federal awards, we recommend that you do so as soon as possible. A high level of formal documentation is required to meet the standards. As always, you will need to consider compliance with state requirements as well.

Budget requirements

Wisconsin state statutes regarding municipal budgeting specify the information that should be incorporated into the notice for the budget public hearing.

The village's budget notice should include the following items:

A. Summary budget for the proposed budget, the budget in effect and the percentage change between the budget of the current year and the proposed budget. A summary budget would include:

    1. All expenditures by major expenditure category for general fund.
    2. All revenues by major revenue source for general fund.
    3. Any financing source and use not included in 1. and 2. above.
    4. All beginning and year-end fund balances for all funds.
    5. Total revenues and expenditures for each fund.
    6. Summary totals of revenues and expenditures for all funds.
    7. Local property taxes for each fund and the total for all funds.
    8. List of budget increases and decreases due to new or discontinued activities, if any.

B. The place where the budget, in detail, is available for public inspection.

C. The time and place for holding the public hearing.

We recommend that the village review state statutes pertaining to municipal budgets. When preparing the village budget, you should include the items mentioned above. We can help the village comply with the requirements by reviewing your documents prior to publication and adoption.

Controls over municipal court

Under ideal conditions, there are many procedures and controls designed to limit the access of any one individual to village assets and financial records in order to prevent or detect/correct errors and irregularities. Your municipal court does not have a large staff or complex controls, which is not unusual for an organization your size, but it is our responsibility to inform you that this condition exists. Our recommendations for municipal court controls are as follows:

1. Trace unpaid fines to an outstanding fines report
2. Follow-up on unpaid fines in a subsequent quarter
3. Reconcile the court system transactions to the court docket
4. Reconcile the general ledger court penalties and costs to the court system
5. Evaluate and record the outstanding fines at year end as a receivable
6. The individual responsible for entering information in the court system should be independent from the cash collection function

We recommend that a designated village employee review the current segregation of duties and these potential controls to determine whether additional controls should be implemented. From our discussions with village staff, it does not appear that a receivable is recorded on the books for outstanding fines at year end; a reconciliation of activity for the year that ties out to the year end receivable would be a good place to start in building up the control system. Again, any determination of internal controls should take into consideration a cost/benefit analysis to the village.

Required communications

Qualitative aspect of accounting practices

- Accounting policies: Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we have advised management about the appropriateness of accounting policies and their application. The significant accounting policies used by the village are described in Note I to the financial statements. As described in Note I, the village changed accounting policies related to: reporting for fiduciary activities by adopting Governmental Accounting Standards Board (GASB) 84 – *Fiduciary Activities* and financial reporting for debt disclosures by adopting GASB No. 88 – *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements* in 2019. We noted no transactions entered into by the village during the year for which accounting policies are controversial or for which there is a lack of authoritative guidance or consensus or diversity in practice.
- Accounting estimates: Accounting estimates, including fair value estimates, are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements, the degree of subjectivity involved in their development and because of the possibility that future events affecting them may differ significantly from those expected. The following estimates are of most significance to the financial statements:

Estimate	Management's process to determine	Baker Tilly's conclusions regarding reasonableness
Net pension liability and related deferrals	Evaluation of information provided by the Wisconsin Retirement System	Reasonable in relation to the financial statements as a whole
Allowance for uncollectible loans	Evaluation of the collectability of housing loans receivable	Reasonable in relation to the financial statements as a whole
Depreciation	Evaluate estimated useful life of the asset and original acquisition value and/or PSC guidelines	Reasonable in relation to the financial statements as a whole

  There have been no significant changes made by management to either the processes used to develop the particularly sensitive accounting estimates, or to the significant assumptions used to develop the estimates, noted above.

- Financial statement disclosures: The disclosures in the financial statements are neutral, consistent and clear.

Significant unusual transactions

There have been no significant transactions that are outside the normal course of business for the village or that otherwise appear to be unusual due to their timing, size or nature.

Difficulties encountered during the audit

We encountered no significant difficulties in dealing with management and completing our audit.

Disagreements with management

Professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management’s consultations with other accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing or accounting matters.

Written communications between management and Baker Tilly

The Appendix includes copies of other material written communications, including a copy of the management representation letter.

Uncorrected misstatements and corrected misstatements

Professional standards require us to accumulate misstatements identified during the audit, other than those that are clearly trivial and to communicate accumulated misstatements to management. Management is in agreement with the misstatements we have identified, and they have been corrected in the village’s financial statements. The schedule within the Appendix lists the corrected misstatements that, in our judgment, may not have been detected except through our auditing procedures. Some of the corrected misstatements are considered to be material to the financial statements. The internal control matters section of this report describes the effects on the financial reporting process indicated by the corrected misstatements, other than those that we consider to be of a lesser magnitude than significant deficiencies and material weaknesses.

Compliance with laws and regulations

We identified areas of non-compliance with laws and regulations during our audit. These are described in Note II of the financial statements and the other comments and recommendations section of this report.

Fraud

We did not identify any known or suspected fraud during our audit.

Going concern

Pursuant to professional standards, we are required to communicate to you, when applicable, certain matters relating to our evaluation of the village’s ability to continue as a going concern for a reasonable period of time but no less than 12 months from the date the financial statements are issued or available to be issued, including the effects on the financial statements and the adequacy of the related disclosures, and the effects on the auditor's report. No such matters or conditions have come to our attention during our engagement.

Independence

We are not aware of any relationships between Baker Tilly and the village that, in our professional judgment, may reasonably be thought to bear on our independence.

Related parties

We did not have any significant findings or issues arise during the audit in connection with the village’s related parties.

Other audit findings or issues

We encountered no other audit findings or issues that require communication at this time.

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the village's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other matters

We applied certain limited procedures to the required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the supplementary information which accompanies the financial statements but is not RSI. With respect to the supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America. The method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Nonattest services

The following nonattest services were provided by Baker Tilly:

- Financial statement preparation
- Adjusting journal entries (including preparation of related reconciliations and depreciation schedules)
- Compiled regulatory reports
- Compiled TIF financial statements
- Civic systems software

In addition, we prepared GASB No. 34 conversion entries which are summarized in the "Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position" and the "Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities" in the financial statements.

None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.

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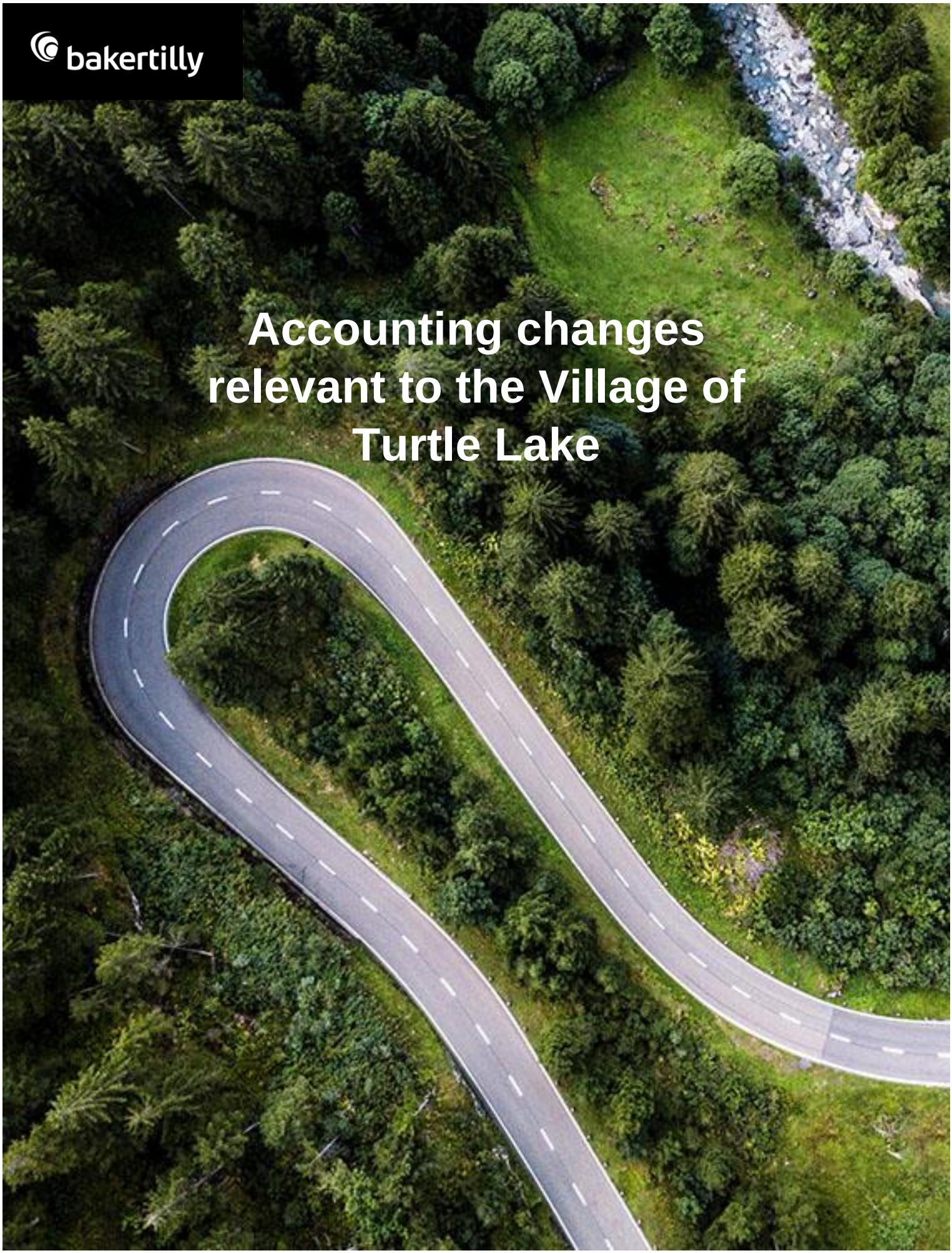
Accounting changes relevant to the Village of Turtle Lake



Accounting changes relevant to the Village of Turtle Lake

Future accounting standards updates

GASB Statement Number	Description	Potentially Impacts you	Effective Date
87	Leases	✓	12/31/22*
89	Accounting for Interest Incurred before the End of a Construction Period	✓	12/31/21*
91	Conduit Debt	✓	12/31/22*

*The statements listed above through Statement No. 93 had their required effective dates postponed by one year with the issuance of Statement No. 95, *Postponement of Effective Dates of Certain Authoritative Gui*dance, with the exception of Statement No. 87 which was postponed by one and a half years. The effective date reflected above is the required revised implementation date.

Further information on upcoming GASB pronouncements

Preparing for the new lease standard

GASB's new single model for lease accounting will be effective for the year ended December 31, 2022. This standard will require governments to identify and evaluate contracts that convey control of the right to use another entity's nonfinancial asset as specified in the contract for a period of time in an exchange or exchange-like transaction. Contracts meeting the criteria for control, term and other items within the standard will result in recognizing a right to use asset and lease liability or a receivable and deferred inflow of resources.

We recommend the village review this standard and start planning now as to how this will affect your financial reporting. We recommend that you begin by completing an inventory of all contracts that might meet the definition of a lease. The contract listing should include key terms of the contracts such as:

- Description of contract
- Underlying asset
- Contract term
- Options for extensions and terminations
- Service components, if any
- Dollar amount of lease

In addition, the village should begin to establish a lease policy to address the treatment of common lease types, including a dollar threshold for each lease. We are available to discuss this further and help you develop an action plan.

Learn more about GASB 87.

Planning for the new conduit debt reporting

Conduit debt includes arrangements where there are three separate parties involved including a third party that is obligated for payment, a debt holder or lender and an issuing party which is often a government. This standard provides additional criteria for identifying and classifying conduit debt with the intent of providing consistency in how the debt is recorded and reported in governmental financial statements. The village should identify any existing debt arrangements involving third party obligors and evaluate how those arrangements will be reported under the new standard in order to determine the potential impact of this standard on future financial reporting.

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Trending challenges for organizations

Trending challenges for organizations

Management and the governing body of the village must keep the future in mind as they evaluate strategies to achieve future growth. Keeping a balance between risk and sustainability is key, and organizations need to think beyond their immediate needs to their long term goals. Economic uncertainty, coupled with key risk areas and fast paced technology change, make strategic planning complex. Begin the discussion with your management team to find your path to your future.

2020 strategic risks for boards

Evaluating and mitigating the greatest risks

Public sector organizations face a multitude of internal and external risks in an evolving landscape. Risks can stem from strategy, finances, legal situations, operations, regulatory compliance, information technology, economic environment, and/or fraud, waste and abuse.

By employing a risk assessment, areas with the greatest needs and highest risks are evaluated. Then a risk mitigation plan can be developed and deployed.

Learn about risk assessment types, tools and strategies.

Cybersecurity

Operational reporting on cybersecurity effectiveness

As boards engage management in cybersecurity risk discussions, directors should expect management to produce reports on the effectiveness of the organization's cybersecurity-risk management program. Management can (and should) collect and analyze relevant performance measures and metrics to determine if cybersecurity safeguards and controls are operating as intended, and whether any corrective action should be taken to strengthen management's risk-mitigation approaches. While not an exhaustive list, some key processes on which management should report include these:

- Incident management
- Risk management and governance
- Independent assurance on the cybersecurity program

WATCH: On demand webinar about board governance over cybersecurity.

Learn more about cybersecurity risk management.

The talent problem

Establishing a lifeline for your shifting workforce

Employee recruitment and retention challenges are an all too common struggle in the public sector:

- Aging workers with institutional knowledge retire
- High demand for small qualified candidate pool
- Perception of geographic disadvantages
- Wage/benefit competition with private sector
- Lean operations exclude investments in recruitment, on-the-job training and technology
- Unclear growth and career advancement tracks

Download

Sustainable organizations must have a robust workforce development and succession planning program. Learn how to get started and incorporate a workforce/succession planning program with existing operational practices.

COVID-19 risks and ongoing response

Staying nimble and resilient during unprecedented disruption

COVID-19 has challenged all organizations and the effects continue to unfold. It is critical that management and governing bodies stay nimble to respond to direct and indirect effects of this disruption on operations, cash flow, and people. Some best practices to consider include:

- Establish mechanisms to track COVID-19 related expenses, lost revenues or delayed revenues
- Monitor cash flow projections and seek short term liquidity help
- Create a policy and forms for compliance with Family First Coronavirus Response Act
- Compare anticipated results to bond covenants and track any continuing disclosure items
- Re-evaluate TIF projections with revised development scenarios
- Develop a strategy for leading your community through the crisis

Learn about public sector Coronavirus resources, including the latest news on business continuity and cash flow management, Federal stimulus and tax developments, and more.

Appendix A: Management representation letter

Village of Turtle Lake
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FAX: 715-986-4252
www.turtlelakewi.com

November 17, 2020

Baker Tilly US, LLP
3410 Oakwood Mall Drive,
Suite 200 Eau Claire, WI
54701

Dear Baker Tilly US, LLP:

We are providing this letter in connection with your audit of the financial statements of the Village of Turtle Lake as of December 31, 2019 and for the year then ended for the purpose of expressing opinions as to whether the financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Turtle Lake and the respective changes in financial position and cash flows, where applicable, in conformity with accounting principles generally accepted in the United States of America. We confirm that we are responsible for the fair presentation of the previously mentioned financial statements in conformity with accounting principles generally accepted in the United States of America. We are also responsible for adopting sound accounting policies, establishing and maintaining internal control over financial reporting, and preventing and detecting fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, the following representations made to you during your audit.

Financial Statements

1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter.

2) The financial statements referred to above are fairly presented in conformity with accounting principles generally accepted in the United States of America. We have engaged you to advise us in fulfilling that responsibility. The financial statements include all properly classified funds of the primary government required by accounting principles generally accepted in the United States of America to be included in the financial reporting entity.

3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.

5) Significant assumptions we used in making accounting estimates, if any, are reasonable.

6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with the requirements of accounting principles generally accepted in the United States of America.

7) All events subsequent to the date of the financial statements and for which accounting principles generally accepted in the United States of America require adjustment or disclosure have been adjusted or disclosed. No other events, including instances of noncompliance, have occurred subsequent to the financial statement date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements.

8) All material transactions have been recorded in the accounting records and are reflected in the financial statements.

9) All known audit and bookkeeping adjustments have been included in our financial statements, and we are in agreement with those adjustments.

10) There are no known or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements. There are no unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with accounting principles generally accepted in the United States of America.

11) Guarantees, whether written or oral, under which the Village is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

12) We have provided you with:

    a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as financial records and related data, documentation, and other matters.

    b) Additional information that you have requested from us for the purpose of the audit.

    c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.

    d) Minutes of the meetings of the Village Board or summaries of actions of recent meetings for which minutes have not yet been prepared.

13) We have disclosed to you results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

14) We have no knowledge of any fraud or suspected fraud that affects the entity and involves:

    a) Management,

    b) Employees who have significant roles in internal control, or

    c) Others where the fraud could have a material effect on the financial statements.

15) We have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, regulators, or others.

16) We have disclosed to you all known instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.

17) We have disclosed to you all known related parties and all the related party relationships and transactions of which we are aware.

Other

18) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.

19) We have a process to track the status of audit findings and recommendations.

20) We have identified to you any previous financial audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.

21) We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for our report.

22) The Village has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.

23) We are responsible for compliance with federal, state, and local laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits, debt contracts, and IRS arbitrage regulations; and we have identified and disclosed to you all federal, state, and local laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.

24) There are no:

a) Violations or possible violations of budget ordinances, federal, state, and local laws or regulations (including those pertaining to adopting, approving and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, or for reporting on noncompliance, except those already disclosed in the financial statement, if any.

b) Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by accounting principles generally accepted in the United States of America.

c) Nonspendable, restricted, committed, or assigned fund balances that were not properly authorized and approved.

d) Rates being charged to customers other than the rates as authorized by the applicable authoritative body.

e) Violations of restrictions placed on revenues as a result of bond resolution covenants such as revenue distribution or debt service funding.

25) In regards to the nonattest services performed by you listed below, we have 1) accepted all management responsibility; 2) designated an individual with suitable skill, knowledge, or experience to oversee the services; 3) evaluated the adequacy and results of the services performed, and 4) accepted responsibility for the results of the services.

a) Financial statement preparation

b) Adjusting journal entries, including preparation of related reconciliations and depreciation schedules and GASB No. 34 conversion entries

c) Compiled TIF financial statements

d) Compiled regulatory reports

e) Civic Systems software

None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.

26) The Village of Turtle Lake has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.

27) The Village of Turtle Lake has complied with all aspects of contractual agreements that would have a material effect on the financial statement in the event of noncompliance.

28) The village has no significant component units or joint ventures with an equity interest. Other joint ventures and other related organizations are properly disclosed.

29) The financial statements properly classify all funds and activities.

30) All funds that meet the quantitative criteria in GASB Statement No. 34 and No. 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.

31) Components of net position (net investment in capital assets; restricted; and unrestricted) and components of fund balance (nonspendable, restricted, committed, assigned and unassigned) are properly classified and, if applicable, approved.

32) The Village of Turtle Lake has no derivative financial instruments such as contracts that could be assigned to someone else or net settled, interest rate swaps, collars or caps.

33) Provisions for uncollectible receivables, if any, have been properly identified and recorded.

34) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.

35) Revenues are appropriately classified in the statement of activities within program revenues and general revenues.

36) Interfund, internal, and intra-entity activity and balances have been appropriately classified and

reported.

37) Deposits and investments are properly classified, valued, and disclosed (including risk disclosures, collateralization agreements, valuation methods, and key inputs, as applicable).

38) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated/amortized. Any known impairments have been recorded and disclosed.

39) We have complied with the implementation of GASB No. 49 and believe that there is no liability to accrue related to pollution remediation at this time.

40) Tax-exempt bonds issued have retained their tax-exempt status.

41) We have appropriately disclosed the Village of Turtle Lake's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available and have determined that net position were properly recognized under the policy. We have also disclosed our policy regarding which resources (that is, restricted, committed, assigned or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available.

42) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

43) With respect to the supplementary information, (SI):

    a) We acknowledge our responsibility for presenting the SI in accordance with accounting principles generally accepted in the United States of America, and we believe the SI, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the SI have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.

    b) If the SI is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.

44) We assume responsibility for, and agree with, the information provided by the Wisconsin Retirement System as audited by the Legislative Audit Bureau relating to the net pension asset/liability and related deferred outflows and deferred inflows and have adequately considered the reasonableness of the amounts and disclosures used in the financial statements and underlying accounting records. We also assume responsibility for the census data that has been reported to the plan.

45) We are not aware of any material asset retirement obligations associated with our long-lived assets (i.e. asbestos or other hazardous material removal costs) that are required to be recorded in accordance with GASB Statement No. 83.

46) All activities that meet the criteria in GASB Statement No. 84 for presentation as fiduciary activities have been identified and presented as such.

47) Any direct borrowings, direct placements, lines of credit or debt default clauses have been identified and properly disclosed.

