



CITY OF REEDSBURG
134 South Locust Street, PO Box 490
Reedsburg, WI 53959
PH. 608-524-6404 FAX. 608-524-8458
www.reedsburgwi.gov

COMMON COUNCIL AGENDA
June 9, 2025
REEDSBURG CITY HALL COUNCIL CHAMBERS
5:30 PM

DUE TO THE RESTRICTIONS CAUSED BY THE COVID-19 PANDEMIC, SOME VOTING MEMBERS MAY BE PRESENT VIA TELECONFERENCE OR VIDEO CONFERENCE, AS PROVIDED BY THE RECOMMENDATIONS OF THE WISCONSIN DEPARTMENT OF JUSTICE. [HTTPS://WWW.DOJ.STATE.WI.US/NEWS-RELEASES/OFFICE-OPEN-GOVERNMENT-ADVISORY-CORONAVIRUS-DISEASE-2019-COVID-19-AND-OPEN-MEETINGS](https://www.doj.state.wi.us/news-releases/office-open-government-advisory-coronavirus-disease-2019-covid-19-and-open-meetings)

CALL TO ORDER:

ROLL CALL:

PLEDGE OF ALLEGIANCE:

THE COUNCIL WILL RECEIVE INFORMATION ON NON-AGENDA TOPICS BROUGHT BEFORE THE COUNCIL BY MEMBERS OF THE PUBLIC. THE COUNCIL WILL NOT DISCUSS THESE TOPICS, AND WILL NOT TAKE ACTION ON ANY OF THEM AT THIS MEETING.

I. CONSENT AGENDA (ONE MOTION APPROVES ALL ITEMS):

1. Approve Meeting Minutes from May 12, 2025 Common Council Meeting.
2. Receive May Monthly Payments Report.
3. Receive May Monthly Building Permit Report.
4. Receive May Ambulance Report.
5. Approve Public Entertainment/Carnival License for Mr. Eds Magical Midway Carnival for 5 days During 2025 Butterfest.
6. Approve 2025-2026 Alcohol and Cigarette Licenses.
7. Approve Holiday Inn Express & Suites Alcohol Beverage License Application Agent Change to Emma Webb.
8. Approve The Library Grille Alcohol Beverage License.
9. Approve the City of Reedsburg Emergency Operations Plan - Amended April 2025.

II. GENERAL BUSINESS:

1. Approve/Deny: Webb Fund Application for the American Legion Post 350 (Jesse Arias) for Restoring the Cannon Memorial in Webb Park - Phase 2 - Budget \$100,000 to Paint and Place Cannon at Memorial and Install New Granite Benches, Obelisks, and Stone. Amount Requested: \$25,000.00.

III. RECOMMENDATIONS FROM BOARDS, COMMITTEES AND COMMISSIONS:

1. Recommendation from Public Works Committee - Approve/Deny: Resolution 4579-25 Compliance Maintenance Annual Report - Wastewater Treatment Plant.



The City of Reedsburg does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings and programs are available by calling (608) 524-6404. To be able to meet the needs of a request for a different format contact the City Clerk-Treasurer at 134 S. Locust Street, Reedsburg, WI at least 48 hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

IV. COMMISSION, COMMITTEE, BOARD AND STAFF REPORTS:

1. Committees: Historic Preservation, Personnel Committee, CDA, Public Works, Plan Commission, Library Board (any other committees or commissions with reports).

V. OFFICE OF THE MAYOR:

VI. ADJOURN:



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City of Reedsburg
Meeting of the Common Council
May 12, 2025

Present: Mayor Dave Estes, Alderpersons Dave Moon, Jason Schulte, John Deitrich, Phil Peterson, Jake Kummer, Aaron Bauer, and Tim Becker.
Absent: Alderpersons Sonny Hyde and Missy Frenz.
Others Present: City Administrator Max Buckner, Public Works Director Steve Zibell, Finance Director/Clerk-Treasurer Jacob Crosetto, Police Chief Patrick Cummings, Parks and Recreation Director Matt Scott, Building Inspector/Zoning Administrator Brian Duvalle, Library Director Sue Ann Kucher, and City Attorney Joe Hasler.

Mayor Dave Estes called the regular meeting of the Common Council to order at 5:30 p.m. in the Common Council Chambers.

Approve Consent Agenda: consisting of the approval of the minutes from the Council meetings held on April 15 and 28, 2025; the April 2025 Monthly Payments Report; the April 2025 Monthly Building Permit Report; the April 2025 Ambulance Activity Report; and approval of the cancelation of the Common Council meeting scheduled for May 26, 2025 for the Memorial Day holiday.

Motion: Becker, Second: Schulte to approve the consent agenda. Motion carried 7-0.

GENERAL BUSINESS:

- A. Approve/Deny: Julie Wytenbach Claim for \$4,500.00 For Damages After Falling on Sidewalk.
 - a. **Motion: Becker, Second: Moon to approve denying the claim in full per recommendation of the City's insurance company, CVMIC. Motion carried 7-0.**

Motion: Deitrich, Second: Becker to enter Closed Session per section 19.85(1)(e) of the Wisconsin statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Motion carried 7-0. Time: 5:36 p.m.

Motion: Becker, Second: Deitrich to exit Closed Session.

Motion carried 7-0. Time: 5:52 p.m.

Motion: Deitrich, Second: Becker to adjourn.

Motion carried 7-0. The meeting adjourned at 5:53 p.m.

Respectfully submitted,

Jacob Crosetto
Finance Director/City Clerk-Treasurer

Vendor No	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-131630 A/R UTILITY (VISION PREMIUMS)							
262196	AMERITAS LIFE INSURANCE C	010-40272-000	VISION PREMIUMS RUC	05/06/2025	320.24	320.24	05/15/2025
Total 10-131630 A/R UTILITY (VISION PREMIUMS):					320.24	320.24	
10-131650 A/R UTILITY (DENTAL PREMIUMS)							
262196	AMERITAS LIFE INSURANCE C	010-40272-000	DENTAL PREMIUMS	05/06/2025	4,698.48	4,698.48	05/15/2025
262196	AMERITAS LIFE INSURANCE C	010-40272-000	RUC DENTAL PREMIUMS	05/06/2025	3,470.32	3,470.32	05/15/2025
Total 10-131650 A/R UTILITY (DENTAL PREMIUMS):					8,168.80	8,168.80	
10-131660 A/R UTILITY (METLIFE PREMIUMS)							
130652	METLIFE SBC	km05735175-0	LIFE INS - RUC	04/16/2025	49.04	49.04	05/01/2025
130652	METLIFE SBC	KM05735175-0	LIFE INS - RUC	05/29/2025	49.04	49.04	05/29/2025
Total 10-131660 A/R UTILITY (METLIFE PREMIUMS):					98.08	98.08	
10-213610 UNION DUES DEDUCTIONS							
231168	WPPA	WPPA-0525	POLICE OFFICERS UNION DUES	05/07/2025	639.80	639.80	05/15/2025
Total 10-213610 UNION DUES DEDUCTIONS:					639.80	639.80	
10-213810 DEFERRED COMPENSATION							
263283	NORTH SHORE BANK FSB	DeferredComp	ANITA YOUNG TA MOD, JON PETERS	04/23/2025	150.00	150.00	05/15/2025
263283	NORTH SHORE BANK FSB	DeferredComp	DEFERRED COMP	05/07/2025	150.00	150.00	05/15/2025
263283	NORTH SHORE BANK FSB	DeferredComp	DEFERRED COMP	05/21/2025	150.00	150.00	05/29/2025
Total 10-213810 DEFERRED COMPENSATION:					450.00	450.00	
10-213915 VISION PREMIUMS							
262196	AMERITAS LIFE INSURANCE C	010-40272-000	VISION PREMIUMS	05/06/2025	541.84	541.84	05/15/2025
Total 10-213915 VISION PREMIUMS:					541.84	541.84	
10-213935 METLIFE PREMIUMS							
130652	METLIFE SBC	km05735175-0	CITY EMPLOYEE METLIFE PREMIUMS	04/16/2025	260.40	260.40	05/01/2025
130652	METLIFE SBC	KM05735175-0	CITY EMPLOYEE METLIFE PREMIUMS	05/29/2025	260.40	260.40	05/29/2025
Total 10-213935 METLIFE PREMIUMS:					520.80	520.80	
10-213955 SECURIAN ACC. PREMIUMS							
130675	SECURIAN FINANCIAL GROUP I	002832L-0625	GROUP LIFE PLAN - JUNE 2025	05/08/2025	2,235.99	2,235.99	05/15/2025
130675	SECURIAN FINANCIAL GROUP I	76038-0525	APRIL PREMIUMS	05/01/2025	154.50	154.50	05/15/2025
Total 10-213955 SECURIAN ACC. PREMIUMS:					2,390.49	2,390.49	
10-213965 LIBERTY NATIONAL PREMIUMS							
263911	GLOBAL LIFE LIBERTY NATION	28826-0525	LIBERTY LIFE NATIONAL PREMIUMS	04/21/2025	4,922.87	4,922.87	05/01/2025
Total 10-213965 LIBERTY NATIONAL PREMIUMS:					4,922.87	4,922.87	
10-217620 MOBILE HOME TAXES-SCHOOL							
190962	SCHOOL DIST OF REEDSBURG	MH0425	2025 MOBILE HOME TAXES	05/14/2025	3,688.05	3,688.05	05/15/2025

Vendor No	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10-217620 MOBILE HOME TAXES-SCHOOL:					3,688.05	3,688.05	
10-435100 BUILDING PERMITS							
264207	KMD DEVELOPMENT LLC	KMD052825	PERMIT OVERPAY	05/29/2025	36.00	36.00	05/29/2025
Total 10-435100 BUILDING PERMITS:					36.00	36.00	
10-435575 PARADE/SPECIAL EVENT PERMITS							
264056	SAUK COUNTY HUMAN SERVIC	DepositRACA0	REFUND OF SPECIAL EVENTS PERMIT	05/03/2025	100.00	100.00	05/15/2025
Total 10-435575 PARADE/SPECIAL EVENT PERMITS:					100.00	100.00	
10-446235 SWIMMING LESSONS							
264589	UPHAM WOODS	UW051425	LESSON REFUND	05/14/2025	75.00	75.00	05/15/2025
Total 10-446235 SWIMMING LESSONS:					75.00	75.00	
10-511100-03 COUNCIL - OPERATING							
261605	COUNTRY CHARM	1357	FUNERAL PLANT - MEYER	04/28/2025	72.50	72.50	05/15/2025
Total 10-511100-03 COUNCIL - OPERATING:					72.50	72.50	
10-513500-03 ADMINISTRATOR - OPERATING							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	DEVELOPMENT LUNCHES	05/19/2025	105.77	105.77	05/20/2025
Total 10-513500-03 ADMINISTRATOR - OPERATING:					105.77	105.77	
10-514110-03 LEGISLATIVE SUPPORT-OPERATING							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	ELECTION MEALS	05/19/2025	464.97	464.97	05/20/2025
262839	JACOB CROSETTO	CrosettoMileag	64.4 MILES ELECTION EQUIPMENT @\$0.70/MI	04/29/2025	45.08	45.08	05/01/2025
110551	KRUEGER OFFICE SUPPLIES	96762	2X8 NAMEPLATES	04/17/2025	43.50	43.50	05/01/2025
221075	VIKING VILLAGE INC	152300-0425	ELECTION MEALS	04/30/2025	74.66	74.66	05/15/2025
Total 10-514110-03 LEGISLATIVE SUPPORT-OPERATING:					628.21	628.21	
10-514135-03 COMMERCIAL INSPECTIONS & SEALS							
261657	JAMES O. SANDBERG SR	JS050125	INSPECTION	05/01/2025	35.00	35.00	05/15/2025
261657	JAMES O. SANDBERG SR	JS050925	INSPECTION	05/09/2025	35.00	35.00	05/15/2025
261657	JAMES O. SANDBERG SR	JS051425	INSPECTION	05/14/2025	35.00	35.00	05/29/2025
261657	JAMES O. SANDBERG SR	JS051625	INSPECTION	05/16/2025	35.00	35.00	05/29/2025
261310	TOP TIER LLC	10343	PLUMBING INSPECTION	05/22/2025	150.00	150.00	05/29/2025
261310	TOP TIER LLC	13046	PLUMBING INSPECTION	05/14/2025	150.00	150.00	05/15/2025
Total 10-514135-03 COMMERCIAL INSPECTIONS & SEALS:					440.00	440.00	
10-514240-03 TRAINING							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	MAX - CLE TRAINING	05/19/2025	508.00	508.00	05/20/2025
262839	JACOB CROSETTO	CrosettoMileag	238 MILES MTAW @\$0.70/MI	04/29/2025	166.60	166.60	05/01/2025
Total 10-514240-03 TRAINING:					674.60	674.60	
10-514250-03 TECHNOLOGY							
261208	BAYCOM INC	53235	BAYCOM SERVICE	01/15/2025	1,657.00	1,657.00	05/29/2025
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	GRAPHICS SUBSCRIPTION	05/19/2025	30.00	30.00	05/20/2025
264312	JOHNSON BLOCK & COMPANY	527463	IT CITYHALL/POLICE	04/29/2025	7,602.98	7,602.98	05/15/2025
264312	JOHNSON BLOCK & COMPANY	527858	IT CITYHALL/POLICE	05/20/2025	20,225.00	20,225.00	05/29/2025

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264312	JOHNSON BLOCK & COMPANY	527903	IT CITYHALL/POLICE	05/29/2025	7,624.98	7,624.98	05/29/2025
180905	REEDSBURG UTILITY	3549	PHONE	05/21/2025	230.89	230.89	05/29/2025
262628	RHYME BUSINESS PRODUCTS	39044161	COPIER MACHINES	04/21/2025	172.00	172.00	05/01/2025
262628	RHYME BUSINESS PRODUCTS	39188853	COPIER MACHINES	05/08/2025	937.57	937.57	05/15/2025
262628	RHYME BUSINESS PRODUCTS	39281727	COPIER MACHINES	05/22/2025	172.00	172.00	05/29/2025
211058	US CELLULAR	721982369	CELL PHONES-SHOP	04/08/2025	264.22	264.22	05/15/2025
211058	US CELLULAR	728556553	CELL PHONES-SHOP	05/08/2025	264.22	264.22	05/29/2025
211058	US CELLULAR	728556553	CELL PHONE	05/08/2025	17.46	17.46	05/29/2025
Total 10-514250-03 TECHNOLOGY:					39,198.32	39,198.32	
10-515110-03 GENERAL MANAGEMENT - OPERATING							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	OFFICE SUPPLIES	05/19/2025	309.72	309.72	05/20/2025
40295	DOROWS SEPTIC SERVICE	297738	PORTABLE TOILET RENTAL - FARMERS MARKET	05/01/2025	280.00	280.00	05/15/2025
263033	TURNER WATERCARE	50825	WATER SERVICE	05/08/2025	18.00	18.00	05/15/2025
261445	U.S.POSTAL SERVICE	POBox2025	ANNUAL POST OFFICE BOX FEE - CITY HALL	05/08/2025	562.00	562.00	05/15/2025
Total 10-515110-03 GENERAL MANAGEMENT - OPERATING:					1,169.72	1,169.72	
10-515123-03 RESTITUTION FEES - COURT							
262336	JAMS 2	Restitution0425	RESTITUTION	04/30/2025	3.36	3.36	05/07/2025
Total 10-515123-03 RESTITUTION FEES - COURT:					3.36	3.36	
10-515200-03 ASSESSMENT OF PROPERTY							
10046	ASSOCIATED APPRAISAL INC.	180164	ASSESSOR SERVICES	05/01/2025	5,706.60	5,706.60	05/01/2025
10046	ASSOCIATED APPRAISAL INC.	180667	ASSESSOR SERVICES - JUNE	05/27/2025	5,706.60	5,706.60	05/29/2025
Total 10-515200-03 ASSESSMENT OF PROPERTY:					11,413.20	11,413.20	
10-515700-03 INDEPENDENT AUDITING							
20072	BAKER TILLY US, LLP	BT3161752	PROFESSIONAL SERCICES-AUDIT: CITY FUNDS	04/29/2025	10,611.00	10,611.00	05/15/2025
Total 10-515700-03 INDEPENDENT AUDITING:					10,611.00	10,611.00	
10-516110-03 COUNSEL							
20138	BOARDMAN & CLARK LLP	300402	2025.04.18 - BOARDMAN CLARK INVOICE	04/18/2025	1,220.00	1,220.00	05/01/2025
264558	MILLER, SPANKOWSKI & WALDI	27257	CITY ATTORNEY FEES - 05.2025	05/12/2025	1,660.00	1,660.00	05/15/2025
Total 10-516110-03 COUNSEL:					2,880.00	2,880.00	
10-516120-03 COUNSEL - PD							
264543	WIRTH + BAYNARD	346	2025.02 - WIRTH BAYNARD INVOICE	02/21/2025	1,760.00	1,760.00	05/01/2025
264543	WIRTH + BAYNARD	398	2025.04 - WIRTH BAYNARD INVOICE	04/17/2025	2,537.00	2,537.00	05/01/2025
264543	WIRTH + BAYNARD	431	2025.05 - WIRTH BAYNARD INVOICE	05/15/2025	3,023.00	3,023.00	05/29/2025
Total 10-516120-03 COUNSEL - PD:					7,320.00	7,320.00	
10-517100-03 MAINT OF BUILDINGS - OPERATING							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	SHOP SUPPLIES	05/19/2025	519.39	519.39	05/20/2025
264189	BUREAU VERITAS NATIONAL E	RI25010623	ROUTINE INSPECTION AT PD	04/28/2025	90.75	90.75	05/15/2025
264006	CAPITAL LOCK INC	110215	SERVICE CALL, REKEY LOCK, CUT KEYS, GMS MORTISE CYL	04/21/2025	359.00	359.00	05/01/2025
264006	CAPITAL LOCK INC	110307	DOOR LOCKS PD	04/25/2025	920.50	920.50	05/01/2025
261595	COUNTRY OVERHEAD DOOR S	CODS031225	GARAGE DOORS FIRE	03/12/2025	2,165.00	2,165.00	05/01/2025

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264388	KRUS FIRE AND SECURITY LLC	40331	ANNUAL FIRE ALARM TEST	04/21/2025	250.00	250.00	05/01/2025
262281	KURT SCHLIEKAU	25-3067	HVAC LANDS END BUILDING	02/25/2025	294.08	294.08	05/07/2025
261269	LENNY'S HEATING & AIR CONDI	LHAC051225	HVAC LIBRARY	05/12/2025	3,525.00	3,525.00	05/15/2025
262154	LONG LIFE ROOFING CO.	10435	POLICE ROOF REPAIR	05/12/2025	1,086.40	1,086.40	05/29/2025
262154	LONG LIFE ROOFING CO.	10436	OLD LIBRARY ROOF REPAIR	05/12/2025	987.80	987.80	05/29/2025
130648	MENARDS BARABOO	70463	CITY HALL SUPPLIES	03/21/2025	73.80	73.80	05/01/2025
180890	REEDSBURG TRUE VALUE	800027-0425	SUPPLIES	04/25/2025	48.99	48.99	05/15/2025
180890	REEDSBURG TRUE VALUE	800027-0525	SUPPLIES	05/25/2025	181.29	181.29	05/29/2025
190957	SCHILLING PAPER COMPANY	1005184-00	PAPER TOWELS	05/08/2025	936.18	936.18	05/15/2025
261296	SCHINDLER ELEVATOR CORP.	8106919731	ELEVATOR INSPECTION - PD	05/27/2025	1,290.63	1,290.63	05/29/2025
261207	ZORN COMPRESSOR & EQUIP	453511-00	AIR COMPRESSOR FIRE	04/24/2025	6,900.00	6,900.00	05/01/2025
261207	ZORN COMPRESSOR & EQUIP	453894-00	AIR COMPRESSOR FIRE DEPARTMENT	04/09/2025	79.25	79.25	05/01/2025
Total 10-517100-03 MAINT OF BUILDINGS - OPERATING:					19,708.06	19,708.06	
10-517110-03 HALL-UTILITIES							
10024	ALLIANT ENERGY/WP&L	#00000525	GAS - PD	05/19/2025	37.39	37.39	05/29/2025
10024	ALLIANT ENERGY/WP&L	5379440000-0	GAS - PD	04/18/2025	449.92	449.92	05/01/2025
10024	ALLIANT ENERGY/WP&L	5379440000-0	GAS - PD	05/19/2025	197.05	197.05	05/29/2025
10024	ALLIANT ENERGY/WP&L	5586440478-0	GAS - SOUTH SCHOOL GYM	04/28/2025	573.16	573.16	05/15/2025
10024	ALLIANT ENERGY/WP&L	6030200000-0	GAS - CITY HALL	04/18/2025	312.32	312.32	05/01/2025
10024	ALLIANT ENERGY/WP&L	6030200000-0	GAS - CITY HALL	05/19/2025	89.04	89.04	05/29/2025
10024	ALLIANT ENERGY/WP&L	7755430000-0	GAS - PD	04/18/2025	115.55	115.55	05/01/2025
10024	ALLIANT ENERGY/WP&L	8543840000-0	GAS - FIRE	04/18/2025	548.16	548.16	05/01/2025
10024	ALLIANT ENERGY/WP&L	8543840000-0	GAS - FIRE	05/19/2025	187.41	187.41	05/29/2025
180905	REEDSBURG UTILITY	23095-0425	UTILITIES HALL	04/20/2025	857.12	857.12	05/01/2025
180905	REEDSBURG UTILITY	23095-0525	UTILITIES HALL	05/20/2025	857.12	857.12	05/29/2025
180905	REEDSBURG UTILITY	586583-0425	UTILITIES SOUTH SCHOOL	04/20/2025	81.07	81.07	05/01/2025
180905	REEDSBURG UTILITY	78-0425	UTILITIES FIRE	04/20/2025	249.62	249.62	05/01/2025
180905	REEDSBURG UTILITY	78-0525	UTILITIES FIRE	05/20/2025	249.62	249.62	05/29/2025
180905	REEDSBURG UTILITY	RUC 0425	UTILITIES HALL	04/23/2025	5,847.65	5,847.65	05/15/2025
Total 10-517110-03 HALL-UTILITIES:					10,652.20	10,652.20	
10-519500-03 WORKERS COMPENSATION							
262165	CITIES & VILLAGES MUTUAL IN	auditprem-Ree	WORKERS COMPENSATION - AUDITED	05/15/2025	28,542.00	28,542.00	05/29/2025
Total 10-519500-03 WORKERS COMPENSATION:					28,542.00	28,542.00	
10-521100-03 PD ADMINISTRATION - OPERATING							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	OFFICER TRAINING- PD	05/19/2025	1,029.00	1,029.00	05/20/2025
30172	CARQUEST OF REEDSBURG	5150-0425	SPEED SIGN BATTERY- PD	04/30/2025	156.95	156.95	05/15/2025
264500	COLLIN MOORE	CM050525	REIMBURSEMENT TO COLLIN MOORE- RETURN OF EQUIPMENT PD	05/05/2025	30.00	30.00	05/15/2025
262737	JOHN E REID & ASSOCIATES IN	OAAB50DA-00	INTERVIEW & INTERROGATION TECHNIQUE TRAINING - PD	04/16/2025	1,350.00	1,350.00	05/01/2025
264128	KWIK TRIP INC	00501352-042	GAS - PD	04/30/2025	2,859.68	2,859.68	05/07/2025
262289	QUEST DIAGNOSTICS	15074750	DRUG TEST- EMPLOYMENT- PD	04/25/2025	22.30	22.30	05/15/2025
40305	REEDSBURG CAR CARE	18391	OLF & TIRE ROTATION - PD SQUAD 35	04/17/2025	59.99	59.99	05/01/2025
40305	REEDSBURG CAR CARE	18412	OLF & TIRE ROTATION - PD IMPALA	04/18/2025	59.99	59.99	05/01/2025
40305	REEDSBURG CAR CARE	18850	OLF & TIRE ROTATION - PD SQUAD 38	05/14/2025	59.99	59.99	05/29/2025
40305	REEDSBURG CAR CARE	18981	OLF & TIRE ROTATION - PD SQUAD 36	05/22/2025	59.99	59.99	05/29/2025
191006	STANDARD INSURANCE CO	00 630950 000	DIABILITY INS - MAY	04/16/2025	1,184.29	1,184.29	05/01/2025
191006	STANDARD INSURANCE CO	630950 0001-0	DISABILITY INS - PD	05/19/2025	1,108.33	1,108.33	05/29/2025
263055	WISCONSIN CRISIS NEGOTIAT	042025-0113	CRISIS NEGOTIATORS				