48) We have elected to write off certain delinquent receivables that are no longer expected to be collected due to the sale of the business, including unmetered industrial sewer receivables, TIF personal property taxes receivables and water audit receivables.

Sincerely,

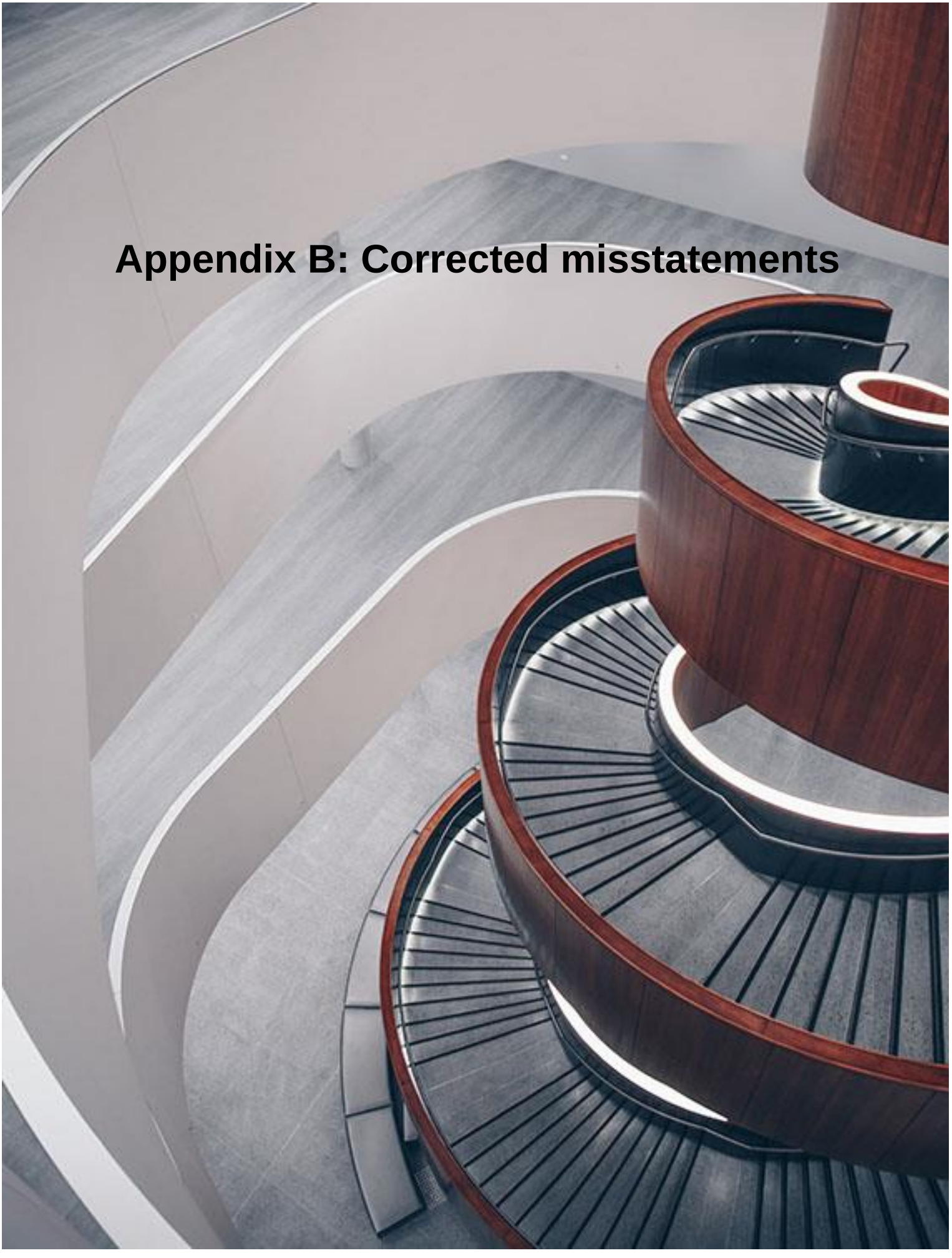
Village of Turtle Lake

Signed: _____
Scott Hildebrand, Village Administrator

Signed: _____
Ardith Story, Clerk-Treasurer

Dated: 11-17-2020

Appendix B: Corrected misstatements



Village of Turtle Lake

Year End: December 31, 2019

Normal adjusting journal entries

Number	Date	Name	Account No	Debit	Credit
A01	12/31/2019	CHECKING - WATER	600-11111 W-600		(78,000)
A01	12/31/2019	ADVANCE TO SEWER UTILITY	600-22362 W-600	74,960	
A01	12/31/2019	CHECKING	620-11111 S-620	78,000	
A01	12/31/2019	ADVANCE WATER	620-27600 S-620		(74,960)
A01	12/31/2019	WATER INTEREST INCOME	600-41900-000 W-600	3,040	
A01	12/31/2019	WATER ADVANCE PAYBACK	620-58500-100 S-620		(78,000)
A01	12/31/2019	PRINCIPAL ON WATER ADVANCE	620-58500-101 S-620	74,960	
		To reverse water/sewer advance entries (paid off in 2018).			
A02	12/31/2019	LOANS RECEIVABLE	405-12500 405		(14,000)
A02	12/31/2019	DEFERRED REVENUE	405-26300 405	14,000	
A02	12/31/2019	BTVK created - Miscellaneous Income	405-48000-000 405		(14,000)
A02	12/31/2019	TAX INCREMENT PAYMENTS	405-49160-000 405	14,000	
		To remove receivable and deferred revenue for Busy Bee's loan repaid during the year and correct revenue account coding.			
A03	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF		(11,627)
A03	12/31/2019	OTHER ACCOUNTS RECEIVABLE	100-15700 GF	11,627	
A03	12/31/2019	CASH ALLOC - HOUSING ESCROW	200-11111 RH-200	11,627	
A03	12/31/2019	LOANS RECEIVABLE - REVOLVING	200-12500 RH-200		(11,502)
A03	12/31/2019	LOANS RECEIVABLE - REVOLVING	200-12500 RH-200		(4,283)
A03	12/31/2019	ALLOWANCE FOR DOUBTFUL LOANS	200-12501 RH-200		(2,909)
A03	12/31/2019	DEFERRED REVENUE LOANS - REVOL	200-26206 RH-200	11,502	
A03	12/31/2019	DEFERRED REVENUE LOANS - REVOL	200-26206 RH-200	4,283	
A03	12/31/2019	DEFERRED REVENUE LOANS - REVOL	200-26206 RH-200	2,908	
A03	12/31/2019	MISC REV LOAN PAYBACKS - HOUSI	200-48901-000 RH-200		(11,626)
		To adjust housing loans receivable to actual.			
A04	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF	256,952	
A04	12/31/2019	TAXES RECEIVABLE	100-12100 GF	54,035	
A04	12/31/2019	DELINQUENT TAX SPECIALS REC	100-12130 GF		(6,399)
A04	12/31/2019	DEFERRED TAXROLL REVENUE	100-26100 GF		(54,652)
A04	12/31/2019	CASH - CAPITAL PROJECTS	405-11111 405	260,945	
A04	12/31/2019	TAXES RECEIVABLE	405-12100 405	133,619	
A04	12/31/2019	DEFERRED TAX REVENUE	405-26100 405		(133,619)
A04	12/31/2019	TREAS CASH ALLOC - TRUST & AGE	800-11111 TA-800		(517,897)
A04	12/31/2019	TAXES RECEIVABLE	800-12100 TA-800	492,351	
A04	12/31/2019	DUE TO THE COUNTY	800-24310 TA-800		(2,568)
A04	12/31/2019	DUE TO THE SCHOOL DISTRICTS	800-24600 TA-800	28,793	
A04	12/31/2019	DUE TO VTAE	800-24601 TA-800		(679)
A04	12/31/2019	GENERAL PROPERTY TAXES	100-41110-000 GF		(254,831)
A04	12/31/2019	LAWN & WEED CONTROL FEES	100-46440-000 GF		(151)
A04	12/31/2019	MISCELLANEOUS EXPENSE	100-51980-000 GF	5,046	
A04	12/31/2019	TAX INCREMENT PAYMENTS	405-49160-000 405		(260,945)
		To adjust tax related accounts and delinquent special assessments to actual at year end.			

Village of Turtle Lake

Year End: December 31, 2019

Normal adjusting journal entries

Number	Date	Name	Account No	Debit	Credit
A05	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF	14,141	
A05	12/31/2019	RETIREMENT PAYABLE	100-21519 GF		(14,141)
		To remove four WRS remittances from the outstanding check list. Civic will be adjusting in the system in 2020 so REVERSE IN 2020.			
A06	12/31/2019	NON-SPENDABLE Invent & Prepaid	100-34125 GF		(5,191)
A06	12/31/2019	UNASSIGNED for CONTINGENCIES	100-34230 GF	5,191	
		To adjust fund balance categories to actual at year end.			
A07	12/31/2019	CHECKING - WATER	600-11111 W-600	8,909	
A07	12/31/2019	CHECKING	620-11111 S-620		(8,909)
A07	12/31/2019	WATER DEPRECIATION	600-40301-000 W-600		(5,280)
A07	12/31/2019	WATER TAXES	600-40801-000 W-600		(1,594)
A07	12/31/2019	WATER OTHER REVENUES	600-47400-000 W-600		(2,035)
A07	12/31/2019	SEWER DEPRECIATION	620-53403-000 S-620	5,280	
A07	12/31/2019	SEWER LABORATORY TESTING	620-53855-000 S-620	1,594	
A07	12/31/2019	SEWER MISCELLANEOUS	620-53856-000 S-620	2,035	
		To record joint meter expense.			
A08	12/31/2019	WATER TAXES	600-40801-000 W-600	2,278	
A08	12/31/2019	WATER MAINT - Benefits	600-60000-100 W-600		(2,052)
A08	12/31/2019	WATER ADMIN - Benefits	600-68000-100 W-600		(226)
		To allocate water payroll taxes based on wage amounts (for PSC purposes).			
A09	12/31/2019	ACCUM DEPRE WATER	600-11001 W-600		(4,473)
A09	12/31/2019	ACCUMULATED DEPRECIATION CIACL	600-11003 W-600	6	
A09	12/31/2019	ACCUMULATED DEPRECIATION	620-18900 S-620		(65,563)
A09	12/31/2019	WATER DEPRECIATION	600-40301-000 W-600	4,473	
A09	12/31/2019	DEPRECIATION EXPENSE CONTIBPLT	600-40301-001 W-600		(6)
A09	12/31/2019	SEWER DEPRECIATION	620-53403-000 S-620	65,563	
		To adjust depreciation to actual.			
A10	12/31/2019	DUE SCHOOL MOBILE HOME TAXES	100-24600 GF		(3,310)
A10	12/31/2019	MOBILE HOME FEES	100-41140-000 GF	3,310	
		To record portion of mobile home feed due to school district.			
A11	12/31/2019	HEALTH/LIFE INS PAYABLE	100-21520 GF	7,292	
A11	12/31/2019	DENTAL INS PAYABLE	100-21521 GF		(4,167)
A11	12/31/2019	WAGES PAYABLE	100-21700 GF		(3,125)
		To move dental insurance payments to the correct account.			
A12	12/31/2019	CUST ACCT REC WATER	600-14201 W-600		(212,213)
A12	12/31/2019	WATER METERED INDUSTRIAL	600-46103-000 W-600	212,213	
		To record Wisconsin Whey utility billing adjustment that never hit the general ledger.			

Village of Turtle Lake

Year End: December 31, 2019

Normal adjusting journal entries

Number	Date	Name	Account No	Debit	Credit
A13	12/31/2019	PREPAID HEALTH INSURANCE	100-12050 GF	5,493	
A13	12/31/2019	HEALTH/LIFE INS PAYABLE	100-21520 GF		(5,493)
		To adjust prepaid health insurance to actual at year-end.			
A14	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF		(844)
A14	12/31/2019	OTHER ACCOUNTS RECEIVABLE	100-15700 GF	209	
A14	12/31/2019	UNAPPLIED ACCOUNTS RECEIVABLE	100-15701 GF	209	
A14	12/31/2019	CASH ALLOC - HOUSING ESCROW	200-11111 RH-200	844	
A14	12/31/2019	MISCELLANEOUS REVENUES	100-48900-000 GF	426	
A14	12/31/2019	MISC REV LOAN PAYBACKS - HOUSI	200-48901-000 RH-200		(426)
A14	12/31/2019	MISC REV LOAN PAYBACKS - HOUSI	200-48901-000 RH-200		(209)
A14	12/31/2019	MISC REV LOAN PAYBACKS - HOUSI	200-48901-000 RH-200		(209)
		To move housing loan payments that were posted to incorrect accounts.			
A15	12/31/2019	INTEREST ON LOANS - HOUSING	200-48103-000 RH-200		(8)
A15	12/31/2019	MISC REV LOAN PAYBACKS - HOUSI	200-48901-000 RH-200	8	
		Client requested entry to move interest out of misc revenue account.			
A16	12/31/2019	ACCOUNTS RECEIVABLE	500-15700 MS-500	3,366	
A16	12/31/2019	LODGING TAX	500-48500-000 MS-500		(3,366)
		To record year end room tax receivable for Fund 500. REVERSE IN 2020.			
A17	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF	23,741	
A17	12/31/2019	CHECKING - WATER	600-11111 W-600		(9,811)
A17	12/31/2019	CHECKING	620-11111 S-620		(13,930)
A17	12/31/2019	INSURANCES-LIABILITY/PROP/BOND	100-51420-200 GF		(23,741)
A17	12/31/2019	WATER INSURANCE	600-68400-000 W-600	9,811	
A17	12/31/2019	SEWER INSURANCE	620-53853-000 S-620	13,930	
		To allocate three quarters of Spectrum insurance to utilities.			
A18	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF	31	
A18	12/31/2019	TREASURER'S CASH - LIBRARY	150-11111 150		(31)
A18	12/31/2019	LIBRARY MAINTENANCE OF EFFORT	100-55175-000 GF		(31)
A18	12/31/2019	SUPPLIES and MISCELLANEOUS	150-55110-400 150	31	
		To move library credit card charges to Fund 150.			
A19	12/31/2019	Library Maintenance of Effort	100-41120-000 GF		(64,252)
A19	12/31/2019	LIBRARY MAINTENANCE OF EFFORT	100-55175-000 GF	64,252	
		To reclassify library maintenance of effort payment to an expense account.			

Village of Turtle Lake

Year End: December 31, 2019

Normal adjusting journal entries

Number	Date	Name	Account No	Debit	Credit
A20	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF	7,500	
A20	12/31/2019	CHECKING - WATER	600-11111 W-600		(7,500)
A20	12/31/2019	TAXES FROM UTILITIES-S & W	100-41310-000 GF		(7,500)
A20	12/31/2019	TAX EQUIVALENT	600-40801-200 W-600	7,500	
		To record March property tax equivalent from water utility.			
A21	12/31/2019	NET PENSION ASSET	600-16500 W-600		(20,362)
A21	12/31/2019	DEFERRED PENSION OUTFLOW	600-19952 W-600	23,997	
A21	12/31/2019	DEFERRED PENSION OUTFLOW	600-19952 W-600		(2,847)
A21	12/31/2019	DEFERRED PENSION INFLOW	600-29953 W-600		(4,657)
A21	12/31/2019	NET PENSION ASSET	620-16500 S-620		(33,011)
A21	12/31/2019	DEFERRED PENSION OUTFLOW	620-19952 S-620	42,116	
A21	12/31/2019	DEFERRED PENSION OUTFLOW	620-19952 S-620		(4,580)
A21	12/31/2019	DEFERRED PENSION INFLOW	620-29953 S-620		(7,485)
A21	12/31/2019	WATER MAINT - Benefits	600-60000-100 W-600	3,869	
A21	12/31/2019	SEWER MAINT - Benefits	620-53820-100 S-620	2,960	
		To record changes in deferred outflows/inflows, pension expense and adjust net pension asset/liability. (GASB 68)			
A22	12/31/2019	ACCT PAYABLE - CAPITAL PRJCTS	405-21100 405		(7,780)
A22	12/31/2019	CAPITAL - Water and Sewer	405-57000-500 405	7,780	
		To book the Albrightson Excavating retainage for the Niemann Drive project. REVERSE IN 2020.			
A23	12/31/2019	GRANT RECEIVABLE	405-14250 405		(14,553)
A23	12/31/2019	DEFERRED REVENUE	405-26300 405	14,553	
		To remove receivable and deferred revenue for LRIP funds received in 2019.			
A24	12/31/2019	CASH - CAPITAL PROJECTS	405-11111 405	14,553	
A24	12/31/2019	OTHER STATE PAYMENTS	405-43690-000 405		(14,553)
		To record cash and revenue for LRIP funds received in 2019 but not receipted until 2020 (originally posted to grant account at bank; transferred to general checking in 2020). REVERSE IN 2020.			
A25	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF		(16,499)
A25	12/31/2019	CASH ALLOC - TOURISM	500-11111 MS-500	16,499	
A25	12/31/2019	TRANSFER OUT	100-59200-000 GF	16,499	
A25	12/31/2019	TRANSFER IN	500-49210-000 MS-500		(16,499)
		To record transfer to Toursim for new float.			
A26	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF		(30,000)
A26	12/31/2019	TREASURER'S CASH - EQUIPMENT	204-11111 204	30,000	
A26	12/31/2019	TRANSFER OUT	100-59200-000 GF	30,000	
A26	12/31/2019	TRANSFER IN	204-49210-000 204		(30,000)
		To record transfer from General Fund to Equipment Fund for budgeted capital expenditures.			

Village of Turtle Lake

Year End: December 31, 2019

Normal adjusting journal entries

Number	Date	Name	Account No	Debit	Credit
A27	12/31/2019	CASH ON HAND	800-10000 TA-800	85,258	
A27	12/31/2019	TAXES RECEIVABLE	800-12100 TA-800		(85,258)
		Record portion of tax batch 4 as advance tax collections at 12/31/19. REVERSE IN 2020.			
A28	12/31/2019	REAL ESTATE TAX ACCT #384876	800-11100 TA-800		(52,184)
A28	12/31/2019	TAXES RECEIVABLE	800-12100 TA-800	52,184	
		To reverse portion of 2018 audit entry A41 that was not reversed in 2019.			
A29	12/31/2019	TAXES RECEIVABLE	800-12100 TA-800		(125,504)
A29	12/31/2019	DUE TO ENTERPRISE FUND	800-25600 TA-800	125,504	
		To clear out due to enterprise fund account that should be zero.			
A30	12/31/2019	OTHER ACCOUNTS RECEIVABLE	600-14303 W-600		(6,588)
A30	12/31/2019	ALLOWANCE for UNCOLLECTIBLE	600-15801 W-600	6,588	
		To remove GreenWhey delinquent water audit billings from the books.			
A31	12/31/2019	WATER MAINS	600-34300 W-600	2,246	
A31	12/31/2019	WATER HYDRANTS	600-34800 W-600	244	
A31	12/31/2019	WATER CONTRIBUTIONS	600-47500-000 W-600		(2,490)
		To capitalize costs in water for the Hwy 8 watermain loop project.			
A32	12/31/2019	FIRE INSURANCE TAX	100-43420-000 GF		(3,999)
A32	12/31/2019	MISCELLANEOUS REVENUES	100-48900-000 GF	3,999	
		To reclassify fire dues to an intergovernmental revenue account.			
A33	12/31/2019	DEFERRED PENSION OUTFLOW	600-19952 W-600		(17,937)
A33	12/31/2019	DEFERRED PENSION INFLOW	600-29953 W-600	17,937	
A33	12/31/2019	DEFERRED PENSION OUTFLOW	620-19952 S-620		(30,108)
A33	12/31/2019	DEFERRED PENSION INFLOW	620-29953 S-620	30,108	
		To net deferred outflows and inflows for financial reporting. (GASB 68) REVERSE IN 2020.			
A34	12/31/2019	DELINQUENT TAXES	100-12320 GF	1,653	
A34	12/31/2019	ALLOWANCE UNCOLLECTED PP TAXES	100-12330 GF		(866)
A34	12/31/2019	DELINQUENT TAXES	405-12320 405		(711,728)
A34	12/31/2019	ALLOWANCE UNCOLL PP TAXES	405-12330 405	711,728	
A34	12/31/2019	GENERAL PROPERTY TAXES	100-41110-000 GF		(766)
A34	12/31/2019	INTEREST ON SPECIAL ASSESSMENT	100-48101-000 GF		(21)
		To write off uncollectible personal property taxes in TIF and adjust general fund delinquent personal property taxes to actual.			

Village of Turtle Lake

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Normal adjusting journal entries

Number	Date	Name	Account No	Debit	Credit
A35	12/31/2019	GENERAL PROPERTY TAXES	100-41110-000 GF		(988)
A35	12/31/2019	MISCELLANEOUS REVENUES	100-48900-000 GF	988	
		To move lottery credit from Polk County to tax revenue account (where Barron County credit is receipted).			
A36	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF		(3,028)
A36	12/31/2019	CHECKING	620-11111 S-620	3,028	
A36	12/31/2019	MISCELLANEOUS REVENUES	100-48900-000 GF	3,028	
A36	12/31/2019	SEWER OTHER REVENUE	620-46480-000 S-620		(3,028)
		To move Miron payment for electrical surge damage to Fund 620.			
A37	12/31/2019	GENERAL PROPERTY TAXES	100-41110-000 GF	110,713	
A37	12/31/2019	STATE AID - PERSONAL PROPERTY TAX	100-43410-100 GF		(110,713)
		To move state aid - personal property tax total to its own account (should be an intergovernmental revenue rather than tax revenue).			
A38	12/31/2019	CASH RESERVE	100-11200 GF		(5,000)
A38	12/31/2019	MISCELLANEOUS REVENUES	100-48900-000 GF	5,000	
		To move cash receipt 4023681 against existing cash account on the books.			
A39	12/31/2019	MISCELLANEOUS REVENUES	100-48900-000 GF		(5,878)
A39	12/31/2019	MISCELLANEOUS EXPENSE	100-51980-000 GF	5,878	
		To reclassify "Civic Assisted Rec-Undetermined-Write Off" entry to expense to avoid debit balance in miscellaneous revenue.			
A40	12/31/2019	WATER ELECTRIC PUMP #4	600-32540 W-600	7,800	
A40	12/31/2019	SEWER CAPITAL WORK IN PROCESS	620-18000 S-620	115,034	
A40	12/31/2019	SEWER CAPITAL WORK IN PROCESS	620-18000 S-620	33,563	
A40	12/31/2019	SEWER TREATMENT PLANT	620-18210 S-620	17,770	
A40	12/31/2019	SEWER DOMES-HVAC-ELECTRICAL	620-18211 S-620	43,155	
A40	12/31/2019	SEWER FENCING	620-18212 S-620	39,347	
A40	12/31/2019	SEWER YARD PIPING & SEWER MAIN	620-18213 S-620	7,616	
A40	12/31/2019	PROCESS PIPING & CLARIFIERS	620-18214 S-620	66,001	
A40	12/31/2019	PUMPS & AERATORS	620-18215 S-620	36,465	
A40	12/31/2019	LAB EQUIPMENT	620-18218 S-620	2,428	
A40	12/31/2019	SEWER OTHER PLANT	620-18379 S-620	16,940	
A40	12/31/2019	CAPITAL - Water Equipment	600-67000-400 W-600		(7,800)
A40	12/31/2019	SEWER CAPITAL- Equipment	620-57000-000 S-620		(16,940)
A40	12/31/2019	SEWER CPTL-Clarifier Project	620-57000-500 S-620		(288,923)
A40	12/31/2019	SEWER CPTL- Replacement Fund	620-57000-700 S-620		(36,465)
A40	12/31/2019	SEWER CPTL- Replacement Fund	620-57000-700 S-620		(2,428)
A40	12/31/2019	SEWER CPTL- Expansion	620-57000-800 S-620		(33,563)
		To capitalize payments in water and sewer capital expense accounts.			

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Normal adjusting journal entries

Number	Date	Name	Account No	Debit	Credit
A41	12/31/2019	WATER SERVICES	600-34500 W-600	2,243	
A41	12/31/2019	WATER METERS	600-34600 W-600	6,220	
A41	12/31/2019	WATER MISC EQUIPMENT	600-37901 W-600	3,000	
A41	12/31/2019	SEWER CAPITAL WORK IN PROCESS	620-18000 S-620	8,045	
A41	12/31/2019	PROCESS PIPING & CLARIFIERS	620-18214 S-620	12,250	
A41	12/31/2019	PUMPS & AERATORS	620-18215 S-620	2,375	
A41	12/31/2019	OTHER MECHANICAL EQUIPMENT	620-18216 S-620	7,247	
A41	12/31/2019	WATER SUPPLIES & OPERATIONS	600-64000-000 W-600		(2,636)
A41	12/31/2019	WATER REPAIRS	600-65000-000 W-600		(3,584)
A41	12/31/2019	WATER REPAIRS	600-65000-000 W-600		(2,243)
A41	12/31/2019	WATER BILLING & COLLECTION	600-68001-000 W-600		(3,000)
A41	12/31/2019	OUTSIDE/PROFESSIONAL SERVICES	620-53402-000 S-620		(8,045)
A41	12/31/2019	SEWER EQUIPMENT REPAIR & MAINT	620-53835-000 S-620		(7,247)
A41	12/31/2019	SEWER EQUIPMENT REPAIR & MAINT	620-53835-000 S-620		(12,250)
A41	12/31/2019	SEWER EQUIPMENT REPAIR & MAINT	620-53835-000 S-620		(2,375)
		To capilalize water and sewer capital items in repair and maintenance expense accounts.			
A42	12/31/2019	OTHER ACCOUNTS RECEIVABLE	620-14300 S-620	333,428	
A42	12/31/2019	ALLOWANCE FOR UNCOLLECTIBLE	620-14301 S-620		(66,686)
A42	12/31/2019	SEWER UNMETERED INDUSTRIAL	620-46620-000 S-620		(266,742)
		To remove GreenWhey 2018 (4 quarters) from revenue and add 2019 (1 quarter) to uncollectible account.			
A43	12/31/2019	CUST ACCT REC WATER	600-14201 W-600		(85,899)
A43	12/31/2019	CUST. ACCT RECEIVABLE	620-14200 S-620		(71,961)
A43	12/31/2019	WATER METERED RESIDENTIAL	600-46101-000 W-600	7,268	
A43	12/31/2019	WATER METERED COMMERCIAL	600-46102-000 W-600		(3,855)
A43	12/31/2019	WATER METERED INDUSTRIAL	600-46103-000 W-600	26,298	
A43	12/31/2019	WATER METERED PUBLIC AUTHORITY	600-46104-000 W-600	23,641	
A43	12/31/2019	WATER METERED MULTI UNIT 3+	600-46105-000 W-600	20,538	
A43	12/31/2019	WATER PUBLIC FIRE PROTECTION	600-46300-000 W-600	12,009	
A43	12/31/2019	SEWER METERED RESIDENTIAL	620-46110-000 S-620	9,027	
A43	12/31/2019	SEWER METERED COMMERCIAL	620-46120-000 S-620		(8,940)
A43	12/31/2019	SEWER METERED INDUSTRIAL	620-46130-000 S-620	843	
A43	12/31/2019	SEWER METERED MULTI UNIT 3+	620-46150-000 S-620	32,925	
A43	12/31/2019	SEWER METERED PUBLIC AUTHORITY	620-46400-000 S-620	38,106	
		To adjust water and sewer revenue accounts per billing report.			
A44	12/31/2019	STATE POLICE TRAINING AID	100-43521-000 GF		(800)
A44	12/31/2019	MISC REVENUES AND DONATIONS	100-47390-000 GF	800	
		To move state police aid to the correct intergovernmental revenue account.			
A45	12/31/2019	STATE POLICE TRAINING AID	100-43521-000 GF	686	
A45	12/31/2019	FEDERAL REVENUE	100-43541-000 GF		(686)
		To move federal bullet proof vests grant to federal revenue account.			

Village of Turtle Lake

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Normal adjusting journal entries

Number	Date	Name	Account No	Debit	Credit
A46	12/31/2019	COURT PENALTIES AND COSTS	100-45110-000 GF		(1,302)
A46	12/31/2019	STATE TRANSPORTATION AID	100-46210-000 GF	1,302	
		To move court payments out of state transportation aids account.			
A47	12/31/2019	TAXES RECEIVABLE	100-12100 GF	1,964	
A47	12/31/2019	MOBILE HOME FEES	100-41140-000 GF		(1,964)
		To move lottery and gaming credit received from State to the correct revenue account.			
A48	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF		(712)
A48	12/31/2019	CASH - CAPITAL PROJECTS	405-11111 405	712	
A48	12/31/2019	STATE COMPUTER AID	100-43430-000 GF	712	
A48	12/31/2019	STATE COMPUTER AID	405-43430-000 405		(712)
		To move TIF portion of exempt computer aid to to Fund 405.			
A49	12/31/2019	WATER OUTSIDE SERVICES	600-68200-000 W-600	5,090	
A49	12/31/2019	WATER MISC EXPENSE	600-68900-000 W-600		(5,090)
		To reclassify March Baker Tilly bill to correct account per PSC guidelines.			
A50	12/31/2019	ACCUM DEPRE WATER	600-11001 W-600	5,850	
A50	12/31/2019	ACCUM DEPRE WATER	600-11001 W-600	841	
A50	12/31/2019	ACCUM DEPRE WATER	600-11001 W-600	1,600	
A50	12/31/2019	WATER ELECTRIC PUMP #4	600-32540 W-600		(5,850)
A50	12/31/2019	WATER SERVICES	600-34500 W-600		(841)
A50	12/31/2019	WATER METERS	600-34600 W-600		(1,600)
A50	12/31/2019	PROCESS PIPING & CLARIFIERS	620-18214 S-620		(9,188)
A50	12/31/2019	PUMPS & AERATORS	620-18215 S-620		(9,600)
A50	12/31/2019	OTHER MECHANICAL EQUIPMENT	620-18216 S-620		(5,435)
A50	12/31/2019	LAB EQUIPMENT	620-18218 S-620		(1,821)
A50	12/31/2019	ACCUMULATED DEPRECIATION	620-18900 S-620	9,188	
A50	12/31/2019	ACCUMULATED DEPRECIATION	620-18900 S-620	9,600	
A50	12/31/2019	ACCUMULATED DEPRECIATION	620-18900 S-620	5,435	
A50	12/31/2019	ACCUMULATED DEPRECIATION	620-18900 S-620	1,821	
		To record water and sewer plant removals.			
A51	12/31/2019	ACCOUNTS PAYABLE - VILLAGE GEN	100-21100 GF		(11,244)
A51	12/31/2019	ACCOUNTS PAYABLE	620-21100 S-620		(10,571)
A51	12/31/2019	COURT PENALTIES AND COSTS	100-45110-000 GF	11,244	
A51	12/31/2019	SEWER LABORATORY TESTING	620-53855-000 S-620	10,571	
		To book invoice for Department of Administration & Commercial Testing Laboratory in accounts payable. REVERSE IN 2020.			
A52	12/31/2019	INVENTORY WATER	600-15001 W-600	3,376	
A52	12/31/2019	WATER SUPPLIES & OPERATIONS	600-64000-000 W-600		(3,376)
		To adjust water inventory balance to actual at year end.			

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Normal adjusting journal entries

Number	Date	Name	Account No	Debit	Credit
A53	12/31/2019	WATER ELECTRIC PUMP #1	600-32500 W-600		(455)
A53	12/31/2019	WATER ELECTRIC PUMP #2	600-32600 W-600		(463)
A53	12/31/2019	WATER PUMPING POWER	600-62000-000 W-600	918	
		To move Xcel bills out of plant accounts in the water utility.			
A54	12/31/2019	CHECKING - WATER	600-11111 W-600		(247)
A54	12/31/2019	CHECKING	620-11111 S-620	247	
A54	12/31/2019	WATER TAXES	600-40801-000 W-600	494	
A54	12/31/2019	WATER OUTSIDE SERVICES	600-68200-000 W-600		(247)
A54	12/31/2019	OUTSIDE/PROFESSIONAL SERVICES	620-53402-000 S-620		(247)
		To move PSC remainder assessment to correct fund/account.			
A55	12/31/2019	SAFE DRINK WATER LOAN #5164-02	600-29210 W-600		(2,576)
A55	12/31/2019	SAFE DRINK WATER LOAN #5164-03	600-29211 W-600		(3,151)
A55	12/31/2019	SAFE DRINK WATER LOAN #5164-04	600-29212 W-600		(1,893)
A55	12/31/2019	SAFE DRINK WATER LOAN #5164-07	600-29213 W-600		(3,886)
A55	12/31/2019	WATER - INTEREST ON LOANS	600-58429-000 W-600	11,506	
		To split out interest portion of 4/30/19 safe drinking water loan payments.			
A56	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF	4,642	
A56	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF	569	
A56	12/31/2019	TREASURER'S CASH - EQUIPMENT	204-11111 204		(4,642)
A56	12/31/2019	TREASURER'S CASH - POLICE REPL	205-11111 205		(569)
A56	12/31/2019	CAPITAL - Squad Replacement	100-52125-705 GF		(569)
A56	12/31/2019	CAPITAL - Equipment Replacemmt	100-54120-350 GF		(4,642)
A56	12/31/2019	CAPITAL - Equipment Replacement	204-54120-350 204	4,642	
A56	12/31/2019	CAPITAL - Squad Replacement	205-52125-705 205	569	
		To transfer equipment replacement expenditures in the General Fund to funds 204 and 205.			
A57	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF		(154,954)
A57	12/31/2019	DSB - Debt Service #506861	300-11100 DS-300		(154,954)
A57	12/31/2019	TREASURER'S CASH-V/G	300-11111 DS-300	154,954	
A57	12/31/2019	CAP OUT-LAND	100-57130-000 GF	154,954	
		To move land purchase from cash account in the Debt Service Fund to an expenditure in the General Fund.			
A58	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF	130,867	
A58	12/31/2019	TREASURER'S CASH-V/G	300-11111 DS-300		(130,867)
A58	12/31/2019	TRANSFER IN	100-49200-000 GF		(130,867)
A58	12/31/2019	TRANSFER OUT-DEBT SERVICE	300-59200-000 DS-300	130,867	
		To transfer out the remaining fund balance in the Debt Service Fund (used in the 2019 land purchase in the General Fund).			
A59	12/31/2019	BT created - Additions	800-40000 TA-800		(701,710)
A59	12/31/2019	BT created - Deductions	800-50000 TA-800	701,710	
		To record tax custodial fund ins and outs for GASB 84 implementation (tax settlement activity).			

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Normal adjusting journal entries

Number	Date	Name	Account No	Debit	Credit
A60	12/31/2019	WATER PUMPING POWER	600-62000-000 W-600		(1,138)
A60	12/31/2019	WATER OTHER UTILITIES	600-62000-100 W-600	1,138	
		To move portion of reversal of prior year entry A13 that should have offset pumping power expense (for PSC report purposes).			
A61	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF		(3,573)
A61	12/31/2019	CASH - CAPITAL PROJECTS	405-11111 405	4,406	
A61	12/31/2019	CHECKING - WATER	600-11111 W-600		(833)
A61	12/31/2019	ACCOUNTING and AUDIT SERVICES	100-51300-200 GF	3,573	
A61	12/31/2019	AUDITING / CONSULTING	405-51420-230 405		(4,406)
A61	12/31/2019	WATER OUTSIDE SERVICES	600-68200-000 W-600	833	
		To allocate Baker Tilly invoice BT1417339 according to details on the bill.			
A62	12/31/2019	TIF INCENTIVES	405-51400-000 405		(4,948)
A62	12/31/2019	SALARIES AND WAGES	405-51420-001 405	3,567	
A62	12/31/2019	BENEFITS	405-51420-100 405	1,381	
		To move wages and benefits out of TIF incentives account.			
A63	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF		(6,316)
A63	12/31/2019	CASH - CAPITAL PROJECTS	405-11111 405	6,316	
A63	12/31/2019	LEGAL FEES - Consulting	100-51250-200 GF	2,920	
A63	12/31/2019	LEGAL FEES - Consulting	100-51250-200 GF	2,393	
A63	12/31/2019	LEGAL FEES - Consulting	100-51250-200 GF	697	
A63	12/31/2019	LEGAL FEES - Consulting	100-51250-200 GF	102	
A63	12/31/2019	MISCELLANEOUS EXPENSE	100-52100-900 GF	204	
A63	12/31/2019	LEGAL FEES	405-51420-220 405		(6,316)
		To reallocate Weld Riley invoice 24449 and 25721.			
A64	12/31/2019	CUST ACCT REC WATER	600-14201 W-600		(8,892)
A64	12/31/2019	CUST. ACCT RECEIVABLE	620-14200 S-620		(8,892)
A64	12/31/2019	WATER METERED COMMERCIAL	600-46102-000 W-600	8,892	
A64	12/31/2019	SEWER METERED COMMERCIAL	620-46120-000 S-620	8,892	
		To adjust water and sewer customer accounts receivable based on December billing and aging reports.			
A65	12/31/2019	OTHER ACCOUNTS RECEIVABLE	620-14300 S-620		(1,761,841)
A65	12/31/2019	ALLOWANCE FOR UNCOLLECTIBLE	620-14301 S-620	1,761,841	
		To write off uncollectible GreenWhey industrial sewer receivables.			
A66	12/31/2019	OTHER ACCOUNTS RECEIVABLE	620-14300 S-620	450,550	
A66	12/31/2019	SEWER UNMETERED INDUSTRIAL	620-46620-000 S-620		(450,550)
		To record year end receivable for industrial sewer billings. REVERSE IN 2020.			

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Normal adjusting journal entries

Number	Date	Name	Account No	Debit	Credit
A67	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF		(85,203)
A67	12/31/2019	CASH - CAPITAL PROJECTS	405-11111 405	3	
A67	12/31/2019	CASH - CAPITAL PROJECTS	405-11111 405	85,200	
A67	12/31/2019	STATE AID - PERSONAL PROPERTY TAX	100-43410-100 GF	85,203	
A67	12/31/2019	BT created - State Aid - Personal Property Aid	405-43410-100 405		(3)
A67	12/31/2019	BT created - State Aid - Personal Property Aid	405-43410-100 405		(85,200)
		To move TIF portion of personal property state aid to Fund 405.			
A68	12/31/2019	Other Accounts Receivable	405-15700 405	1,687	
A68	12/31/2019	BT created - Deferred Revenue - Min Rev Guarantee	405-26220 405		(1,687)
		To record TIF guaranteed revenue receivable. Exact amount = $1,687.44.			
C01	12/31/2019	CASH ALLOCATED TO OTHER FUNDS	001-11111 GF		(7,495)
C01	12/31/2019	UTILITY CASH CLEARING	001-11112 GF	7,495	
C01	12/31/2019	CHECKING - WATER	600-11111 W-600	6,601	
C01	12/31/2019	CUST ACCT REC WATER	600-14201 W-600		(212,463)
C01	12/31/2019	CHECKING	620-11111 S-620	894	
C01	12/31/2019	CUST. ACCT RECEIVABLE	620-14200 S-620		(360,829)
C01	12/31/2019	WATER METERED RESIDENTIAL	600-46101-000 W-600		(6,022)
C01	12/31/2019	WATER METERED COMMERCIAL	600-46102-000 W-600		(5,121)
C01	12/31/2019	WATER METERED INDUSTRIAL	600-46103-000 W-600	231,194	
C01	12/31/2019	WATER METERED PUBLIC AUTHORITY	600-46104-000 W-600		(1,208)
C01	12/31/2019	WATER METERED MULTI UNIT 3+	600-46105-000 W-600		(1,692)
C01	12/31/2019	WATER PUBLIC FIRE PROTECTION	600-46300-000 W-600		(12,021)
C01	12/31/2019	WATER FORFEITED DISCOUNTS	600-47000-000 W-600	884	
C01	12/31/2019	WATER OTHER REVENUES	600-47400-000 W-600		(152)
C01	12/31/2019	SEWER METERED RESIDENTIAL	620-46110-000 S-620		(6,847)
C01	12/31/2019	SEWER METERED COMMERCIAL	620-46120-000 S-620		(3,480)
C01	12/31/2019	SEWER METERED INDUSTRIAL	620-46130-000 S-620	373,475	
C01	12/31/2019	SEWER METERED MULTI UNIT 3+	620-46150-000 S-620		(2,166)
C01	12/31/2019	SEWER METERED PUBLIC AUTHORITY	620-46400-000 S-620		(1,047)
		Civic entry to correct clearing accounts not cleared in June. ARDITH SHOULD NOT POST - ALREADY DONE IN HER SYSTEM.			