Vendor No	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
261646	WORKSITE WELLNESS CENTE	3750	CONFERENCE - BEAUCHAINE - PD	04/23/2025	75.00	75.00	05/01/2025
			NEW HIRE MEDICAL TESTING- PD	05/13/2025	405.00	405.00	05/29/2025
Total 10-521100-03 PD ADMINISTRATION - OPERATING:					8,460.51	8,460.51	
10-521900-03 POLICE UNIFORM ALLOWANCE							
264590	BRENDON STELLING	BS051925	UNIFORM LAW ENFORCEMENT ACADEMY NEW HIRE- PD	05/19/2025	175.13	175.13	05/29/2025
Total 10-521900-03 POLICE UNIFORM ALLOWANCE:					175.13	175.13	
10-523100-03 FIRE ADMINISTRATION-OPERATING							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	FDIC TRAINING/LODGING/FOOD	05/19/2025	4,080.76	4,080.76	05/20/2025
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	GODADDY REFUND	05/19/2025	199.98-	199.98-	05/20/2025
30172	CARQUEST OF REEDSBURG	5151-0425	PARTS - FD	04/30/2025	234.01	234.01	05/15/2025
20120	CLOTHES CLINIC INC	870742	CLEAN MATS & TOWELS - FIRE	04/10/2025	29.29	29.29	05/01/2025
20120	CLOTHES CLINIC INC	873025	CLEAN MATS & TOWELS -FIRE	04/24/2025	28.80	28.80	05/15/2025
20120	CLOTHES CLINIC INC	876067	CLEAN MATS & TOWELS - FIRE	05/08/2025	30.74	30.74	05/15/2025
20120	CLOTHES CLINIC INC	878343	CLEAN MATS & TOWELS - FIRE	05/22/2025	30.25	30.25	05/29/2025
263995	ESO SOLUTIONS INC	ESO-168760	ER- FIRE PACKAGE	05/23/2025	1,473.60	1,473.60	05/29/2025
100520	JEFFERSON FIRE & SAFETY	IN325722	TOOL MOUNTING HARDWARE	04/07/2025	639.35	639.35	05/15/2025
110551	KRUEGER OFFICE SUPPLIES	96712	NAME PLATES	04/10/2025	18.15	18.15	05/01/2025
264128	KWIK TRIP INC	00501352-042	GAS - FIRE	04/30/2025	329.24	329.24	05/07/2025
264585	PENFLEX ACTUARIAL SERVICE	2025-162	ANNUAL SERVICE AWARD PROGRAM - FD	04/16/2025	1,522.00	1,522.00	05/15/2025
180890	REEDSBURG TRUE VALUE	800195-0425	SUPPLIES	04/25/2025	332.59	332.59	05/15/2025
263776	STEVEN DEMPSEY	SD-0525	HOT SPOT ON STEVE'S PHONE	05/01/2025	20.00	20.00	05/15/2025
Total 10-523100-03 FIRE ADMINISTRATION-OPERATING:					8,568.80	8,568.80	
10-523150-03 RURAL FIRE - OPERATING							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	RURAL FIRE IPAD	05/19/2025	961.44	961.44	05/20/2025
Total 10-523150-03 RURAL FIRE - OPERATING:					961.44	961.44	
10-523200-03 PUBLIC FIRE PROTECTION							
180905	REEDSBURG UTILITY	468929-0425	PUBLIC FIRE PROTECTION	04/23/2025	28,231.08	28,231.08	05/15/2025
Total 10-523200-03 PUBLIC FIRE PROTECTION:					28,231.08	28,231.08	
10-523300-03 POLICE & FIRE COMMISSION							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	PFC HANDBOOKS & MEETING	05/19/2025	60.00	60.00	05/20/2025
Total 10-523300-03 POLICE & FIRE COMMISSION:					60.00	60.00	
10-524100-03 BUILDING INSPECTION-OPERATING							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	WCOA MEMBERSHIP	05/19/2025	40.00	40.00	05/20/2025
60321	FEDDERLY CHRYSLER DODGE	35380	OIL CHANGE & FILTER 2017 RAM 1500	04/16/2025	59.09	59.09	05/15/2025
264128	KWIK TRIP INC	00501352-042	GAS - BUILDING INSPECTOR	04/30/2025	67.73	67.73	05/07/2025
Total 10-524100-03 BUILDING INSPECTION-OPERATING:					166.82	166.82	
10-525100-03 EMERGENCY GOVERNMENT							
180905	REEDSBURG UTILITY	3546	WEST SIDE SIREN ELECTRICAL REPAIR	05/20/2025	413.35	413.35	05/29/2025
180905	REEDSBURG UTILITY	RUC 0425	UTILITIES EMERGENCY	04/23/2025	47.90	47.90	05/15/2025

Vendor No	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10-525100-03 EMERGENCY GOVERNMENT:					461.25	461.25	
10-525600-01 COMMUNICATIONS - WAGES							
264575	ATTORNEY VYTAS P. SALNA	VS042325	GARNISHMENT - CARLSON	04/23/2025	346.20	346.20	05/01/2025
264575	ATTORNEY VYTAS P. SALNA	VS050725	GARNISHMENT - CARLSON	05/07/2025	87.05	87.05	05/15/2025
Total 10-525600-01 COMMUNICATIONS - WAGES:					433.25	433.25	
10-525600-03 COMMUNICATIONS - OPERATING							
263787	AT&T MOBILITY	287304672169	CELL PHONES & SQUAD AIRCARDS - PD	04/23/2025	836.50	836.50	05/15/2025
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	PD OFFICE EQUIPMENT	05/19/2025	25.50	25.50	05/20/2025
262164	LANGUAGE LINE SERVICE	11592515	INTERPRETATION OVER THE PHONE - PD	05/13/2025	208.42	208.42	05/15/2025
180905	REEDSBURG UTILITY	20369-0425	UTILITIES- PHONES, INTERNET - PD	04/20/2025	1,333.37	1,333.37	05/01/2025
180905	REEDSBURG UTILITY	20369-0525	PD PHONE, INTERNET SERVICE	05/20/2025	1,298.68	1,298.68	05/29/2025
Total 10-525600-03 COMMUNICATIONS - OPERATING:					3,702.47	3,702.47	
10-541100-03 FLEET, SHED, & MACH - OPS							
10011	AIRGAS	5515800351	CYL OXYGEN -SHOP	04/30/2025	58.60	58.60	05/15/2025
10024	ALLIANT ENERGY/WP&L	7380027668-0	GAS - CITY SHOP	04/18/2025	868.78	868.78	05/01/2025
10024	ALLIANT ENERGY/WP&L	7380027668-0	GAS - CITY SHOP	05/19/2025	246.58	246.58	05/29/2025
264380	BADGER TOOLS & SUPPLY LLC	190835	SHOP TOOLS	04/14/2025	198.00	198.00	05/01/2025
20066	BADGER WELDING SUPPLIES	3881837	OCYGEN / ACETYLENE	04/30/2025	12.00	12.00	05/15/2025
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	SHOP SUPPLIES	05/19/2025	340.44	340.44	05/20/2025
264417	BTU MANAGEMENT INC	I-25338-1	HVAC SHOP	05/20/2025	130.00	130.00	05/29/2025
30172	CARQUEST OF REEDSBURG	1600-0425	PARTS & SUPPLIES	04/30/2025	160.79	160.79	05/15/2025
30190	CHECKERED FLAG LLC	23219	STAFF SHIRTS	03/24/2025	418.00	418.00	05/01/2025
262278	CINTAS CORP	5269178208	EMERGENCY KIT SUPPLIES & CLEANED - SHOP	05/08/2025	95.19	95.19	05/15/2025
261595	COUNTRY OVERHEAD DOOR S	CODS0522202	GARAGE DOORS SHOP	05/22/2025	140.00	140.00	05/29/2025
60270	FASTENAL COMPANY	WIBAR251571	PARTS - SHOP	05/07/2025	35.35	35.35	05/15/2025
100520	JEFFERSON FIRE & SAFETY	IN325429	JEFFERSON FIRE SHOP	04/20/2025	229.90	229.90	05/01/2025
100520	JEFFERSON FIRE & SAFETY	IN326232	JEFFERSON FIRE SHOP	04/21/2025	53.00	53.00	05/15/2025
100520	JEFFERSON FIRE & SAFETY	IN326745	JEFFERSON FIRE SHOP	04/29/2025	201.48	201.48	05/15/2025
264580	JONAS TROYER	062261	TRUCK SIDE RACKS	04/10/2025	280.00	280.00	05/01/2025
264128	KWIK TRIP INC	00501352-042	GAS USAGE - PUBLIC WORKS	04/30/2025	2,033.18	2,033.18	05/07/2025
263902	LASER FIRE PROTECTION LLC	25048	ANNUAL FP INSPECTION - SHOP	05/23/2025	360.00	360.00	05/29/2025
130655	MEYER OIL COMPANY	116709A	LP CYLINDER FILL - SHOP	04/25/2025	48.00	48.00	05/01/2025
130655	MEYER OIL COMPANY	116805A	SPRAY LUBE - SHOP	04/15/2025	131.28	131.28	05/01/2025
130655	MEYER OIL COMPANY	708476	FUEL SHOP	04/28/2025	1,386.58	1,386.58	05/01/2025
130655	MEYER OIL COMPANY	708845	DIESEL FUEL	05/28/2025	1,149.95	1,149.95	05/29/2025
130655	MEYER OIL COMPANY	708908G	DIESEL FUEL	05/28/2025	494.11	494.11	05/29/2025
180890	REEDSBURG TRUE VALUE	800027-0425	SHOP PARTS	04/25/2025	132.44	132.44	05/15/2025
180890	REEDSBURG TRUE VALUE	800027-0525	SUPPLIES	05/25/2025	455.17	455.17	05/29/2025
180905	REEDSBURG UTILITY	20228-0425	GARAGE	04/20/2025	195.60	195.60	05/01/2025
180905	REEDSBURG UTILITY	20228-0525	GARAGE	05/20/2025	195.60	195.60	05/29/2025
180905	REEDSBURG UTILITY	RUC 0425	GARAGE	04/23/2025	1,533.88	1,533.88	05/15/2025
221074	VIKING EXPRESS MART	61052-0425	DIESEL - SHOP	04/30/2025	10.00	10.00	05/15/2025
231160	WISCONSIN METAL SALES INC	485100	3/8 HOT ROLLED PLATE- SHOP	04/24/2025	80.00	80.00	05/01/2025
261207	ZORN COMPRESSOR & EQUIP	453305-00	AIR COMPRESSOR MAINT SHOP	04/23/2025	1,484.30	1,484.30	05/01/2025
Total 10-541100-03 FLEET, SHED, & MACH - OPS:					13,158.20	13,158.20	

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10-542700-03 CITY ENGINEER/PW ADMIN-OPS							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	ICLOUD STORAGE	05/19/2025	.99	.99	05/20/2025
Total 10-542700-03 CITY ENGINEER/PW ADMIN-OPS:					.99	.99	
10-543100-03 STS/TRFC/TREE/BRUSH/SW - OPS							
262962	BLACKSTONE TECHNOLOGIES	252709	HIGH PERFORMANCE PATCH - SHOP	05/15/2025	2,181.12	2,181.12	05/29/2025
261458	CRACK FILLING SERVICE COR	CFSC042725	CRACK SEALING & SPOT SEALING CITY STREETS	04/27/2025	40,000.00	40,000.00	05/15/2025
70375	GAWRONSKI SIGNS & ADVERTI	28599	SIGNS FOR STREET PROJECTS	04/06/2025	90.00	90.00	05/01/2025
70375	GAWRONSKI SIGNS & ADVERTI	28713	SIGNS FOR STREET PROJECTS	05/10/2025	50.00	50.00	05/29/2025
264479	REEDSBURG ELECTRIC LLC	1095	SIGNAL REPAIRS	05/16/2025	376.07	376.07	05/29/2025
180905	REEDSBURG UTILITY	RUC 0425	TRAFFIC CONTROL	04/23/2025	260.70	260.70	05/15/2025
261351	RENNHACK CONSTRUCTION C	2279	FARBER AND CITY SIDEWALK	05/09/2025	12,017.33	12,017.33	05/15/2025
190938	SAUK COUNTY HIGHWAY DEPT	6483	MSA PROFESSIONAL SERVICES ANNUAL BRIDGE INSPECTION	04/28/2025	3,281.35	3,281.35	05/15/2025
191011	STATE INDUSTRIAL PRODUCTS	903776282	WEED KILLER	05/09/2025	315.00	315.00	05/29/2025
201025	TAPCO	1801109	STREET SIGNS	05/01/2025	18,252.63	18,252.63	05/15/2025
201025	TAPCO	1802357	STREET SIGNS	05/23/2025	795.19	795.19	05/29/2025
Total 10-543100-03 STS/TRFC/TREE/BRUSH/SW - OPS:					77,619.39	77,619.39	
10-544200-03 STREET LIGHTING							
180905	REEDSBURG UTILITY	RUC 0425	UTILITIES STREET LIGHTS	04/23/2025	13,763.21	13,763.21	05/15/2025
Total 10-544200-03 STREET LIGHTING:					13,763.21	13,763.21	
10-545200-03 PARKING LOTS							
180905	REEDSBURG UTILITY	RUC 0425	UTILITIES PARKING LOTS	04/23/2025	153.08	153.08	05/15/2025
Total 10-545200-03 PARKING LOTS:					153.08	153.08	
10-552300-03 SWIMMING POOL - OPERATING							
263998	1ST AYD CORPORATION	PSI777843	TOILET PAPER-POOL	04/11/2025	238.35	238.35	05/01/2025
10024	ALLIANT ENERGY/WP&L	2613740000-0	GAS - POOL	04/18/2025	56.71	56.71	05/01/2025
10024	ALLIANT ENERGY/WP&L	2613740000-0	GAS - POOL	05/19/2025	58.60	58.60	05/29/2025
80495	IN DEPTH SERVICES HUB CHE	3335	TANK AND INSTALLATION	05/20/2025	2,650.00	2,650.00	05/29/2025
110551	KRUEGER OFFICE SUPPLIES	29966	POOL TICKETS	05/16/2025	257.78	257.78	05/29/2025
180890	REEDSBURG TRUE VALUE	800027-0525	SUPPLIES	05/25/2025	383.15	383.15	05/29/2025
180905	REEDSBURG UTILITY	RUC 0425	UTILITIES POOL	04/23/2025	1,460.70	1,460.70	05/15/2025
263822	THE LIFEGUARD STORE	INV001503255	SWIMWEAR FOR LIFEGUARDS-POOL	05/07/2025	1,049.30	1,049.30	05/15/2025
Total 10-552300-03 SWIMMING POOL - OPERATING:					6,154.59	6,154.59	
10-553400-03 CELEBRATIONS & ENTERTAINMENT							
10025	AMERICAN LEGION POST 350	ALP050125	1,296 8X12 CONCORD-SPEARHEAD US FLAGS	05/01/2025	1,407.72	1,407.72	05/15/2025
120593	ORIGINAL LAND COMPANY	5945	3X5 FLAG, 6' SPINNING FLAGPOLES	04/03/2025	1,286.10	1,286.10	05/01/2025
120593	ORIGINAL LAND COMPANY	6346	FLAG REPAIR	05/23/2025	13.02	13.02	05/29/2025
180905	REEDSBURG UTILITY	RUC 0425	UTILITIES CELEBRATIONS	04/23/2025	18.89	18.89	05/15/2025
Total 10-553400-03 CELEBRATIONS & ENTERTAINMENT:					2,725.73	2,725.73	
10-554100-03 PARKS - OPERATING							
263998	1ST AYD CORPORATION	PSI779119	LED T8 BULBS	04/17/2025	49.82	49.82	05/01/2025
263998	1ST AYD CORPORATION	PSI779670	TOILET PAPER	04/21/2025	196.82	196.82	05/01/2025

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30172	CARQUEST OF REEDSBURG	1600-0425	PARTS & SUPPLIES	04/30/2025	449.98	449.98	05/15/2025
30190	CHECKERED FLAG LLC	23241	STAFF HATS	03/31/2025	390.00	390.00	05/01/2025
30190	CHECKERED FLAG LLC	23296	STAFF SHIRTS	04/21/2025	435.00	435.00	05/01/2025
80458	HARTJE LUMBER INC	MN412687	LUMBER - PARKS	04/03/2025	122.19	122.19	05/15/2025
80458	HARTJE LUMBER INC	MN413481	6X6X8 TREATED	04/17/2025	65.12	65.12	05/15/2025
80480	HOLIDAY WHOLESALE INC	2033672	TISSUE - PARKS	05/23/2025	370.90	370.90	05/29/2025
264128	KWIK TRIP INC	00501352-042	GAS - PARKS	04/30/2025	571.58	571.58	05/07/2025
264036	MATT'S DRAIN CLEANING + LLC	2304	LABOR AND PARTS	04/21/2025	220.00	220.00	05/01/2025
264036	MATT'S DRAIN CLEANING + LLC	2317	VACUUM BREAKER/REPAIR STOP KIT	04/28/2025	250.00	250.00	05/01/2025
130643	MCFARLANE MFG CO INC	IV12845A	CREDIT	05/21/2025	118.93-	118.93-	05/29/2025
130643	MCFARLANE MFG CO INC	IV15230	BALL SWIVELS	04/28/2025	421.10	421.10	05/01/2025
130643	MCFARLANE MFG CO INC	IV15853	SPRAYER PARTS	05/01/2025	41.94	41.94	05/15/2025
130643	MCFARLANE MFG CO INC	IV15853A	PARTS - PARKS	05/20/2025	209.24	209.24	05/29/2025
130643	MCFARLANE MFG CO INC	IV2845	PARTS - PARKS	02/17/2025	118.93	118.93	05/01/2025
261794	MEISTERS FOREST PRODUCT	35160	100 YARDS OF WOOD CHIPS	05/08/2025	2,000.00	2,000.00	05/15/2025
120593	ORIGINAL LAND COMPANY	5718	FLAGS	02/18/2025	682.60	682.60	05/15/2025
264174	PIONEER ATHLETICS	INV-245042	BASE PLUGS	04/10/2025	120.60	120.60	05/01/2025
180890	REEDSBURG TRUE VALUE	800027-0425	PARKS PARTS	04/25/2025	959.68	959.68	05/15/2025
180890	REEDSBURG TRUE VALUE	800027-0525	SUPPLIES	05/25/2025	134.82	134.82	05/29/2025
180905	REEDSBURG UTILITY	23677-0425	PHONES PARKS	04/20/2025	174.15	174.15	05/01/2025
180905	REEDSBURG UTILITY	RUC 0425	UTILITIES PARKS	04/23/2025	2,074.64	2,074.64	05/15/2025
263597	THE FLOWER SHOP LLP	1000010756	27 DOWNTOWN PLANTERS SPRING PLANTING	04/19/2025	2,430.00	2,430.00	05/01/2025
263373	UNITED COOPERATIVE	7025814	GRASS SEED	05/08/2025	179.55	179.55	05/15/2025
211058	US CELLULAR	721982369	CELL PHONES-PARKS	04/08/2025	216.08	216.08	05/15/2025
211058	US CELLULAR	728556553	CELL PHONES-PARKS	05/08/2025	67.08	67.08	05/29/2025
Total 10-554100-03 PARKS - OPERATING:					12,832.89	12,832.89	
10-554500-03 REEDS AREA COMM ARENA (RACA)							
10024	ALLIANT ENERGY/WP&L	6077650000-0	GAS - RACA	05/01/2025	490.38	490.38	05/15/2025
160650	PETERSON SANITATION INC	481410636465	RACA	05/01/2025	190.00	190.00	05/15/2025
180905	REEDSBURG UTILITY	20275-0425	PHONE - RACA	04/20/2025	35.60	35.60	05/01/2025
180905	REEDSBURG UTILITY	RUC 0425	UTILITIES RACA	04/23/2025	2,770.54	2,770.54	05/15/2025
Total 10-554500-03 REEDS AREA COMM ARENA (RACA):					3,486.52	3,486.52	
10-561100-03 TREE PLANTING							
262533	HONEY CREEK TREE NURSER	2025-0108	TREES	04/24/2025	11,750.00	11,750.00	05/01/2025
262290	TIMBERLINE CONSTRUCTION L	131691	STUMP GRINDING & CLEANUP	04/29/2025	378.00	378.00	05/15/2025
Total 10-561100-03 TREE PLANTING:					12,128.00	12,128.00	
10-563300-03 LONG RANGE PLANNING-OPERATING							
211058	US CELLULAR	721982369	CELL PHONES- PLANNING	04/08/2025	38.54	38.54	05/15/2025
211058	US CELLULAR	728556553	CELL PHONES- PLANNING	05/08/2025	38.54	38.54	05/29/2025
Total 10-563300-03 LONG RANGE PLANNING-OPERATING:					77.08	77.08	
10-564400-03 INDUSTRIAL DEVELOPMENT							
180905	REEDSBURG UTILITY	RUC 0425	UTILITIES INDUSTRIAL	04/23/2025	12.25	12.25	05/15/2025
221070	VIERBICHER ASSOCIATES INC	00003	RIDC-2025 GENERAL	04/15/2025	2,873.00	2,873.00	05/01/2025
221070	VIERBICHER ASSOCIATES INC	250050-00004	RIDC-2025 GENERAL	05/15/2025	3,655.00	3,655.00	05/29/2025
Total 10-564400-03 INDUSTRIAL DEVELOPMENT:					6,540.25	6,540.25	
10-564900-03 COMMUNITY DEVELOPMENT AUTHORIT							
261903	BLUE HERON LLC	BHCHC-0625	INCUBATOR	05/15/2025	950.00	950.00	05/29/2025

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261903	BLUE HERON LLC	MNG-0625	INCUBATOR	05/15/2025	400.00	400.00	05/29/2025
262320	DCI REEDSBURG LLC	HTT-WI0625	CDA INCUBATOR	05/15/2025	350.00	350.00	05/15/2025
264568	FAYS LUTYENS	StudioBE0625	CDA INCUBATOR	05/15/2025	300.00	300.00	05/15/2025
264593	GEREMY DEFORGE	YL-0625	INCUBATOR	05/15/2025	3,500.00	3,500.00	05/29/2025
264542	GNF PARK PLAZA LLC	FSR-0625	CDA INCUBATOR	05/15/2025	500.00	500.00	05/15/2025
180905	REEDSBURG UTILITY	23786-0425	CDA	04/20/2025	35.60	35.60	05/01/2025
180905	REEDSBURG UTILITY	23786-0525	CDA	05/20/2025	35.60	35.60	05/29/2025
180905	REEDSBURG UTILITY	RUC 0425	CDA	04/23/2025	21.71	21.71	05/15/2025
Total 10-564900-03 COMMUNITY DEVELOPMENT AUTHORIT:					6,092.91	6,092.91	
10-564950-03 PERSONNEL - EDUCATION ASSIST.							
264502	ISIAH SCHLAGEL	SCHLAGEL RE	SCHLAGEL TUITION REMISSION	05/21/2025	2,500.00	2,500.00	05/29/2025
Total 10-564950-03 PERSONNEL - EDUCATION ASSIST.:					2,500.00	2,500.00	
10-594000-03 MISCELLANEOUS EXPENSES							
264592	STRANG BRADLEY CLIENT TRU	Zastrow052125	ZASTROW SETTLEMENT CHECK	05/21/2025	30,000.00	30,000.00	05/29/2025
Total 10-594000-03 MISCELLANEOUS EXPENSES:					30,000.00	30,000.00	
11-517110-03 300 VINE ST. UTILITIES							
10024	ALLIANT ENERGY/WP&L	4175177410-0	GAS - 300 VINE	04/18/2025	433.31	433.31	05/01/2025
10024	ALLIANT ENERGY/WP&L	4175177410-0	GAS - 300 VINE	05/19/2025	166.39	166.39	05/29/2025
180905	REEDSBURG UTILITY	RUC 0425	UTILITIES B&G CLUB	04/23/2025	584.10	584.10	05/15/2025
Total 11-517110-03 300 VINE ST. UTILITIES:					1,183.80	1,183.80	
15-436100 COURT PENALTIES - CITY							
221076	VIKING VILLAGE	Restitution0425	RESTITUTION	04/30/2025	329.55	329.55	05/07/2025
Total 15-436100 COURT PENALTIES - CITY:					329.55	329.55	
15-515120-03 MUNICIPAL COURT - OPERATING							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	TONER	05/19/2025	111.78	111.78	05/20/2025
110551	KRUEGER OFFICE SUPPLIES	29940	BUSINESS CARDS	05/08/2025	45.00	45.00	05/15/2025
211058	US CELLULAR	721982369	CELL PHONES-COURT	04/08/2025	15.28	15.28	05/15/2025
Total 15-515120-03 MUNICIPAL COURT - OPERATING:					172.06	172.06	
15-515121-03 STATE FEES - COURT							
231139	STATE OF WISCONSIN	56-15663-0425	COURT FEES - MAY	04/30/2025	4,971.94	4,971.94	05/07/2025
Total 15-515121-03 STATE FEES - COURT:					4,971.94	4,971.94	
15-515122-03 COUNTY FEES - COURT							
190940	SAUK COUNTY TREASURER	Ctfees0425	COURT FEES - COUNTY	04/30/2025	2,000.36	2,000.36	05/07/2025
Total 15-515122-03 COUNTY FEES - COURT:					2,000.36	2,000.36	
15-515123-03 RESTITUTION FEES - COURT							
264507	DOLLAR GENERAL	Restitution0425	RESTITUTION	04/30/2025	133.65	133.65	05/07/2025
264586	JENNA M KLIKCO	Restitution0425	RESTITUTION 2240 MYRTLE ST	04/30/2025	97.00	97.00	05/07/2025
261720	MOTEL REEDSBURG	Restitution0425	RESTITUTION	04/30/2025	199.55	199.55	05/07/2025
180844	QUILLIN'S HEADQUARTERS	NSF0425	RESTITUTION HANLAN	04/30/2025	226.82	226.82	05/07/2025
180890	REEDSBURG TRUE VALUE	Restitution0425	RESTITUTION	04/30/2025	70.00	70.00	05/07/2025
191007	STEVES AUTO SERVICE INC	Restitution0425	RESTITUTION - SEAGER	04/30/2025	469.21	469.21	05/07/2025