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Normal adjusting journal entries

Number	Date	Name	Account No	Debit	Credit
C02	12/31/2019	CASH ALLOCATED TO OTHER FUNDS	001-11111 GF		(59,785)
C02	12/31/2019	UTILITY CASH CLEARING	001-11112 GF	59,785	
C02	12/31/2019	CHECKING - WATER	600-11111 W-600	44,682	
C02	12/31/2019	CUST ACCT REC WATER	600-14201 W-600	3,314	
C02	12/31/2019	CHECKING	620-11111 S-620	15,104	
C02	12/31/2019	CUST. ACCT RECEIVABLE	620-14200 S-620	851	
C02	12/31/2019	WATER METERED RESIDENTIAL	600-46101-000 W-600		(5,812)
C02	12/31/2019	WATER METERED COMMERCIAL	600-46102-000 W-600		(4,960)
C02	12/31/2019	WATER METERED INDUSTRIAL	600-46103-000 W-600		(22,722)
C02	12/31/2019	WATER METERED PUBLIC AUTHORITY	600-46104-000 W-600		(1,074)
C02	12/31/2019	WATER METERED MULTI UNIT 3+	600-46105-000 W-600		(1,368)
C02	12/31/2019	WATER PUBLIC FIRE PROTECTION	600-46300-000 W-600		(11,915)
C02	12/31/2019	WATER FORFEITED DISCOUNTS	600-47000-000 W-600		(53)
C02	12/31/2019	WATER OTHER REVENUES	600-47400-000 W-600		(92)
C02	12/31/2019	SEWER METERED RESIDENTIAL	620-46110-000 S-620		(6,623)
C02	12/31/2019	SEWER METERED COMMERCIAL	620-46120-000 S-620		(2,951)
C02	12/31/2019	SEWER METERED INDUSTRIAL	620-46130-000 S-620		(3,434)
C02	12/31/2019	SEWER METERED MULTI UNIT 3+	620-46150-000 S-620		(1,776)
C02	12/31/2019	SEWER METERED PUBLIC AUTHORITY	620-46400-000 S-620		(1,112)
C02	12/31/2019	SEWER FORFEITED DISCOUNTS	620-46470-000 S-620		(59)
		Civic entry to correct clearing accounts not cleared in September. ARDITH SHOULD NOT POST - ALREADY DONE IN HER SYSTEM.			
C03	12/31/2019	CASH ALLOCATED TO OTHER FUNDS	001-11111 GF		(1,279)
C03	12/31/2019	A/R CASH CLEARING	001-11113 GF	1,279	
C03	12/31/2019	TREASURER'S CASH-V/G	100-11111 GF	1,279	
C03	12/31/2019	UNAPPLIED ACCOUNTS RECEIVABLE	100-15701 GF		(1,279)
		Civic entry to correct clearing accounts not cleared. ARDITH SHOULD NOT POST - ALREADY DONE IN HER SYSTEM.			
C04	12/31/2019	ACCOUNTS PAYABLE - VILLAGE GEN	100-21100 GF		(3,574)
C04	12/31/2019	ACCOUNTS PAYABLE - WATER	600-21100 W-600		(1,033)
C04	12/31/2019	ACCOUNTS PAYABLE	620-21100 S-620		(14,145)
C04	12/31/2019	BRD/COM - Dues & Subscriptions	100-51000-300 GF	600	
C04	12/31/2019	MUNICIPAL COURT - Operations	100-51200-200 GF	88	
C04	12/31/2019	OFFICE SUPPLIES & MISC	100-51420-312 GF	19	
C04	12/31/2019	BUILDING/OFFICE REPAIR & MAINT	100-51420-332 GF	83	
C04	12/31/2019	REPAIRS/MAINT-BUILDING	100-52100-405 GF	28	
C04	12/31/2019	REPAIRS/MAINT-VEHICLES	100-52100-500 GF	85	
C04	12/31/2019	TECH SUPPORT/ SOFTWARE	100-52100-700 GF	978	
C04	12/31/2019	MISCELLANEOUS EXPENSE	100-52100-900 GF	760	
C04	12/31/2019	SHOP SUPPLIES/MTLS/MISC	100-53300-200 GF	68	
C04	12/31/2019	STREET SWEEPER/BROOMS	100-53300-230 GF	839	
C04	12/31/2019	VEHICLE Maintenance & Repair	100-53300-235 GF	26	
C04	12/31/2019	WATER CHEMICALS	600-63000-000 W-600	424	
C04	12/31/2019	WATER CHEMICALS	600-63000-000 W-600	189	
C04	12/31/2019	WATER SUPPLIES & OPERATIONS	600-64000-000 W-600	420	
C04	12/31/2019	SEWER TREATMENT CHEMICALS	620-53826-000 S-620	2,885	
C04	12/31/2019	SEWER PLANT MAINTENANCE	620-53833-000 S-620	2,750	
C04	12/31/2019	SEWER PLANT MAINTENANCE	620-53833-000 S-620	933	
C04	12/31/2019	SEWER EQUIPMENT REPAIR & MAINT	620-53835-000 S-620	77	
C04	12/31/2019	SEWER CPTL- Expansion	620-57000-800 S-620	7,500	
		To correct debit balances in accounts payable (12/31/19 invoices posting to 2020). ARDITH SHOULD NOT POST - ALREADY DONE IN HER SYSTEM.			
				8,865,894	**(8,865,894)**

Appendix C: Two-way communication regarding your audit

As part of our audit of your financial statements, we are providing communications to you throughout the audit process. Auditing requirements provide for two-way communication and are important in assisting the auditor and you with more information relevant to the audit.

As this past audit is concluded, we use what we have learned to begin the planning process for next year's audit. It is important that you understand the following points about the scope and timing of our next audit:

a. We address the significant risks of material misstatement, whether due to fraud or error, through our detailed audit procedures.

b. We will obtain an understanding of the five components of internal control sufficient to assess the risk of material misstatement of the financial statements whether due to error or fraud, and to design the nature, timing, and extent of further audit procedures. We will obtain a sufficient understanding by performing risk assessment procedures to evaluate the design of controls relevant to an audit of financial statements and to determine whether they have been implemented. We will use such knowledge to:

    - Identify types of potential misstatements.
    - Consider factors that affect the risks of material misstatement.
    - Design tests of controls, when applicable, and substantive procedures.

c. We will not express an opinion on the effectiveness of internal control over financial reporting or compliance with laws, regulations, and provisions of contracts or grant programs. For audits performed in accordance with *Government Auditing Standards*, our report will include a paragraph that states that the purpose of the report is solely to describe the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance and that the report is an integral part of an audit performed in accordance with Government Auditing Standards in considering internal control over financial reporting and compliance. The paragraph will also state that the report is not suitable for any other purpose.

d. The concept of materiality recognizes that some matters, either individually or in the aggregate, are important for fair presentation of financial statements in conformity with generally accepted accounting principles while other matters are not important. In performing the audit, we are concerned with matters that, either individually or in the aggregate, could be material to the financial statements. Our responsibility is to plan and perform the audit to obtain reasonable assurance that material misstatements, whether caused by errors or fraud, are detected.

Our audit will be performed in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards.*

We will not express an opinion on the effectiveness of internal control over financial reporting or compliance with laws, regulations, and provisions of contracts or grant programs. For audits done in accordance with *Government Auditing Standards*, our report will include a paragraph that states that the purpose of the report is solely to describe (a) the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance, (b) the scope of testing internal control over compliance for major programs and major program compliance and the result of that testing and to provide an opinion on compliance but not to provide an opinion on the effectiveness of internal control over compliance and, (c) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance in considering internal control over compliance and major program compliance. The paragraph will also state that the report is not suitable for any other purpose.

We are very interested in your views regarding certain matters. Those matters are listed here:

a. We typically will communicate with your top level of management unless you tell us otherwise.

b. We understand that the Village Board has the responsibility to oversee the strategic direction of your organization, as well as the overall accountability of the entity. Management has the responsibility for achieving the objectives of the entity.

c. We need to know your views about your organization's objectives and strategies, and the related business risks that may result in material misstatements.

d. We anticipate that the village will receive an unmodified opinion on its financial statements.

e. Which matters do you consider warrant particular attention during the audit, and are there any areas where you request additional procedures to be undertaken?

f. Have you had any significant communications with regulators or grantor agencies?

g. Are there other matters that you believe are relevant to the audit of the financial statements?

Also, is there anything that we need to know about the attitudes, awareness, and actions of the governing body concerning:

a. The entity's internal control and its importance in the entity, including how those charged with governance oversee the effectiveness of internal control?

b. The detection or the possibility of fraud?

We also need to know if you have taken actions in response to developments in financial reporting, laws, accounting standards, governance practices, or other related matters, or in response to previous communications with us.

With regard to the timing of our audit, here is some general information. If necessary, we may do preliminary financial audit work during the months of October-December, and sometimes early January. Our final financial fieldwork is scheduled during the spring to best coincide with your readiness and report deadlines. After fieldwork, we wrap up our financial audit procedures at our office and may issue drafts of our report for your review. Final copies of our report and other communications are issued after approval by your staff. This is typically 6-12 weeks after final fieldwork, but may vary depending on a number of factors.

Keep in mind that while this communication may assist us with planning the scope and timing of the audit, it does not change the auditor's sole responsibility to determine the overall audit strategy and the audit plan, including the nature, timing, and extent of procedures necessary to obtain sufficient appropriate audit evidence.

We realize that you may have questions on what this all means, or wish to provide other feedback. We welcome the opportunity to hear from you.

VILLAGE OF TURTLE LAKE

Turtle Lake, Wisconsin

FINANCIAL STATEMENTS

Including Independent Auditors' Report

As of and for the Year Ended December 31, 2019

VILLAGE OF TURTLE LAKE

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As of and for the Year Ended December 31, 2019

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As of and for the Year Ended December 31, 2019

INDEPENDENT AUDITORS' REPORT

To the Village Board
Village of Turtle Lake
Turtle Lake, Wisconsin

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Turtle Lake, Wisconsin, as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the Village of Turtle Lake's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control over financial reporting relevant to the Village of Turtle Lake's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the Village of Turtle Lake's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Turtle Lake, Wisconsin, as of December 31, 2019 and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note I, the Village of Turtle Lake adopted the provisions of Governmental Accounting Standards Board Statement No. 84, *Fiduciary Activities*, effective January 1, 2019. Our opinions are not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the required supplementary information as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinions on the basic financial statements are not affected by this missing information.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Village of Turtle Lake's basic financial statements. The supplementary information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 17, 2020 on our consideration of the Village of Turtle Lake's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Village of Turtle Lake's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Village of Turtle Lake's internal control over financial reporting and compliance.

Baker Tilly US, LLP

Baker Tilly US, LLP (formerly known as Baker Tilly Virchow Krause, LLP)
Eau Claire, Wisconsin
November 17, 2020

VILLAGE OF TURTLE LAKE

STATEMENT OF NET POSITION
As of December 31, 2019

	Governmental Activities	Business-type Activities	Totals
ASSETS			
Cash and investments	$ 1,274,068	$ 2,339,116	$ 3,613,184
Receivables (net)			
Taxes	1,111,232	-	1,111,232
Accounts	1,985	512,855	514,840
Notes	274,645	-	274,645
Due from other governments	50	-	50
Inventories and prepaid items	18,162	31,510	49,672
Restricted assets			
Cash and investments	-	219,298	219,298
Capital Assets			
Land	357,360	33,148	390,508
Construction in progress	176,664	156,642	333,306
Other capital assets, net of depreciation	2,821,325	10,926,577	13,747,902
Total Assets	6,035,491	14,219,146	20,254,637
DEFERRED OUTFLOWS OF RESOURCES			
Pension related amounts	359,524	94,753	454,277
LIABILITIES			
Accounts payable	20,638	21,435	42,073
Accrued liabilities and deposits	60,102	-	60,102
Due to other governments	3,310	-	3,310
Liabilities payable from restricted assets	-	11,013	11,013
Noncurrent Liabilities			
Due within one year	72,259	177,805	250,064
Due in more than one year	718,339	2,616,679	3,335,018
Total Liabilities	874,648	2,826,932	3,701,580
DEFERRED INFLOWS OF RESOURCES			
Unearned revenues	1,100,155	-	1,100,155
Pension related amounts	183,693	46,741	230,434
Total Deferred Inflows of Resources	1,283,848	46,741	1,330,589
NET POSITION			
Net investment in capital assets	2,999,522	8,350,527	11,122,470
Restricted for			
Debt service	-	93,553	93,553
Equipment replacement	-	114,732	114,732
Tourism	197,765	-	197,765
Loan programs	312,826	-	312,826
Library	27,980	-	27,980
TIF projects	219,833	-	219,833
K-9	21,098	-	21,098
Unrestricted	457,495	2,881,414	3,566,488
TOTAL NET POSITION	$ 4,236,519	$ 11,440,226	$ 15,676,745

See accompanying notes to financial statements.

VILLAGE OF TURTLE LAKE

STATEMENT OF ACTIVITIES
For the Year Ended December 31, 2019

Functions/Programs	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions
Governmental Activities				
General government	$ 383,074	$ 147,893	$ -	$ -
Public safety	615,972	37,023	22,949	4,000
Public works	525,870	428	91,091	-
Culture, education and recreation	248,716	5,296	36,958	-
Conservation and development	114,543	254	-	-
Interest and fiscal charges	22,246	-	-	-
Total Governmental Activities	1,910,421	190,894	150,998	4,000
Business-type Activities				
Water	414,559	567,638	-	-
Sewer	990,450	1,592,677	-	-
Total Business-type Activities	1,405,009	2,160,315	-	-
Total	$ 3,315,430	$ 2,351,209	$ 150,998	$ 4,000

General Revenues
Taxes
Property taxes, levied for general purposes
Property taxes, levied for TIF districts
Other taxes
Intergovernmental revenues not restricted to specific programs
Public gifts and grants
Investment income
Gain on disposal of assets
Miscellaneous

Total General Revenues

Transfers

Total General Revenues and Transfers

Change in net position

NET POSITION - Beginning of Year

NET POSITION - END OF YEAR

Net (Expenses) Revenues and Changes in Net Position		
Governmental Activities	Business-type Activities	Totals
$ (235,181)	$ -	$ (235,181)
(552,000)	-	(552,000)
(434,351)	-	(434,351)
(206,462)	-	(206,462)
(114,289)	-	(114,289)
(22,246)	-	(22,246)
(1,564,529)	-	(1,564,529)
-	153,079	153,079
-	602,227	602,227
-	755,306	755,306
(1,564,529)	755,306	(809,223)
647,776	-	647,776
260,945	-	260,945
95,929	-	95,929
350,269	-	350,269
1,408	-	1,408
30,479	23,603	54,082
3,233	-	3,233
17,710	-	17,710
1,407,749	23,603	1,431,352
87,510	(87,510)	-
1,495,259	(63,907)	1,431,352
(69,270)	691,399	622,129
4,305,789	10,748,827	15,054,616
$ 4,236,519	$ 11,440,226	$ 15,676,745

See accompanying notes to financial statements.

VILLAGE OF TURTLE LAKE

BALANCE SHEET
GOVERNMENTAL FUNDS
As of December 31, 2019

	General Fund	Revolving Housing Special Revenue Fund	TIF 3 Capital Projects Fund
ASSETS			
Cash and investments	$ 677,231	$ 38,181	$ 245,055
Receivables (net)			
Taxes	704,500	-	394,564
Delinquent personal property taxes	8,568	-	-
Delinquent special charges	234	-	-
Accounts	298	-	1,687
Notes	-	274,645	-
Due from other governments	-	-	-
Prepaid items	18,162	-	-
TOTAL ASSETS	$ 1,408,993	$ 312,826	$ 641,306
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES			
Liabilities			
Accounts payable	$ 11,578	$ -	$ 7,780
Accrued liabilities	42,660	-	-
Due to other governments	3,310	-	-
Total Liabilities	57,548	-	7,780
Deferred Inflows of Resources			
Unearned revenues	703,904	-	396,251
Unavailable revenues	-	274,645	-
Total Deferred Inflows of Resources	703,904	274,645	396,251
Fund Balances			
Nonspendable	18,162	-	-
Restricted	-	38,181	237,275
Assigned	37,876	-	-
Unassigned	591,503	-	-
Total Fund Balances	647,541	38,181	237,275
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	$ 1,408,993	$ 312,826	$ 641,306

Nonmajor Governmental Funds	Totals
$ 313,601	$ 1,274,068
3,366	1,102,430
-	8,568
-	234
-	1,985
-	274,645
50	50
-	18,162
$ 317,017	$ 2,680,142
$ 1,280	$ 20,638
-	42,660
-	3,310
1,280	66,608
-	1,100,155
-	274,645
-	1,374,800
-	18,162
246,843	522,299
68,894	106,770
-	591,503
315,737	1,238,734
$ 317,017	$ 2,680,142

See accompanying notes to financial statements.

VILLAGE OF TURTLE LAKE

RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
As of December 31, 2019

Total Fund Balances - Governmental Funds	$	1,238,734
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets used in governmental funds are not financial resources and, therefore, are not reported in the funds. See Note III. D.		3,355,349
Loans receivable are off-set by unavailable revenue in the fund statements, but not in the government-wide statements.		274,645
Deferred outflows of resources related to pensions do not relate to current financial resources and are not reported in the governmental funds.		359,524
Deferred inflows of resources related to pensions do not relate to current financial resources and are not reported in the governmental funds.		(183,693)
Some liabilities, including long-term debt, are not due and payable in the current period and, therefore, are not reported in the funds.		
Bonds and notes payable		(583,407)
Compensated absences		(70,127)
Accrued interest		(17,442)
Net pension liability		(137,064)
NET POSITION OF GOVERNMENTAL ACTIVITIES	$	4,236,519

See accompanying notes to financial statements.

VILLAGE OF TURTLE LAKE

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
For the Year Ended December 31, 2019

	General Fund	Revolving Housing Special Revenue Fund	TIF 3 Capital Projects Fund
REVENUES			
Taxes	$ 696,231	$ -	$ 260,945
Intergovernmental	364,930	-	100,468
Licenses and permits	20,982	-	-
Fines, forfeitures and penalties	118,273	-	-
Public charges for services	3,388	-	-
Intergovernmental charges for services	35,933	-	-
Investment income	25,809	651	1,007
Miscellaneous revenues	21,538	15,910	14,000
Total Revenues	1,287,084	16,561	376,420
EXPENDITURES			
Current			
General government	336,351	-	-
Public safety	542,269	-	-
Public works	257,311	-	-
Culture, recreation and education	106,480	-	-
Conservation and development	26,882	337	35,776
Capital Outlay	289,786	-	188,120
Debt Service			
Principal	-	-	48,517
Interest and fiscal charges	-	-	23,697
Total Expenditures	1,559,079	337	296,110
Excess (deficiency) of revenues over expenditures	(271,995)	16,224	80,310
OTHER FINANCING SOURCES (USES)			
Transfers in	220,867	-	-
Transfers out	(110,751)	-	-
Property sales	3,233	-	-
Total Other Financing Sources (Uses)	113,349	-	-
Net Change in Fund Balances	(158,646)	16,224	80,310
FUND BALANCES - Beginning of Year	806,187	21,957	156,965
FUND BALANCES - END OF YEAR	$ 647,541	$ 38,181	$ 237,275

Nonmajor Governmental Funds	Totals
$ 47,474	$ 1,004,650
36,552	501,950
-	20,982
1,245	119,518
1,091	4,479
-	35,933
3,140	30,607
25,178	76,626
114,680	1,794,745
-	336,351
13,614	555,883
-	257,311
108,727	215,207
41,517	104,512
16,609	494,515
-	48,517
-	23,697
180,467	2,035,993
(65,787)	(241,248)
110,751	331,618
(130,867)	(241,618)
-	3,233
(20,116)	93,233
(85,903)	(148,015)
401,640	1,386,749
$ 315,737	$ 1,238,734

See accompanying notes to financial statements.

VILLAGE OF TURTLE LAKE

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
For the Year Ended December 31, 2019

Net change in fund balances - total governmental funds	$	(148,015)
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures. However, in the statement of net position the cost of these assets is capitalized and they are depreciated over their estimated useful lives and reported as depreciation expense in the statement of activities.		
Capital outlay is reported as an expenditure in the fund financial statements but is capitalized in the government-wide financial statements		494,515
Some items reported as capital outlay were not capitalized		(147,333)
Some items reported as capital outlay were transferred to business-type activities		(2,490)
Some items reported as current expenditures were capitalized		3,391
Depreciation is reported in the government-wide financial statements		(204,210)
Net loss on disposal of capital assets		(6,041)
Receivables not currently available are reported as revenue when collected or currently available in the fund financial statements but are recognized as revenue when earned in the government-wide financial statements.		
Grants		(14,553)
Governmental funds report payments of notes receivables as revenue and issuing new loans as expenditures. However, in the statement of net position, these amounts decrease or increase notes receivable.		
Net change in notes receivable		(32,693)
Debt issued provides current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.		
Principal repaid		48,517
Some expenses in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.		
Compensated absences		(11,670)
Accrued interest on debt		1,451
Net pension liability and pension related deferred outflows/inflows of resources		(50,139)
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	$	(69,270)

See accompanying notes to financial statements.

VILLAGE OF TURTLE LAKE

STATEMENT OF NET POSITION
PROPRIETARY FUNDS
As of December 31, 2019

	Business-type Activities - Enterprise Funds		
	Water Utility	Sewer Utility	Totals
ASSETS			
Current Assets			
Cash and investments	$ 1,181,321	$ 1,157,795	$ 2,339,116
Receivables (net)			
Accounts	43,732	469,123	512,855
Inventories and prepayments	12,421	19,089	31,510
Restricted Assets			
Redemption account	90,877	13,689	104,566
Total Current Assets	1,328,351	1,659,696	2,988,047
Noncurrent Assets			
Restricted Assets			
Depreciation account	-	114,732	114,732
Capital Assets			
Land	100	33,048	33,148
Construction in progress	-	156,642	156,642
Utility plant	6,143,439	9,405,223	15,548,662
Less: Accumulated depreciation	(1,519,447)	(3,102,638)	(4,622,085)
Total Noncurrent Assets	4,624,092	6,607,007	11,231,099
Total Assets	5,952,443	8,266,703	14,219,146
DEFERRED OUTFLOWS OF RESOURCES			
Pension related amounts	33,022	61,731	94,753
Total Deferred Outflows of Resources	33,022	61,731	94,753

	Business-type Activities - Enterprise Funds		
	Water Utility	Sewer Utility	Totals
LIABILITIES			
Current Liabilities			
Accounts payable	$ 1,524	$ 19,911	$ 21,435
Liabilities payable from restricted assets			
Current portion of revenue bonds payable	123,070	54,735	177,805
Accrued interest payable	3,919	7,094	11,013
Total Current Liabilities	128,513	81,740	210,253
Noncurrent Liabilities			
Long-Term Debt			
Revenue bonds payable	1,380,381	1,207,654	2,588,035
Other Liabilities			
Net pension liability	10,983	17,661	28,644
Total Noncurrent Liabilities	1,391,364	1,225,315	2,616,679
Total Liabilities	1,519,877	1,307,055	2,826,932
DEFERRED INFLOWS OF RESOURCES			
Pension related amounts	17,041	29,700	46,741
Total Deferred Inflows of Resources	17,041	29,700	46,741
NET POSITION			
Net investment in capital assets	3,120,641	5,229,886	8,350,527
Restricted for			
Debt service	86,958	6,595	93,553
Equipment replacement	-	114,732	114,732
Unrestricted	1,240,948	1,640,466	2,881,414
TOTAL NET POSITION	$ 4,448,547	$ 6,991,679	$ 11,440,226

See accompanying notes to financial statements.

VILLAGE OF TURTLE LAKE

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
PROPRIETARY FUNDS
For the Year Ended December 31, 2019

	Business-type Activities - Enterprise Funds		
	Water Utility	Sewer Utility	Totals
OPERATING REVENUES	$ 567,638	$ 1,592,677	$ 2,160,315
OPERATING EXPENSES			
Operation and maintenance	242,763	645,257	888,020
Depreciation	148,491	286,615	435,106
Taxes	1,178	-	1,178
Total Operating Expenses	392,432	931,872	1,324,304
Operating Income	175,206	660,805	836,011
NONOPERATING REVENUES (EXPENSES)			
Investment income	10,380	13,223	23,603
Interest and fiscal charges	(22,127)	(58,578)	(80,705)
Total Nonoperating Revenues (Expenses)	(11,747)	(45,355)	(57,102)
Income Before Contributions and Transfers	163,459	615,450	778,909
CONTRIBUTIONS AND TRANSFERS			
Capital contributions	2,490	-	2,490
Transfers out	(90,000)	-	(90,000)
Total Contributions and Transfers	(87,510)	-	(87,510)
Change in Net Position	75,949	615,450	691,399
NET POSITION - Beginning of Year	4,372,598	6,376,229	10,748,827
NET POSITION - END OF YEAR	$ 4,448,547	$ 6,991,679	$ 11,440,226

See accompanying notes to financial statements.

VILLAGE OF TURTLE LAKE

STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
For the Year Ended December 31, 2019

	Business-type Activities - Enterprise Funds		
	Water Utility	Sewer Utility	Totals
CASH FLOWS FROM OPERATING ACTIVITIES			
Received from customers	$ 580,995	$ 1,481,596	$ 2,062,591
Paid to suppliers for goods and services	(186,325)	(547,028)	(733,353)
Paid to employees for services	(59,551)	(110,250)	(169,801)
Net Cash Flows From Operating Activities	335,119	824,318	1,159,437
CASH FLOWS FROM INVESTING ACTIVITIES			
Investment income	10,380	13,223	23,603
Net Cash Flows From Investing Activities	10,380	13,223	23,603
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES			
Transfer out - PILOT	(90,000)	-	(90,000)
Net Cash Flows From Noncapital Financing Activities	(90,000)	-	(90,000)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Debt retired	(121,301)	(52,357)	(173,658)
Interest paid	(22,127)	(58,578)	(80,705)
Acquisition and construction of capital assets	(19,263)	(671,138)	(690,401)
Net Cash Flows From Capital and Related Financing Activities	(162,691)	(782,073)	(944,764)
Net Change in Cash and Cash Equivalents	92,808	55,468	148,276
CASH AND CASH EQUIVALENTS - Beginning of Year	1,179,390	1,230,748	2,410,138
CASH AND CASH EQUIVALENTS - END OF YEAR	$ 1,272,198	$ 1,286,216	$ 2,558,414

	Business-type Activities - Enterprise Funds		
	Water Utility	Sewer Utility	Totals
RECONCILIATION OF OPERATING INCOME TO NET CASH FLOWS FROM OPERATING ACTIVITIES			
Operating income	$ 175,206	$ 660,805	$ 836,011
Adjustments to Reconcile Operating Income to Net Cash Flows From Operating Activities			
Depreciation	148,491	286,615	435,106
Depreciation charged to other funds	5,280	(5,280)	-
Changes in assets, deferred outflows, liabilities and deferred inflows			
Accounts receivable	8,077	(105,801)	(97,724)
Inventories	(3,376)	-	(3,376)
Accounts payable	(2,428)	(14,981)	(17,409)
Pension related deferrals and asset/liability	3,869	2,960	6,829
NET CASH FLOWS FROM OPERATING ACTIVITIES	$ 335,119	$ 824,318	$ 1,159,437
RECONCILIATION OF CASH AND CASH EQUIVALENTS TO THE STATEMENT OF NET POSITION - PROPRIETARY FUNDS			
Cash and investments	$ 1,181,321	$ 1,157,795	$ 2,339,116
Restricted cash and investments			
Redemption account	90,877	13,689	104,566
Depreciation account	-	114,732	114,732
CASH AND CASH EQUIVALENTS	$ 1,272,198	$ 1,286,216	$ 2,558,414
NONCASH CAPITAL AND RELATED FINANCING ACTIVITIES			
TIF 3 contribution of capital assets	$ 2,490	$ -	

See accompanying notes to financial statements.

VILLAGE OF TURTLE LAKE

STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUND
As of December 31, 2019

	Custodial Fund Tax Collection Fund
ASSETS	
Cash and investments	$ 294,382
Taxes receivable	865,719
Total Assets	1,160,101
LIABILITIES	
Due to other taxing units	1,160,101
Total Liabilities	1,160,101
NET POSITION	$ -

See accompanying notes to financial statements.

VILLAGE OF TURTLE LAKE

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FIDUCIARY FUND
For the Year Ended December 31, 2019

	Custodial Fund Tax Collection Fund
ADDITIONS	
Property taxes collected for other governments	$ 701,710
DEDUCTIONS	
Taxes distributed to other governments	701,710
Change in Fiduciary Net Position	-
NET POSITION - Beginning of Year	-
NET POSITION - END OF YEAR	$ -

See accompanying notes to financial statements.

VILLAGE OF TURTLE LAKE

INDEX TO NOTES TO FINANCIAL STATEMENTS
As of and for the Year Ended December 31, 2019

NOTE I - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Village of Turtle Lake, Wisconsin (the "village") conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The accepted standard-setting body for establishing governmental accounting and financial reporting principles is the Governmental Accounting Standards Board (GASB).

A. REPORTING ENTITY

This report includes all of the funds of the village. The reporting entity for the village consists of the primary government and its component unit. Component units are legally separate organizations for which the primary government is financially accountable or other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading. The primary government is financially accountable if (1) it appoints a voting majority of the organization's governing body and it is able to impose its will on that organization, (2) it appoints a voting majority of the organization's governing body and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government, (3) the organization is fiscally dependent on and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government. Certain legally separate, tax exempt organizations should also be reported as a component unit if all of the following criteria are met: (1) the economic resources received or held by the separate organization are entirely or almost entirely for the direct benefit of the primary government, its component units, or its constituents; (2) the primary government or its component units, is entitled to, or has the ability to access, a majority of the economic resources received or held by the separate organization; and (3) the economic resources received or held by an individual organization that the primary government, or its component units, is entitled to, or has the ability to otherwise access, are significant to the primary government.

Component units are reported using one of three methods, discrete presentation, blended, or fiduciary. Generally, component units should be discretely presented in a separate column in the financial statements. A component unit should be reported as part of the primary government using the blending method if it meets any one of the following criteria: (1) the primary government and the component unit have substantively the same governing body and a financial benefit or burden relationship exists, (2) the primary government and the component unit have substantively the same governing body and management of the primary government has operational responsibility for the component unit, (3) the component unit serves or benefits, exclusively or almost exclusively, the primary government rather than its citizens, or (4) the total debt of the component unit will be paid entirely or almost entirely from resources of the primary government.

Component Unit Not Presented

Friends of the Turtle Lake Public Library, Inc.

The Friends of the Library is a legally separate organization. The bylaws of the Friends of the Library establish the purpose of the organization. The resources held by the organization are for the benefit of the village's library. The Friends of the Library does not issue separate financial statements. The village has elected to exclude the Friends of the Library from these financial statement as the amounts are not significant to the village as a whole.

NOTE I - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

B. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

In January 2017, the GASB issued statement No. 84 - *Fiduciary Activities*. This statement establishes criteria for identifying fiduciary activities of all state and local governments for accounting and financial reporting purposes and how those activities should be reported. This standard was implemented January 1, 2019.

In March 2018, the GASB issued statement No. 88 - *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements.* This Statement defines debt for purposes of disclosure in notes to financial statements and establishes additional financial statement note disclosure requirements related to debt obligations of governments, including direct borrowings and direct placements. This standard was implemented January 1, 2019.

Government-Wide Financial Statements

The statement of net position and statement of activities display information about the reporting government as a whole. They include all funds of the reporting entity except for fiduciary funds. The statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. The village does not allocate indirect expenses to functions in the statement of activities. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not included among program revenues are reported as general revenues. Internally dedicated resources are reported as general revenues rather than as program revenues.

Fund Financial Statements

Financial statements of the village are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts, which constitute its assets, deferred outflows of resources, liabilities, deferred inflows of resources, net position/fund balance, revenues, and expenditures/expenses.

Funds are organized as major funds or nonmajor funds within the governmental and proprietary statements. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the village or meets the following criteria:

a. Total assets/deferred outflows of resources, liabilities/deferred inflows of resources, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10% of the corresponding total for all funds of that category or type, and

NOTE I - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

B. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (cont.)

Fund Financial Statements (cont.)

b. The same element of the individual governmental or enterprise fund that met the 10% test is at least 5% of the corresponding total for all governmental and enterprise funds combined.

c. In addition, any other governmental or enterprise fund that the village believes is particularly important to financial statement users may be reported as a major fund.

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

The village reports the following major governmental funds:

General Fund - accounts for the village's primary operating activities. It is used to account for and report all financial resources except those accounted for and reported in another fund.
Revolving Housing Special Revenue Fund - used to account for and report grants and local revenues legally restricted or committed to supporting expenditures for the housing loan program.
TIF 3 Capital Projects Fund - used to account for and report financial resources that are restricted, committed, or assigned to expenditures for capital outlays and debt service for the village's Tax Incremental Financing District #3, as outlined in the project plan.

The village reports the following major enterprise funds:

Water Utility - accounts for operations of the water system.
Sewer Utility - accounts for operations of the sewer system.

The village reports the following nonmajor governmental funds:

Special Revenue Funds - used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes (other than debt service or capital projects).

K-9
Tourism
Library

Debt Service Fund - used to account for and report financial resources that are restricted, committed, or assigned to expenditure for the payment of general long-term debt principal, interest, and related costs.

General Obligation Debt Service

NOTE I - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

B. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (cont.)

Fund Financial Statements (cont.)

The village reports the following nonmajor governmental and enterprise funds: (cont.)

Capital Projects Fund - used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Equipment Replacement

In addition, the village reports the following fund type:

Custodial Fund - used to account for and report assets controlled by the village and the assets are for the benefit of individuals, private organizations, and/or other governmental units.

Tax Collection Fund

C. MEASUREMENT FOCUS, BASIS OF ACCOUNTING, AND FINANCIAL STATEMENT PRESENTATION

Government-Wide Financial Statements

The government-wide statement of net position and statement of activities are reported using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Property taxes are recognized as revenues in the year for which they are levied. Taxes receivable for the following year are recorded as receivables and deferred inflows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider are met. Special assessments are recorded as revenue when earned. Unbilled receivables are recorded as revenues when services are provided.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the village's water and sewer and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

NOTE I - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

C. *MEASUREMENT FOCUS, BASIS OF ACCOUNTING, AND FINANCIAL STATEMENT PRESENTATION* (cont.)

Fund Financial Statements

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recorded when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the village considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on long-term debt, claims, judgments, compensated absences, and pension expenditures, which are recorded as a fund liability when expected to be paid with expendable available financial resources.

Property taxes are recorded in the year levied as receivables and deferred inflows. They are recognized as revenues in the succeeding year when services financed by the levy are being provided.

Intergovernmental aids and grants are recognized as revenues in the period the village is entitled the resources and the amounts are available. Amounts owed to the village which are not available are recorded as receivables and unavailable revenues. Amounts received before eligibility requirements (excluding time requirements) are met are recorded as liabilities. Amounts received in advance of meeting time requirements are recorded as deferred inflows.

Revenues susceptible to accrual include property taxes, miscellaneous taxes, public charges for services, special assessments and interest. Other general revenues such as fines and forfeitures, inspection fees, recreation fees, and miscellaneous revenues are recognized when received in cash or when measurable and available under the criteria described above.

Proprietary and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as described previously in this note.

The proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the water and sewer utilities are charges to customers for sales and services. Special assessments are recorded as receivables and contribution revenue when levied. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

All Financial Statements

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities, and deferred inflows of resources and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

NOTE I - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity

1. Deposits and Investments

For purposes of the statement of cash flows, the village considers all highly liquid investments with an initial maturity of three months or less when acquired to be cash equivalents.

Investment of village funds is restricted by Wisconsin state statutes. Available investments are limited to:

a. Time deposits in any credit union, bank, savings bank or trust company.

b. Bonds or securities of any county, city, drainage district, technical college district, village, town, or school district of the state. Also, bonds issued by a local exposition district, a local professional baseball park district, a local professional football stadium district, a local cultural arts district, the University of Wisconsin Hospitals and Clinics Authority, or the Wisconsin Aerospace Authority.

c. Bonds or securities issued or guaranteed by the federal government.

d. The local government investment pool.

e. Any security maturing in seven years or less and having the highest or second highest rating category of a nationally recognized rating agency.

f. Securities of an open-end management investment company or investment trust, subject to various conditions and investment options.

g. Repurchase agreements with public depositories, with certain conditions.

The village has not adopted an investment policy.

Investments are stated at fair value, which is the amount at which an investment could be exchanged in a current transaction between willing parties. No investments are reported at amortized cost. Adjustments necessary to record investments at fair value are recorded in the operating statement as increases or decreases in investment income. Investment income on commingled investments of municipal accounting funds is allocated based on average balances. The difference between the bank statement balance and carrying value is due to outstanding checks and/or deposits in transit.

See Note III. A. for further information.

2. Receivables

Property taxes are levied in December on the assessed value as of the prior January 1. In addition to property taxes for the village, taxes are collected for and remitted to the state and county governments as well as the local school district and technical college district. Taxes for all state and local governmental units billed in the current year for the succeeding year are reflected as receivables and due to other taxing units on the accompanying statement of fiduciary net position.

NOTE I - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity (cont.)

2. Receivables (cont.)

Property tax calendar - 2019 tax roll:

Lien date and levy date	December 2019
Tax bills mailed	December 2019
Payment in full, or	January 31, 2020
First installment due	January 31, 2020
Second installment due	July 31, 2020
Personal property taxes in full	January 31, 2020
Tax sale - 2019 delinquent real estate taxes	October 2022

Accounts receivable have been shown net of an allowance for uncollectible accounts. Delinquent real estate taxes as of July 31 are paid in full by the county, which assumes the collection thereof. A provision for uncollectible accounts has been made for $2,958 against delinquent personal property taxes in the General Fund.

During the course of operations, transactions occur between individual funds that may result in amounts owed between funds. Short-term interfund loans are reported as "due to and from other funds." Long-term interfund loans (noncurrent portion) are reported as "advances from and to other funds." Interfund receivables and payables between funds within governmental activities are eliminated in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the governmental-wide financial statements as internal balances.

The village has received federal and state grant funds for housing rehabilitation loan programs to various businesses and individuals. The village records a loan receivable when the loan has been made and funds have been disbursed. The amount recorded as housing rehabilitation loans receivable has been reduced by an allowance for uncollectible accounts of $32,427.

It is the village's policy to record unavailable revenue for the net amount of the receivable balance. As loans are repaid, revenue is recognized. When new loans are made from the repayments, expenditures are recorded. Interest received from loan repayments is recognized as revenue when received in cash. Any unspent loan repayments at year-end are presented as restricted fund balance in the fund financial statements.

3. Inventories and Prepaid Items

Governmental fund inventory items are charged to expenditure accounts when purchased. Year-end inventory was not significant. Proprietary fund inventories are generally used for construction and/or for operation and maintenance work. They are not for resale. They are valued at cost based on weighted average, and charged to construction and/or operation and maintenance expense when used.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

NOTE I - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity (cont.)

4. Restricted Assets

Mandatory segregations of assets are presented as restricted assets. Such segregations are required by bond agreements and other external parties. Current liabilities payable from these restricted assets are so classified.

5. Capital Assets

Government-Wide Statements

Capital assets, which include property, plant and equipment, are reported in the government-wide financial statements. Capital assets are defined by the government as assets with an initial cost of more than $2,000 for general capital assets and $10,000 for infrastructure assets, and an estimated useful life in excess of one year. All capital assets are valued at historical cost, or estimated historical cost if actual amounts are unavailable. Donated capital assets are recorded at their estimated acquisition value at the date of donation.

Additions to and replacements of capital assets of business-type activities are recorded at original cost, which includes material, labor, overhead, and an allowance for the cost of funds used during construction when significant. For tax-exempt debt, the amount of interest capitalized equals the interest expense incurred during construction netted against any interest revenue from temporary investment of borrowed fund proceeds. No interest was capitalized during the current year. The cost of renewals and betterments relating to retirement units is added to plant accounts. The cost of property replaced, retired or otherwise disposed of, is deducted from plant accounts and, generally, together with removal costs less salvage, is charged to accumulated depreciation.

Depreciation and amortization of all exhaustible capital assets is recorded as an allocated expense in the statement of activities, with accumulated depreciation and amortization reflected in the statement of net position. Depreciation and amortization is provided over the assets' estimated useful lives using the straight-line method. The range of estimated useful lives by type of asset is as follows:

Buildings	40 Years
Machinery and Equipment	10-40 Years
Utility System	15-85 Years
Infrastructure	30-50 Years
Intangibles	10-40 Years

Fund Financial Statements

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets used in proprietary fund operations are accounted for the same way as in the government-wide statements.

NOTE I - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity (cont.)

6. Deferred Outflows of Resources

A deferred outflow of resources represents a consumption of net position/fund balance that applies to a future period and will not be recognized as an outflow of resources (expense/expenditure) until that future time.

7. Compensated Absences

Under terms of employment, employees are granted sick leave and vacations in varying amounts. Only benefits considered to be vested are disclosed in these statements.

All vested vacation and sick leave pay is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements, and are payable with expendable resources.

Payments for vacation and sick leave will be made at rates in effect when the benefits are used. Accumulated vacation and sick leave liabilities at December 31, 2019, are determined on the basis of current salary rates and include salary related payments.

8. Long-Term Obligations

All long-term obligations to be repaid from governmental and business-type resources are reported as liabilities in the government-wide statements. The long-term obligations consist primarily of notes and bonds payable, accrued compensated absences and the net pension liability.

Long-term obligations for governmental funds are not reported as liabilities in the fund financial statements. The face value of debts (plus any premiums) are reported as other financing sources and payments of principal and interest are reported as expenditures. The accounting in proprietary funds is the same as it is in the government-wide statements.

9. Deferred Inflows of Resources

A deferred inflow of resources represents an acquisition of net position/fund balance that applies to a future period and therefore will not be recognized as an inflow of resources (revenue) until that future time.

NOTE I - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

D. ASSETS, DEFERRED OUTFLOWS OF RESOURCES, LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION OR EQUITY (cont.)

10. Equity Classifications

Government-Wide Statements

Equity is classified as net position and displayed in three components:

a. Net investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation/amortization and reduced by the outstanding balances (excluding unspent debt proceeds) of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

b. Restricted net position - Consists of net position with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments, or 2) law through constitutional provisions or enabling legislation.

c. Unrestricted net position - All other net positions that do not meet the definitions of "restricted" or "net investment in capital assets."