Vendor No	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 15-515123-03 RESTITUTION FEES - COURT:					1,196.23	1,196.23	
15-515125-03 TOWN OF LAVALLE FEES - COURT							
201100	TOWN OF LAVALLE	Ctfees0425	COURT FEES - LA VALLE	04/30/2025	460.88	460.88	05/07/2025
Total 15-515125-03 TOWN OF LAVALLE FEES - COURT:					460.88	460.88	
15-516110-03 PROSECUTION - REEDSBURG							
261327	RICHARDS-BRIA LAW OFFICE	118888	PROSECUTION 05.2025	05/01/2025	3,270.00	3,270.00	05/15/2025
Total 15-516110-03 PROSECUTION - REEDSBURG:					3,270.00	3,270.00	
15-516120-03 PROSECUTION - LA VALLE							
261327	RICHARDS-BRIA LAW OFFICE	118886	PROSECUTION LAVALLE 05.2025	05/01/2025	185.00	185.00	05/15/2025
Total 15-516120-03 PROSECUTION - LA VALLE:					185.00	185.00	
20-511000-03 LABORATORY							
80435	HACH COMPANY	14491640	LAB SUPPLIES	05/08/2025	121.90	121.90	05/29/2025
140718	NCL OF WISCONSIN INC	518741	WWTP LAB SUPPLIES	04/18/2025	70.63	70.63	05/01/2025
140718	NCL OF WISCONSIN INC	519038	WWTP LAB SUPPLIES	04/24/2025	1,104.74	1,104.74	05/15/2025
261946	TOTAL WATER OF BARABOO LL	388760	DEMENERALIZED WATER - WWTP	04/30/2025	180.35	180.35	05/15/2025
261946	TOTAL WATER OF BARABOO LL	Cemetery0430	DEMENERALIZED WATER - WWTP	04/30/2025	14.75	14.75	05/15/2025
221074	VIKING EXPRESS MART	61053-0425	EXP CHARGE-WWTP	04/30/2025	18.83	18.83	05/15/2025
Total 20-511000-03 LABORATORY:					1,511.20	1,511.20	
20-512000-03 OUTSIDE TESTING							
30160	CT LABORATORIES	194587	TESTING - WWTP	05/13/2025	705.00	705.00	05/29/2025
30160	CT LABORATORIES	194588	MERCURY - WWTP	04/22/2025	470.00	470.00	05/01/2025
30160	CT LABORATORIES	194869	WASTEWATER TESTING	04/24/2025	653.00	653.00	05/01/2025
30160	CT LABORATORIES	194870	NITROGEN - WWTP	04/22/2025	60.00	60.00	05/01/2025
262117	ENVIRONMENTAL RESOURCE	111302	WWTP-TESTING	05/01/2025	178.30	178.30	05/15/2025
Total 20-512000-03 OUTSIDE TESTING:					2,066.30	2,066.30	
20-521000-03 GEN TREATMENT/SOLIDS - OPS							
261448	B & M TECHNICAL SERVICES IN	12780	LABOR, SERVICES - WWTP	05/09/2025	797.50	797.50	05/29/2025
20157	BROOKS TRACTOR INC.	S58090	JOHN DEERE LOADER	04/24/2025	713.10	713.10	05/01/2025
80435	HACH COMPANY	14354399	PH SENSOR REPLACEMENT - WWTP	01/31/2025	1,603.00	1,603.00	05/15/2025
110551	KRUEGER OFFICE SUPPLIES	96661	OFFICE WWTP	04/01/2025	4.77	4.77	05/01/2025
110551	KRUEGER OFFICE SUPPLIES	96858	OFFICE WWTP	05/12/2025	907.98	907.98	05/29/2025
262345	SCHWING BIOSET INC	61438747	BIOSET PARTS	04/25/2025	130.58	130.58	05/01/2025
262345	SCHWING BIOSET INC	61438822	BIOSET PARTS	05/02/2025	65.50	65.50	05/15/2025
262345	SCHWING BIOSET INC	61438895	BIOSET PARTS	05/08/2025	2,622.46	2,622.46	05/15/2025
264539	TROJAN TECHNOLOGIES COR	200/50001340	UV LIGHTS WWTP	03/05/2025	81.00	81.00	05/29/2025
211040	USA BLUE BOOK	inv00675994	10 FLOAT SWITCH 40' - WWTP	04/08/2025	1,082.24	1,082.24	05/01/2025
Total 20-521000-03 GEN TREATMENT/SOLIDS - OPS:					8,008.13	8,008.13	
20-522000-03 LIME							
150255	OMNI MATERIALS INC	358502	60/40 FINES-WWTP	04/13/2025	6,366.84	6,366.84	05/01/2025
150255	OMNI MATERIALS INC	358655	60/40 FINES-WWTP	04/27/2025	6,356.66	6,356.66	05/15/2025
150255	OMNI MATERIALS INC	358813	50/50 FINES - WWTP	05/11/2025	5,709.06	5,709.06	05/29/2025

Vendor No	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 20-522000-03 LIME:					18,432.56	18,432.56	
20-524000-03 POLYMER							
261758	AQUACHEM OF AMERICA INC	10071AQ	POLYMER - WWTP	04/24/2025	21,390.00	21,390.00	05/15/2025
Total 20-524000-03 POLYMER:					21,390.00	21,390.00	
20-526000-03 UTILITIES - BIO-SOLIDS							
10024	ALLIANT ENERGY/WP&L	6808940000-0	GAS - WWTP	04/18/2025	390.08	390.08	05/15/2025
180905	REEDSBURG UTILITY	616113-0425	UTILITES WWTP 70	04/30/2025	7,391.02	7,391.02	05/15/2025
180905	REEDSBURG UTILITY	RUC 0425	UTILITES WWTP 70	04/23/2025	6,875.33	6,875.33	05/15/2025
Total 20-526000-03 UTILITIES - BIO-SOLIDS:					14,656.43	14,656.43	
20-527100-03 NEW WWTP PROJECT							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	CERTIFIED MAIL WWTP	05/19/2025	9.68	9.68	05/20/2025
262290	TIMBERLINE CONSTRUCTION L	131690	WWTP LIFT STATION SITE WORK	04/25/2025	975.00	975.00	05/15/2025
Total 20-527100-03 NEW WWTP PROJECT:					984.68	984.68	
20-531000-03 COLLECTION SYSTEM							
40276	DIGGERS HOTLINE INC	250 4 99501	DIGGERS	04/30/2025	434.70	434.70	05/15/2025
263489	MACQUEEN EQUIPMENT	P38595	VAC TRUCK	05/22/2025	1,253.14	1,253.14	05/29/2025
Total 20-531000-03 COLLECTION SYSTEM:					1,687.84	1,687.84	
20-531000-04 REPLACEMENT FUND (INTERNAL)							
221070	VIERBICHER ASSOCIATES INC	00005	SECOND STREET SEWER	04/15/2025	1,162.80	1,162.80	05/01/2025
221070	VIERBICHER ASSOCIATES INC	250062-00008	SECOND STREET SEWER	05/16/2025	1,966.85	1,966.85	05/29/2025
Total 20-531000-04 REPLACEMENT FUND (INTERNAL):					3,129.65	3,129.65	
20-533000-03 UTILITIES - COLLECTION SYSTEM							
10024	ALLIANT ENERGY/WP&L	5239740000-0	GAS - LIFT STATIONS	04/18/2025	49.73	49.73	05/01/2025
10024	ALLIANT ENERGY/WP&L	5239740000-0	GAS - LIFT STATIONS	05/19/2025	22.25	22.25	05/29/2025
180905	REEDSBURG UTILITY	RUC 0425	UTILITIES LIFT STATION	04/23/2025	933.58	933.58	05/15/2025
Total 20-533000-03 UTILITIES - COLLECTION SYSTEM:					1,005.56	1,005.56	
20-541000-03 GENERAL ADMIN/TRAINING - OPS							
211058	US CELLULAR	721982369	CELL PHONES-WWTP	04/08/2025	64.62	64.62	05/15/2025
211058	US CELLULAR	728556553	CELL PHONES-WWTP	05/08/2025	64.62	64.62	05/29/2025
261262	WISCONSIN DEPT OF NATURAL	Shimniok05212	ADVANCED WWTP OPERATOR CERTIFICATION - WWTP	05/21/2025	25.00	25.00	05/29/2025
Total 20-541000-03 GENERAL ADMIN/TRAINING - OPS:					154.24	154.24	
20-541300-03 TRANSPORTATION EXPENSE							
264128	KWIK TRIP INC	00501352-042	GAS - WWTP	04/30/2025	250.10	250.10	05/07/2025
Total 20-541300-03 TRANSPORTATION EXPENSE:					250.10	250.10	
20-545000-03 LICENSES/PERMITS							
261224	WISCONSIN DNR	157002340-20	2025 ENVIRONMENTAL FEE - WWTP	05/12/2025	13,980.38	13,980.38	05/15/2025

Vendor No	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 20-545000-03 LICENSES/PERMITS:					13,980.38	13,980.38	
20-551000-03 BLDGS/GROUNDS MAINTENANCE							
30172	CARQUEST OF REEDSBURG	1600-0425	PARTS & SUPPLIES	04/30/2025	37.28	37.28	05/15/2025
262278	CINTAS CORP	4227535414	CLOTHES CLEANED-WWTP	04/16/2025	146.66	146.66	05/01/2025
262278	CINTAS CORP	4228260787	CLOTHES CLEANED-WWTP	04/23/2025	146.66	146.66	05/01/2025
262278	CINTAS CORP	4228980636	CLOTHES CLEANED-SHOP	04/30/2025	146.66	146.66	05/15/2025
262278	CINTAS CORP	4229720744	CLOTHES CLEANED-WWTP	05/07/2025	146.66	146.66	05/15/2025
262278	CINTAS CORP	4230533449	CLOTHES CLEANED-WWTP	05/13/2025	146.66	146.66	05/29/2025
262278	CINTAS CORP	4231195420	CLOTHES CLEANED-WWTP	05/21/2025	146.66	146.66	05/29/2025
262278	CINTAS CORP	5269178203	EMERGENCY KIT CLEANED AND SUPPLIES - WWTP	05/08/2025	133.09	133.09	05/15/2025
180890	REEDSBURG TRUE VALUE	800027-0425	SUPPLIES	04/25/2025	48.57	48.57	05/15/2025
180890	REEDSBURG TRUE VALUE	800027-0525	SUPPLIES	05/25/2025	370.54	370.54	05/29/2025
263792	TERMINIX WIL-KIL	76125209	PEST CONTOL - WWTP	04/28/2025	111.59	111.59	05/15/2025
263792	TERMINIX WIL-KIL	77464610	PEST CONTOL - WWTP	05/16/2025	19.24	19.24	05/29/2025
263792	TERMINIX WIL-KIL	77464611	PEST CONTOL - WWTP	05/16/2025	211.63	211.63	05/29/2025
263792	TERMINIX WIL-KIL	7764609	PEST CONTOL - WWTP	05/16/2025	111.59	111.59	05/29/2025
Total 20-551000-03 BLDGS/GROUNDS MAINTENANCE:					1,923.49	1,923.49	
20-562000-03 UTILITIES - BLDGS/GROUNDS MAIN							
10024	ALLIANT ENERGY/WP&L	7723830000-0	GAS - WWTP	04/18/2025	542.23	542.23	05/15/2025
180905	REEDSBURG UTILITY	20524-0425	UTILITES WWTP	04/20/2025	1,065.35	1,065.35	05/01/2025
180905	REEDSBURG UTILITY	20524-0525	UTILITES WWTP	05/20/2025	1,065.35	1,065.35	05/29/2025
180905	REEDSBURG UTILITY	616113-0425	UTILITES WWTP	04/30/2025	4,927.35	4,927.35	05/15/2025
180905	REEDSBURG UTILITY	RUC 0425	UTILITES WWTP	04/23/2025	7,703.02	7,703.02	05/15/2025
Total 20-562000-03 UTILITIES - BLDGS/GROUNDS MAIN:					15,303.30	15,303.30	
20-593200-04 REPLACEMENT FUND EXP (INT)							
262257	CENTRISYS CORPORATION	PSI-36334	CENTRIFUGE REPAIR	04/11/2025	261.20	261.20	05/01/2025
262345	SCHWING BIOSET INC	61438344	BIOSET PARTS REPAIR	03/18/2025	4,828.75	4,828.75	05/29/2025
Total 20-593200-04 REPLACEMENT FUND EXP (INT):					5,089.95	5,089.95	
21-546100-03 CONTRACT SERVICES							
160650	PETERSON SANITATION INC	481410590723	CONTRACT SERVICES	05/01/2025	36,376.30	36,376.30	05/15/2025
Total 21-546100-03 CONTRACT SERVICES:					36,376.30	36,376.30	
21-546200-03 PUBLIC INFORMATION							
263931	STERICYCLE INC	8010583469	SHRED IT - CITY HALL	04/25/2025	127.67	127.67	05/01/2025
263931	STERICYCLE INC	8010583654	SHRED IT - PD	04/25/2025	114.65	114.65	05/01/2025
263931	STERICYCLE INC	8010887361	SHRED IT - CITY HALL	05/25/2025	127.67	127.67	05/29/2025
263931	STERICYCLE INC	8010887528	SHRED IT - PD	05/25/2025	114.65	114.65	05/29/2025
Total 21-546200-03 PUBLIC INFORMATION:					484.64	484.64	
21-546300-03 OPERATING EXPENSES							
160650	PETERSON SANITATION INC	481410590723	CITY PORTION	05/01/2025	854.00	854.00	05/15/2025
160650	PETERSON SANITATION INC	481410590723	RECYCLE TONAGE	05/01/2025	3,258.00	3,258.00	05/15/2025
160650	PETERSON SANITATION INC	481411126156-	GARBAGE FIELDHOUSE	04/01/2025	275.00	275.00	05/01/2025
160650	PETERSON SANITATION INC	481411126156-	GARBAGE FIELDHOUSE	05/01/2025	550.00	550.00	05/15/2025
Total 21-546300-03 OPERATING EXPENSES:					4,937.00	4,937.00	

Vendor No	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
21-547100-03 GARBAGE & REFUSE (STICKERS)							
160650	PETERSON SANITATION INC	481410590723	GARBAGE & REFUSE - STICKERS	05/01/2025	960.00	960.00	05/15/2025
Total 21-547100-03 GARBAGE & REFUSE (STICKERS):					960.00	960.00	
23-541100-03 EQUIPMENT REPLACEMENT							
262205	MID-STATE EQUIPMENT	2025BOBCAT9	BOBCAT E55 EXCAVATOR	04/22/2025	6,000.00	6,000.00	05/01/2025
Total 23-541100-03 EQUIPMENT REPLACEMENT:					6,000.00	6,000.00	
23-544500-03 STORM SEWER REPAIRS							
264128	KWIK TRIP INC	00501352-042	GAS - PW 25%	04/30/2025	677.72	677.72	05/07/2025
130655	MEYER OIL COMPANY	708845	FUEL STORM	05/28/2025	383.32	383.32	05/29/2025
221070	VIERBICHER ASSOCIATES INC	00002	STORM SEWER MAPPING	04/15/2025	9,000.00	9,000.00	05/01/2025
221070	VIERBICHER ASSOCIATES INC	250150-00003	STORM SEWER MAPPING	05/09/2025	2,887.50	2,887.50	05/29/2025
Total 23-544500-03 STORM SEWER REPAIRS:					12,948.54	12,948.54	
28-514250-03 TECHNOLOGY							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	IPADS AND PROGRAMS	05/19/2025	3,627.70	3,627.70	05/20/2025
Total 28-514250-03 TECHNOLOGY:					3,627.70	3,627.70	
28-515110-03 GENERAL MANAGEMENT OPERATING							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	OPERATING	05/19/2025	14.45	14.45	05/20/2025
262628	RHYME BUSINESS PRODUCTS	39219352	COPY MACHINE - AMBULANCE	05/13/2025	488.12	488.12	05/29/2025
Total 28-515110-03 GENERAL MANAGEMENT OPERATING:					502.57	502.57	
28-517100-03 GENERAL MAINTENANCE							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	MAINTENANCE SUPPLIES	05/19/2025	325.59	325.59	05/20/2025
180825	REEDSBURG FIRE DEPT	9684	CHECK EXTINGUISHERS - AMB	05/06/2025	71.00	71.00	05/15/2025
180890	REEDSBURG TRUE VALUE	800103-0425	AMBULANCE SUPPLIES	04/25/2025	194.23	194.23	05/15/2025
180890	REEDSBURG TRUE VALUE	800103-0525	AMBULANCE SUPPLIES	05/25/2025	158.76	158.76	05/29/2025
Total 28-517100-03 GENERAL MAINTENANCE:					749.58	749.58	
28-517110-03 AMBULANCE - UTILITIES							
10024	ALLIANT ENERGY/WP&L	0310800000-0	GAS - AMBULANCE	04/18/2025	217.65	217.65	05/01/2025
10024	ALLIANT ENERGY/WP&L	0310800000-0	GAS - AMBULANCE	05/19/2025	53.13	53.13	05/29/2025
180905	REEDSBURG UTILITY	2352-0425	UTILITIES AMBULANCE	04/20/2025	364.98	364.98	05/01/2025
180905	REEDSBURG UTILITY	23525-0525	UTILITIES AMBULANCE	05/20/2025	343.65	343.65	05/29/2025
180905	REEDSBURG UTILITY	77	UTILITIES AMBULANCE	04/20/2025	28.87	28.87	05/01/2025
180905	REEDSBURG UTILITY	77-0525	UTILITIES AMBULANCE	05/20/2025	28.87	28.87	05/29/2025
180905	REEDSBURG UTILITY	RUC 0425	UTILITIES AMBULANCE	04/23/2025	789.64	789.64	05/15/2025
Total 28-517110-03 AMBULANCE - UTILITIES:					1,826.79	1,826.79	
28-517120-03 AMBULANCE - TELEPHONE							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	TELEPHONES	05/19/2025	363.11	363.11	05/20/2025
Total 28-517120-03 AMBULANCE - TELEPHONE:					363.11	363.11	
28-521100-01 AMBULANCE ADMIN - WAGES							
264496	SHINDER & JOYCE	SJ042325	KIEFER GARNISHMENT	04/23/2025	86.88	86.88	05/01/2025
264496	SHINDER & JOYCE	SJ050725	KIEFER GARNISHMENT	05/07/2025	230.08	230.08	05/15/2025
264496	SHINDER & JOYCE	SJ052125	KIEFER GARNISHMENT	05/21/2025	97.30	97.30	05/29/2025

Vendor No	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 28-521100-01 AMBULANCE ADMIN - WAGES:					414.26	414.26	
28-521300-03 PROFESSIONAL EXPENSES							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	PROFESSIONAL EXP	05/19/2025	84.45	84.45	05/20/2025
Total 28-521300-03 PROFESSIONAL EXPENSES:					84.45	84.45	
28-521350-03 EMSMC (LIFEQUEST) MONTHLY FEES							
264514	EMS MANAGEMENT &CONSULT	EMS-015299	MONTHLY BILLING COMPANY INVOICE	04/30/2025	1,049.24	1,049.24	05/15/2025
Total 28-521350-03 EMSMC (LIFEQUEST) MONTHLY FEES:					1,049.24	1,049.24	
28-521900-03 AMBULANCE UNIFORM ALLOWANCE							
264431	BRADLEY A THOMPSON	THOMPSON R	THOMPSON UNIFORM	04/25/2025	69.95	69.95	05/01/2025
264582	BRITTNEY KOWALKE	KOWALKEREI	UNIFORM REIMBURSEMENT	04/28/2025	115.86	115.86	05/01/2025
30190	CHECKERED FLAG LLC	23206	AMBULANCE CLOTHING	03/19/2025	56.00	56.00	05/01/2025
30190	CHECKERED FLAG LLC	23295	AMBULANCE CLOTHING	04/21/2025	94.50	94.50	05/01/2025
30190	CHECKERED FLAG LLC	23328	AMBULANCE CLOTHING	05/01/2025	142.50	142.50	05/15/2025
30190	CHECKERED FLAG LLC	23373	AMBULANCE CLOTHING	05/19/2025	29.50	29.50	05/29/2025
262118	DIANE FRY	FRY042325	UNIFORM AMBULANCE	04/23/2025	44.95	44.95	05/01/2025
Total 28-521900-03 AMBULANCE UNIFORM ALLOWANCE:					553.26	553.26	
28-525100-03 PASS-THROUGH SUPPLIES							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	OTHER EXP	05/19/2025	119.46	119.46	05/20/2025
261624	HENRY SCHEIN INC.	41336919	MEDICAL SUPPLIES	05/14/2025	202.40	202.40	05/29/2025
261624	HENRY SCHEIN INC.	41336920	MEDICAL SUPPLIES	05/19/2025	4.72	4.72	05/29/2025
Total 28-525100-03 PASS-THROUGH SUPPLIES:					326.58	326.58	
28-525110-03 AMBULANCE SUPPLIES							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	DISP SUPPLIES	05/19/2025	11,834.97	11,834.97	05/20/2025
262754	BOUNDTREE MEDICAL LLC	85738492	NEEDLE CRICS	04/17/2025	60.26	60.26	05/15/2025
264362	REEDSBURG AREA MEDICAL C	3774	AMBULANCE MEDICATIONS	05/07/2025	834.00	834.00	05/15/2025
264361	TELEFLEX LLC	9509866303	EZ IO AMBULANCE SUPPLY	04/14/2025	665.00	665.00	05/01/2025
261749	ZOLL MEDICAL CORPORATION	4191827	THERMAL PAPER	04/28/2025	89.38	89.38	05/01/2025
Total 28-525110-03 AMBULANCE SUPPLIES:					13,483.61	13,483.61	
28-545350-03 AMBULANCE FUEL							
264128	KWIK TRIP INC	00501352-042	GAS - AMBULANCE	04/30/2025	2,236.18	2,236.18	05/07/2025
Total 28-545350-03 AMBULANCE FUEL:					2,236.18	2,236.18	
28-545355-03 AMBULANCE VEHICLE MAINTENANCE							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	VEHICLE MAINT	05/19/2025	118.50	118.50	05/20/2025
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	VEHICLE LIGHT BAR	05/19/2025	124.89	124.89	05/20/2025
264337	NORTH CENTRAL AMBULANCE	30.31	LIGHT	02/26/2025	30.31	30.31	05/01/2025
40305	REEDSBURG CAR CARE	018778	517 HVAC DOOR ACTUATOR	05/23/2025	383.52	383.52	05/29/2025
40305	REEDSBURG CAR CARE	018979	511 CANISTER PURGE SOLENOID	05/22/2025	239.66	239.66	05/29/2025
40305	REEDSBURG CAR CARE	019044	516 OIL CHANGE	05/27/2025	74.01	74.01	05/29/2025
40305	REEDSBURG CAR CARE	18443	516 OIL CHANGE	04/21/2025	74.01	74.01	05/01/2025
40305	REEDSBURG CAR CARE	18474	511 OIL CHANGE	04/22/2025	47.79	47.79	05/01/2025
40305	REEDSBURG CAR CARE	18591	512 OIL CHANGE	04/29/2025	74.01	74.01	05/01/2025
40305	REEDSBURG CAR CARE	18759	511 AIR FILTER	05/08/2025	26.48	26.48	05/15/2025
190965	SCHULZ CHEV-BUICK INC	6433	516 TIRE SENSORS	04/04/2025	129.90	129.90	05/07/2025

Vendor No	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 28-545355-03 AMBULANCE VEHICLE MAINTENANCE:					1,323.08	1,323.08	
28-547000-03 TRAINING							
264583	COURTNEY SCHWARTZER	SCHWARTZER	MILEAGE	04/05/2025	183.40	183.40	05/01/2025
Total 28-547000-03 TRAINING:					183.40	183.40	
28-547100-03 GARBAGE PICKUP							
160650	PETERSON SANITATION INC	48410580062-	GARBAGE - AMBULANCE	05/01/2025	54.61	54.61	05/15/2025
Total 28-547100-03 GARBAGE PICKUP:					54.61	54.61	
28-547200-03 MEDICAL WASTE PICKUP							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	WASTE PICKUP	05/19/2025	21.69	21.69	05/20/2025
Total 28-547200-03 MEDICAL WASTE PICKUP:					21.69	21.69	
28-564950-03 EMPLOYEE TUITION REIMBURSEMENT							
264471	ASHLYN PAIGE GIBBS	AG-0525	PARAMEDIC STIPEND	05/01/2025	500.00	500.00	05/15/2025
264471	ASHLYN PAIGE GIBBS	AG-0625	PARAMEDIC STIPEND	05/29/2025	500.00	500.00	05/29/2025
Total 28-564950-03 EMPLOYEE TUITION REIMBURSEMENT:					1,000.00	1,000.00	
28-594100-03 CREW PURCHASES							
264581	FRANK MATUSEK JR	MATUSEKREI	KSF REIMBURSEMENT	04/25/2025	51.41	51.41	05/01/2025
Total 28-594100-03 CREW PURCHASES:					51.41	51.41	
28-594200-03 FAP GRANT PURCHASES							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	EMT EXP	05/19/2025	498.47	498.47	05/20/2025
264537	TECHNIMOUNT SYSTEM LLC./A	INV-003678	MONITOR MOUNTING BRACKETS	04/18/2025	6,700.00	6,700.00	05/01/2025
Total 28-594200-03 FAP GRANT PURCHASES:					7,198.47	7,198.47	
41-542600-03 TAXI CAB EXPENSES							
263508	RUNNING INC	31426	PUNCH CARDS TAXI	05/08/2025	285.00	285.00	05/15/2025
263508	RUNNING INC	31429	CAB MONTHLY EXPENSES - APRIL2025	05/08/2025	24,480.26	24,480.26	05/15/2025
Total 41-542600-03 TAXI CAB EXPENSES:					24,765.26	24,765.26	
42-517110-03 AIRPORT UTILITIES, CELL PHONES							
10024	ALLIANT ENERGY/WP&L	1266040000-0	GAS HANGAR #39	04/18/2025	14.22	14.22	05/01/2025
10024	ALLIANT ENERGY/WP&L	1266040000-0	GAS - AIRPORT	05/19/2025	14.70	14.70	05/29/2025
10024	ALLIANT ENERGY/WP&L	4079272914-0	GAS - AIRPORT	04/25/2025	189.96	189.96	05/15/2025
10024	ALLIANT ENERGY/WP&L	5765710000-0	ELECTRIC - AIRPORT	04/18/2025	17.86	17.86	05/01/2025
10024	ALLIANT ENERGY/WP&L	5765710000-0	ELECTRIC - AIRPORT	05/19/2025	18.44	18.44	05/29/2025
180905	REEDSBURG UTILITY	28015-0425	UTILITES AIRPORT	04/20/2025	36.20	36.20	05/01/2025
180905	REEDSBURG UTILITY	28015-0525	UTILITES AIRPORT	05/20/2025	36.20	36.20	05/29/2025
180905	REEDSBURG UTILITY	52183-0425	UTILITES AIRPORT	04/20/2025	102.17	102.17	05/01/2025
180905	REEDSBURG UTILITY	52183-0525	UTILITES AIRPORT	05/20/2025	102.17	102.17	05/29/2025
180905	REEDSBURG UTILITY	9678-0425	UTILITES AIRPORT	04/20/2025	93.82	93.82	05/01/2025
180905	REEDSBURG UTILITY	9678-0525	UTILITES AIRPORT	05/20/2025	93.82	93.82	05/29/2025
180905	REEDSBURG UTILITY	RUC 0425	UTILITES AIRPORT	04/23/2025	905.92	905.92	05/15/2025
Total 42-517110-03 AIRPORT UTILITIES, CELL PHONES:					1,625.48	1,625.48	

Vendor No	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
42-545300-03 AIRPORT OPERATING (FBO)							
264365	CARR VALLEY ELECTRIC LLC	Airport Compre	AIRPORT ELECTRICAL	05/13/2025	1,357.50	1,357.50	05/15/2025
263829	REEDSBURG AREA FLYING CL	RAFC052225	FUNDING FOR THE 73ND ANNUAL COMMUNITY FLY IN, DRIVE IN PANCAKE BREAKFAST	05/22/2025	1,000.00	1,000.00	05/29/2025
262918	REEDSBURG AVIATION LLC	95	AIRPORT PRINTER	05/12/2025	307.68	307.68	05/15/2025
262918	REEDSBURG AVIATION LLC	RA-0525	AIRPORT MANAGEMENT	05/01/2025	4,399.00	4,399.00	05/15/2025
180890	REEDSBURG TRUE VALUE	800027-0425	SUPPLIES	04/25/2025	9.99	9.99	05/15/2025
221070	VIERBICHER ASSOCIATES INC	230383-00003	AIRPORT HANGAR LEGAL DESCRIPTIONS	05/09/2025	350.00	350.00	05/29/2025
Total 42-545300-03 AIRPORT OPERATING (FBO):					7,424.17	7,424.17	
42-545350-03 AIRPORT FUEL							
262976	ARROW ENERGY	149572	AVIATION GAS - AIRPORT	04/24/2025	5,512.48	5,512.48	05/01/2025
262976	ARROW ENERGY	149750	AVIATION GAS - AIRPORT	05/12/2025	18,184.03	18,184.03	05/15/2025
Total 42-545350-03 AIRPORT FUEL:					23,696.51	23,696.51	
48-554620-03 COMMUNITY TREE LIGHTING EXPENS							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	COMMUNITY TREE LIGHTING TOTES	05/19/2025	546.73	546.73	05/20/2025
263254	JENNY TOURDOT	JT041325	COMMUNITY TREE LIGHTING	04/13/2025	14.46	14.46	05/15/2025
261374	LK DESIGN STUDIO LLC	6758-10161	COMMUNITY TREE LIGHTING	05/08/2025	42.50	42.50	05/15/2025
Total 48-554620-03 COMMUNITY TREE LIGHTING EXPENS:					603.69	603.69	
48-554630-03 SAFE HAVEN BABY BOX EXPENSES							
264371	SAFE HAVEN BABY BOXES, INC	SAFEHAVENB	2505.04 - LAMAR INVOICE REIMBURSEMENT TO SAFE HAVEN	04/16/2025	4,266.00	4,266.00	05/01/2025
Total 48-554630-03 SAFE HAVEN BABY BOX EXPENSES:					4,266.00	4,266.00	
50-517100-03 FIELDHOUSE MAINTENANCE							
261310	TOP TIER LLC	12874	FIELD HOUSE TOILET	04/15/2025	160.00	160.00	05/01/2025
264587	WOLTER INC	522546507	FIELDHOUSE GENERATOR MAINT	05/12/2025	2,317.50	2,317.50	05/15/2025
Total 50-517100-03 FIELDHOUSE MAINTENANCE:					2,477.50	2,477.50	
52-553400-03 FIREWORKS EXPENSE							
120600	LICHTE INS AGENCY INC	FREEDOMFES	INUSRANCE PREMIUMS FOR FREEDOM FEST	05/22/2025	269.00	269.00	05/29/2025
Total 52-553400-03 FIREWORKS EXPENSE:					269.00	269.00	
54-535110-03 CEMETERY OPERATING							
261595	COUNTRY OVERHEAD DOOR S	CODS031325	CEMETERY DOOR	03/13/2025	35.00	35.00	05/01/2025
40400	DWD-UNEMPLOYMENT INSURA	000013825878	UNEMPLOYMENT - CEMETERY	05/08/2025	965.00	965.00	05/15/2025
264117	HEADSTONES AND BLOOMS/C	HB040925	CEMETERY DECORATIONS	04/09/2025	75.00	75.00	05/15/2025
264030	JERRY MILLER	JM042525	REIMBURSEMENT FOR CEMETERY EXPENSES	04/25/2025	22.07	22.07	05/15/2025
264030	JERRY MILLER	JM051625	REIMBURSEMENT FOR CEMETERY EXPENSES	05/16/2025	20.99	20.99	05/29/2025
264007	KENT W WESTPHAL	KW042125	REIMBURSEMENT - CEMETERY	04/21/2025	350.00	350.00	05/01/2025
261667	LAKES GAS CO.	4032279	BULK LP - CEMETERY	03/31/2025	79.00	79.00	05/15/2025
130648	MENARDS BARABOO	73995	CEMETERY PARTS	05/05/2025	219.95	219.95	05/15/2025
130655	MEYER OIL COMPANY	214187G	FUEL - CEMETERY	04/18/2025	327.87	327.87	05/01/2025
130655	MEYER OIL COMPANY	708539G	GAS - CEMETERY	04/28/2025	166.07	166.07	05/01/2025
160650	PETERSON SANITATION INC	481410613816	GARBAGE - GREENWOOD CEMETERY	05/01/2025	29.21	29.21	05/15/2025

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180890	REEDSBURG TRUE VALUE	800299-0425	CEMETERY PARTS	04/25/2025	161.05	161.05	05/15/2025
180890	REEDSBURG TRUE VALUE	800299-0525	CEMETERY PARTS	05/25/2025	1,007.95	1,007.95	05/29/2025
180905	REEDSBURG UTILITY	RUC 0425	UTILITIES CEMETERY	04/23/2025	64.31	64.31	05/15/2025
262290	TIMBERLINE CONSTRUCTION L	131697	TREE TRIMMING CEMETERY	05/02/2025	660.00	660.00	05/15/2025
Total 54-535110-03 CEMETERY OPERATING:					4,183.47	4,183.47	
56-517110-03 UTILITIES, CELL PHONES							
10024	ALLIANT ENERGY/WP&L	4066940000-0	GAS - LIBRARY	05/19/2025	168.10	168.10	05/29/2025
10024	ALLIANT ENERGY/WP&L	406694000020	GAS - LIBRARY	04/18/2025	397.18	397.18	05/01/2025
211058	US CELLULAR	0722878393	HOTSPOT - LIBRARY	04/10/2025	50.01	50.01	05/01/2025
211058	US CELLULAR	0729097694	HOTSPOT - LIBRARY	05/10/2025	25.00	25.00	05/29/2025
Total 56-517110-03 UTILITIES, CELL PHONES:					640.29	640.29	
56-551300-01 LIBRARY WAGES							
264574	KOHN LAW FIRM S.C.	KLF042325	BALDWIN CURTIS GARNISHMENT	04/23/2025	190.32	190.32	05/01/2025
Total 56-551300-01 LIBRARY WAGES:					190.32	190.32	
56-551300-03 LIBRARY OPERATING							
264120	ALYSSA DIAZ DE LEON	202505AD	MILEAGE 5/13-5/21 - SCLS CSS & HIRING COMMITTEE362MI@.70	05/23/2025	253.40	253.40	05/29/2025
264005	AMAZON CAPITAL SERVICES	14M4-DCVM-3	DVDS & SUPPLIES	05/26/2025	391.28	391.28	05/29/2025
264005	AMAZON CAPITAL SERVICES	14VFNNJQVQ	DVDS, PROCESSING SUPPLIES, YS/SLP SUPPLIES AND INCENTIVES	04/28/2025	1,236.87	1,236.87	05/01/2025
264005	AMAZON CAPITAL SERVICES	1HC6LTLX3TC	BOOKS, DVDS, PROCESSING SUPPLIES, YS/SLP SUPPLIES AND INCENTIVES	05/12/2025	565.45	565.45	05/15/2025
20070	BAKER & TAYLOR	2038995082	BOOKS & LARGE PRINT BOOKS	04/08/2025	505.64	505.64	05/01/2025
20070	BAKER & TAYLOR	2039023816	BOOKS & LARGE PRINT BOOKS	04/21/2025	271.16	271.16	05/01/2025
20070	BAKER & TAYLOR	2039046833	BOOKS & LARGE PRINT BOOKS	04/30/2025	115.73	115.73	05/29/2025
20070	BAKER & TAYLOR	2039050192	BOOKS & LARGE PRINT BOOKS	05/27/2025	37.89	37.89	05/29/2025
20070	BAKER & TAYLOR	2039050485	BOOKS & LARGE PRINT BOOKS	05/01/2025	331.43	331.43	05/29/2025
20070	BAKER & TAYLOR	2039074425	BOOKS & LARGE PRINT BOOKS	05/13/2025	275.80	275.80	05/29/2025
263742	BLACKSTONE PUBLISHING	2195673	AUDIO BOOK ON CD	04/18/2025	100.60	100.60	05/01/2025
263742	BLACKSTONE PUBLISHING	2197539	AUDIO BOOK ON CD	05/07/2025	185.58	185.58	05/15/2025
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	OLL RETURNS, LOGO FORMATTING, AI SUBSCRIPTION	05/19/2025	393.89	393.89	05/20/2025
264410	CAITLIN OPATIK	202505CO	STAFF MILEAGE - SCIL	05/12/2025	115.50	115.50	05/15/2025
30174	CENTER POINT LARGE PRINT	2163173	LARGE PRINT BOOKS	05/01/2025	294.84	294.84	05/15/2025
264588	DANIEL FAAS	001	BOOK - THE GRANGER RAILROADS OF WISCONSIN	05/01/2025	24.99	24.99	05/15/2025
70300	GALE	999100404358	LARGE PRINT BOOKS	05/09/2025	42.73	42.73	05/29/2025
70300	GALE	999100423360	LARGE PRINT BOOKS	05/14/2025	26.99	26.99	05/29/2025
70300	GALE	999100430185	LARGE PRINT BOOKS	05/15/2025	51.73	51.73	05/29/2025
264570	Heidi Feller	202506HF	COOKBOOK DISCUSSION 6/4/2025	05/13/2025	150.00	150.00	05/15/2025
90510	INGRAM	87696524	BOOKS & LARGE PRINT BOOKS	04/18/2025	157.94	157.94	05/15/2025
90510	INGRAM	87722720	BOOKS & LARGE PRINT BOOKS	04/21/2025	156.79	156.79	05/01/2025
90510	INGRAM	87770535	BOOK & LARGE PRINT BOOKS - \$16.79 FROM FRIENDS HOLIDAY FUND	04/29/2025	52.79	52.79	05/01/2025
90510	INGRAM	87865268	LARGE PRINT BOOKS	04/29/2025	84.93	84.93	05/15/2025
90510	INGRAM	87936733	BOOKS & LARGE PRINT BOOKS	05/02/2025	248.82	248.82	05/15/2025
90510	INGRAM	87936734	BOOKS & LARGE PRINT BOOKS	05/02/2025	472.49	472.49	05/15/2025
90510	INGRAM	88088710	BOOKS & LARGE PRINT BOOKS	05/12/2025	251.59	251.59	05/15/2025
90510	INGRAM	88185064	BOOKS & LARGE PRINT BOOKS	05/16/2025	180.72	180.72	05/29/2025
90510	INGRAM	88286487	BOOKS & LARGE PRINT				

Vendor No	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
110551	KRUEGER OFFICE SUPPLIES	29942	BOOKS	05/22/2025	218.88	218.88	05/29/2025
263417	LIFE: BEAUTIFUL	202505LB	BANNERS & BUSINESS CARDS	05/08/2025	154.60	154.60	05/15/2025
130636	MARIS ASSOCIATES	0218	MAGAZINE RENEWAL 2 YEARS	05/01/2025	36.00	36.00	05/15/2025
262620	MIDWEST TAPE LLC	507152525	WI HISTORICAL SOCIETY BOOKS	05/14/2025	190.66	190.66	05/29/2025
262620	MIDWEST TAPE LLC	507186157	AUDIO BOOK ON CD	05/09/2025	92.98	92.98	05/15/2025
262620	MIDWEST TAPE LLC	507186159	AUDIO BOOK ON CD	05/19/2025	183.15	183.15	05/29/2025
261904	PENWORTHY COMPANY	0607406-IN	AUDIO BOOK ON CD	05/19/2025	55.99	55.99	05/29/2025
264205	PLAYAWAY PRODUCTS LLC	495540	CHILDREN'S BOOK (PREBIND) FOL FUNDS & HOLIDAY FUND	01/15/2025	990.84	990.84	05/01/2025
263781	PROGRESSIVE FARMER	2025PF	WONDERBOOK - AUDIO ENABLED BOOK	04/03/2025	59.99	59.99	05/01/2025
180890	REEDSBURG TRUE VALUE	800027-0425	SUBSCRIPTION ONE YEAR	04/04/2025	21.00	21.00	05/01/2025
180890	REEDSBURG TRUE VALUE	800027-0525	LIBRARY SUPPLIES	04/25/2025	66.99	66.99	05/15/2025
180905	REEDSBURG UTILITY	20304-202504	SUPPLIES	05/25/2025	24.04	24.04	05/29/2025
180905	REEDSBURG UTILITY	20304-202505	LIBRARY TELEPHONE, TV, INTERNET	04/20/2025	634.67	634.67	05/01/2025
262628	RHYME BUSINESS PRODUCTS	39034465	PHONE, INTERNET, TV	05/20/2025	629.56	629.56	05/29/2025
262628	RHYME BUSINESS PRODUCTS	39256138	LIBRARY COPIERS	04/18/2025	255.75	255.75	05/01/2025
263806	SAUK COUNTY HISTORICAL SO	20250514	LIBRARY COPIERS	05/19/2025	255.75	255.75	05/29/2025
263931	STERICYCLE INC	8010583652	HONORARIUM- SAUK COUNTY GENEALOGY RESOURDCES	05/13/2025	50.00	50.00	05/15/2025
263931	STERICYCLE INC	8010887527	SHRED IT - LIBRARY	04/25/2025	101.01	101.01	05/01/2025
262899	TODAY'S BUSINESS SOLUTION	18189	SHREDDING - LIBRARY	05/28/2025	101.01	101.01	05/29/2025
263033	TURNER WATERCARE	8120-202505	EPRINTIT MOBILE PRINTING LICENSE & INSTALLATION	05/16/2025	570.00	570.00	05/29/2025
261740	WISCONSIN HISTORICAL FOUN	024383-2025	WATER SERVICE - LIBRARY	05/01/2025	52.00	52.00	05/15/2025
262783	ZOOZORT CORP INC	1026	MEMBERSHIP & WI MAGAZINE OF HISTORY	05/13/2025	65.00	65.00	05/15/2025
			LIVE ANIMAL PROGRAM AT LIONS BUILDING 6/10/2025 - YOUTH FUNDS	05/13/2025	450.00	450.00	05/15/2025
Total 56-551300-03 LIBRARY OPERATING:					12,237.44	12,237.44	
61-565200-03 SITE DEVELOPMENT							
261351	RENNHACK CONSTRUCTION C	2279	SIDEWALK AND CURB BY PIZZA RANCH	05/09/2025	23,514.27	23,514.27	05/15/2025
221070	VIERBICHER ASSOCIATES INC	230214-00018	MY HOME ESTATES TID 11 PROFESSIONAL SERVICES	05/09/2025	1,175.00	1,175.00	05/29/2025
221070	VIERBICHER ASSOCIATES INC	240058-00010	PIZZA RANCH SITE TID 11 PROFESSIONAL SERVICES	05/09/2025	1,455.00	1,455.00	05/29/2025
Total 61-565200-03 SITE DEVELOPMENT:					26,144.27	26,144.27	
69-565200-03 SITE DEVELOPMENT							
261892	KNAPP RAILROAD BUILDERS I	5723	RAIL SPUR REPAIR	05/01/2025	11,057.49	11,057.49	05/15/2025
221070	VIERBICHER ASSOCIATES INC	00046	BUSINESS PARK EXPANSION - TID 9	04/15/2025	427.50	427.50	05/01/2025
221070	VIERBICHER ASSOCIATES INC	210134-00047	2021 BUSINESS PARK EXPANSION - TID 9	05/09/2025	337.50	337.50	05/29/2025
Total 69-565200-03 SITE DEVELOPMENT:					11,822.49	11,822.49	
70-521100-03 POLICE EQUIPMENT							
261281	APPLIED CONCEPTS INC	456057	RADAR UNIT- SQUAD 37 PD	04/15/2025	3,193.00	3,193.00	05/01/2025
Total 70-521100-03 POLICE EQUIPMENT:					3,193.00	3,193.00	
70-523100-03 FIRE VEHICLES & EQUIPMENT							
261207	ZORN COMPRESSOR & EQUIP	450468-00	AIR COMPRESSOR FIRE DEPARTMENT	02/27/2025	9,341.03	9,341.03	05/01/2025

Vendor No	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 70-523100-03 FIRE VEHICLES & EQUIPMENT:					9,341.03	9,341.03	
70-525100-03 EMERGENCY GOVERNMENT							
262973	FEDERAL SIGNAL CORP SSG	8921304	SIREN WEST SIDE REPLACEMENT	04/30/2025	17,959.00	17,959.00	05/15/2025
Total 70-525100-03 EMERGENCY GOVERNMENT:					17,959.00	17,959.00	
70-541100-03 PUBLIC WORKS EQUIPMENT							
262205	MID-STATE EQUIPMENT	B22181	BRUSH CUTTER REPLACEMENT	05/15/2025	7,800.00	7,800.00	05/29/2025
Total 70-541100-03 PUBLIC WORKS EQUIPMENT:					7,800.00	7,800.00	
70-554100-03 PARKS VEHICLES & EQUIPMENT							
262630	BMO HARRIS BANK CREDIT CA	BMO CC April	TRUCK TOOL BOXES	05/19/2025	1,944.85	1,944.85	05/20/2025
130643	MCFARLANE MFG CO INC	ES94021	LANDPRIDE MOWER	04/29/2025	30,400.00	30,400.00	05/01/2025
Total 70-554100-03 PARKS VEHICLES & EQUIPMENT:					32,344.85	32,344.85	
75-517100-03 MUNICIPAL CAMPUS							
10024	ALLIANT ENERGY/WP&L	922519333-04	2025.04.28 - LANDS' END GAS INVOICE	04/28/2025	98.05	98.05	05/15/2025
264579	EZ OFFICE PRODUCTS	859147	TABLES FOR EOC/TRAINING ROOM- PD	04/15/2025	1,400.00	1,400.00	05/01/2025
180905	REEDSBURG UTILITY	RUC 0425	MUNICIPAL CAMPUS - LANDS END	04/23/2025	2,553.08	2,553.08	05/15/2025
Total 75-517100-03 MUNICIPAL CAMPUS:					4,051.13	4,051.13	
75-543100-03 STREET RECONSTRUCTION							
264399	TEAM ENGINEERING INC	25-2168-32	VIKING AND 19TH STREET	05/12/2025	10,010.00	10,010.00	05/29/2025
Total 75-543100-03 STREET RECONSTRUCTION:					10,010.00	10,010.00	
75-543130-03 SOUTH VIKING DRIVE EXTENSION							
130612	MSA PROFESSIONAL SERVICE	015155	PROFESSIONAL SERVICES S VIKING DR	04/14/2025	2,381.15	2,381.15	05/01/2025
Total 75-543130-03 SOUTH VIKING DRIVE EXTENSION:					2,381.15	2,381.15	
75-551100-03 LIBRARY							
264584	NABCO ENTRANCES, INC	45770SK	ADA DOOR OPENERS 50% DOWN - LIBRARY	04/23/2025	3,760.00	3,760.00	05/01/2025
Total 75-551100-03 LIBRARY:					3,760.00	3,760.00	
75-554260-03 NORTHWEST AREA PARK EXPANSION							
221070	VIERBICHER ASSOCIATES INC	00017	NW PARK ENGINEERING	04/15/2025	4,820.50	4,820.50	05/01/2025
Total 75-554260-03 NORTHWEST AREA PARK EXPANSION:					4,820.50	4,820.50	
75-554800-03 PARKS IMPROVEMENTS							
262125	FAULK BROS. CONSTRUCTION	420570	CLASSIC INFIELD MIX - NISHAN PARK	04/16/2025	248.34	248.34	05/01/2025
262125	FAULK BROS. CONSTRUCTION	420804	CLASSIC INFIELD MIX - NISHAN PARK	04/16/2025	296.61	296.61	05/01/2025
60345	FRIEDE & ASSOCIATES LLC	NW Rec Area P	PAYMENT 1 - LEGENDS PARK CONCESSION STAND	04/30/2025	83,903.05	83,903.05	05/15/2025
70375	GAWRONSKI SIGNS & ADVERTI	28655	SIGNAGE FOR FARMERS MARKET	04/19/2025	650.00	650.00	05/01/2025
70375	GAWRONSKI SIGNS & ADVERTI	28659	DONOR SIGN SPLASH PAD	04/19/2025	480.00	480.00	05/01/2025

Vendor No	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
263371	LEE RECREATION LLC	16976-25	WEBB REPLACEMENT EQUIPMENT	05/08/2025	13,250.20	13,250.20	05/15/2025
262023	RAHS WELDING	RAHS050225	FABRICATION OF 6 BENCHES - PARKS	05/02/2025	600.00	600.00	05/15/2025
201029	T & M GENERAL CONTRACTOR	23851	CONCRETE SIDEWALK COMMUNITY MARKET	05/21/2025	10,118.00	10,118.00	05/29/2025
221070	VIERBICHER ASSOCIATES INC	00007	ENGINEERING BATHROOM - RIVER DISTRICT	04/15/2025	2,345.00	2,345.00	05/01/2025
221070	VIERBICHER ASSOCIATES INC	230314-00018	PROFESSIONAL SERVICES - LEGENDS CONCESSION	05/09/2025	6,258.50	6,258.50	05/29/2025
221070	VIERBICHER ASSOCIATES INC	240577-00008	RIVER DISTRICT BATHROOM PROJECT	05/09/2025	277.50	277.50	05/29/2025
Total 75-554800-03 PARKS IMPROVEMENTS:					118,427.20	118,427.20	
75-554950-03 SPLASH PAD EXPENSES							
130612	MSA PROFESSIONAL SERVICE	015104	PROFESSIONAL SERVICES SPLASH PAD	04/10/2025	15,508.79	15,508.79	05/01/2025
Total 75-554950-03 SPLASH PAD EXPENSES:					15,508.79	15,508.79	
75-554955-03 FIELD HOUSE EXPENSES							
264226	FOWLER & HAMMER INC	FIELDHOUSE	FIELDHOUSE PAYMENT 14	01/01/2025	4,749.92	4,749.92	05/01/2025
Total 75-554955-03 FIELD HOUSE EXPENSES:					4,749.92	4,749.92	
75-565500-03 VIKING DR AND 19TH ROUNDABOUT							
261832	GERKE EXCAVATING INC	19th St Rounda	ROUNABOUT PAY APP #2	05/09/2025	503,809.51	503,809.51	05/15/2025
Total 75-565500-03 VIKING DR AND 19TH ROUNDABOUT:					503,809.51	503,809.51	
91-596000-03 DONATIONS							
264591	TOM PARKER	TP052025	FLY IN DRIVE IN REIMBURSEMENT	05/20/2025	2,155.97	2,155.97	05/29/2025
Total 91-596000-03 DONATIONS:					2,155.97	2,155.97	
Grand Totals:					1,474,582.54	1,474,582.54	

Dated: _____

City Administrator: _____

Dated: _____

City Clerk-Treasurer: _____

Dated: _____

Mayor: _____

STAFF REPORT

AGENDA ITEM: _____

To: Mayor and Common Council
From: Brian Duvalle, Planning & Building
Date of Meeting: June 9, 2025

Subject: Monthly Building Permit Report

BACKGROUND

On a routine basis the building inspector presents to the Common Council the actions of the proceeding monthly activity.

PERMITS

	May 2024	May 2025	Total Change
Zoning	7	7	0
Building	25	21	-4

VALUE

	May 2024	May 2025	Total Change
Zoning	\$10,900	\$43,350	\$32,450
Building	\$16,725,150	\$1,772,350	(\$14,952,800)

STAFF RECOMMENDATION

Recommend the Monthly Building Permit Report be received and filed by the Common Council.