The net position section includes an adjustment for capital assets owned by the business-type activities column, but financed by the debt of the governmental activities column. The amount is a reduction of "net investment in capital assets", and an increase in "unrestricted" net position, shown only in the total column. A reconciliation of this adjustment is as follows:

	Governmental Activities	Business-type Activities	Adjustment	Total
Net investment in capital assets	$ 2,999,522	$ 8,350,527	$ (227,579)	$ 11,122,470
Unrestricted	457,495	2,881,414	227,579	3,566,488

When both restricted and unrestricted resources are available for use, it is the village's policy to use restricted resources first, then unrestricted resources as they are needed.

Fund Statements

Governmental fund balances are displayed as follows:

a. Nonspendable - Includes fund balance amounts that cannot be spent either because they are not in spendable form or because legal or contractual requirements require them to be maintained intact.

b. Restricted - Consists of fund balances with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments or 2) law through constitutional provisions or enabling legislation.

NOTE I - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity (cont.)

10. Equity Classifications (cont.)

Fund Statements (cont.)

c. Committed - Includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority. Fund balance amounts are committed through a formal action (resolution) of the village Board. This formal action must occur prior to the end of the reporting period, but the amount of the commitment, which will be subject to the constraints, may be determined in the subsequent period. Any changes to the constraints imposed require the same formal action of the village Board that originally created the commitment.

d. Assigned - Includes spendable fund balance amounts that are intended to be used for specific purposes that do not meet the criteria to be classified as restricted or committed. The village Board has, by resolution, adopted a financial policy authorizing the Clerk/Treasurer to assign amounts for a specific purpose. Assignments may take place after the end of the reporting period.

e. Unassigned - Includes residual positive fund balance within the general fund which has not been classified within the other above mentioned categories. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed, or assigned for those purposes.

Proprietary fund equity is classified the same as in the government-wide statements.

The village considers restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents / contracts that prohibit doing this, such as in grant agreements requiring dollar for dollar spending. Additionally, the village would first use committed, then assigned and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

The village has a formal minimum fund balance policy. That policy is to maintain unassigned fund balance at a level equal to 35 to 40% of General Fund operating expenditures for cash flow and contingency purposes. The balance at year-end was $591,503, or 37.9%, and is included as unassigned general fund balance. Of that amount, $261,150 is designated for working capital.

See Note III. G. for further information.

NOTE I - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity (cont.)

11. Pension

For purposes of measuring the net pension asset (liability), deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Wisconsin Retirement System (WRS) and additions to/deductions from WRS' fiduciary net position have been determined on the same basis as they are reported by WRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

12. Basis for Existing Rates

Water Utility

Rates for sales to customers and charges allowed for services rendered by Turtle Lake Water Utility are authorized by Public Service Commission order 5970-WR-102, which is dated August 25, 2014. Step II of this order was effective for services rendered on or after August 1, 2015.

Sewer Utility

Current sewer rates were approved by the village Board in December 2014 effective April 1, 2015.

NOTE II - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

A. Budgetary Information

A budget has been adopted for the general fund and library special revenue fund. A budget has not been formally adopted for the K-9, tourism and revolving housing special revenue funds, TIF 3 and equipment replacement capital projects funds or general obligation debt service fund. Wisconsin Statute 65.90 requires that an annual budget be adopted for all funds.

B. Excess Expenditures and Other Financing Uses Over Appropriations

Fund	Budgeted Expenditures	Actual Expenditures	Excess Expenditures Over Budget
General Fund	$ 1,319,209	$ 1,669,830	$ 350,621

The village controls expenditures at the department level. Some individual departments experienced expenditures which exceeded appropriations. The detail of those items can be found in the village's year-end budget to actual report.

NOTE II - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY (cont.)

C. LIMITATIONS ON THE VILLAGE'S TAX LEVY

Wisconsin law limits the village's future tax levies. Generally the village is limited to its prior tax levy dollar amount (excluding TIF Districts), increased by the greater of the percentage change in the village's equalized value due to new construction or zero percent. Changes in debt service from one year to the next are generally exempt from this limit with certain exceptions. The village is required to reduce its allowable levy by the estimated amount of fee revenue it collects for certain services, if those services were funded in 2013 by the property tax levy. Levies can be increased above the allowable limits if the amount is approved by referendum.

NOTE III - DETAILED NOTES ON ALL FUNDS

A. DEPOSITS AND INVESTMENTS

The village's deposits and investments at year-end were comprised of the following:

	Carrying Value	Statement Balances	Associated Risks
Deposits	$ 4,126,864	$ 4,157,150	Custodial credit risk
Reconciliation to financial statements			
Per statement of net position			
Unrestricted cash and investments	$ 3,613,184		
Restricted cash and investments	219,298		
Per statement of net position - fiduciary fund			
Tax Collection Fund	294,382		
Total Deposits and Investments	$ 4,126,864		

Deposits in each local and area bank are insured by the FDIC in the amount of $250,000 for time and savings accounts (including NOW accounts) and $250,000 for demand deposit accounts (interest-bearing and noninterest-bearing). In addition, if deposits are held in an institution outside of the state in which the government is located, insured amounts are further limited to a total of $250,000 for the combined amount of all deposit accounts.

Bank accounts are also insured by the State Deposit Guarantee Fund in the amount of $400,000. However, due to the nature of this fund, recovery of material principal losses may not be significant to individual municipalities. This coverage has been considered in computing custodial credit risk.

The village maintains collateral agreements with its banks. At December 31, 2019, the banks had pledged various government securities in the amount of $4,604,773 to secure the village's deposits.

NOTE III - DETAILED NOTES ON ALL FUNDS (cont.)

A. DEPOSITS AND INVESTMENTS (cont.)

Custodial Credit Risk

Deposits

Custodial credit risk is the risk that in the event of a financial institution failure, the village's deposits may not be returned to the village.

The village does not have any deposits exposed to custodial credit risk.

See Note I.D.1. for further information on deposit and investment policies.

B. RECEIVABLES

All of the receivables on the balance sheet are expected to be collected within one year with the exception of the notes receivable.

Governmental funds report *unavailable or unearned revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. Property taxes levied for the subsequent year are not earned and cannot be used to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received, but not yet earned. At the end of the current fiscal year, the various components of *unavailable revenue* and *unearned revenue* reported in the governmental funds were as follows:

	Unearned	Unavailable
Property taxes receivable for subsequent year	$ 1,098,468	$ -
Developer guarantees receivable	1,687	-
Loans receivable	-	274,645
Total Unearned/Unavailable Revenue for Governmental Funds	$ 1,100,155	$ 274,645

C. RESTRICTED ASSETS

The following represent the balances of the restricted assets:

Long-Term Debt Accounts

Redemption - Used to segregate resources accumulated for debt service payments over the next twelve months.

Depreciation - Used to report resources set aside to fund plant renewals and replacement or make up potential future deficiencies in the redemption account.

NOTE III - DETAILED NOTES ON ALL FUNDS (cont.)

C. RESTRICTED ASSETS (cont.)

Following is a list of restricted assets at December 31, 2019:

	Restricted Assets	Liabilities Payable from Restricted Assets	Restricted Net Position
Bond redemption account	$ 104,566	$ 11,013	$ 93,553
Depreciation account	114,732	-	114,732
Total	$ 219,298	$ 11,013	$ 208,285

D. CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2019, was as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
Governmental Activities				
Capital assets not being depreciated/amortized				
Land	$ 208,447	$ 154,954	$ 6,041	$ 357,360
Construction in progress	5,000	176,664	5,000	176,664
Total Capital Assets Not Being Depreciated/Amortized	213,447	331,618	11,041	534,024
Capital assets being depreciated/amortized				
Buildings	1,790,027	-	-	1,790,027
Machinery and equipment	752,291	21,465	-	773,756
Intangibles	172,124	-	-	172,124
Streets	1,986,629	-	-	1,986,629
Storm sewers	85,483	-	-	85,483
Street lighting	289,879	-	-	289,879
Total Capital Assets Being Depreciated/Amortized	5,076,433	21,465	-	5,097,898
Total Capital Assets	5,289,880	353,083	11,041	5,631,922

NOTE III - DETAILED NOTES ON ALL FUNDS (cont.)

D. CAPITAL ASSETS (cont.)

	Beginning Balance	Additions	Deletions	Ending Balance
Governmental Activities (cont.)				
Less: Accumulated depreciation/amortization for				
Buildings	$ (535,259)	$ (50,599)	$ -	$ (585,858)
Machinery and equipment	(555,021)	(41,061)	-	(596,082)
Intangibles	(138,800)	(30,125)	-	(168,925)
Streets	(631,455)	(66,221)	-	(697,676)
Storm sewers	(23,406)	(1,710)	-	(25,116)
Street lighting	(188,422)	(14,494)	-	(202,916)
Total Accumulated Depreciation/Amortization	(2,072,363)	(204,210)	-	(2,276,573)
Net Capital Assets Being Depreciated/Amortized	3,004,070	(182,745)	-	2,821,325
Total Governmental Activities Capital Assets, Net of Accumulated Depreciation/Amortization	$ 3,217,517	$ 148,873	$ 11,041	$ 3,355,349

Depreciation expense was charged to functions as follows:

Governmental Activities	
General government	$ 23,430
Public safety	23,424
Public works, which includes the depreciation of infrastructure	131,641
Culture, recreation and education	23,592
Conservation and development	2,123
Total Governmental Activities Depreciation/Amortization Expense	$ 204,210

NOTE III - DETAILED NOTES ON ALL FUNDS (cont.)

D. CAPITAL ASSETS (cont.)

Business-type Activities

	Beginning Balance	Additions	Deletions	Ending Balance
Water				
Capital assets not being depreciated				
Land	$ 100	$ -	$ -	$ 100
Total Capital Assets Not Being Depreciated	100	-	-	100
Capital assets being depreciated				
Source of supply	435,615	-	-	435,615
Pumping	437,994	7,800	5,850	439,944
Water treatment	1,387,785	-	-	1,387,785
Transmission and distribution	3,750,882	10,953	2,441	3,759,394
General plant	117,701	3,000	-	120,701
Total Capital Assets Being Depreciated	6,129,977	21,753	8,291	6,143,439
Total Capital Assets	6,130,077	21,753	8,291	6,143,539
Less: Accumulated depreciation for Water plant	(1,373,967)	(153,771)	8,291	(1,519,447)
Total Accumulated Depreciation	(1,373,967)	(153,771)	8,291	(1,519,447)
Net Capital Assets Being Depreciated	4,756,010	(132,018)	-	4,623,992
Net Water Capital Assets	$ 4,756,110	$ (132,018)	$ -	$ 4,624,092

NOTE III - DETAILED NOTES ON ALL FUNDS (cont.)

D. CAPITAL ASSETS (cont.)

Business-type Activities (cont.)

	Beginning Balance	Additions	Deletions	Ending Balance
Sewer				
Capital assets not being depreciated				
Land	$ 33,048	$ -	$ -	$ 33,048
Construction in progress	-	156,642	-	156,642
Total Capital Assets Not Being Depreciated	33,048	156,642	-	189,690
Capital assets being depreciated				
Collection system	1,350,490	-	-	1,350,490
Collecting system pumping	697,011	-	-	697,011
Treatment and disposal	7,036,188	234,654	26,044	7,244,798
General plant	95,984	16,940	-	112,924
Total Capital Assets Being Depreciated	9,179,673	251,594	26,044	9,405,223
Total Capital Assets	9,212,721	408,236	26,044	9,594,913
Less: Accumulated depreciation for				
Sewer plant	(2,847,347)	(281,335)	26,044	(3,102,638)
Total Accumulated Depreciation	(2,847,347)	(281,335)	26,044	(3,102,638)
Net Capital Assets Being Depreciated	6,332,326	(29,741)	-	6,302,585
Net Sewer Capital Assets	$ 6,365,374	$ 126,901	$ -	$ 6,492,275
Business-type Capital Assets, Net of Accumulated Depreciation	$ 11,121,484	$ (5,117)	$ -	$ 11,116,367

Depreciation expense was charged to functions as follows:

Business-type Activities	
Water	$ 148,491
Sewer	286,615
Total Business-type Activities Depreciation Expense	$ 435,106

Depreciation expense may be different from business-type activity accumulated depreciation additions because of joint metering, salvage, cost of removal, internal allocations, or costs associated with the disposal of assets.

NOTE III - DETAILED NOTES ON ALL FUNDS (cont.)

E. INTERFUND TRANSFERS

The following is a schedule of interfund transfers:

Fund Transferred To	Fund Transferred From	Amount	Principal Purpose
General Fund	Water Utility	$ 90,000	Payment in lieu of taxes
General Fund	General Obligation Debt Service	130,867	Close out fund
Tourism	General Fund	16,499	Reimbursement for float
Library	General Fund	64,252	Maintenance of effort
Equipment Replacement	General Fund	30,000	Per budget
Total - Fund Financial Statements		331,618	
Less: Fund eliminations		(241,618)	
Less: TIF contributed infrastructure to business type activities		(2,490)	
Total Transfers - Government-Wide Statement of Activities		$ 87,510	

Generally, transfers are used to (1) move revenues from the fund that collects them to the fund that the budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the debt service fund, and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

F. LONG-TERM OBLIGATIONS

Long-term obligations activity for the year ended December 31, 2019, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance	Amounts Due Within One Year
Governmental Activities					
Bonds and Notes Payable					
General obligation debt from direct borrowings and direct placements	$ 631,924	$ -	$ 48,517	$ 583,407	$ 50,277
Other Liabilities					
Compensated absences	58,457	11,670	-	70,127	21,982
Net pension liability	-	295,742	158,678	137,064	-
Total Other Liabilities	58,457	307,412	158,678	207,191	21,982
Total Governmental Activities Long-Term Liabilities	$ 690,381	$ 307,412	$ 207,195	$ 790,598	$ 72,259

NOTE III - DETAILED NOTES ON ALL FUNDS (cont.)

F. LONG-TERM OBLIGATIONS (cont.)

	Beginning Balance	Increases	Decreases	Ending Balance	Amounts Due Within One Year
Business-type Activities					
Bonds and Notes Payable					
Revenue debt from direct borrowings and direct placements	$ 2,939,498	$ -	$ 173,658	$ 2,765,840	$ 177,805
Other Liabilities					
Net pension liability	-	61,805	33,161	28,644	-
Total Business-type Activities Long-Term Liabilities	$ 2,939,498	$ 61,805	$ 206,819	$ 2,794,484	$ 177,805

In accordance with Wisconsin Statutes, total general obligation indebtedness of the village may not exceed 5% of the equalized value of taxable property within the village's jurisdiction. The debt limit as of December 31, 2019, was $4,914,775. Total general obligation debt outstanding at year-end was $583,407.

General Obligation Debt

All general obligation notes and bonds payable are backed by the full faith and credit of the village. Notes and bonds in the governmental funds will be retired by future property tax levies.

Governmental Activities

General Obligation Debt	Date of Issue	Final Maturity	Interest Rates	Original Indebtedness	Balance December 31, 2019
State Trust Fund Loan	12/2012	3/2030	3.75%	$ 555,000	$ 389,281
State Trust Fund Loan	1/2013	3/2028	3.75%	290,000	194,126
Total Governmental Activities - General Obligation Debt					$ 583,407

NOTE III - DETAILED NOTES ON ALL FUNDS (cont.)

F. LONG-TERM OBLIGATIONS (cont.)

General Obligation Debt (cont.)

Debt service requirements to maturity are as follows:

Years	Governmental Activities General Obligation Debt from Direct Borrowings and Direct Placements	
	Principal	Interest
2020	$ 50,277	$ 21,938
2021	52,222	19,992
2022	54,180	18,033
2023	56,212	16,003
2024	58,282	13,933
2025-2029	300,254	35,000
2030	11,980	449
Totals	$ 583,407	$ 125,348

Revenue Debt

Business-type activities revenue bonds are payable only from revenues derived from the operation of the water and sewer utilities.

The water utility has pledged future water revenues, net of specified operating expenses, to repay revenue bonds issued in 2009, 2010, and 2014. Proceeds from the bonds provided financing for the construction of a new well, water tower and related facilities. The bonds are payable solely from water revenues and are payable through 2034. Annual principal and interest payments on the bonds are expected to require 33% of net revenues. The total principal and interest remaining to be paid on the bonds is $1,628,912. Principal and interest paid for the current year and total customer net revenues were $143,428 and $334,077, respectively.

The sewer utility has pledged future sewer revenues to repay revenue bonds issued in 2003. Proceeds from the bonds provided financing for the replacement of the wastewater treatment plant. The bonds are payable solely from sewer revenues and are payable through 2036. Annual principal and interest payments on the bonds are expected to require 7% of gross revenues. The total principal and interest remaining to be paid on the bonds is $1,789,017. Principal and interest paid for the current year and total customer gross revenues were $110,935 and $1,592,677, respectively.

NOTE III - DETAILED NOTES ON ALL FUNDS (cont.)

F. *LONG-TERM OBLIGATIONS* (cont.)

Revenue Debt (cont.)

Revenue debt payable at December 31, 2019, consists of the following:

Business-type Activities Revenue Debt

	Date of Issue	Final Maturity	Interest Rates	Original Indebtedness	Balance December 31, 2019
Water Utility					
Safe Drinking Water Loan	3/2009	5/2028	1.601%	$ 570,400	$ 291,826
Safe Drinking Water Loan	1/2010	5/2029	1.601%	639,707	360,643
Safe Drinking Water Loan	1/2010	5/2029	1.601%	401,530	216,675
Safe Drinking Water Loan	6/2014	5/2034	1.155%	786,838	634,307
				Total Water Utility	1,503,451
Sewer Utility					
Revenue Bonds	12/2003	12/2036	4.5%	2,049,000	1,262,389
Total Business-type Activities - Revenue Debt					$ 2,765,840

Debt service requirements to maturity are as follows:

	Business-type Activities Revenue Debt from Direct Borrowings and Direct Placements	
Years	Principal	Interest
2020	$ 177,805	$ 76,542
2021	182,092	72,242
2022	186,519	67,801
2023	191,093	63,214
2024	195,817	58,475
2025-2029	1,020,618	215,831
2030-2034	691,434	93,440
2035-2036	120,462	4,544
Totals	$ 2,765,840	$ 652,089

NOTE III - DETAILED NOTES ON ALL FUNDS (cont.)

F. LONG-TERM OBLIGATIONS (cont.)

Other Debt Information

Estimated payments of compensated absences and the net pension liability are not included in the debt service requirement schedules. The compensated absences and the net pension liability attributable to governmental activities will be liquidated primarily by the general fund.

A statutory mortgage lien upon the sewer utility's system and any additions, improvements and extensions thereto is created by Section 66.0621 of the Wisconsin Statutes as provided for in the ordinances creating the revenue bond issue. The sewer utility's system and the earnings of the system remain subject to the lien until payment in full of the principal and interest on the bonds.

The village's outstanding debt from direct borrowings and/or direct placements related to governmental activities of $583,407 contain clauses that any delinquent payments are subject to a penalty of one percent per month and shall be deducted from any state payments that are due to the village.

The village's outstanding debt from direct borrowings and/or direct placements related to business-type activities of $1,503,451 contain provisions that in the event the village fails to make a payment when due or fails to comply with any other provisions of the financial assistance agreement, the lender may pursue remedies including, but not limited to, declaring the entire balance of the loans immediately due and payable, deducting amounts from any state payments due the municipality, increasing the interest rate to the market interest rate, and/or appointing a receiver for the benefit of the lender.

The village's outstanding debt from direct borrowings and/or direct placements related to business-type activities of $1,262,389 contain a provision that in the event the village fails to make a payment when due or fails to comply with any other provisions of the agreement, the lender at its option may declare the entire loan balance outstanding immediately due and payable, incur and pay expenses necessary to cure the cause of default (payable from the source of funds pledged to pay the bonds or any other legally permissible source), and/or take possession of the facility.

G. NET POSITION/FUND BALANCES

Net position reported on the government wide statement of net position at December 31, 2019, includes the following:

Governmental Activities

Net Investment in Capital Assets		
Land	$	357,360
Construction in progress		176,664
Other capital assets, net of accumulated depreciation/amortization		2,821,325
Less: Long-term debt outstanding		(355,827)
Total Net Investment in Capital Assets	$	2,999,522

NOTE III - DETAILED NOTES ON ALL FUNDS (cont.)