NOTES

May 2024 included My Home Estates apartment building

City of Reedsburg Ambulance
Monthly Report
January 1, 2025 –May 31, 2025

Types of Calls	May 2025	May 2024	2025 YTD	2024 YTD	2024 Total	2023 Total	2022 Total	2021 Total	2020 Total	2019 Total	2018 Total	2017 Total	2016 Total	2015 Total
911 Calls	115	145	714	684	1671	1670	1628	1729	1463	1481	1495	1432	1401	1372
Transfers (Nursing Home and Madison)	39	55	225	257	638	754	810	796	787	733	779	740	490	442
Hospital to Hospital Transfers	34	47	202	195	496	593	650	662	662	595	652	605	425	395
Total	154	200	939	941	2309	2424	2438	2525	2250	2214	2274	2172	1891	1814

January 1 - December 31, 2024					
Primary 911	1162	50.3%	72.8%	96.8 Calls/Month	
Primary Transfer	518	22.4%		43.2 Calls/Month	
2nd 911	428	18.5%	23.4%	35.7 Calls/Month	
2nd Transfer	113	4.9%		9.42 Calls/Month	
3rd 911	77	3.3%	3.6%	6.42 Calls/Month	
3rd Transfer	7	0.3%		0.58 Calls/Month	
4th 911	4	0.2%	0.2%	0.33 Calls/Month	
5th 911	0	0.0%	0.0%	0 Calls/Month	
Total Records	2309	100.0%		192 Calls/Month	

January 1 - May 31, 2025					
Primary 911	516	55.0%	73.2%	103 Calls/Month	
Primary Transfer	171	18.2%		34.2 Calls/Month	
2nd 911	173	18.4%	22.8%	34.6 Calls/Month	
2nd Transfer	41	4.4%		8.2 Calls/Month	
3rd 911	34	3.6%	3.7%	6.8 Calls/Month	
3rd Transfer	1	0.1%		0.2 Calls/Month	
4th 911	3	0.3%	0.3%	0.6 Calls/Month	
5th 911	0	0.0%	0.0%	0 Calls/Month	
Total Records	939	100.0%		188 Calls/Month	

Double Transfers 2021	165		Transfers Declined 2021	223
Double Transfers 2022	176		Transfers Declined 2022	314
Double Transfers 2023	120		Transfers Declined 2023	225
Double Transfers 2024	120		Transfers Declined 2024	153
Double Transfers 2025	42		Transfers Declined 2025	20
Open Hours	92			
Extra Overtime and Cost	596.5		\$25,727.12	

Average Run Times Summary Report - Monthly

Avg Unit Notified to Enroute in Minutes	Avg Unit Enroute to Arrived at Scene in Minutes	Avg Unit Arrived on Scene to Left Scene in Minutes	Avg Unit Left Scene to Arrived at Destination in Minutes	Avg Unit Arrived at Destination to Unit Back In Service in Minutes	Avg Unit Notified to In Quarters in Minutes	Number of Runs
2.09	8.61	35.08	28.40	54.85		154

Runs by City - Monthly

Scene Incident City Name (eScene.17)	Number of Runs	Percent of Total Runs
Baraboo	6	3.90%
Cazenovia	2	1.30%
City of Baraboo	1	0.65%
City of Reedsburg	83	53.90%
Hill Point	2	1.30%
La Valle	7	4.55%
Loganville	1	0.65%
Lyndon Station	4	2.60%
North Freedom	1	0.65%
Plain	1	0.65%
Prairie du Sac	1	0.65%
Reedsburg	32	20.78%
Richland Center	1	0.65%
Rock Springs	2	1.30%
Village of La Valle	1	0.65%
Village of Loganville	2	1.30%
Village of Lyndon Station	1	0.65%
Village of North Freedom	3	1.95%
Village of Rock Springs	2	1.30%
Wisconsin Dells	1	0.65%
Total: 154		Total: 100.00%

Runs by Destination Name - Monthly

Disposition Destination Name Delivered Transferred To (eDisposition.01)	Number of Runs	Percent of Total Runs
	35	22.73%
Gundersen Lutheran Med Ctr-La Crosse	1	0.65%
Landing Zone	1	0.65%
Middleton Mem VA Hosp-Madison	1	0.65%
MILE BLUFF MED CTR-MAUSTON	1	0.65%
REEDSBURG AREA MED CTR	68	44.16%
SAUK PRAIRIE HOSP-PRAIRIE DU SAC	1	0.65%
SSM Health St Clare Hosp-Baraboo	10	6.49%
SSM Health St Marys Hosp-Madison	19	12.34%
Unitypoint Health-Meriter-Madison	6	3.90%
UW HOSP & CLINICS-MADISON	6	3.90%
WI-Assisted Living Facility	1	0.65%
WI-Nursing Home	4	2.60%
Total: 154		Total: 100.00%

Runs by Location Name and Code - Monthly

Scene Incident Facility Or Location Name (eScene.13)	Number of Runs	Percent of Total Runs
	115	74.68%
REEDSBURG AREA MED CTR	32	20.78%
SSM Health St Clare Hosp-Baraboo	5	3.25%
RICHLAND HOSP-RICHLAND CENTER	1	0.65%
SAUK PRAIRIE HOSP-PRAIRIE DU SAC	1	0.65%
	Total: 154	Total: 100.00%

Runs by Responding Unit - Monthly

Response EMS Unit Call Sign (eResponse.14)	Number of Runs	Percent of Total Runs	Response EMS Vehicle Unit Number (eResponse.13)
513	62	40.26%	513
515	38	24.68%	515
516	31	20.13%	516
511	18	11.69%	511
512	3	1.95%	512
514	2	1.30%	514
	Total: 154	Total: 100.00%	

Runs by Zone - District - Monthly

Scene Incident Zone	Number of Runs	Percent of Total Runs
City of Reedsburg	100	64.94%
Town of Excelsior	7	4.55%
City of Baraboo	6	3.90%
Town of Freedom	4	2.60%
Town of LaValle	4	2.60%
Town of Winfield	4	2.60%
Mutual Aid	3	1.95%
Town of Dellona	3	1.95%
Town of Washington	3	1.95%
Village of Rock Springs	3	1.95%
Paramedic Intercept	2	1.30%
Village of LaValle	2	1.30%
Town of Lyndon	2	1.30%
Town of Reedsburg	2	1.30%
Town of Seven Mile Creek	2	1.30%
Village of Loganville	2	1.30%
Town of Westfield	1	0.65%
City of Richland Center	1	0.65%
Prairie du Sac	1	0.65%
Town of Ironton	1	0.65%
Village of North Freedom	1	0.65%
	Total: 154	Total: 100.00%

Runs per Month Report - Monthly

Incident Month Name	Number of Runs	Percent of Total Runs
January	212	22.43%
February	197	20.85%
March	182	19.26%
April	194	20.53%
May	154	16.30%
Total: 939		Total: 100.00%

Annual License Application for

Transient Merchant/Secondhand Dealer/Flea Market

License Types (Check all that Apply)

- | | |
|---|--|
| ☐ Pawnbroker: \$210 | ☐ Secondhand Jewelry Dealer: \$40 |
| ☐ Secondhand Article Dealer: \$27.50 | ☐ Mall/Flea Market: \$165 |
| ☐ Fireworks Sales: \$27.50 | ☐ Transient Door to Door: \$60 |
| ☐ Transient Merchant: \$27.50 | ☐ Short Term Rental: \$0 |
| ☒ Public Entertain/Carnivals: \$25.00/day | |

Amusement for Butterfest 2025 \$100 fee

1. Applicant Information:

Name: Lisa Weiland

Date of Birth: 08 / 16 / 1969 Place of Birth: Reedsburg

Height: 5'10 Weight: 242 Hair Color: Black Eye Color: Hazel

Driver's License Number: W453-5216-9796-07 State: WI Expiration Date: 08/16/2032

Present Address: PO Box 179 North Freedom WI 53951
House Number City State Zip Code

Permanent Address (Where you can be contacted at least seven (7) days after leaving the City):
325 S. Maple St North Freedom WI 53951
House Number City State Zip Code

Telephone Numbers: 608 434 4100 : _____ : _____
Home Business Cellular

Vehicle(s) Used: _____
Registration Plate Number & State Make Model Year Color

Registration Plate Number & State Make Model Year Color

2. Business/Company Information

Business Name: Mr. Eds Magical Midways Business Phone: 608 434 4100

Business Address: PO Box 179 North Freedom WI 53951
Number City State Zip Code

Temporary Business Location: _____
Number City State Zip Code

Nature of Business/Product(s) Description: Carnival Butterfest 5 days

Business History:

List the three (3) most recent communities (city, village or town) where you have conducted business as a transient merchant and for each community give the type of activity you were engaged:

Jefferson County Fair Carnival
Brat Fest - Madison
La Crosse Interstate Fair + Oktoberfest

3. Criminal Activity

Have you been convicted of any crime or ordinance violation reasonably related to the requested licensed activity? ☒ No ☐ Yes

If yes, please explain the nature of the offense(s) and location of conviction: _____

4. Identification

☒ Picture I.D., Driver's License Number & State: W453-5216-9796-07 WI
☐ Other I.D. type (specify): _____

ATTACH COPY OF IDENTIFICATION TO APPLICATION

Applicant understands and agrees that this permit is not to insure nor indemnify and shall not be construed as such. Applicant further agrees that applicant will indemnify and hold harmless the City of Reedsburg for any and all claims arising from the service or goods provided under this application or permit.

Applicant acknowledges receiving a copy of the City of Reedsburg Ordinances regulating transient merchants. Pursuant to section (5)(C) the Applicant hereby appoints the City Clerk as their agent to accept service of process in any civil action brought against the Applicant arising out of any sale or service performed by the Applicant in connection with the direct sales activities by the Applicant in the event that the Applicant cannot, after reasonable effort, be served personally. Upon payment of the registration fee and the signing of the application, the Applicant understands the City Clerk shall register the Applicant as a transient merchant as of the date this application is approved by the City. The Applicant understands that this registration shall be valid for a period of one-year from said approval date subject to subsequent refusal as provided in Section (6)(B) of the Reedsburg Ordinances regulating transient merchants.

Date: 5-1-2025 Applicant Signature: [Signature]
Email Address: Mredsmidways@gmail.com
Last Four Numbers of Social Security Number: 9679

5. Approvals

	Date:	Initials:
Chief of Police:	<u>5-9-25</u>	<u>PC</u>
City Clerk:	_____	_____
Representative:	_____	_____

2025-2026 LICENSES

Class “A” Combination Retail License

Casey’s General Store #3773
Dollar General Store #25774
Kwik Trip #838
Kwik Trip #839
Bombita
Travel Plaza
Viking Express Mart
Viking Liquor
Viking Village Foods
Walgreen’s

Class “B” Fermented Malt Beverage Retail/Class “C” Wine License

Golden Buffet

Class “B” Beer

Super 8

Class “B” Combination Retail License (All Issued)

Badger Billiards & Venue
Bender’s Tap Inn
Brewsters Lanes
Champs
Corner Pub Brewing
Donnies Restaurant
Holiday Express
J’s Pub & Grill
Just One
Knights of Columbus Hall
Reedsburg Country Club
Thirsty Beaver
Touchdown Tavern
Viking Village Inc (Restaurant)
Voyageur Inn & Conference Center
2 Amigos Taqueria

Organizations Limited Combination Class “B” Retail License

VFW Post 1916

Combination Class “B” Reserve Retail License

Cancun Mexican Restaurant
The Library Grille

Cigarette License

Casey’s General Store #3773
Dollar General Store #25774
Dollar General Store #13318
Kwik Trip #838
Kwik Trip #839
Reedsburg Country Club
Smoke World Reedsburg
Travel Plaza
Viking Express Mart
Viking Liquor
Viking Village Foods
Walgreen’s
Xscape 2 Vape LLC

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	City of Reedsburg
License Period	7-1-2025 to 6-30-2026

License(s) Requested: (up to two boxes may be checked)

- ☐ Class "A" Beer \$ _____ ☒ Class "B" Beer \$100.00
- ☐ "Class A" Liquor \$ _____ ☒ "Class B" Liquor \$500.00
- ☐ "Class A" Liquor (cider only) \$ _____ ☐ Reserve "Class B" Liquor \$ _____
- ☐ "Class C" Liquor (wine only) \$ _____

Fees	
License Fees	\$600.00
Background Check Fee	\$.00
Publication Fee	\$ 25.00
Total Fees	\$625.00

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) Reedsburg HIE LLC		
2. Business Trade Name or DBA Holiday Inn Express & Suites		
3. FEIN 88-0701204	4. Wisconsin Seller's Permit Number 456-1031541162-04	
5. Entity Type (check one) ☐ Sole Proprietor ☐ Partnership ☒ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization		
6. State of Organization Wisconsin	7. Date of Organization 2/11/2022	8. Wisconsin DFI Registration Number 2081853
9. Premises Address 3017 Skinner Dr.		
10. City Reedsburg	11. State WI	12. Zip Code 53959
13. County Sauk	14. Governing Municipality: ☒ City ☐ Town ☐ Village of: Reedsburg	15. Aldermanic District
16. Premises Phone 608-768-2200	17. Premises Email hie@reedsburg.com	18. Website
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Hotel Market Area		

20. Mailing Address (if different from premises address)		
21. City	22. State	23. Zip Code

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☒ No		
If yes, list the details of violation below. Attach additional sheets if necessary.		
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No

PC

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol or beverages. ☐ Yes ☒ No

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? ☐ Yes ☒ No
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? ☐ Yes ☒ No
If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity

4b. Business Entity FEIN

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. ☒ Yes ☐ No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? ☐ Yes ☒ No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? ☐ Yes ☒ No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
Webb	Emma	Assist. GM	901-831-8059

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name	webb	First Name	Emma	M.I.	B
Title	Assistant General Manager		Email	emabwebb@hotmail.com	
Signature	Emma Webb		Phone	901-831-8059	
			Date	5/19/25	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk	5/19/25	License Number	2025004048	Date License Granted	6/9/25	Date License Issued	6/10/25
Signature of Clerk/Deputy Clerk				Date Provisional License Issued (if applicable)			

Alcohol Beverage
Appointment of AgentDate
5-19-2025

Agent Type (check one)

☐ Original (no fee)☒ Successor (\$10 fee for municipal licensees only)

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

Reedsburg HIE LLC

2. Business Trade Name or DBA

Holiday Inn Express

3. Entity Type (check one)

☒ Limited Liability Company☐ Corporation☐ Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)

☒ Municipal Retail License☐ State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

456-1031541162-04

6. Describe the reason for appointing a successor agent, if successor is checked above.

previous agent left corp as of May 2025.

Part B: Agent Information

1. Last Name

Webb

2. First Name

Emma

3. M.I.

B

Part C: Agent Questions

1. Have you satisfied the responsible beverage server training requirement? ☒ Yes ☐ No
Submit proof of completion.
2. Have you completed Form AB-100, Alcohol Beverage Individual Questionnaire (licensee) or
Form AB-300, Alcohol Beverage Personal Questionnaire (permittee)? ☒ Yes ☐ No
3. Have you been a Wisconsin resident for at least 90 continuous days? ☒ Yes ☐ No
See instructions for exceptions.

Continued →

Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <i>Savage Webb</i>	First Name <i>Clayton Emma</i>	M.I. <i>B</i>
Title <i>General Manager</i>	Email <i>clayton.savage@SSA-gmat.com</i>	Phone <i>417-655-0660</i>
Signature <i>Clayton Savage Emma Webb</i>		Date <i>5-15-25</i>

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <i>Webb</i>	First Name <i>Emma</i>	M.I. <i>B.</i>
Signature <i>Emma Webb</i>		Date <i>5/15/25</i>

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	City of Reedsburg
License Period	7-1-2025 to 6-30-2026

License(s) Requested: (up to two boxes may be checked)

- ☐ Class "A" Beer \$ _____ ☐ Class "B" Beer \$ _____
- ☐ "Class A" Liquor \$ _____ ☐ "Class B" Liquor \$ _____
- ☐ "Class A" Liquor (cider only) \$ _____ ☒ Reserve "Class B" Liquor 10,600
- ☐ "Class C" Liquor (wine only) \$ _____

Fees	
License Fees	\$ 10,600
Background Check Fee	\$.00
Publication Fee	\$ 25.00
Total Fees	\$ 10,625.00

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) Lisa M Nelson			
2. Business Trade Name or DBA L-Hellpap LLC DBA/The Library Grille			
3. FEIN 99-4487337		4. Wisconsin Seller's Permit Number 456-1031851903-04	
5. Entity Type (check one) ☐ Sole Proprietor ☐ Partnership ☒ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization			
6. State of Organization WI		7. Date of Organization 9-25-24	
8. Wisconsin DFI Registration Number L082325			
9. Premises Address 420 Plum St Suite 100 & 200			
10. City Reedsburg		11. State WI	12. Zip Code 53959
13. County Sauk		14. Governing Municipality: ☒ City ☐ Town ☐ Village of: Reedsburg	
15. Aldermanic District		16. Premises Phone 608-768-0011	
17. Premises Email lnelson1965@gmail.com		18. Website The-library-grille.com	
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. See Attached map for liquor service at bar & dining room - use of social room for customers to take drink to watch ball games etc. Locked office w/locked file cabinet for records			
20. Mailing Address (if different from premises address) N/A			
21. City		22. State	23. Zip Code

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☒ No
- If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated N/A	Location	Trial Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . ☐ Yes ☒ No
beverages.
If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . ☐ Yes ☒ No
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? ☐ Yes ☒ No
If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity	4b. Business Entity FEIN
-----------------------------	--------------------------

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. ☒ Yes ☐ No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? ☐ Yes ☒ No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? ☐ Yes ☒ No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
Nelson	Lisa	Owner	608-393-8677

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

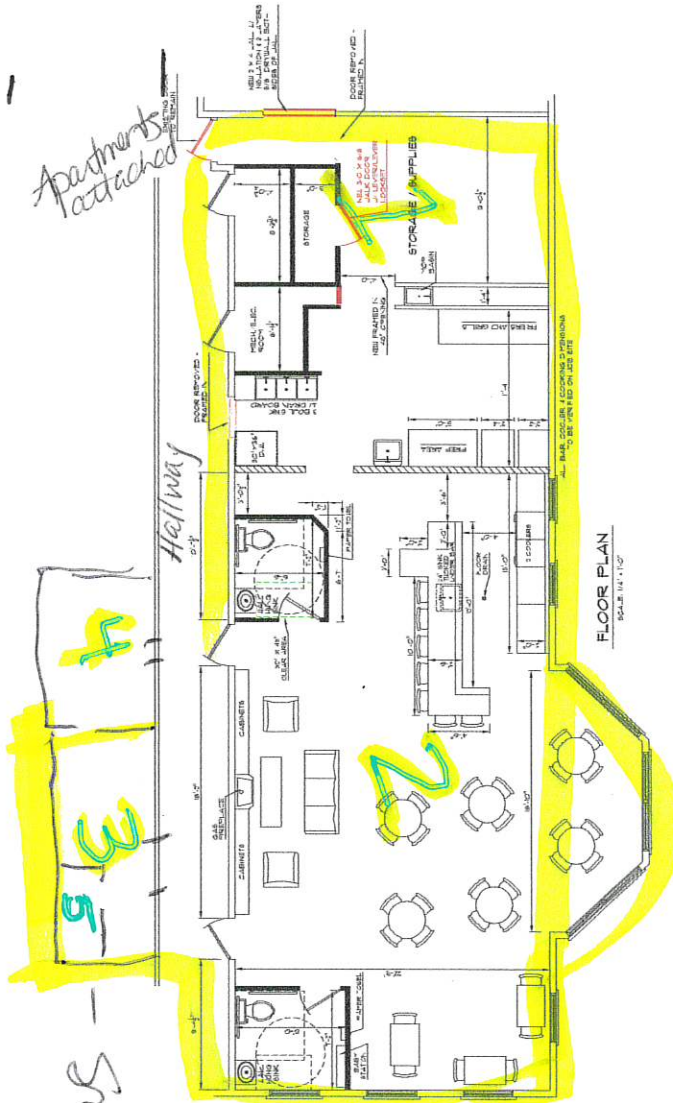
READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Nelson		First Name Lisa		M.I. M
Title Owner		Email lnelson1965@gmail.com		Phone 608-393-8677
Signature Lisa Nelson			Date 3-31-25	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 4/11/2025	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk 			Date Provisional License Issued (if applicable)

Door #1 Pine St Entrance



Suite 100

Lowest St Entrance

- 1) Dry Storage room locked liquor storage
- 2) Dining room & bar service
- 3) Attached social room - patrons can bring drinks into this room
- 5) Office locked records kept

DRAWN BY: N.D.K. DATE: 8-6-24	 HARTJE LUMBER, INC.	E4555A SCHUETTE ROAD P.O. BOX 389 LAVALLIE, WI 53941 PHONE: 800-362-5898 OR 608-585-7207	OWNER: DAN DEBATES	MILLER: D.C.I. NEEDSPRING, LLC. PROJECT: NEW CAFE/BAR REMODEL SOUTH SCHOOL	SHEET 1 OF 1 JOB NO. BAR AREA
--	---	---	-----------------------	--	--

Main Entrance to both The Library Grille & Old School Pizza is on Locust St side of building, Door #5.

Enter through Door #5, turn right into hallway. The Library Grille will be on the right side of the hallway. Old School Pizza, rooms 2 & 3 on attached map are on left side of the hallway.

Public entrance is open on Pine St. Side of building from 11am-5PM daily. This will remain the handicap entrance. Enter through Door #1. Walk straight forward. The Library Grille is to left of hallway, Old School Pizza, rooms 2 & 3 on map, are to the right of hallway.

No alcohol will be stored or served in Rooms 2 & 3. Should these rooms be open for any gathering staff will be assigned to monitor patrons in this space.

City of Reedsburg

Emergency Operations Plan

April 2025



Contents

Incident Priorities.....	4
14 Essential Incident Command System Features	4
Emergency Telephone Listings.....	6
City of Reedsburg Emergency Management Position Designations	9
Emergency Operations Center Alerting List.....	10
Legal Basis and Accountability	11
Acronyms.....	12
City of Reedsburg Emergency Operations Plan	13
Declaration of a State of Emergency	16
Resolution Adopting Declaration of Emergency	17
Key Action Checklists	18
City of Reedsburg – Mayor.....	18
City of Reedsburg –Emergency Management Director.....	19
City of Reedsburg – Incident Commander	20
City Clerk/Treasurer/Finance Director	21
Law Enforcement.....	22
Department of Public Works	23
Emergency Medical Services – Ambulance Service	24
Public Information Officer.....	25
Fire Services.....	26
Building Inspection/Planning and Zoning	27
Volunteer Coordinator/Liaison	28
Resource Lists.....	29
City Hall Resource List.....	29
Department of Public Works	30
Department of Planning & Zoning/Building Inspection.....	31
Police Department.....	32
Fire Department	33
Reedsburg Area Ambulance Service	34
Parks and Recreation Department Resource List.....	35
Reedsburg Utility Resource List.....	36
Reedsburg Public Library	39
Response Checklist	40
Response Timeline.....	41
Hazardous Materials Teams.....	44
Sauk County Volunteer Management System - 2017.....	45
Volunteer Management Waiver.....	50
Volunteer Sign-In Log	51
City of Reedsburg Organizational Chart - ICS	52
Equipment Rate Resolution	53
Annex A – Plan for Pets.....	54
Annex B - Severe Weather Plan	55
Annex C – EOC Operations.....	62
Annex D – City Flood Response	64
Evacuation Notice	65

Annex E – Debris Management 66

 Debris Classifications 69

Annex F - Evacuation and Re-Entry Annex 70

 Residential Access Pass Registration..... 75

 Declaration of Order to Evacuate 76

 Resolution Adopting Declaration of Order to Evacuate 77

 Sample Evacuation Message Content:..... 78

Incident Priorities

1. Life Safety
2. Incident Stabilization
3. Property Preservation

14 Essential Incident Command System Features

1. Common Terminology helps define organizational functions, incident facilities, resource descriptions, and position titles.
2. Modular Organization develops following the Incident Command (IC) organizational structure based on the incident size/complexity and the hazard environment the incident creates.
3. Management by Objectives includes establishing overall objectives and strategies; developing assignments, plans, procedures, and protocols; establishing objectives for incident management activities and directing efforts to attain them; and measuring performance and facilitating corrective action.
4. Incident Action Plans (IAPs) communicate the overall incident objectives in the context of both operational and support activities.
5. Span of Control should range from three to seven subordinates for any individual with incident management supervisory responsibility to ensure effective and efficient incident management.
6. Incident Support Locations & Facilities are established in the vicinity of an incident to accomplish a variety of purposes (e.g., command posts, bases, camps, staging areas, mass casualty triage areas).
7. Comprehensive Resource Management maintains an accurate and up-to-date picture of resource use. Resources include personnel, equipment, supplies, and facilities potentially available for assignment/allocation in support of incident management activities.
8. Integrated Communications are facilitated by developing and using a common communications plan and interoperable communications processes and architectures.
9. The establishment & Transfer of Command must be clearly defined from the beginning of an incident. When the command is transferred, the process must capture essential information for continuing safe and effective operations.
10. Chain of Command & Unity of Command clarifies reporting relationships and eliminates confusion caused by conflicting directives. The chain of command refers to the orderly line of authority within the ranks. Unity of command means

- that every individual has a designated supervisor to report to at the scene of the incident.
11. Unified Command allows agencies with different legal, geographic, and functional responsibilities to work together effectively without affecting individual agency authority, responsibility, or accountability in incidents involving multiple jurisdictions or multiagency involvement.
 12. Accountability at all jurisdictional levels and within individual functional areas is essential and relies on the following principles:
 - Check-in. All responders must report in to receive assignments.
 - IAP. Response operations must be directed and coordinated as outlined in the IAP.
 - Unity of Command. Individuals involved in incident operations will be assigned to only one supervisor.
 - Personal Responsibility. All responders are expected to use good judgment and be accountable for their actions.
 - Span of Control. Supervisors must be able to adequately supervise, manage, control, and communicate with their subordinates.
 - Resource Tracking. Supervisors must record and report resource status changes as they occur.
 13. Dispatch/Deployment of personnel/equipment should only occur when requested by an appropriate authority.
 14. Information & Intelligence Management should follow a defined process for gathering, analyzing, sharing, and managing incident-related information.

Emergency Telephone Listings

Law Enforcement:

City of Reedsburg Police Department	608 524 2376
City of Baraboo Police Department	608 355 2720
Village of Lake Delton Police Department	608 254 7571
Village of Plain Police Department	608 546 2034
Village of Spring Green Police Department	608 588 2003
Sauk Prairie Police Department	608 643 2427
City of Mauston Police Department	608 847 6363
Sauk County Sheriff's Department	608 355 4495
DNR Wardens:	608 355 4495

Fire Departments:

Reedsburg Fire Department	608 524 2376
Baraboo Fire & EMS Department	608 355 4495
Hillpoint Fire Department	Same as Above
Lake Delton Fire Department	Same as Above
LaValle Fire Department	Same as Above
Loganville Fire Department	Same as Above
North Freedom Fire Department	Same as Above
Plain Fire Department	Same as Above
Prairie du Sac Fire Department	Same as Above
Sauk City Fire Department	Same as Above
Spring Green Fire Department	Same as Above

Ambulance Services:

City of Reedsburg Ambulance	608 524 2376
Baraboo Fire & EMS	608 355 4495
Cazenovia Ambulance	608 647 8906
Dells-Delton Ambulance	608 355 4495
Plain Ambulance	Same as Above
Spring Green Ambulance	Same as Above

First Responders:

LaValle	608 355 4495
Loganville	608 355 4495
North Freedom	608 355 4495
Hillpoint	608 355 4495

Air Medical:

Aspirus MedEvac	800 888 8056
Eagle III	877 332 4533
Flight For Life	800 344 1000
Life Link III	800 328 1377
Gunderson Air	800 527 1200

North Memorial Air Care	800 247 0229
Mayo One	800 237 6822
ThedaStar	800 236 2066
UW MedFlight	800 472 0111

Hospitals:

Divine Savior – Portage	608 742 4131
Meriter Hospital – Madison	608 267 6000
Mile Bluff – Mauston	608 847 6161
Moundview Memorial – Adams/Friendship	608 339 3331
Reedsburg Area Medical Center	608 524 6487
Richland Center Hospital	608 647 6321
Sauk Prairie Memorial Hospital	608 643 3311
St. Clare Hospital – Baraboo	608 356 1400
St. Joseph’s Hospital – Hillsboro	608 489 8000
St. Mary’s Hospital – Madison	608 251 6100
UW Hospital – Madison	608 263 6400
VA Hospital – Madison	608 256 1901

Emergency Management:

Wisconsin Emergency Management	608 242 3232
WEM Duty Officer 24-Hour Number	800 943 0003
Sauk County Emergency Management	608 355 3200

Utilities:

Reedsburg Utility Commission	608 768 1000
	608 524 4381
Alliant	800 758 1376 Police Only
Charter Communications	800 581 0081
Wisconsin Central Railroad	715 345 2462
American Transmission Company	866 899 3204
Bug Tussel	888 583 7062
Dairyland Electric Cooperative	608 788 4000
Frontier (Emergencies)	877 486 5667
Northern Natural Gas (Emergencies)	888 367 6671
Oakdale Electric Cooperative	608 372 4131
US Cellular	800 922 0204
Verizon Wireless	800 483 2000
	888 420 7701
Firstnet / AT&T	800 574 7000

Services:

American Red Cross	877 618 6628
ChemTec	800 424 9300
National Response Center	800 424 8802
Salvation Army	608 355 4410 Day

	800 963 5591 Pager
Sauk County Coroner	608 355 4495
Sauk County Human Services	608 355 4200
Sauk County Public Health	608 355 3290
Reedsburg Library	608 524 3316
Reedsburg Library – Second Line	608 768 7323
Reedsburg School District – Admin Offices	608 524 2401
Reedsburg School District – Building Request	608 415 9780 Shaun Luther
Reedsburg School District Bus Garage	608 524 6529
After Hours – Contact Key-holders	
Able Trek Busses	608 524 3021
VARC Busses	608 524 3716
Media:	
WRDB	608 524 1400
Reedsburg Independent	608 524 0387
WISC TV – Madison	608 273 3333
Red Cross Approved Shelters:	
Pineview Elementary School	608 963 3725
Reedsburg Area High School	608 963 3725
Debris Management Assistance:	
Petersen/Town and Country Sanitation	608 375-5856
Waste Management	608 355 3111
Zobel and Sons	608 524 2194
National Guard Armory	608 807 6626

City of Reedsburg Emergency Management Position Designations

The City of Reedsburg has designated the following positions to act as City Emergency Management Director and Public Information Officer under the authority of the mayor.