G. NET POSITION/FUND BALANCES (cont.)

Governmental Funds

Governmental fund balances reported on the fund financial statements at December 31, 2019, include the following:

	General Fund	Revolving Housing	TIF 3	Nonmajor Governmental Funds	Totals
Fund Balances					
Nonspendable:					
Prepaid items	$ 18,162	$ -	$ -	$ -	$ 18,162
Sub-total	18,162	-	-	-	18,162
Restricted for:					
Library	-	-	-	27,980	27,980
TIF projects	-	-	237,275	-	237,275
Revolving housing loans	-	38,181	-	-	38,181
Tourism	-	-	-	197,765	197,765
K-9	-	-	-	21,098	21,098
Sub-total	-	38,181	237,275	246,843	522,299
Assigned to:					
Public works equipment replacement	-	-	-	66,190	66,190
Public safety equipment replacement	-	-	-	2,704	2,704
2020 budget	37,876	-	-	-	37,876
Sub-total	37,876	-	-	68,894	106,770
Unassigned:	591,503	-	-	-	591,503
Total Fund Balances	$ 647,541	$ 38,181	$ 237,275	$ 315,737	$ 1,238,734

Business-type Activities

Net Investment in Capital Assets	
Land	$ 33,148
Construction in progress	156,642
Other capital assets, net of accumulated depreciation	10,926,577
Less: Long-term debt outstanding	(2,765,840)
Total Net Investment in Capital Assets	$ 8,350,527

NOTE IV - OTHER INFORMATION

A. EMPLOYEES' RETIREMENT SYSTEM

Plan description. The WRS is a cost-sharing multiple-employer defined benefit pension plan. WRS benefits and other plan provisions are established by Chapter 40 of the Wisconsin Statutes. Benefit terms may only be modified by the legislature. The retirement system is administered by the Wisconsin Department of Employee Trust Funds (ETF). The system provides coverage to all eligible State of Wisconsin, local government and other public employees. All employees, initially employed by a participating WRS employer on or after July 1, 2011, and expected to work at least 1,200 hours a year (880 hours teachers and school district educational support employees) and expected to be employed for at least one year from employee's date of hire are eligible to participate in the WRS.

ETF issues a standalone Comprehensive Annual Financial Report (CAFR), which can be found at http://etf.wi.gov/publications/cafr.htm.

Vesting. For employees beginning participation on or after January 1, 1990, and no longer actively employed on or after April 24, 1998, creditable service in each of five years is required for eligibility for a retirement annuity. Participants employed prior to 1990 and on or after April 24, 1998, and prior to July 1, 2011, are immediately vested. Participants who initially became WRS eligible on or after July 1, 2011, must have five years of creditable service to be vested.

Benefits provided. Employees who retire at or after age 65 (54 for protective occupation employees, 62 for elected officials and executive service retirement participants, if hired on or before 12/31/2016) are entitled to retirement benefit based on a formula factor, their average earnings, and creditable service.

Final average earnings is the average of the participant's three highest annual earnings period. Creditable service includes current service and prior service for which a participant received earnings and made contributions as required. Creditable service also includes creditable military service. The retirement benefit will be calculated as a money purchase benefit based on the employee's contributions plus matching employer's contributions, with interest, if that benefit is higher than the formula benefit.

Vested participants may retire at age 55 (50 for protective occupations) and receive an actuarially reduced benefit. Participants terminating covered employment prior to eligibility for an annuity may either receive employee-required contributions plus interest as a separation benefit or leave contributions on deposit and defer application until eligible to receive a retirement benefit.

The WRS also provides death and disability benefits for employees.

NOTE IV - OTHER INFORMATION (cont.)

A. EMPLOYEES' RETIREMENT SYSTEM (cont.)

Post-retirement adjustments. The Employee Trust Funds Board may periodically adjust annuity payments from the retirement system based on annual investment performance in accordance with s. 40.27, Wis. Stat. An increase (or decrease) in annuity payments may result when investment gains (losses), together with other actuarial experience factors, create a surplus (shortfall) in the reserves, as determined by the system's consulting actuary. Annuity increases are not based on cost of living or other similar factors. For Core annuities, decreases may be applied only to previously granted increases. By law, Core annuities cannot be reduced to an amount below the original, guaranteed amount (the "floor") set at retirement. The Core and Variable annuity adjustments granted during recent years are as follows:

Year	Core Fund Adjustment	Variable Fund Adjustment
2009	(2.1)%	(42.0)%
2010	(1.3)	22.0
2011	(1.2)	11.0
2012	(7.0)	(7.0)
2013	(9.6)	9.0
2014	4.7	25.0
2015	2.9	2.0
2016	0.5	(5.0)
2017	2.0	4.0
2018	2.4	17.0

NOTE IV - OTHER INFORMATION (cont.)

A. EMPLOYEES' RETIREMENT SYSTEM (cont.)

Contributions. Required contributions are determined by an annual actuarial valuation in accordance with Chapter 40 of the Wisconsin Statutes. The employee required contribution is one-half of the actuarially determined contribution rate for General category employees and Executives and Elected Officials. Starting on January 1, 2016, the Executives and Elected Officials category merged into the General Employee category. Required contributions for protective employees are the same rate as general employees. Employers are required to contribute the remainder of the actuarially determined contribution rate. The employer may not pay the employee required contribution unless provided for by an existing collective bargaining agreement.

During the reporting period, the WRS recognized $47,871 in contributions from the village.

Contribution rates for the plan year reported as of December 31, 2019 are:

Employee Category	Employee	Employer
General (Executives & Elected Officials)	6.7%	6.7%
Protective with Social Security	6.7%	10.7%
Protective without Social Security	6.7%	14.9%

Pension Liability, Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At December 31, 2019, the village reported a liability of $165,708 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2017 rolled forward to December 31, 2018. No material changes in assumptions or benefit terms occurred between the actuarial valuation date and the measurement date. The village's proportion of the net pension liability was based on the village's share of contributions to the pension plan relative to the contributions of all participating employers. At December 31, 2018, the village's proportion was 0.00465776%, which was an increase of 0.00011381% from its proportion measured as of December 31, 2017.

For the year ended December 31, 2019, the village recognized pension expense of $104,840.

NOTE IV - OTHER INFORMATION (cont.)

A. EMPLOYEES' RETIREMENT SYSTEM (cont.)

At December 31, 2019, the village reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	$ 129,061	$ 228,134
Changes in assumptions	27,932	-
Net differences between projected and actual earnings on pension plan investments	242,006	-
Changes in proportion and differences between employer contributions and proportionate share of contributions	625	2,300
Employer contributions subsequent to the measurement date	54,653	-
Totals	$ 454,277	$ 230,434

$54,653 reported as deferred outflows related to pension resulting from the WRS Employer's contributions subsequent to the measurement date will be recognized as a reduction of the net pension asset (liability) in the year ended December 31, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resourcesrelated to pension will be recognized in pension expense as follows:

Year Ended December 31:	Deferred Outflows of Resources and Deferred Inflows of Resources (net)
2020	$ 61,565
2021	14,867
2022	26,772
2023	65,986

NOTE IV - OTHER INFORMATION (cont.)

A. EMPLOYEES' RETIREMENT SYSTEM (cont.)

Actuarial assumptions. The total pension liability in the December 31, 2018 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Actuarial Valuation Date:	December 31, 2017
Measurement Date of Net Pension Liability (Asset):	December 31, 2018
Actuarial Cost Method:	Entry Age Normal
Asset Valuation Method:	Fair Value
Long-Term Expected Rate of Return:	7.0%
Discount Rate:	7.0%
Salary Increases:	
Inflation	3.0%
Seniority/Merit	0.1% - 5.6%
Mortality:	Wisconsin 2018 Mortality Table
Post-retirement Adjustments*:	1.9%

** No post-retirement adjustment is guaranteed. Actual adjustments are based on recognized investment return, actuarial experience and other factors. 1.9% is the assumed annual adjustment based on the investment return assumption and the post-retirement discount rate.*

Actuarial assumptions are based upon an experience study conducted in 2018 that covered a three-year period from January 1, 2015 to December 31, 2017. Based on this experience study, actuarial assumptions used to measure the Total Pension Liability changed from prior year, including the discount rate, long-term expected rate of return, post-retirement adjustment, wage inflation rate, mortality and separation rates. The Total Pension Liability for December 31, 2018 is based upon a roll-forward of the liability calculated from the December 31, 2017 actuarial valuation.

NOTE IV - OTHER INFORMATION (cont.)

A. EMPLOYEES' RETIREMENT SYSTEM (cont.)

Long-term expected return on plan assets. The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Core Fund Asset Class	Current Asset Allocation %	Long-Term Expected Nominal Rate of Return %	Long-Term Expected Real Rate of Return %
Global Equities	49%	8.1%	5.5%
Fixed Income	24.5	4.0	1.5
Inflation Sensitive Assets	15.5	3.8	1.3
Real Estate	9	6.5	3.9
Private Equity/Debt	8	9.4	6.7
Multi-Asset	4	6.7	4.1
Total Core Fund	110	7.3	4.7
Variable Fund Asset Class			
U.S Equities	70	7.6	5.0
International Equities	30	8.5	5.9
Total Variable Fund	100	8.0	5.4

New England Pension Consultants Long Term US CPI (Inflation) Forecast: 2.5%
Asset Allocations are managed within established ranges, target percentages may differ from actual monthly allocations

Single discount rate. A single discount rate of 7.00% was used to measure the total pension liability. This single discount rate was based on the expected rate of return on pension plan investments of 7.00% and a long term bond rate of 3.71%. Because of the unique structure of WRS, the 7.00% expected rate of return implies that a dividend of approximately 1.9% will always be paid. For purposes of the single discount rate, it was assumed that the dividend would always be paid. The projection of cash flows used to determine this single discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments (including expected dividends) of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

NOTE IV - OTHER INFORMATION (cont.)

A. EMPLOYEES' RETIREMENT SYSTEM (cont.)

Sensitivity of the village's proportionate share of the net pension liability to changes in the discount rate. The following presents the village's proportionate share of the net pension liability calculated using the discount rate of 7.00 percent, as well as what the village's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.00 percent) or 1-percentage-point higher (8.00 percent) than the current rate:

	1% Decrease to Discount Rate (6.00%)	Current Discount Rate (7.00%)	1% Increase to Discount Rate (8.00%)
Village's proportionate share of the net pension asset (liability)	$ (658,542)	$ (165,708)	$ 200,752

Pension plan fiduciary net position. Detailed information about the pension plan's fiduciary net position is available in separately issued financial statements available at http://etf.wi.gov/publications/cafr.htm.

At December 31, 2019, the village reported a payable to the pension plan which represents contractually required contributions outstanding as of the end of the year.

B. RISK MANAGEMENT

The village is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; workers compensation; and health care of its employees. All of these risks are covered through the purchase of commercial insurance, with minimal deductibles. Settled claims have not exceeded the commercial coverage in any of the past three years. There were no significant reductions in coverage compared to the prior year.

C. COMMITMENTS AND CONTINGENCIES

Claims and judgments are recorded as liabilities if all the conditions of Governmental Accounting Standards Board pronouncements are met. The liability and expenditure for claims and judgments are only reported in governmental funds if it has matured. Claims and judgments are recorded in the government-wide statements and proprietary funds as expenses when the related liabilities are incurred.

From time to time, the village is party to various pending claims and legal proceedings. Although the outcome of such matters cannot be forecasted with certainty, it is the opinion of management and the village attorney that the likelihood is remote that any such claims or proceedings will have a material adverse effect on the village's financial position or results of operations.

The village has received federal and state grants for specific purposes that are subject to review and audit by the grantor agencies. Such audits could lead to requests for reimbursements to the grantor agency for expenditures disallowed under terms of the grants. Management believes such disallowances, if any, would be immaterial.

NOTE IV - OTHER INFORMATION (cont.)

D. JOINT VENTURES

Turtle Lake Fire District

The village and the Townships of Beaver and Turtle Lake jointly operate the local fire department, which is called the Turtle Lake Fire District. The communities share in the annual operation of the district equally.

The governing body is made up of citizens from each community. Local representatives are appointed by the village Board. The governing body has the authority to adopt its own budget and control the financial affairs of the district. The village made payments totaling $46,548 to the district in 2019, which includes the 2% fire dues. The village believes that the district will continue to provide services in the future at similar rates. Summary financial information of the district is not available. The village accounts for its share of the operation in the general fund.

E. SUBSEQUENT EVENT

In December 2019, a novel strain of coronavirus was reported in Wuhan, Hubei province, China. In the first several months of 2020, the virus, SARS-CoV-2, and resulting disease, COVID-19, spread to the United States, including to areas impacting the village. As of the audit opinion date, the village's evaluation of the effects of these events is ongoing; however, based on current information we believe this situation will negatively impact room tax and citation revenues, increase delinquent customer accounts receivable in the utilities, and result in additional COVID-related wages.

The extent of the impact of COVID-19 on the village's operational and financial performance will depend on future developments, including the duration and spread of the outbreak and related governmental or other regulatory actions.

F. ECONOMIC DEPENDENCY

Water Utility

The Water Utility has two significant customers who were responsible for 48% of operating revenues in 2019.

Sewer Utility

The Sewer Utility has three significant customers who were responsible for 74% of operating revenues in 2019.

NOTE IV - OTHER INFORMATION (cont.)

G. Effect of New Accounting Standards on Current-Period Financial Statements

The Governmental Accounting Standards Board (GASB) has approved the following:

- Statement No. 87, *Leases*
- Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period*
- Statement No. 91, *Conduit Debt Obligations*
- Statement No. 92, *Omnibus 2020*
- Statement No. 93, *Replacement of Interbank Offered Rates*
- Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*

The statements listed above through Statement No. 93 had their required effective dates postponed by one year with the issuance of Statement No. 95, *Postponement of Effective Dates of Certain Authoritative Gui*dance, with the exception of Statement No. 87 which was postponed by one and a half years.

When they become effective, application of these standards may restate portions of these financial statements.

REQUIRED SUPPLEMENTARY INFORMATION

VILLAGE OF TURTLE LAKE

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND
For the Year Ended December 31, 2019

	Original and Final Budget	Actual	Variance with Final Budget
REVENUES			
TAXES			
General property taxes	$ 649,252	$ 647,776	$ (1,476)
Mobile home taxes	6,000	5,518	(482)
Room taxes	25,000	26,630	1,630
Payments in lieu of taxes	8,500	16,307	7,807
Total Taxes	688,752	696,231	7,479
INTERGOVERNMENTAL			
Federal aid - law enforcement	-	686	686
State shared revenues	261,475	236,594	(24,881)
Exempt computer aid	-	2,250	2,250
Personal property aid	-	25,510	25,510
Fire insurance tax	3,500	3,999	499
State aid - police training	-	800	800
State aid - general transportation	91,132	91,091	(41)
State aid - other transportation	1,000	4,000	3,000
Total Intergovernmental	357,107	364,930	7,823
LICENSES AND PERMITS			
Liquor and malt beverage licenses	9,750	9,530	(220)
Business and cigarette licenses	100	265	165
Dog and cat licenses	275	312	37
Building permits	8,250	10,875	2,625
Total Licenses and Permits	18,375	20,982	2,607
FINES, FORFEITURES AND PENALTIES			
Court penalties and costs	98,500	117,598	19,098
Parking violations	1,200	675	(525)
Total Fines, Forfeitures and Penalties	99,700	118,273	18,573
PUBLIC CHARGES FOR SERVICES			
Law enforcement fees	200	-	(200)
Weed and nuisance control	200	326	126
Snow removal charges	100	-	(100)
Parks	2,750	2,950	200
Recreation programs	750	10	(740)
Other street revenue	500	102	(398)
Total Public Charges for Services	4,500	3,388	(1,112)
INTERGOVERNMENTAL CHARGES FOR SERVICES			
Local - law enforcement services	37,375	35,933	(1,442)

See independent auditors' report and accompanying notes to required supplementary information.

VILLAGE OF TURTLE LAKE

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND
For the Year Ended December 31, 2019

	Original and Final Budget	Actual	Variance with Final Budget
INVESTMENT INCOME			
Investment income	$ 9,000	$ 25,788	$ 16,788
Interest on special assessments	-	21	21
Total investment income	9,000	25,809	16,809
MISCELLANEOUS			
Rent	12,000	9,748	(2,252)
Donations	1,000	1,511	511
Insurance dividends	-	3,354	3,354
Other miscellaneous	800	6,925	6,125
Total Miscellaneous	13,800	21,538	7,738
Total Revenues	1,228,609	1,287,084	58,475
EXPENDITURES			
Current			
General government	332,946	336,351	(3,405)
Public safety	541,222	542,269	(1,047)
Public works	159,052	257,311	(98,259)
Culture, recreation and education	63,078	106,480	(43,402)
Conservation and development	6,000	26,882	(20,882)
Capital Outlay	152,659	289,786	(137,127)
Total Expenditures	1,254,957	1,559,079	(304,122)
Excess (deficiency) of revenues over (under) expenditures	(26,348)	(271,995)	(245,647)
OTHER FINANCING SOURCES (USES)			
Transfers in	90,000	220,867	130,867
Transfers out	(64,252)	(110,751)	(46,499)
Property sales	600	3,233	2,633
Total Other Financing Sources (Uses)	26,348	113,349	87,001
Net Change in Fund Balance	-	(158,646)	(158,646)
FUND BALANCE - Beginning of Year	806,187	806,187	-
FUND BALANCE - END OF YEAR	$ 806,187	$ 647,541	$ (158,646)

See independent auditors' report and accompanying notes to required supplementary information.

VILLAGE OF TURTLE LAKE

SCHEDULE OF EMPLOYER'S PROPORTIONATE SHARE OF THE NET PENSION ASSET (LIABILITY)
WISCONSIN RETIREMENT SYSTEM (WRS)
For the Year Ended December 31, 2019

WRS Fiscal Year End Date (Measurement Date)	Village's Proportion of the Net Pension Asset/Liability	Village's Proportionate Share of the Net Pension Asset/(Liability)	Village's Covered Payroll	Village's Proportionate Share of the Net Pension Asset/Liability as a Percentage of Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
12/31/18	0.00465776%	$ (165,708)	$ 565,632	29.30%	96.45%
12/31/17	0.00454395%	134,915	583,323	23.13%	102.93%
12/31/16	0.00437170%	(36,033)	542,180	6.65%	99.12%
12/31/15	0.00427786%	(69,514)	526,660	13.20%	98.20%
12/31/14	0.00434025%	106,608	518,003	20.58%	102.74%

SCHEDULE OF EMPLOYER CONTRIBUTIONS
WISCONSIN RETIREMENT SYSTEM (WRS)
For the Year Ended December 31, 2019

Village Year End Date	Contractually Required Contributions	Contributions in Relation to the Contractually Required Contributions	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
12/31/19	$ 54,653	$ 54,653	$ -	$ 671,745	8.14%
12/31/18	47,871	47,871	-	565,632	8.46%
12/31/17	49,309	49,309	-	583,323	8.45%
12/31/16	42,272	42,272	-	542,180	7.80%
12/31/15	41,558	41,558	-	526,660	7.89%

See independent auditors' report and accompanying notes to required supplementary information.

VILLAGE OF TURTLE LAKE

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
For the Year Ended December 31, 2019

BUDGETARY INFORMATION

Budgetary information is derived from the annual operating budget and is presented using the same basis of accounting for each fund as described in Note I. C.

The budgeted amounts presented include any amendments made. The village may authorize transfers of budgeted amounts within departments. Transfers between departments and changes to the overall budget must be approved by a two-thirds board action.

Appropriations lapse at year-end unless specifically carried over. There were no carryovers to the following year. Budgets are adopted at the department level of expenditure.

WISCONSIN RETIREMENT SYSTEM

The amounts determined for each fiscal year were determined as of the calendar year-end and occurred within the fiscal year.

The village is required to present the last ten years of data; however, accounting standards allow the presentation of as many years as are available until ten fiscal years are presented.

Changes in benefit terms. There were no changes of benefit terms for any participating employer in the Wisconsin Retirement System.

Changes in assumptions. Actuarial assumptions are based upon an experience study conducted in 2018 using experience from 2015 – 2017. Based on the experience study conducted in 2018, actuarial assumptions used to develop the Total Pension Liability changed, including the discount rate, long-term expected rate of return, post-retirement adjustment, wage inflation rate, mortality and separation rates.