Emergency Management Director:

Ambulance Chief
Police Chief
Fire Chief
City Administrator
City Clerk/Treasurer/Finance Director

Public Information Officer:

City Administrator
Ambulance Chief
Police Chief
Fire Chief
City Clerk/Treasurer/Finance Director

The designated Emergency Management Director may defer that position and the position of Public Information Officer to the next available position based on the incident and the expertise of the position holder.

Emergency Operations Center Alerting List

1. City Emergency Management Director/Ambulance Chief Josh Kowalke
Available through Dispatch – 608 524 2376
2. Mayor – David Estes or Designee (Common Council President)
Available through Dispatch – 608 524 2376
3. City Administrator – Max Buckner
Available through Dispatch – 608 524 2376
4. Police Chief – Patrick Cummings or designee
Available through Dispatch – 608 524 2376
5. Fire Chief – Craig Douglas or designee
Available through Dispatch – 608 524 2376
6. City Engineer/DPW Director – Steve Zibell or designee
Available through Dispatch – 608 524 2376
7. Reedsburg Utility – Brett Schuppner or designee
Available through Dispatch – 608 524 2376
8. City Clerk-Treasurer – Jacob Crosetto or designee
Available through Dispatch – 608 524 2376
9. Reedsburg Ambulance Chief Josh Kowalke or designee
Available through Dispatch – 608 524 2376
10. Reedsburg Public Library – Sue Ann Kucher, Director or designee
Available through Dispatch – 608 524 2376
11. Parks and Recreation – Matt Scott, Director or Designee
Available through Dispatch – 608 524 2376
12. Planner/Building Inspector– Brian Duvalle, or Designee
Available through Dispatch – 608 524 2376

Legal Basis and Accountability

The legal basis and accountability for the development of the Emergency Operation Plan for the City of Reedsburg is stated in the following documents and statutes:

Federal Law:

Public law 103-337	National Defense Authorization Act
Title 42, Chapter 116	Emergency Planning and Community Right-to-Know Act (EPCRA)
Public law 100-707	Robert T. Stafford Disaster Relief and Emergency Assistance Act

Wisconsin Statutes:

66.0101	Administrative Home Rule
62.11	Powers of a City
166.23	Emergency powers of cities, villages, and towns.
213.095	Police Power of Fire Chief, Rescue Squads
321.39	Call to state active duty
323	Emergency Management
895.483(2)	Civil Liability Exemptions; County Emergency Response Team –

City Ordinances:

Chapter 48 – Emergency Management

Acronyms

ChemTec	Chemical Transportation Emergency Center
CP	Command Post
DNR	Department of Natural Resources
DPW	Department of Public Works
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
FEMA	Federal Emergency Management Administration
HAZMAT	Hazardous Materials
IC	Incident Commander
ICS	Incident Command System
NIMS	National Incident Management System
PIO	Public Information Officer
UDSR	Uniformed Disaster Situation Report
WEM	Wisconsin Emergency Management

City of Reedsburg Emergency Operations Plan

- A. Purpose
 - a. This plan has been developed to provide procedures for the City of Reedsburg government agencies to respond to various types of emergencies or disasters that affect the community. This plan also illustrates the City's commitment to the National Incident Management System – Incident Command System. The City of Reedsburg Emergency Operations Plan (EOP) is to be used in conjunction with the Sauk County EOP. The City of Reedsburg EOP will be maintained following the current standards of the Sauk County EOP. A review of this plan shall be accomplished concurrently with the Sauk County plan.
- B. Situation and Assumptions
 - a. Several types of hazards pose a threat to the lives, property, or environment in Sauk County. These hazards are outlined in the Sauk County Hazard Analysis. A copy of this is kept electronically and located at the Reedsburg City Hall, Reedsburg Police Department, and Sauk County Emergency Management Department.
- C. Concept of Operations
 - a. Local City of Reedsburg officials have the primary responsibility for disasters that take place in the City of Reedsburg. Those officials will activate the appropriate local agencies to deal with the disaster. The Mayor or the Reedsburg Emergency Management Director is responsible for coordinating the response with Sauk County officials if County assistance is needed.
- D. Actions that the City and County should consider if this plan is activated:
 - a. City agencies assess the nature and scope of the emergency or disaster.
 - b. If the situation can be handled locally, do so using the procedures in this plan, as appropriate.
 - i. The Emergency Management Director (EMD), or their designee, identifies the primary Incident Commander (IC), advises the mayor, and coordinates all emergency response actions.
 - ii. The mayor declares a local state of emergency and notifies the Sauk County Emergency Management Department of this action.
 - iii. Forward the local declaration of emergency to the Sauk County Emergency Management.
 - iv. The EMD activates the municipal EOC or CP. Depending on availability and practicality the EOC or CP shall be located at the Police Department or other location as deemed appropriate.
 - v. Department Heads and agencies are notified by the IC to respond to the appropriate location.
 - vi. The IC issues directives as to travel restrictions on local roads and recommends protection if necessary.
 - vii. Notify the public via the PIO of the situation and appropriate actions to take.
 - viii. Keep Sauk County officials informed as needed.
 - c. If municipal resources become exhausted or if special resources are required, request County assistance through the Sauk County Emergency Management Director.

- d. If assistance is requested, the Sauk County Emergency Management Director shall assess the situation and make the appropriate recommendations.
- e. Sauk County Emergency Management will complete the following if appropriate:
 - i. Activate the county EOC.
 - ii. Implement the county EOP.
 - iii. Respond with county resources as requested.
 - iv. Activate mutual aid agreements.
 - v. Coordinate county resources with municipal resources.
 - vi. Notify the Wisconsin Emergency Management (WEM) Director.
 - vii. Assist the City with prioritizing and allocating resources.
- f. If municipal and county resources are exhausted, the Sauk County Emergency Management Director may request assistance from the WEM Director.
- g. If state assistance is requested, the WEM Director in conjunction with county and local emergency management directors shall assess the disaster or emergency and recommend that personnel, services, and equipment be made available for response, mitigation, or recovery.
- h. The WEM Director makes a notification to the Governor's Office.
- i. If state assistance is granted, procedures will be followed as stated in the Wisconsin EOP and Sauk County EOP.

E. Organization

- a. Organizational chart of the Emergency Operations chain of command.

F. Responsibilities and Tasks

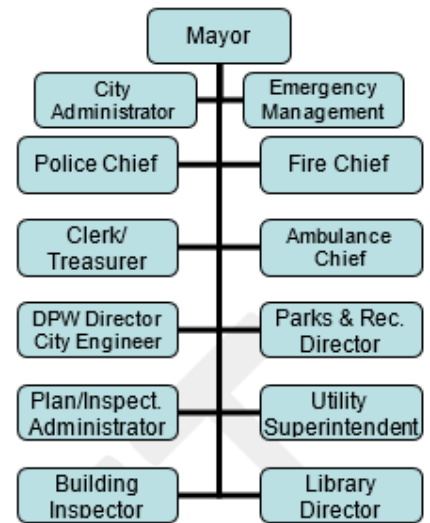
- a. See attachments for specific recommended tasks and responsibilities.

G. Resource Management

- a. Resources may be allocated from the following organizations depending on need (not inclusive):
 - i. City Department resources (See Attached, Logged by Department).
 - ii. Sauk County Resources available through County EOC
 - iii. Reedsburg School District
 - iv. American Red Cross
 - v. Salvation Army
 - vi. Southern Baptist Convention
 - vii. Police Chaplains
 - viii. Reedsburg Ministerial Association
 - ix. Wisconsin National Guard
 - x. Fort McCoy

H. Plan Development and Maintenance

- a. The City of Reedsburg EOP Team is composed of representatives of all City Departments. These Department representatives are responsible for developing and maintaining this plan under the direction of the Common Council.



- b. This Team meets on an as-needed basis or as determined by the Mayor, City Administrator, or Emergency Management Director. This Team reviews incidents, changes, and new information and makes revisions to this plan.
- c. This Team also conducts after-action reviews of all exercises and major incidents.
- d. Upon updating this plan, a copy shall be forwarded to the committee of jurisdiction for approval and recommendation to the Common Council.

Dated: April 14, 2025.

Mayor

City Administrator

Clerk/Treasurer/Finance Director

Police Chief

Fire Chief

Ambulance Chief

City Engineer/DPW Director

Reedsburg Utility Superintendent

Planning/Building Inspection

Parks and Recreation Director

Library Director

Sample Documents

Declaration of a State of Emergency

Whereas, a severe XXXX event has occurred in the City of Reedsburg; affecting XXXX

Whereas, emergency conditions exist that require a multi-agency, multi-jurisdictional response; and

Whereas, several injuries have occurred and XXXX death(s) has been contributed to the incident; and

Whereas, the disaster has caused the commitment of all available resources to the affected areas; and

Whereas, the City of Reedsburg is asking for Sauk County assistance and requests that the county seek state and federal disaster assistance on its behalf; and

Whereas, the State of Emergency shall expire XXXX after issuance; and

Be It Resolved to protect the public peace, health, and safety, preserve lives and property, economic stability, and ensure cooperation and coordination, a Declaration of a Local State of Emergency is imposed; and

Be It Further Resolved that the City Reedsburg Common Council be notified by the filing of the written declaration with the City Clerk on the first regular business day following the declaration and the City Clerk shall present the written declaration to the City Council for ratification at its first meeting following such a declaration.

Set forth this day, the XXXX of XXXX, 20XX.

XXXX, Mayor

XXXX, City Clerk-Treasurer

Resolution Adopting Declaration of Emergency

The City Council of the City of Reedsburg, Sauk County, Wisconsin, by this resolution, adopted by a majority of the Common Council with a quorum present and voting and proper notice having been given, resolves and orders as follows:

Whereas, an emergency has been declared by XXXX of the City of Reedsburg; and

Whereas, recent events including in an XXXX has resulted in a XXXX; and (Further situational- descriptive information goes here (i.e. concerns for dam failures are being monitored)

Whereas, emergency conditions exist that require a multi-agency, multi-jurisdictional response; and

Whereas, the disaster has caused the affected areas to commit all available resources; and

Whereas, the City of Reedsburg Declaration on its behalf; and requests that the Governor seek a Presidential Disaster; and

Whereas, the State of Emergency shall expire XXXX after issuance; and

Whereas, the declaration of an emergency is the best option and is necessary and expedient for the health, safety, welfare, and good order to protect the public peace, preserve lives and property, economic stability, and ensure cooperation and coordination, the City of Reedsburg ratifies the Declaration of Emergency.

RESOLUTION NO. XXXX

ADOPTED on this XXXX Day of XXXX, XXXX.

XXXX, Mayor

XXXX, City Clerk-Treasurer

Respectfully Submitted:

The above resolution has been authorized by the governing body of the City of Reedsburg by Resolution No.XXXX, dated XXXX XX, XXXX.

Date Passed: XXXX XXXX, XXXX.

Published: XXXX XX, XXXX

Vote: _____

Key Action Checklists

City of Reedsburg – Mayor

The Mayor of the City of Reedsburg is responsible for the overall supervision of the City of Reedsburg. The following tasks represent a checklist of actions that should be considered in an emergency or disaster situation.

Mayor should:

1. Ensure that the City Emergency Management Director or designee has activated the Emergency Operations Center or Command Post.
2. Report to the EOC or CP.
3. Ensure that the City Emergency Management Director or designee provides an initial damage estimate and casualty report.
4. Ensure that the City Emergency Management Director briefs appropriate staff members and officials.
5. Be prepared to declare a local state of emergency.
6. Ensure an official or staff member has been identified as the Public Information Officer (PIO) or acts as the City PIO.
7. In consultation with the Emergency Management Director, determine the need for County, State, or Federal assistance. City resources must be exhausted before a County, State, or Federal request.
8. Ensure an Incident Commander has been identified.

City of Reedsburg –Emergency Management Director

The City Emergency Management Director coordinates all components of the emergency management program in the City of Reedsburg. This includes hazard analysis, preparedness, mitigation, response, and recovery activities for natural and technological disasters or emergencies.

The City Emergency Management Director should:

1. Report to the City EOC/CP.
2. Ensure those appropriate city officials, Sauk County Emergency Management Director, and key facilities have been notified.
3. Activate the City EOC/CP as appropriate. Confirm the appropriate participation of all EOC staff at the EOC/CP.
4. Obtain initial Uniform Disaster Situation Report and other relevant information. Relay this information to the City Administrator and/or Mayor and the Sauk County Emergency Management Director.
5. Conduct regular “as needed” briefings with key officials as to the status of the incident.
6. Evaluate available resources, including personnel, by checking with EOC staff. Obtain needed resources as the need arises.
7. Ensure that all department heads are keeping separate records related to incident expenditures.

City of Reedsburg – Incident Commander

The City of Reedsburg's designated Incident Commander is responsible for the overall management of the specific incident. The IC can be the Emergency Management Director, or another official based on their training and experience. These responsibilities include the overall management of the response, recovery, rescue, and mitigation of the incident. The IC has a primary objective which is to promote life-safety.

The Incident Commander should:

1. Conduct an initial briefing
2. Set up required organizational elements
3. Ensure Meetings/Briefings are conducted
4. Approve Authorized Action Plan
5. Manage Incident Operations
6. Approve Requests for Additional Resources
7. Authorize Information Release
8. Coordinate Staff Activities
9. Release Resources

City Clerk/Treasurer/Finance Director

The City Clerk/Treasurer/Finance Director is responsible for their assigned activities in the City of Reedsburg. The following represents a checklist of actions this department should consider in an emergency or disaster situation.

1. Report to the City EOC/CP.
2. Maintain records indicating city expenditures incurred due to the incident.
3. Assist in the damage assessment process by:
4. Provide information regarding the dollar value of property damaged as a result of the incident.
5. Provide information regarding the owners of the affected property.
6. Delegate authority to department heads to permit the acquisition of needed equipment and supplies.
7. Assign department heads to account numbers to which emergency expenditures may be charged.

Law Enforcement

The City of Reedsburg Police Department is responsible for law enforcement activities in the City of Reedsburg. The following tasks represent a checklist of actions the Police Department should consider in an emergency or disaster situation.

1. Ensure that appropriate Police Department staff have been notified, and they report as the incident dictates.
2. Direct the designated law enforcement representative to report to the EOC/CP if needed.
3. Secure the affected area and perform traffic and crowd control.
4. Participate in warning the public as the situation warrants.
5. Determine the scope of the incident as to immediate casualties/destruction and whether the incident has the potential to expand and escalate.
6. Direct officers to close off the damaged site area and stop all inbound traffic. Initiate an emergency pass procedure if needed.
7. Designate an initial CP if appropriate.
8. Other potential activities:
 - a. Enforce curfew restrictions in the affected areas.
 - b. Coordinate the removal of vehicles blocking evacuation or other response activities.
 - c. Assist the Coroner with mortuary services.
 - d. Maintain contact with the County EOC.
 - e. Anticipate personnel needs for a 24-hour advanced period of operation, to include mutual aid.

Department of Public Works

The Department of Public Works is responsible for public works activities in the City of Reedsburg. The following checklist represents a checklist of actions this department should consider in an emergency or disaster situation.

1. Ensure that all appropriate department personnel have been alerted and that they report to the situation directly.
2. Report to the City EOC/CP.
3. Review the incident with field personnel and report to the City Emergency Management Director.
4. Maintain transportation routes.
5. If necessary, coordinate flood fighting activities, including sandbagging, emergency diking, and pumping operations.
6. Coordinate with law enforcement travel restrictions and road closures within the City.
7. Provide emergency generators and lighting.
8. Assist with traffic control and access to the affected area.
9. Assist with urban search and rescue operations as requested.
10. Assist private utilities as needed.
11. Report public damage to EOC/CP.
12. Assist in debris management.

Emergency Medical Services – Ambulance Service

The Reedsburg Area Ambulance Service will serve as the public health and emergency medical services liaison in the City of Reedsburg and is responsible for public health and emergency medical activities in the City of Reedsburg. They will coordinate health service activities with a representative from the Sauk County Health Department. The following tasks represent a checklist of actions this person should consider in an emergency or disaster situation.

1. Assist in evacuating nursing homes, hospitals, and other medical facilities as needed.
2. Coordinate emergency medical care for victims (hospitals/ambulances).
3. Assure that the public health needs of disaster victims are met.
4. Assume primary operational control for health-related emergencies such as pollution, contamination, diseases, and epidemics.
5. Establish a triage area, treatment, and transport areas.
6. Coordinate medical transportation.

Public Information Officer

The City Administrator or designee is responsible for public information activities in the City of Reedsburg. The following tasks represent a checklist of actions that the PIO should consider in an emergency or disaster situation.

1. The Public Information Officer shall serve as the sole point of contact for the news media and public officials.
2. Maintain liaison with the EOC/CO to have the most current and accurate information.
3. Establish a news briefing room/area and provide information at periodic intervals at City Hall or other appropriate locations.
4. If traditional avenues of communication are suspended or damaged, the PIO should consider the following:
 - a. Television
 - b. Radio
 - c. Internet
 - d. Nixle
 - e. Email
 - f. Facebook
 - g. Newspaper
 - h. Reader Boards
 - i. Telephone Mass Calling System
 - j. Door-to-Door Notification
5. Conduct press tours of disaster areas within the city as the situation stabilizes.
6. Issue Public Service Announcements as directed by the EOC/CP.

Fire Services

The City of Reedsburg Fire Department is responsible for fire services activities in the City of Reedsburg. The following tasks represent a checklist of actions that the Fire Department should consider in an emergency or disaster situation.

1. Establish and/or respond to the designated staging area, CP, or EOC as directed by on-scene personnel.
2. Assist law enforcement in warning the affected population.
3. Conduct a rescue operation for injured/trapped/isolated individuals.
4. Protect critical facilities and infrastructure.
5. Assist with evacuations.
6. Assist local and private utilities.
7. Other potential responsibilities:
 - a. Assist in traffic control.
 - b. Assist with debris management.
 - c. Assist in flood fighting activities, including sandbagging, emergency diking, and pumping operations.
 - d. Assist in the evaluation of a hazardous materials incident.
 - e. Utilize mutual aid if necessary (MABAS).

Building Inspection/Planning and Zoning

The Building Inspection Department and Planning and Zoning Department are responsible for damage assessment activities in the City of Reedsburg. The following tasks represent a checklist of actions these departments should consider in an emergency or disaster situation.

1. Report to the EOC/CP.
2. Record initial information from first responders such as the Police Department, Department of Public Works, or the Fire Department.
3. Activate the damage assessment team which consists of representatives from Building Inspection and Planning and Zoning.
4. The damage estimate team should track the following:
 - a. Number of fatalities
 - b. Number of injuries
 - c. Number of damaged homes/businesses
 - d. The number of public utilities damaged.
 - e. The number of public facilities damaged including roads, bridges, etc.
 - f. Estimate public and private damages.
 - g. Videotape and photograph major areas of damage.
5. Provide damage assessment information to appropriate City officials.
6. Provide report to Incident Commander for release by PIO.
7. Serves as secondary Volunteer Coordinator/Liaison in the absence of primary Volunteer Coordinator/Liaison or to assist primary Volunteer Coordinator/Liaison.

Volunteer Coordinator/Liaison

Director of Parks and Recreation

The Director of Parks and Recreation is responsible for coordinating volunteer activities in the City of Reedsburg. The following tasks represent a checklist of actions these departments should consider in an emergency or disaster situation.

1. Report to the EOC/CP.
2. Record initial information and requests from first responders such as the Police Department, Department of Public Works, or the Fire Department.
3. Coordinate volunteer response with Sauk County EOC and their designated Volunteer Coordinator.
4. Ensure that a record is made of all volunteers by name and activities to include dates worked, work performed, time started, and time ended (see attached forms).
5. Locate volunteers to include court defendants required to perform community service and inmates in the Sauk County Jail.
6. Maintain contact with local volunteer organizations (community groups/churches, etc.) to ensure proper documentation is completed.
7. Act as point of contact for volunteer organizations and liaison to the Incident Commander.

Resource Lists

City Hall Resource List

Department Head:

Max Buckner, Administrator

Vehicles:

2010 Dodge Mini-Van

Department of Public Works

Department Head:

Steve Zibell, City Engineer/Director of Public Works

WWTP:

Chris Kleinschmit (Manager)

Equipment – Vehicle Resources:

	1 Pickup with Crane
2 Case Skid-steers	2 Trailer Generators
3 John Deere Loaders	1 Portable Generator
1 Volvo Loader	1 Trailer Air Compressor
1 Champion Road Grader	1 6” Pump on Trailer
1 Cat Road Grader	2 – 3” Portable Pumps (gas)
1 Dodge Flat Bed with dump	1 Vermeer Brush Chipper
6 Dump Trucks with 6-yard box and snowplows	3 Leaf Collectors Trailer
1 AWD Dump Truck	1 Water Tanker Truck with Pump
1 Loader Mounted Snow Blower	2 Cut off Saws
5 Pickup Trucks	4 Chain Saws
1 Elgin Street Sweeper	1 Ring Saw
1 Bobcat Skid Steer	1 N.E.V. unit

Reedsburg Airport:

1 Hanger

Potential for a staging area

Department of Planning & Zoning/Building Inspection

Brian Duvalle, Planner/Building Inspector

Vehicles: 2017 Dodge Truck

Police Department

Department Head: Patrick Cummings, Chief of Police

Equipment/Vehicles Resources:

- 5 Marked Patrol units with rifle locks, medical bags, AED, mobile radio, video recording system
- 2 Marked Patrol units with medical bag, mobile radio
- 1 Marked K-9 Patrol unit with rifle lock, medical bag, AED, mobile radio, video recording system
- 4 Unmarked Patrol Units with mobile radios and emergency lights.
- 1 Unmarked Transport Car with a cage
- 24 Motorola APX 6000 portable radios
- 3 sets of waders
- 1 speed control unit on trailer, 1 hang-able speed sign.
- 1 Humvee
- 3 Less Lethal shotguns
- 4 shotguns
- 14 Tasers
- 19 G17 Glock 9mm semiauto pistols
- 5 G45 Glock 9mm semiauto pistols
- 1 G47 Glock 9mm semiauto pistol
- 16 .223 AR15 Rifles

Fire Department

Craig Douglas, Fire Chief

Equipment/Vehicle Resources:

<u>Quan.</u>	<u>Resource</u>
3	4-wheel drive vehicles
2	2000 GPM Engines
1	1500 GPM Engine
1	Mercury inflatable rescue boat
2	Tankers 6000 gallon
1	4 X 4 UTV, PD, EMS & FD
4	Truck mounted generators
1	Portable generator
25	Rechargeable flashlights
1800'	1 ¾" hose
3000'	2 ½" hose
3000'	5" large dia. supply hose
4	Hurst jaws of life extrication tools
3	Hurst rescue air bags
1	100' aerial ladder truck
30	Scott self-contained breathing apparatus (SCBA)
30	Scott SCBA air tanks (spares)
2	Truck mounted winches
1	Bauer air compressor (non-portable)
5	Chain saws
1	Circular saw
25	Portable radios
1	Complete heavy rescue: -Ice/water rescue -Confined space rescue -Low-angle rope rescue
10	Hip boots
4	Chest waders
24	Reflective raincoats
1	Pressure washer
3	Four gas meter
3	CO meter
12	Life jackets (PFD)
4	Swift water (PFD)

Parks and Recreation Department Resource List

Department Head: Matt Scott

Equipment/Resource List:

3 Tractors, 1 Front Cut, 1 Zero Turn
4 Trucks
2 Groomers

Reedsburg Utility Resource List

Department Head: Brett Schuppner

Vehicle Resources:

UNIT #	YEAR	MAKE	DESCRIPTION
1	2000	International	IH2000 Chassis w/ Dump Bed
3	2007	Dodge	Ram 2500 4WD Reg Cab ST w/ Utility Body
6	2003	Chevrolet	1500 4x4 pickup
12	2000	Ford	F250 4x4 Ford Truck w/ Lift Gate & Snow Plow
19	2006	Ford	F250 4x4 pickup
21	2008	International	4400 Chassis w/ Digger Derrick
24	2008	Ford	F450 4x4 truck w/ Utility Body
25	2009	Ford	F150 4x4 pickup
29	2008	Ford	F350 Truck w/ flat bed
30	2008	Ford	F350 Truck w/ utility body
32	2014	International	4300 4x2 Bucket Truck (60')
33	2014	Ford	F150 4x4 pickup
34	2015	Ford	Fusion (sedan) white
35	2015	Ford	F150 Supercab 4x4 SS
36	2017	Ford	F550 4x4 Bucket Truck (40')
37	2017	Ram	1500 4WD Crew Cab Tradesman pick up
38	2018	Ram	5500 Crew Cab Truck w/ Utility Body
39	2018	Ram	1500 4WD Quad Cab Tradesman
40	2018	Ram	1500 4WD Reg Cab Tradesman
41	2018	Ram	3500 Crew Cab Truck w/ Flat Bed
42	2018	Ram	2500 4WD Reg Cab w/ Utility Body
43	2019	Ram	1500 Classic 4WD Quad Cab Tradesman
44	2019	Chevy	K250 Silverado w/ Service Body
45	2020	Chevy	Bolt EV (sedan)
46	2020	Ram	1500 4WD Classic Quad Cab
47	2020	Ram	5500 Heavy Duty Turbo Diesel dump truck-black
500	2023	Ram	1500 4WD Classic Truck
700	2021	Ram	5500 Reg Cab 4x4 w/ 11' Flat Bed
701	2021	Ram	5500 Reg Cab 4x4 w/ 11' Flat Bed
702	2021	Ram	5500 Crew Cab 4x4 w/ 9' Flat Bed
703	2021	Ram	5500 Crew Cab 4x4 w/ 9' Flat Bed
704	2021	Ram	5500 Crew Cab 4x4 w/ 9' Flat Bed
705	2021	Ram	1500 Tradesman Quad Cab 4x4
706	2021	Ram	5500 Reg Cab 4x4 w/ 11' Flat Bed
707	2023	Chevy	1500 Silverado 4WD Double Cab Truck

Equipment Resources:

UNIT #	DESCRIPTION	MAKE/MODEL
51	Compressor	Atlas
55	4" Pneumatic Hammer Boring Tool	Pierce Arrow
56	Pole Trailer	
58	Cable Reel Trailer (5,000 lbs)	
60	Magnetic Locator	Schonstedt
61	Rammer-Compactor	
62	80 kW Generator, Trailer Mounted	Generac GR-100
63	Forklift	Daewoo G455
64	Mower trailer w/ ramp (2,990 lbs)	
66	Thumper (fault locator)	Magliner
67	Radar (fault locator)	Magliner
68	3 reel turret wire trailer (23,500 lbs)	Sauber
69	Underground Locator	Ditch Witch
70	Underground Locator	Ditch Witch
71	Mower-rider	John Deere X720
72	Locator-Receiver & Transmitter	Ditch Witch
78	Power Rake	Land Pride
79	Tractor w/ dual remotes & Loader	New Holland
80	Air Compressor	Boss Industries
82	Pneumatic Hammer Boring Tool	Ditch Witch
83	20' Equipment Trailer (12,000#)	Road Warrior
85	Fiber Splicing Cargo Trailer	Interstate
87	Skid Mount Straw Mulcher	Kincaid KSM20
88	Fiber Blower/Pusher	Condux
89	Magnetic Locator	Schonstedt
90	Quad Track Plow with Backhoe & Blade	Vermeer RTX750
92	Utility Trailer - 20' Pintle Hook	Big Tex
93	60" Rotary Cutter	New Holland
95	Horizontal Directional Drill w/ Trailer	Vermeer D20x22111
96	500 Gallon 1000 CFM Vacuum on Tandem Trailer	Vermeer CV573SGT
97	Utility Locator	Vermeer C110250
98	Fiber Puller 42"	Condux PN08675702
100	Infrared Thermal Camera	FLIR E53-24
101	Snow Pusher 12'	Express Steel
102	Quad Track Service Plow w/ Trencher	Vermeer PTX44
104	Fiber Splicer	Fiber Fox Mini 6S
106	Double Reel Trailer w/hydraulic Loader & 7K Axle	JR Manufacturing JR12E2
107	Double Reel Trailer w/hydraulic Loader & 7K Axle	JR Manufacturing JR12E2
108	Double Reel Trailer w/hydraulic Loader & 7K Axle	JR Manufacturing JR12E2
401	66" Brushcat	Bobcat RC66
402	72" Soil Conditioner	Bobcat 72SCH
403	Auger Drive Unit	Bobcat 15C
405	Gravity Tilt Lo-Deck, Pintle Utility Trailer	H&H Equip. H18+4GTL-140
406	Horizontal Directional Drill w/ Trailer	Vermeer D10X15III
407	Compact Track Loader	Bobcat T66
409	500 Gallon 1000 CFM Vacuum on Tandem Trailer	Vermeer CV573SGT
410	Brush Chipper	Vermeer BC1000XL

412	Trencher Backhoe	Vermeer RTX550
418	Compact Excavator	Bobcat E35
600	Cut off saw	Stihl TS420
601	Tractor Loader Backhoe 4wd	New Holland B75D
800	Horizontal Directional Drill w/ Trailer	Vermeer D20x22111
801	500 Gallon 1000 CFM Vacuum on Tandem Trailer	Vermeer CV573SGT
806	Single Reel Trailer (7,000#)	JR Manufacturing JR7
807	Quad Track Vibratory Plow	Vermeer RTX1250
808	30' Gooseneck Trailer	Felling FT-30-2-LP
809	Fiber Blower	Condux AB-1301
810	Hydraulic Breaker	Bobcat HB880
811	Compact Excavator	Bobcat E26
812	Compact Excavator	Bobcat E35
813	Compact Excavator	Bobcat E35
815	Trailer-Magnum Equipment HD 18 Ply+2 Iron Head	Rice FMHD8220
816	Trailer-Magnum Equipment HD 18 Ply+2 Iron Head	Rice FMHD8220
817	Air Compressor	Rotair DS185T4F
818	Utility Locator	Vermeer C210250
819	Utility Locator	Vermeer C210250
820	Compact Track Loader	Bobcat T66
821	Compact Excavator	Bobcat E35

Reedsburg Public Library

Department Head: Sue Ann Kucher, Director

Resources:

14 public computers

13 staff computers some of the staff computers are connected to the Utility network and some are connected to the South-Central LINK network.

Response Checklist

Response Issues

- 1) Direction and control/incident command
 - (a) Set up incident command/unified command, span of control, and unity of command.
- 2) Size up the incident.
 - (a) Determine the size of the area affected, population characteristics, and economic profile of the area.
- 3) Search and rescue.
 - (a) Search the damaged area, rescue the injured, and recover victims.
- 4) Evacuation and shelter
 - (a) Inform people of the areas that should be evacuated, red cross open pre-designated shelters, consider special needs groups, and special provisions for pets, and determine procedures for return to the evacuated area.
- 5) Damage assessment.
 - (a) Activate a damage assessment team composed of people familiar with property value.
 - (b) Damage assessment is important to secure state and federal assistance. We can't deliver state and federal assistance unless we know your needs.
- 6) Public information
 - (a) Designate people to provide information to the media.
 - (b) Establish a location to meet with the media away from your EOC, such as city hall.
 - (c) Inform citizens of the status of the response and the recovery.
- 7) Track citizen's needs.
 - (a) Designate someone to keep track of requests for assistance and the delivery of that assistance.
- 8) Track offers of assistance.
 - (a) Be prepared to deal with voluntary help – there will be a lot! Designate someone to keep track of offers of assistance.
 - (b) Discourage shipments of donated goods.
 - (c) Identify the location to store donated goods.
- 9) Debris clean up and disposal.
 - (a) Work with DNR on the proper disposal of debris.
 - (b) Inform the public of proper separation and disposal of debris.
- 10) Obtain outside assistance (mutual aid)
 - (a) Activate your mutual aid agreements as necessary.
- 11) Determine public health issues.
 - (a) Address health issues such as safe water and food, disease, and mental health as they relate to both victims and responders.
- 12) Site security/pass system.
 - (a) Establish a pass system (if available) to access the area.
 - (b) Relates to security, and orderly clean up and repair of the affected area.

Response Timeline

A. 0-2 Hours

- ☐ Establish Incident Command System
- ☐ Notify all the agencies with a role in your plan
- ☐ Determine the size and nature of the area affected by the disaster
- ☐ Determine the number of people, buildings, and businesses affected by the disaster
- ☐ Conduct search and rescue operations as needed
- ☐ Open shelters as needed
- ☐ Determine if the area needs access control and set up roadblocks
- ☐ Begin clearing roads and streets
- ☐ Begin to determine the types and amount of outside assistance you may need
- ☐ Notify the County Emergency Management Director
- ☐ Notify Wisconsin Emergency Management
- ☐ Begin public information activities and issue protective actions for the public if necessary
- ☐ Hold one or more Command Staff briefings
- ☐ Consult your agency's Response Checklist
- ☐ Activate mutual aid agreements
- ☐ Consider the need to declare a State of Emergency

B. 2-4 Hours

- ☐ Continue search and rescue operations if necessary
- ☐ Continue public information activities
- ☐ Consider the need for 24-hour operations and the establishment of 12-hour shifts
- ☐ Continue shelter operations as needed
- ☐ Inform the hospital(s) of potential casualties
- ☐ Begin preparations for establishing a Pass System
- ☐ Activate damage assessment team
- ☐ Assign people to handle the request for assistance and to track the needs of Special Populations
- ☐ Assign people to track requests for information on disaster victims
- ☐ Assign people to track offers of assistance and donations
- ☐ Continue clearing roads and streets
- ☐ Determine how debris will be disposed
- ☐ Begin to determine the public health effects of the disaster
- ☐ Begin to consider the needs of Special Populations
- ☐ Begin to take care of the needs of the responders
- ☐ Consult your agency's Response Checklist
- ☐ Hold one or more Command Staff Briefings

C. 4-12 Hours

- ☐ Consider requesting a State IMT
- ☐ Begin demobilization plan

- ☐ Continue search and rescue operations if necessary
- ☐ Continue public information activities
- ☐ Prepare for the next shift to take over
- ☐ Consider the need for ongoing mutual aid
- ☐ If necessary, activate the Pass System
- ☐ Continue to inform the hospital of potential casualties
- ☐ Continue Damage Assessment activities, compile the information collected by the damage assessment teams, and report to the state
- ☐ Continue clearing roads and streets
- ☐ Take debris to an appropriate landfill
- ☐ Prepare a prioritized list of repairs to critical facilities and transportation routes
- ☐ Begin clean-up activities on public and private property
- ☐ Continue to track the request for assistance and the needs of Special Populations
- ☐ Continue to track requests for information on disaster victims
- ☐ Continue to track offers of assistance and donations
- ☐ Continue shelter operations as needed
- ☐ Address the public health needs of the disaster victims and responders
- ☐ Take care of the personal needs of the responders
- ☐ Conduct several command staff briefings
- ☐ Consult your agency's response checklist
- ☐ Brief the next shift
- ☐ Coordinate with utilities in the restoration of service
- ☐ Anticipate and address Public Health issues

D. 12-24 Hours

- ☐ Continue search and rescue operations if necessary
- ☐ Continue public information activities
- ☐ Continue operation of the Pass System if necessary
- ☐ Continue damage assessment activities and submit UDSR
- ☐ Continue repairs to critical facilities
- ☐ Consider the need for ongoing mutual aid
- ☐ Inform the hospital(s) of casualties as necessary
- ☐ Continue cleanup activities on public and private property
- ☐ Take debris to an appropriate landfill
- ☐ Coordinate with utilities in the restoration of service
- ☐ Continue shelter operations as needed
- ☐ Keep records of agency expenses
- ☐ Anticipate and address Public Health needs
- ☐ Track the request for assistance and the needs of special populations
- ☐ Continue to track requests for information on disaster victims
- ☐ Conduct several Command Staff briefings during each shift
- ☐ Brief the next shift

E. 24-48 Hours

- ☐ Continue search and rescue operations if necessary

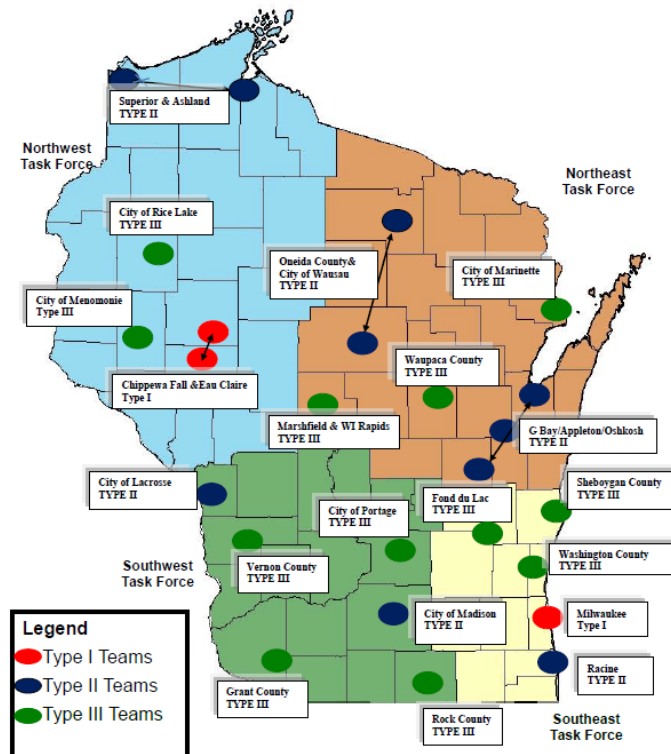
- ☐ Continue public information activities
- ☐ Continue operation of the Pass System if necessary
- ☐ Continue damage assessment activities and submit UDSR
- ☐ Continue repairs to critical facilities
- ☐ Consider the need for ongoing mutual aid
- ☐ Continue cleanup activities on public and private property
- ☐ Take debris to an appropriate landfill
- ☐ Coordinate with utilities in the restoration of service
- ☐ Continue shelter operations as needed
- ☐ Keep records of agency expenses
- ☐ Anticipate and address Public Health needs
- ☐ Continue to track the request for assistance and the needs of special populations
- ☐ Continue to track requests for information on disaster victims
- ☐ Coordinate activities of volunteers assisting with clean-up efforts
- ☐ Begin planning for reentry and long-term recovery
- ☐ Conduct several Command Staff briefings during each shift
- ☐ Brief the next shift

F. 48-? Hours

- ☐ Continue public information activities
- ☐ Continue operation of the Pass System if necessary
- ☐ Continue damage assessment activities and submit UDSR
- ☐ Provide updated damage estimates to the state
- ☐ Consider the need for ongoing mutual aid
- ☐ Inform the hospital(s) of casualties as necessary
- ☐ Continue cleanup activities on public and private property
- ☐ Take debris to an appropriate landfill
- ☐ Coordinate with utilities in the restoration of service
- ☐ Continue shelter operations as needed
- ☐ Keep records of agency expenses
- ☐ Anticipate and address public health needs
- ☐ Continue to track the request for assistance and the needs of special populations
- ☐ Continue to track requests for information on disaster victims
- ☐ Coordinate the activities of volunteers assisting with clean-up efforts
- ☐ Continue planning for reentry and long-term recovery
- ☐ Provide people to participate in the Preliminary Damage Assessment
- ☐ Conduct several Command Staff briefings during each shift
- ☐ Brief the next shift

Hazardous Materials Teams

1. Gather the following information:
 - a. Agency and person making the request:
 - b. Two call-back numbers:
 - c. Location of the incident:
 - d. Incident Commander:
 - e. Reason for your request (the type of incident):
 - f. What specific information about the release is known (physical state, UN ID, chemical properties, etc.):
 - g. Where is staging:
 - h. What are the resources needed?
 - i. Immediately:
 - ii. Sustained deployment:
 - i. Are there any evacuations in progress?
 - j. What other resources have been requested to the scene:
 - k. What is the appropriate/safe routing to the incident?
2. Contact the City EMD with this information.
3. The EMD will contact the National Weather Service for current weather conditions.
4. With the above information, the EMD will contact the County EMD and 1-800-943-0003, the state WEM Duty Officer.



Sauk County Volunteer Management System - 2017

Introduction

The Sauk County Volunteer Management System (SCVMS) model consists of a System Description (describing the structure and primary functions required for the system) and the Concept of Operations (how the system components function during each stage of response and recovery). This SCVMS is designed to address the use of volunteers for adequately filling positions required during an incident response. The SCVMS may be expanded and configured as needed to meet the incident requirements. Applying Incident Command System principles, positions in the SCVMS are structured to take on the responsibilities of any unfilled subordinate position in the response configuration, making the system highly collapsible or expandable.

Goal

Provide a safe, effective, and efficient Volunteer Management System to process and ‘just-in-time’ train volunteers, both pre-registered and spontaneous, who arrive to assist Sauk County during emergencies, disasters, or other challenging events.

Objectives

- 1) Organize volunteers and volunteer groups for maximum efficiency and effectiveness in supporting incident response and recovery efforts.
- 2) Provide for the safety of volunteers.
- 3) Process and catalog volunteers to efficiently match volunteer skills with the identified incident response personnel needs.
- 4) Provide effective orientation and ‘just-in-time’ training for volunteers to understand their roles, responsibilities, and supervision issues.
- 5) Integrate the SCVMS and processed volunteers into the Incident Command System/Incident Management System (ICS/IMS) that is managing the incident.
- 6) Maximize the volunteer experience to promote increased volunteer participation in future events.

Assumptions

An extensive number of assumptions were delineated in the System Description, to provide an understanding of the basis for this model system. They explain:

- The rationale for a volunteer management system and the critical issues that must be addressed, including direct responsibility for recruiting and processing volunteers throughout the response and recovery phases, and the need for ‘just-in-time’ training.
- The rationale for using Incident Command System/Incident Management System (ICS/IMS) concepts to develop the SCVMS and for integrating the system into the ICS/IMS that is managing the incident.
- The various categories of volunteers: spontaneous versus recruited, affiliated pre-incident versus unaffiliated, pre-registered, accepted, volunteer groups, and support volunteers.

Sauk County Volunteer Management System (SCVMS) System Description

During an incident, the SCVMS will be based at a Volunteer Management Center (VMC). The location of this facility may vary and physical requirements to adequately support the SCVMS are listed within the project. The management of SCVMS and the processing of volunteers are both located within the VMC to minimize staffing requirements. A Volunteer Point of Assembly (VPOA) is delineated, in case a separate location is needed for initial contact with potential volunteers.

The organization of the SCVMS, based upon ICS principles, and the tasks necessary for efficient management and integration of volunteers into the response and recovery are grouped according to the similarity of purpose. Not all functions or positions are staffed in all incidents. Per ICS fundamentals that are dependent upon the nature and complexity of the incident. *In events where no individual is assigned to a functional position, the responsibility for accomplishing the function or task is assumed by the supervisory position for that function or task.*

The VMS Manager provides overall supervision of the SCVMS system and is therefore responsible for the overall effectiveness of the SCVMS response. This responsibility involves:

- establishing the SCVMS control objectives as well as objectives for each operational period
- Assuring the system is adequately functioning
- Problem-solving issues that can't be resolved at a lower level
- Performing any necessary senior liaison and public information tasks
- Addressing safety issues for the VMC and volunteers (unless delegated to a safety officer).

The Operations Section achieves the objectives set by Management, which are primarily organizing and processing volunteers, and then integrating the *accepted* volunteers into the incident. Two Operation Branches are therefore described: The Volunteer Processing Branch and the Incident Integration Branch.

The Volunteer Processing Branch is focused on the volunteers themselves. This Branch is responsible for:

- The overall reception, cataloging, briefing, training, assigning, and scheduling of volunteers. Information related to all these activities is continually provided to VMS Plans for incident archiving and maintaining accountability of volunteer records.
- Establishing the Volunteer Point of Assembly (VPOA), a location where volunteers should report for in-processing in the Volunteer Management Center (VMC). The VPOA and VMC are commonly co-located for incidents but may be located separately. Volunteers will not be allowed to participate in response unless they

have initially reported to the VPOA and are processed through the Sauk County Volunteer Management Center (VMC).

- Establishing the organized processing of incoming & outgoing volunteers. Volunteers are provided with a written orientation to the VMC and their responsibilities as volunteers. Those wishing to proceed are registered, have their credentials verified (identification/certification/qualification-the exact process to be determined by Sauk County based on the incident) and if accepted/approved, are placed on a roster according to their skillsets for a possible assignment.
- Establish an identification system to ensure accountability and mitigate the chance of injury.
- Assure that volunteers are dressed properly for the jobs they will be doing. (*Public information messages will clearly state what the required dress is. The Safety Officer will provide a safety message, which includes proper dress for staff doing volunteer check-in.*)
- Review and verify volunteer photo identification.
- Verify volunteers are at least 18 years of age. (*Utilizing volunteers under 18 is at the discretion of the incident commander. The incident commander must approve utilizing volunteers under 18.*)
- Volunteers will give staff their ID and staff will print the information requested on the form. Registered volunteers will be given a wristband with a number. The number will correspond with the number on the registration form thus allowing identification during an emergency.
- Obtain a signed “Sauk County Volunteer Management Waiver”.
- Matching accepted/approved volunteers with appropriate incident positions that the Incident Management System has requested be filled. Volunteers without an assignment are either staged (if an expected assignment is pending) or released with a call-back mechanism in place if an appropriate position need is identified.
- Provide Volunteers who have accepted an assignment briefing. This provides a situation update and addresses job risks and safety issues, personal protective equipment (PPE) orientation, and standard volunteer operating procedures. Assignees are given the opportunity for their questions to be answered. Specific assignment tasks shift length and duration, supervisory requirements, liability, and worker’s compensation details (to be determined by Sauk County) are provided either in this briefing or later at their job briefing by their direct supervisor.
- Provide Volunteers with equipment and supplies as indicated by their role (*some will be equipped at the incident site*). issue the volunteer their site access badge and arrange transportation to their worksite. Upon arrival at their designated assignment, their supervision is transferred to the designated incident (IMS) personnel where assignment-specific instructions are provided.
- Out-process volunteers that have completed their assignments and returned to the Volunteer Management Center (VMC) Include evaluation and rehabilitation and re-assignment if qualified and willing. If no further assignment is offered or accepted, out-processing will include an incident review (*a brief review of activities while managed by Sauk County*), a performance evaluation if not accomplished by their incident supervisor, counseling as indicated, and return of volunteer-issued equipment, unused supplies, and the access privilege badge. Currently, the

volunteer is allowed to provide feedback on the Sauk County Volunteer Management System operations.

- The Volunteer Processing Branch may also be responsible for volunteer recruitment if this is necessary or developing messages for ICS/IMS to publicize that no further volunteers are needed.

The Incident Integration Branch is responsible for:

- Working with the Incident Management System to identify incident volunteer needs and to monitor volunteers assigned to the incident. This could also be accomplished through the Sauk County Emergency Operations Center (EOC).
- Takes the requests for assistance and translates these into categories of current and anticipated volunteer capabilities and delineates details necessary for the assignment briefings (*specific job tasks, shift time and location, etc.*). This information is provided to the Volunteer Processing Branch and forwarded to SCVMS Plans for documentation.
- Conducts volunteer tracking while volunteers are deployed on-incident, provides briefings to ICS/IMT personnel on the role of volunteers, and maintains a 'trouble desk' function to answer questions ICS/IMT personnel or deployed volunteers may have. The Trouble Desk also assists with documenting any adverse incidents involving deployed volunteers and investigates/intervenes as indicated.

The SCVMS Logistics Section, Planning Section, and Administration/Finance Sections provide support to Management and Operations per standard incident management principles.

SCVMS TOOLKIT

ICS forms will be used for all documentation. These forms will be part of the SCVMS as an appendix. The toolkit will be maintained and kept in the Sauk County Emergency Operation Center.

FOLLOW-ON ACTIVITIES

As with any new systems development, implementation requires personnel designation, equipment purchase and storage/staging arrangements, and the follow-on steps of education, training, exercise/evaluation, and system improvements. Implementation decisions, such as a definitive procedure for verifying volunteer credentials, and other development activities are currently being conducted by Sauk County Emergency Management to ready the SCVMS for operation.

CONCLUSION

The SCVMS has been developed to enable Sauk County (Wisconsin) to integrate volunteers effectively and efficiently, as required, during emergency response and recovery. The model is consistent with the Sauk County Emergency Operations Plan and

with the ICS required by the National Incident Management System. Volunteer managers have valid tools to accomplish their volunteer-related responsibilities and volunteers are provided a structured system that enables them to safely engage as they render assistance.

Volunteer Management Waiver

NAME: _____TODAYS DATE: _____

HOME ADDRESS: _____CITY/STATE/ZIP: _____

EMERGENCY CONTACT: _____RELATIONSHIP: _____

EMERGENCY CONTACT PHONE#: _____

Release of Liability Statement

I, for myself and my heirs, executors, administrators and assigns, hereby release, indemnify and hold harmless the County of Sauk/City of Reedsburg, Wisconsin, and the supervisors of the response and recovery efforts from all liability for all risk of damage or bodily injury or death or property damage, including any injury or damage caused by negligence, in connection with any volunteer effort in which I participate or which may arise from my participation in volunteer efforts or my presence on a Sauk County/City of Reedsburg site or in a Sauk County/City of Reedsburg vehicle or vehicle contracted, leased or otherwise made available for use by Sauk County/City of Reedsburg as part of said participation. Also, the Sauk County/City of Reedsburg officials have permission to utilize any photographs or videos taken of me for publicity or training purposes without compensation paid to me, I will abide by all safety instructions and information provided to me during the response and recovery efforts.

Further, I expressly agree that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by the State of Wisconsin and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

I acknowledge that work may involve dangerous and/or strenuous activities and that bending and lifting will be a part of the job. I acknowledge that I may have to work in uneven terrain and damp, and wet. Dirty, hot or cold, and muddy conditions.

I have no known physical or mental condition that would impair my capability to participate fully, as intended or expected of me.

I have carefully read the foregoing release and indemnification understand the contents thereof and sign this release as my free act.