SUPPLEMENTARY INFORMATION

VILLAGE OF TURTLE LAKE

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
As of December 31, 2019

	Special Revenue			Debt Service
	K-9	Tourism	Library	General Obligation Debt Service
ASSETS				
Cash and investments	$ 21,048	$ 195,499	$ 28,160	$ -
Receivables				
Taxes	-	3,366	-	-
Due from other governments	50	-	-	-
TOTAL ASSETS	$ 21,098	$ 198,865	$ 28,160	$ -
LIABILITIES AND FUND BALANCES				
Liabilities				
Accounts payable	$ -	$ 1,100	$ 180	$ -
Total Liabilities	-	1,100	180	-
Fund Balances				
Restricted	21,098	197,765	27,980	-
Assigned	-	-	-	-
Total Fund Balances	21,098	197,765	27,980	-
TOTAL LIABILITIES AND FUND BALANCES	$ 21,098	$ 198,865	$ 28,160	$ -

Capital Projects Equipment Replacement	Total Nonmajor Governmental Funds
$ 68,894	$ 313,601
-	3,366
-	50
$ 68,894	$ 317,017
$ -	$ 1,280
-	1,280
-	246,843
68,894	68,894
68,894	315,737
$ 68,894	$ 317,017

VILLAGE OF TURTLE LAKE

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended December 31, 2019

	Special Revenue			Debt Service
	K-9	Tourism	Library	General Obligation Debt Service
REVENUES				
Taxes	$ -	$ 47,474	$ -	$ -
Intergovernmental	-	-	36,552	-
Fines, forfeitures and penalties	-	-	1,245	-
Public charges for services	-	-	1,091	-
Investment income	74	2,057	598	411
Miscellaneous	20,062	1,435	3,681	-
Total Revenues	20,136	50,966	43,167	411
EXPENDITURES				
Current				
Public safety	13,614	-	-	-
Culture, recreation and education	-	2,310	106,417	-
Conservation and development	-	41,517	-	-
Capital Outlay	-	9,000	2,398	-
Total Expenditures	13,614	52,827	108,815	-
Excess (deficiency) of revenues over expenditures	6,522	(1,861)	(65,648)	411
OTHER FINANCING SOURCES (USES)				
Transfers in	-	16,499	64,252	-
Transfers out	-	-	-	(130,867)
Total Other Financing Sources (Uses)	-	16,499	64,252	(130,867)
Net Change in Fund Balances	6,522	14,638	(1,396)	(130,456)
FUND BALANCES - Beginning of Year	14,576	183,127	29,376	130,456
FUND BALANCES - END OF YEAR	$ 21,098	$ 197,765	$ 27,980	$ -

Capital Projects	
Equipment Replacement	Total Nonmajor Governmental Funds
$ -	$ 47,474
-	36,552
-	1,245
-	1,091
-	3,140
-	25,178
-	114,680
-	13,614
-	108,727
-	41,517
5,211	16,609
5,211	180,467
(5,211)	(65,787)
30,000	110,751
-	(130,867)
30,000	(20,116)
24,789	(85,903)
44,105	401,640
$ 68,894	$ 315,737

OTHER REPORTS

REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Independent Auditors' Report

To the Village Board
Village of Turtle Lake
Turtle Lake, Wisconsin

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Turtle Lake, Wisconsin as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the Village of Turtle Lake's basic financial statements and have issued our report thereon dated November 17, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Village of Turtle Lake's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Village of Turtle Lake's internal control. Accordingly, we do not express an opinion on the effectiveness of the Village of Turtle Lake's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and responses as items 2019-001 and 2019-002 that we consider to be material weaknesses.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Village of Turtle Lake's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The Village of Turtle Lake's Response to Findings

The Village of Turtle Lake's response to the findings identified in our audit is described in the accompanying schedule of findings and responses. The Village of Turtle Lake's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Baker Tilly US, LLP

Baker Tilly US, LLP (formerly known as Baker Tilly Virchow Krause, LLP)
Eau Claire, Wisconsin
November 17, 2020

VILLAGE OF TURTLE LAKE

SCHEDULE OF FINDINGS AND RESPONSES
For the Year Ended December 31, 2019

FINANCIAL STATEMENT FINDINGS REQUIRED TO BE REPORTED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

FINDING 2019-001: INTERNAL CONTROL OVER FINANCIAL REPORTING

Criteria: Auditing standards require us to report a material weakness for the village if controls are not in place to prevent the detection of material journal entries as part of the financial audit, and if the auditor prepares the annual financial statements, including footnotes.

Condition: Controls do not exist to prevent the detection of material journal entries during the audit process. Material journal entries were discovered during the course of the audit and we, as your auditors, prepared the village's financial statements, including footnotes.

***Cause*:** The village has chosen to have the auditors prepare certain year-end entries and the year-end financial statements and footnotes.

Effect: Because the auditors are not as familiar with the village's transactions, the financial statements may be misstated and the footnotes may not contain all of the required disclosures. In addition, the financial statements are not available to the village until they have been drafted by the auditors.

Recommendation: The village should consider whether preparation of financial statements by village staff is cost effective. The 2019 audit entries should be reviewed to determine whether similar entries can be posted by village staff prior to the audit in the future.

Views of Responsible Officials: Because of its size, the village does not feel it is cost effective to hire an employee(s) with the experience and technical training to prepare its financial statements. The village is, however, willing to assist with the preparation and will continue to work to gain experience in this area.

FINDING 2019-002: INTERNAL CONTROL ENVIRONMENT

Criteria: A system of internal controls should be in place to achieve a higher level of reliability that errors or irregularities in your processes would be discovered by your staff.

Condition: There is a lack of controls over accounts payable/disbursements, payroll, utility billing and collection, and monthly and year-end accounting. There is a general lack of segregation of duties over these areas.

***Cause*:** The village has not assigned duties to have the appropriate controls in place.

Effect: Because of the lack of internal controls, it is less likely that errors or irregularities would be discovered internally and your accounting records may be misstated.

Recommendation: Management and the village Board should consider whether additional compensating controls are feasible. In the absence of hiring additional staff, management and the village Board should rely more heavily on their direct knowledge of the village's operations and regular contact with staff to control and safeguard assets.

FINANCIAL STATEMENT FINDINGS REQUIRED TO BE REPORTED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS* (cont.)

2019-002: INTERNAL CONTROL ENVIRONMENT (cont.)

Views of Responsible Officials: The village is aware of our lack of controls over accounts payable/ disbursements, payroll, utility billing and collection, and monthly and year-end accounting. Because of our size, we do not feel it is cost effective to hire the number of employees needed to cure these internal control deficiencies. Despite these areas of lack of controls, measures continue to be taken in order to increase checks and balances by having other staff handle components of the payroll and utility collection, as well as close inspection and monitoring of monthly and year-end accounting.

D. Consideration and Possible Action with regard to Hiring a Full Time Officer to fill a vacant position.

Should the Board choose to proceed.

RECOMMENDED ACTION

Staff recommends a motion by the Board to approve the hire of _____ as a Full Time Village Police Officer, to start December 01, 2020.

POLICE OFFICER
Date of Description: March 1, 2012

Department: Police Department

Work Hours:
Full-time: 40 hour week. Regular work week consists of four (4) ten (10) hour shifts. Overtime beyond the scheduled shift may be required with no advance notice. Additional overtime shifts may be scheduled when required to maintain appropriate law enforcement coverage.
Part-time: work week varies. Normal shift is 8 hours. Work beyond the scheduled shift may be required with no advance notice. Shorter shifts may be required to support police presence at special events.

Summary: Provide operational policing services to the community by protecting life and property, preserving peace and safety, preventing crime and upholding law in a manner which has regard for the public good and rights of individuals.

Organizational relationships: Reports to the Police Chief

Primary Duties and Responsibilities:

- Provide law enforcement and public safety services to Village residents, business owners, and guests as well as those entitled to such services by inter-governmental agreements; always bearing in mind the governing principal that police officers are servants of the people;
- Maintain operational safety under varying work conditions and in diverse locations; and adhere to guidelines relating to uniform and safe practices for the use and maintenance of police equipment;
- Undertake operational patrols, respond to situations to enforce laws and/or maintain public order, exercise police powers, investigate incidents or offenses, and prepare and present evidence in a judicial or quasi-judicial setting;
- Provide the public with service and support, utilize problem-solving techniques and adapt communication strategies to meet citizen needs;
- Stay abreast of current affairs;
- Foster a positive organizational image in the community;
- Manage a wide range of persons who are placed in care, detained in custody or require assistance pending the arrival of qualified personnel. Utilize appropriate communication, practical and physical skills in order to protect persons from harm or further casualty and to deal with uncooperative/aggressive people;
- Perform duties in a professional and ethical manner, participate in teamwork, maintain and develop ongoing personal performance standards and competence, manage personal work priorities, assist and support other personnel, and maintain physical and emotional health;

- Lawfully drive police vehicles safely in varying road, terrain and operational conditions, including the systematic, safe and efficient control of all vehicle functions, and effective management of hazardous situations;
- Perform administrative duties in support of operational responsibilities; prepare forms, correspondence and reports, and enter information into a variety of data systems;
- Operate Police Computer and Communication devices and systems;

General Requirements:

- US Citizen who is at least 21 at time of hiring;
- Completion of at least 60 college semester hours is mandatory;
- Bachelor's Degree in Criminal Justice or similar major is desired;
- Ability to possess and carry a firearm under Wisconsin law;
- No felony convictions or domestic abuse convictions;
- Must be available to work weekends, nights, and holidays.

Certificates, Licenses, Registrations:

- Valid WI Driver's License.
- Loss or suspension of license is grounds for immediate termination;
- Eligible for Wisconsin Law Enforcement Standards Board Certification.

Physical Demands:

Incumbent must be in good physical condition. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job:

- The employee is regularly required to sit; use hands to finger, handle, or feel and talk or hear;
- The employee is frequently required to stand; walk and reach with hands and arms;
- The employee is occasionally required to stoop, kneel, crouch, or crawl;
- The employee must occasionally lift and/or move up to 50 pounds;
- Vision must be correctable to 20/20. Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Other Skills and Abilities:

- Demonstrated high level of personal integrity, emotional stability and professionalism;
- Ability and willingness to acquire sound knowledge of laws, regulations, policies and procedures relating to the duties of a police officer;

- Ability to maintain effective working relationships with colleagues and members of the broader community, and respond to direction and instructions when necessary;
- Ability to work in a high stress environment without close and immediate supervision;
- Ability to make independent judgments which have moderate impacts on the organization;
- Ability to protect confidentiality and right to privacy of citizens, victims, and criminals;
- Demonstrates effective oral and written communication skills and ability to negotiate and resolve conflict under different situations.

E. Consideration and Possible Action with regard to Section 6.06 of the Village Personnel Manual; Sick Leave Policy.

Should the Board choose to proceed / Following Closed Session.

RECOMMENDED ACTION

Staff recommends a motion by the Board to approve / deny the proposed change to Section 6.06 of the Village Personnel Manual; Sick Leave Policy, effective November 23, 2020.

Village of Turtle Lake

SICK LEAVE POLICY

The purpose of the Village of Turtle Lake's Sick Leave Policy is the practice of defining the accumulation and use of sick leave benefits for Village Staff.

6.06 SICK LEAVE

All full-time Village employee shall earn sick leave at the rate of one (1) day or eight (8) hours per calendar month. A maximum of one hundred-twenty (120) days or nine hundred-sixty (960) hours of paid sick leave shall be accumulated for all full-time employees, after which, any additional days will be forfeited. All sick leave will be paid at the employee's usual level of pay and must be taken in time increments of not less than one (1) hour.

All requests must be submitted to the employee's immediate supervisor prior to the employee leaving the workplace due to illness, and must be provided to the Village Clerk-Treasurer in writing prior to end of each pay period in order to process the payroll accordingly.

Any employee requesting more than three (3) consecutive workdays of paid sick leave must submit their request in writing to the Department Head, and may be required to submit medical documentation justifying the absence.

Sick leave with pay shall be granted to all full-time employees for the following reasons:

- Personal illness or physical incapacity resulting from causes beyond the control of the employee.
- Enforced quarantine of the employee in accordance with community health regulations.
- Medical appointments such as dentist, physician, therapist, etc.
- Illness of an immediate family member, requiring the employee's presence.

Sick leave without pay may be granted by the Department Head, for those employees who have no accrued sick leave, but who are suffering from a significant illness or health condition.

At time of separation from Village employment, all full-time employees shall be compensated for their unused sick time at a rate of one (1) hour for every two (2) hours earned, which may be used for payment of continued health or medical insurance premiums (COBRA).

GRANTED SICK LEAVE PROVISION: An employee may grant accumulated sick leave to another employee under the following conditions:

- The employee granting sick leave will do so anonymously on an absence leave form through the Village Clerk/Treasurer.
- The employee granting sick leave will have a minimum of thirty (30) days or two hundred-forty (240) hours earned leave after donation. Donations are final and will not be returned to the donor.
- An employee may not grant more than ten (10) days or eighty (80) hours per year.

POLICY HISTORY

Board Approved: November 23, 2020
Effective: November 23, 2020
Amended:

- Recipient must have exhausted all vacation, sick, personal, and holiday leave, before receiving donated leave.
- Recipient or immediate family member must be suffering from catastrophic illness or injury that requires sick leave in excess of ten (10) days or eighty (80) hours per year.

VILLAGE HSA CONTRIBUTION: The Village recognizes that many employees are healthy and regularly max-out, or forfeit their sick-leave benefits of nine hundred-sixty (960) hours. To reward healthy behavior, an employee may trade accumulated sick leave in return for a Village contribution to the employee's Health Savings Account (HSA).

The employee may trade accumulated sick leave for an HSA contribution under the following conditions:

- The employee must request through the Village Clerk/Treasurer.
- The employee shall be compensated for their unused sick time at a rate of one (1) hour for every two (2) hours earned.
- The employee trading sick leave will have a minimum of thirty (30) days or two hundred-forty (240) hours earned leave after trade. Trades are final.
- An employee may not trade more than ten (10) days or eighty (80) hours per calendar year.
- Employees may request a trade in January, 2021 which utilizes 2020 accumulated sick leave.
- Employee may not exceed the maximum allowable yearly contribution as defined by the HSA.

POLICY HISTORY

Board Approved: November 23, 2020
Effective: November 23, 2020
Amended:

F. Consideration and Possible Action with regard to Section 6.07 of the Village Personnel Manual; Vacation Leave Policy.

Should the Board choose to proceed / Following Closed Session.

RECOMMENDED ACTION

Staff recommends a motion by the Board to approve / deny the proposed change to Section 6.07 of the Village Personnel Manual; Vacation Leave Policy, effective November 23, 2020.

Village of Turtle Lake

VACATION LEAVE POLICY

The purpose of the Village of Turtle Lake's Vacation Leave Policy is the practice of defining the accumulation and use of vacation leave benefits for Village Staff.

6.07 VACATION LEAVE

All full-time Village employees shall accumulate annual vacation leave on the anniversary date of the employee and according to the following schedule:

Upon completion of one (1) full year ..... 40 hours

2-7 years ..... 80 hours

8-14 years ..... 120 hours

15 years ..... 160 hours

All regular full-time employees also receive two (2) Personal Days of paid leave in addition to the above-mentioned earned vacation on an annual basis.

Department Managers shall receive two (2) Personal Days of paid leave, for a total of four (4) days annually, in recognition of a past agreement to forego an annual cost-of-living or other form of raise.

All requests for vacation leave must be in writing and submitted to the Department Head for approval, except that Department Head requests are approved by the Village Administrator. All requests for more than three (3) consecutive days of vacation leave must be submitted at least two (2) weeks in advance, except in the case of an emergency. All other vacation requests must be submitted at least forty-eight (48) hours in advance to allow for necessary scheduling adjustments.

Vacation requests of more than one week shall receive preference and all vacation requests shall be considered on a first come, first served basis. If two or more employees request the same vacation day at the same time, the Department Head shall use his or her discretion in making the decision as to who receives the time off, keeping in mind past vacation requests, work habits, etc.

Each employee, upon retirement, dismissal or voluntary separation from the Village shall be paid for all unused accumulated vacation leave at their regular wage rate. Upon the death of any employee, their estate shall be paid for their unused accumulated vacation leave.

~~Any earned vacation hours not taken will not be carried over into a new year and will be forfeited. [Or will be paid out at the employee's regular rate of payment at the end of the year.] There will be NO exception to this rule.~~

POLICY HISTORY

Board Approved: November 23, 2020
Effective: November 23, 2020
Amended:

Subject to the approval of the immediate supervisor, each employee may be allowed to carry over up to eighty (80) hours of unused earned vacation leave from one year to the next, due to extenuating circumstances. Forty (40) of those hours must be used within the first three (3) months of the new year.

Additionally, at the end of the year, an employee may opt to have the Village pay out a lump sum of 40.0 hours at their regular rate of pay (less taxes), or the employee may request that the Village contribute an amount equal to 40.0 hours of their regular pay to the Village approved Health Savings Account.*

- Employees with greater than 40.0 hours of vacation may request an emergency payout during the year as necessary. If the Village Administrator does not approve the request, the employee may take their request to the Personnel Committee, who will have the final say.
- The first Village contribution to the Health Saving Account may be made in January, 2021, for any unused leave from 2020. Thereafter, contributions will be made at the end of each year.
- The employee may not exceed to maximum annual contribution, as defined by the HSA.

POLICY HISTORY

Board Approved: November 23, 2020
Effective: November 23, 2020
Amended:

G. Consideration and Possible Action with regard to Section 7.01 of the Village Personnel Manual; Wages and Benefits: Overtime Pay.

Should the Board choose to proceed / Following Closed Session.

RECOMMENDED ACTION

Staff recommends a motion by the Board to approve / deny the proposed change to Section 7.01 of the Village Personnel Manual; Overtime Pay, effective November 23, 2020.

Village of Turtle Lake

OVERTIME PAY POLICY

The purpose of the Village of Turtle Lake's Wages and Salaries Policy is the practice of defining the wage and salary benefits, such as overtime pay for Village Staff.

7.01 WAGES AND SALARIES

OVERTIME PAY

The Village discourages overtime work unless it is necessary to maintain necessary Village services, as determined by the Department Head.

Overtime will consist of authorized time worked by a non-exempt employee in excess of forty (40) hours during his/her regular work week as provided for in the Fair Labor Standards Act. Any regular non-exempt employee working overtime shall be awarded monetary compensation at one and one-half (1 ½) times their normal hourly wage, or compensatory time-off equivalent to one and one-half (1 ½) times the overtime hours worked.

Premium pay hours (the extra hours of pay due to the "1/2" of the 1-1/2 overtime and compensatory time) shall not be considered hours worked for the purpose of calculating overtime...i.e. there shall be no overtime earned on top of overtime. Vacation Leave will not be used in determining overtime, as overtime accumulates based on "actual hours worked". Exception: There is no penalty for taking "Sick Time" in an overtime week.

The Village Board recognizes that during certain situations Exempt Staff are asked to go over and above with regard to hours worked. This is not an instance where Exempt Staff needs to work an extra-long day, but when they have to give up vacation time or scheduled leave due to staff shortages. The Village Board believes it is only fair to provide additional compensation to Exempt Staff during those situations.

In instances where an Exempt Employee has documented extra time worked, they shall submit a request to the Village Administrator for additional pay. Should the Exempt Employee and Village Administrator not reach an agreement, the Exempt Employee shall present his / her request to the Personnel Committee, who shall have the final determination.

POLICY HISTORY

Board Approved: November 23, 2020
Effective: November 23, 2020
Amended:

H. Consideration and Possible Action with regard to Section 7.01 of the Village Personnel Manual; Wages and Benefits: Compensatory Time-Off.

Should the Board choose to proceed / Following Closed Session.

RECOMMENDED ACTION

Staff recommends a motion by the Board to approve / deny the proposed change to Section 7.01 of the Village Personnel Manual; Compensatory Time-Off, effective November 23, 2020.

Village of Turtle Lake

COMPENSATORY TIME-OFF POLICY

The purpose of the Village of Turtle Lake's Wages and Salaries Policy is the practice of defining the wage and salary benefits, such as compensatory time-off for Village Staff.

7.01 WAGES AND SALARIES

COMPENSATORY TIME-OFF

Any regular non-exempt employee who chooses to accept compensatory time in lieu of cash payment for overtime worked shall be compensated at a rate of 1 ½ times their regular hourly rate of pay in the form of time off from work. The employee may have one hundred-twenty (120) hours of compensatory time on the books at any one time and no more than one hundred-twenty (120) hours of compensatory time can be carried into the succeeding calendar year. Once the employee attains a ceiling of one hundred-twenty (120) hours of compensatory time, all overtime worked must be taken in cash compensation. An employee's separation date may be extended to allow the employee to use any accrued compensatory time or the employee will be paid out in cash, with any appropriate WRS accounting adjustments.

POLICY HISTORY

Board Approved: November 23, 2020
Effective: November 23, 2020
Amended:

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

	Oct-20		
ARRESTS	16	K-9 DRUG SEARCH	0
TRAFFIC CITATIONS	61	K-9 PERSON SEARCH	0
MUNICIPAL CITATIONS	12	K-9 DRUG ARREST	0
PARKING TICKETS	0	K-9 PROPERTY SEARCH	0
ACCIDENTS	7	K-9 MUTUAL AID ASSIST	0
ALL WARNINGS	51	K-9 CALL OUT	0
REPORTED THEFTS	7		
REPORTED VANDALISM	0		
DISORDERLY CONDUCT	9		
DOMESTICS	2		
JUVENILE CONTACT	11		
RESPONSES TO THE CASINO	30		
RESPONSES TO THE SCHOOL	4		
ANIMAL COMPLAINTS	10		
OTHER COMPLAINTS	5		
BARRON CO. ASSISTS	2		
POLK CO. ASSISTS	4		
OTHER AGENCY ASSISTS	5		
MEDICALS	13		
ALL OTHER RESPONSES	169		

		2017	2016		2014	2013
SQUAD MILES		59,788	45,689		94,566	104,700
TOTAL MILES	3,840	414	0		1,616	1,810