Signature: _____

Date: _____

Parent or Guardian, if under 18: _____

Date: _____

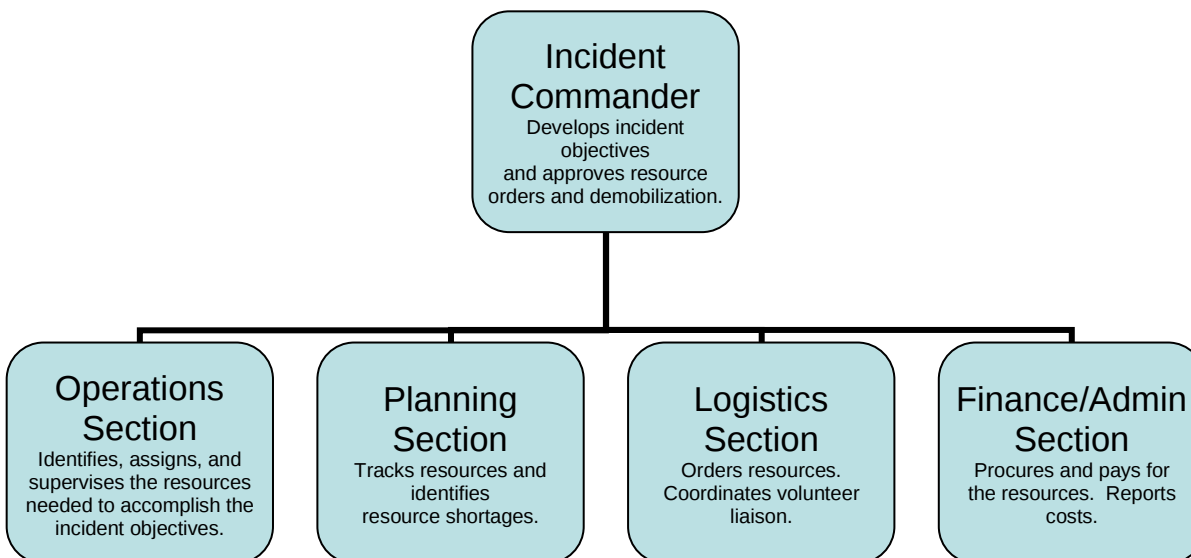
Volunteer Sign-In Log
PLEASE PRINT LEGIBLY – ONLY ONE NAME PER LINE

INCIDENT NAME: _____

INCIDENT TASK: _____

Date	Time-in (Military Time)	Time-out (Military Time)	Name	Phone	Assignment

City of Reedsburg Organizational Chart - ICS



Equipment Rate Resolution



City of Reedsburg
134 South Locust Street, P.O. Box 490
Reedsburg, WI 53959
Ph. 608-524-6404 Fax. 608-524-8458
www.reedsburgwi.gov

RESOLUTION

FILE NO. 4275-17

**RESOLUTION OF THE CITY OF REEDSBURG CITY COUNCIL
ADOPTING THE STATE OF WISCONSIN EQUIPMENT RATE LIST
APPROVING EQUIPMENT AND VEHICLES RATES FOR THE
CITY OF REEDSBURG, WISCONSIN**

WHEREAS, the Wisconsin Department of Transportation establishes a Schedule of Classified Equipment and Vehicle Rates that are updated annually; and

WHEREAS, The City of Reedsburg uses these State Equipment Rates when issuing invoices that include charges for the use of the City of Reedsburg's owned equipment; and

WHEREAS, the adoption and use of these State Equipment and Vehicle Rates assists the City of Reedsburg in receiving reimbursement from the Federal Emergency Management Agency (FEMA) and the Wisconsin Emergency Management Agency for work performed by the City during emergency situations;

THEREFORE, BE IT RESOLVED, The City Council of the City of Reedsburg does hereby adopt the State Equipment and Vehicle Rates for the use of City's owned equipment and vehicles that are listed in Section 1:

SECTION 1:

The following published State of Wisconsin Equipment and Vehicle Rates are incorporated as part of this Resolution.

- Composite Rates (02-25-60)
- Non-Standard Rates (02-25-55) and photos
- Classified Equipment Rates (02-25-50) and photos

ADOPTED on this 27th day of March, 2017.

David G. Estes, Mayor

Jacob Crosetto, City Clerk-Treasurer

Respectfully Submitted:

The above resolution has been authorized by the governing body of the City of Reedsburg by Resolution No. 4275-17, dated March 27, 2017.

Date Passed: March 27, 2017

Vote:

9-0-0

Annex A – Plan for Pets

If you are a pet owner, your Disaster Plan must include your pets. Different disasters require different responses. If it's not safe for you to stay in the disaster, it's not safe for your pet to stay. Therefore, pet owners must take responsibility for their pets as they would for any member of their family who cannot take care of themselves in a disaster.

In the event of a disaster in which you must evacuate your family, the most important thing you can do to protect your pets is to evacuate them too. Leaving pets behind is likely to expose them to danger and may result in them being injured, lost, or killed.

Because most shelters will not accept pets, except for service animals, you must plan to ensure that your family and pets will have a safe place to stay. Some warnings for disasters may be issued hours or days in advance. Prepare your pet and supplies early so that you can leave with them quickly if necessary.

- Know which hotels and motels outside your immediate area will accept pets during disasters.
- Check with friends, relatives, or others outside your immediate area and determine if they would be able to shelter you and your pets or just your pets if necessary.
- Make a list of veterinary offices and boarding facilities that might be able to shelter pets in emergencies.
- Create a survival kit for your pet that includes:
 - Identification collar and rabies tag with up-to-date information. Attach the phone number and address of where you'll be staying during the evacuation.
 - Animal carrier or cage and leash with bedding material
 - Medications and veterinary records are stored in a waterproof container. Most kennels will not allow pets without proof of vaccination.
 - Bags for handling waste
 - A two-week supply of food, water, and food bowls
 - Other items such as grooming items, toys, household bleach
- Pets may be disoriented after a disaster. Familiar sights and smells may be gone. Try to get pets back into their normal routine as soon as possible after a disaster. Behavioral problems that cause stress to pets may have to be addressed by a veterinarian.

Pet-Friendly Accommodations

Below are listed some pet-friendly hotels and motels in and around the Reedsburg area. It is recommended that residents call the business themselves to determine the availability of rooms and housing for pets.

Name	Address	Phone
Quality Inn	2115 East Main Street, Reedsburg	608-524-8535
Reedsburg Motel	1133 E Main St, Reedsburg	608-524-2306

Annex B - Severe Weather Plan

Section A - Introduction

The purpose of this Severe Weather Plan is to provide a course of action to be used during a severe weather event to minimize the potential for injury and loss of life that can result during severe weather. This plan also identifies the most tornado-resistant areas in your building. These areas are not necessarily to be considered tornado-safe; but, in our judgment, they are the "best available" for locating people during tornado warnings. This plan should be reviewed at least annually by all employees in your area to ensure that everyone knows where the severe weather shelter area is and what to do when the severe weather siren is activated. Tornadoes develop from high winds associated with thunderstorm activity or in conjunction with hurricanes. Typically, spring and late summer through early fall seasons provide the best conditions conducive to tornado formation, although, a tornado can form during any season.

Section B - Severe Weather Definitions

Tornado

A violently rotating column of air, usually pendant to a cumulonimbus, with circulation reaching the ground. It nearly always starts as a funnel cloud and may be accompanied by a loud roaring noise. On a local scale, it is the most destructive of all atmospheric phenomena.

Tornado Warning

This is issued when a tornado is indicated by radar or sighted by spotters; therefore, people in the affected area should seek shelter immediately. They can be issued without a Tornado Watch being already in effect. They are usually issued for around 30 minutes.

Tornado Watch

This is issued by the National Weather Service when conditions are favorable for the development of tornadoes in and close to the watch area. Their size can vary depending on the weather situation. They are usually issued for a duration of 4 to 8 hours. They normally are issued well in advance of the actual occurrence of severe weather. During the watch, people should review tornado safety rules and be prepared to move to a place of safety if threatening weather approaches.

Severe Thunderstorm

A thunderstorm that produces a tornado, winds of at least 58 mph, and/or hail at least 1" in diameter. Structural wind damage may imply the occurrence of a severe thunderstorm. A thunderstorm wind equals to or greater than 40 mph and/or hail of at least ½" is defined as approaching severe.

Guide for determining hail sizes:

- Less than 0.50" Pea
- 0.50" – marble/mothball
- 0.75" – dime/penny
- 0.88" – Nickel
- 1.00" – quarter
- 1.25" – half-dollar
- 1.50" – walnut/ ping pong
- 1.75" – Golf Ball
- 2.00" – Hen Egg

- 2.50" – Tennis Ball
- 2.75" – Baseball
- 3.00" – Teacup
- 4.00" – Grapefruit
- 4.50" – Softball

Severe Thunderstorm Warning

This is issued when either a severe thunderstorm is indicated by radar or a spotter reports a thunderstorm producing hail one inch or larger in diameter and/or winds equal to or exceeding 58 mph, therefore, people in the affected area should seek safe shelter immediately. Severe thunderstorms can produce tornadoes with little or no warning. Lightning frequency is not a criteria for issuing a severe thunderstorm warning. They are usually issued for one hour. They can be issued without a Severe Thunderstorm Watch being already in effect.

Severe Thunderstorm Watch

This is issued by the National Weather Service when conditions are favorable for the development of severe thunderstorms in and close to the watch area. A severe thunderstorm is a thunderstorm that produces one-inch hail or larger in diameter and/or winds equal to or exceeding 58 mph. The size of the watch can vary depending on the weather situation. They are usually issued for a duration of 4 to 8 hours. They are normally issued well in advance of the actual occurrence of severe weather. During the watch, people should review severe thunderstorm safety rules and be prepared to move to a place of safety if threatening weather approaches.

Severe Weather Statement

A National Weather Service product provides follow-up information on severe weather conditions that have occurred or are currently occurring.

Flash Flood

A flood that is caused by heavy or excessive rainfall in a short time, generally less than 6 hours. Also, at times a dam failure can cause a flash flood, depending on the type of dam and the time during which the break occurs.

Flash Flood Warning

Issued to inform the public, emergency management, and other cooperating agencies that flash flooding is in progress, imminent, or highly likely.

Flash Flood Watch

Issued to indicate current or developing hydrologic conditions that are favorable for flash flooding in and close to the watch area, but the occurrence is neither certain nor imminent.

Section C - Thunderstorms

Thunderstorms may develop at any time of the year. Although thunderstorms can occur during any month, more violent storms occur in the spring and summer months. Thunderstorms can be a single cell, multicell clusters, multicell lines, and supercells. Supercells always form severe thunderstorms. Thunderstorms typically consist of very high winds, rain, lightning, and in many cases hail. Typically, the larger the hail is, the stronger the thunderstorm is. Hail one inch in diameter or more with winds over 58 mph indicates a severe thunderstorm where tornados are likely to be spawned. Tornado formation is most likely to occur

when hail falls. Another dangerous aspect of a thunderstorm is lightning. The best protection from lightning is to seek shelter in a nearby building. Flooding can also occur in low areas and in areas where storm drains are blocked. It is also no surprise that severe thunderstorms can produce damaging winds with or without forming tornados.

Section D – Anatomy of a Tornado

Tornadoes form under a certain set of weather conditions in which three very different types of air come together in a certain way. Near the ground lies a layer of warm and humid air along with strong south winds. Colder air and strong west or southwest winds lie in the upper atmosphere. Temperature and moisture differences between the surface and the upper levels create what is called instability, while the change in wind with height is known as wind shear. This shear is linked to the eventual development of rotation from which a tornado may form.

A third layer of very warm dry air becomes established between the warm moist air at low levels and the cool dry air aloft. This very warm layer acts as a cap and allows the atmosphere to warm further making the air even more unstable. Things start to happen when a storm system aloft moves east and begins to lift the various layers. Through this lifting process, the cap is removed thereby setting the stage for explosive thunderstorm development as strong updrafts develop. Complex interactions between the updraft and the surrounding winds, both at storm level and near the surface, may cause the updraft to begin rotating and a tornado is born.

A tornado is a violently rotating column of air in contact with the ground with speeds of 60-300 mph. It is only visible due to water droplets mixed with dust and debris. Doppler radar will not "see" tornados. The radar only detects precipitation and light rain in the center of heavy rain indicates tornado potential. Contrary to popular belief, tornados do not leave the ground, only the intensity changes and they appear to "jump". Tornados can be categorized into three groups based on the "Fujita" scale.

- Weak - 80% of all tornados, 60-110 mph winds, path 3 miles long lasting 1-10 minutes. It causes less than 5% of all deaths.
- Strong - 19% of all tornados, 110-205 mph winds, a path less than 5 miles, lasting 10-20 minutes. Cause 30% of all deaths,
- Violent - 1% of all tornados, winds greater than 205 mph, can have a 50-mile path lasting up to 60 minutes. Cause 70% of all deaths.

The most common direction of a tornado path is from the southwest to the northeast, but they can come from any direction. Tornadoes are most likely to occur during the afternoon and evening. The most violent storms occur from April through September. The peak hours are from 12:00 noon until 7:00 P.M.

Section E – Effects of High Winds

The causes of damage to buildings by a tornado may be classified into one of three categories which include: extreme winds, missiles, and collapse. All buildings have at least one undesirable structural feature relating to the effects of a tornado. Examples are large areas of glass, long roof/ceiling spans, wind tunnels, and load-bearing wall construction. The areas designated in this report are not to be considered "tornado-proof", but rather the best available areas for sheltering during a tornado and severe thunderstorm warnings.

As much as possible, the shelters were selected to:

- Avoid glass.
- Avoid interior and exterior doors.
- Utilize interior spaces with short spans.
- Keep occupants as far away as possible from entrances.
- Avoid areas expected to become wind tunnels.
- Distribute locations throughout the building to facilitate rapid access.
- Avoid areas where chemicals are stored.
- Put as many walls as possible between you and the exterior of the building.

Section F – Emergency Notification System

Severe weather alerts are transmitted by two means: via pole-mounted outdoor sirens stationed at six specific locations around the city and via severe weather radios located within City buildings. The sirens are tested audibly on the 1st Wednesday of the month at noon (this will not occur if it is storming to prevent confusion).

Watches and warnings are broadcast via the severe weather radios. Minimum actions that should be taken based on specific alerts are detailed in the next section.

Sirens will not sound for a tornado watch, only for a tornado warning which means one has been sighted in our area. The sirens will activate for three minutes when a tornado has been sighted. The primary activation location for the sirens is the Reedsburg Police Department Communications Center. A secondary activation location is from the fire station. Sauk County also can activate the Reedsburg Tornado Sirens.

The NWS will activate Wireless Emergency Alerts (WEA) for tornado warnings. The City of Reedsburg Emergency Manager is a registered user of the Integrated Public Alerts and Warning System (IPAWS) and may use the WEA feature post-tornado or severe weather event to broadcast life safety messages.

Section G – Minimum Actions to be Taken Based on Weather Alerts

Severe Thunderstorm Watch

Be aware that conditions may be suitable for the development of a severe thunderstorm.

Severe Thunderstorm Warning

Review your severe weather action plan. Usual activities can continue but be prepared to seek shelter. Avoid going outside if possible. Department supervisors should ensure facilities are in place to respond to storm-related emergencies.

Tornado Watch

Review your severe weather action plan. Usual activities can continue but be prepared to seek shelter. Department supervisors should maintain situational awareness by continuously monitoring weather reports and conditions related to severe weather, i.e. traffic problems, storm damage, staffing, and equipment needs. Police, Fire, EMS, and Public Works supervisors should establish communications and determine the need to institute a Unified Command at an Incident Command Post.

Tornado Warning

When a tornado warning is issued, the outdoor sirens will be activated, and the NWS will broadcast the warning using NOAA weather radios. Wireless Emergency Alerts (WEA) are activated through the FCC and FEMA based on the NWS alert. All employees should immediately proceed to their building's designated shelter area. Employees near a severe weather radio(s) in the building should unplug them and take them to the shelter area to monitor for additional warnings. All persons located outdoors shall seek shelter indoors immediately.

When a tornado warning is issued, Sauk County will activate the pagers of the Reedsburg Fire Department and Reedsburg Ambulance and advise of the tornado warning. If personnel are at their stations, they will immediately seek shelter. No emergency services response should occur during a Tornado Warning for any non-emergency call until it expires, is canceled, or unless directed by a department supervisor.

Exterior doors should not be opened. Under no circumstances should people leave buildings during a warning. During a warning, persons should take one of two positions -- The preferred position is kneeling with their head between their knees facing the wall, and the other is, seated on the floor with their backs to the wall. In either case, they should be as low as possible to reduce their potential for injuries from flying missiles or glass or debris. If available, some form of covering should be used to protect heads, arms, and legs.

Building occupants should remain in the shelter area until the National Weather Service issues a release. Listen to your radio for information.

Remember, you typically have only three minutes to reach a shelter so do not delay. Waiting can mean the difference between life and death. Everyone must be familiar with the location of the severe weather shelter area(s) in their buildings and should be briefed on what actions to take when the sirens have sounded. People in the shelter should tune in to local radio stations, their severe weather radio, and/or NOAA weather radio for additional information.

Section H – Severe Weather Kit

Every building should have at least one Severe Weather Kit. Some buildings will have more than one. The kit should include at least the following items:

- Flashlight(s), with extra batteries
- Battery-operated Radio, with extra batteries
- NOAA Weather Radio if available
- First-aid Kit
- An A-B-C-type fire extinguisher
- Several Blankets

Section I – Shelter Area Identification

Shelter locations for the occupants of the following City-owned buildings are as follows:

1. FIRE DEPARTMENT, 131 South Park Street
 - a. Interior restroom
 - b. Go to City Hall
2. REEDSBURG CITY HALL, 134 South Locust Street

- a. Internal upstairs break room
 - b. Downstairs bathrooms
3. AIRPORT, 1720 E MAIN ST
 - a. Utility room
4. POLICE STATION, 200 South Park Street
 - a. Interior Restrooms
 - b. Lobby Restroom
 - c. Cognitive Graphic Interview Room
 - d. Cognitive Graphic Viewing Room
 - e. Booking
 - f. Armory
5. AMBULANCE, 230 Railroad Street
 - a. Interior Bathrooms
 - b. Laundry Room
6. BOYS AND GIRLS CLUB, 300 Vine Street
 - a. Classrooms A and/or B
 - b. Go across the street to the PD.
7. REEDSBURG PUBLIC LIBRARY, 370 Vine Street
 - a. Lobby Restrooms
 - b. Staff Breakroom / Restroom
8. PUBLIC WORKS, 600 S Wengel Dr
 - a. Internal storage room
9. WASTEWATER TREATMENT PLANT, 802 Division Street
 - a. Office server room
10. SWIMMING POOL, 425 N Webb Avenue
 - a. Bathhouse/Guard House
11. RACA & CONCESSION, 1411 Viking Drive
 - a. Concession Area
 - b. Restroom Area
12. REEDSBURG UTILITIES, 501 Utility Court
 - a. Men's Locker Room/Restroom
 - b. Women's Locker Room/Restroom

Section J – Measures to be Taken When Using a Shelter Area

- All doors around shelter areas should be closed and secured during a tornado warning.
- Windows and doors with glass panels should be avoided because of potential missiles propelled by high wind.
- Chemicals and cleaning supplies should be removed from areas designated for shelter use and relocated to a non-shelter area.

Section K – Flood Alerts

- Flood notifications will take place following National Weather Service watches and warnings using weather radios, television, and Nixle.
- City-specific messaging will take place according to Annex D – City Flood Response.

- During a Flash Flood Warning, a Flood Warning, or if the Baraboo River is expected to exceed 12.5 feet, the Police Department will notify any Granite Avenue campers of the situation and assist them in making alternative accommodations.

Section L – Additional Resources

The National Weather Service

Current and Forecasted Weather Conditions, Hazardous Weather Outlook, and Other Resources

<http://www.weather.gov/mkx>

Interactive Weather Maps and Forecasting

<http://www.wunderground.com/>

Tornado Facts and Sheltering Instructions

<http://readywisconsin.wi.gov/media/pdf/Tornadoes.pdf>

Preparedness Information

<http://readywisconsin.wi.gov/>

Emergency Alerts and IPAWS Information

<https://www.fema.gov/emergency-alert-system>

Annex C – EOC Operations

In a major incident, the EOC can provide resources and information to on-scene responders, alerting, warning and watching assistance, communications assistance, public information, an off-scene PIO, and other forms of assistance. It will require up to two hours to bring the EOC to full operational capacity.

- Facilities
 - The EOC provides a central location for the management of a disaster or emergency. It allows for face-to-face communication among the Emergency Management Staff.
- The City of Reedsburg's EOC is at:

Reedsburg Police Department
Training Room
200 South Park Street
Reedsburg, WI 53959

- EOC Phone Numbers:
608-768-1264
608-768-1265
608-768-1266
608-768-1267

Facility Requirements

Equipment and resources at the EOC must respond to a broad range of emergency-related needs. One of the most crucial needs is adequate and redundant communications systems. Hard-line telephones, base radio and ham radio capabilities, cellular phones, portable radios, and chargers are all necessary. A laptop computer, InFocus touchscreen computer/monitor, and printer are on site. A variety of office supplies, including flip charts and easels, are on hand to facilitate work and allow for the appropriate documentation of actions taken. Adequate office furniture to accommodate EOC staff and partner organizations is available. Since EOC staff may work long hours without returning home, a variety of personal hygiene kits, as well as bedding, cots, and towels, are available. Checklists for EOC staff positions.

Emergency Operations Center Staff and Officials

EOC staff are involved in all phases of the City's Emergency Management Program including preparedness, mitigation, response, and recovery activities. The Emergency Management/Ambulance Director, City Administrator, Police Chief, Fire Chief, Public Works Director, Parks Director, and City Treasurer comprise the EOC staff. This group is the functional backbone of the EOC, acting as command and control; decision-makers for emergency response activities.

Command Locations

Emergency Management Staff are not confined to any location during an emergency. The only major criteria are that they work together to make decisions and apply the command concepts.

In general, command locations follow the nature of the emergency:

- Small incident – Command at the scene
- A large, but limited, incident such as a major fire – Command at the scene.
- A major incident, such as a full city block on fire – Command at the scene with backup in the EOC
- Disaster (resources overextended, unable to control visually or a prolonged major incident) – Command at the EOC

- Planning for the possibility of any incident escalating (lightning storm, wildfire, winter storm with possible power loss, etc.) - Command at the EOC
- Activation of the Emergency Operations Center

General

Any department head or the mayor may request activation of the EOC based on information about an impending event that could evolve into a major emergency in the city. Warning, emergency information, or disaster reports may be received by any of the departments in the city. In all cases, such information will be relayed to Reedsburg Dispatch and the Emergency Management Director or designee. Decisions to respond, implement the disaster plan, and activate the primary Emergency Operations Center (EOC) or the secondary EOC will be made by the Emergency Management Director and City Administrator or designees in a Level I situation. In Level II or III situations, EOC activation may be executed by the Incident Commander.

Situations calling for the activation of the EOC include but are not limited to:

- Severe weather conditions are about to endanger the City.
- Utility malfunction that could be problematic
- A Hazardous Material incident that could exceed resources.
- Terrorism threat that could exceed resources.
- Imminent flooding situations or ones beyond local capabilities to handle the event.
- Any other situation that could threaten life, health, and or property beyond those events would be handled by a normal emergency response.

EOC Activation Levels

The three levels of activation are based on the scale of the emergency:

- **EOC Level I Advisory Notification**
 - A routine emergency, i.e. A motor vehicle collision or small Hazardous Materials (HazMat) spill occurs, or an impending situation must be monitored in case it should evolve into a significant event. The Emergency Management Director is notified and decides whether to notify other Emergency Management Staff. If so, personnel on the Level I Call Out List are contacted.
 - Advisory/Standby Notification
 - No action is necessary, only standby if requested.
 - Monitoring/Callback Notification
 - Monitor at the EOC when necessary. For some people, a callback may be required.
- **EOC Level II Coordinating Activation**
 - A major emergency or unusual incident occurs that may affect a small portion of the community. Conditions exceed typical resource use and response by multiple agencies is required. Emergency Management Staff must report to the EOC. Staff requests a representative from the County to provide continuity of emergency functions and coordination.
- **EOC Level III Full Activation**
 - The scale of the disaster is widespread and serious. A full range of emergency services, i.e. Evacuation, sheltering, etc. are provided with the assistance of outside agencies.
 - Emergency Management Staff coordinates with County, State, and Federal resources for needed assistance. All City personnel report to the EOC.

Annex D – City Flood Response

- ☐ Coordinate a meeting with department heads and elected officials to review:
 - ☐ Hillsboro Dam status
 - ☐ Anticipated flood levels
 - ☐ Barricade Placement
 - ☐ Sandbag inventory.
 - ☐ Take sandbags and sand to the High School and Webb School
 - ☐ Communicate with Sauk County Emergency Management
 - ☐ Establish the Emergency Operations Center and determine staffing.
 - ☐ Hand out 214s for time tracking
 - ☐ Call residents on the Lake Redstone Emergency Plan list.
 - ☐ Consider taking flyers to homes in previously flood-affected areas. (Tab 1)
 - ☐ Coordinate with Lakeside Foods for levee pumps and protection.
 - ☐ Establish a PIO and transmit public information.
 - ☐ Establish a Finance section to track expenses.
- ☐ Create a common log to record river levels and flood updates.
- ☐ Maintain sandbags and sand supplies.
 - ☐ Consider establishing a list of homes that need sandbags delivered.
- ☐ Track volunteers at sandbag sites.
- ☐ Notify the public of phone numbers for local and county EOC's
- ☐ Establish a daily media release through the PIO.
 - ☐ Use Nixle for public information releases.
 - ☐ Use City TV Channels for public information releases.
- ☐ Create an official flood website.
- ☐ Coordinate daily or twice daily briefings with department heads and elected officials.
- ☐ Communicate with public/private partners through PIO.
- ☐ Encourage the reporting of damage and remind the public to take pictures.
- ☐ Assign a City Employee to take pictures around the city focusing on public damage and debris. Establish a drop box on the City's drive to maintain pictures.

Tab 1 to Flood Response Annex

Evacuation Notice

TO: ????

FROM: ????

DATE: ????

TIME: ????

FOR YOUR SAFETY, IT IS RECOMMENDED THAT PEOPLE IN YOUR AREA LEAVE THEIR HOME (EVACUATE).

DUE TO THE POTENTIAL FOR RAPID RISE OF THE ??? RIVER OVER THE NEXT ??? HOURS/DAYS.

YOU AND YOUR FAMILY SHOULD IMMEDIATELY FIND SHELTER WITH A RELATIVE/FRIEND OR A SHELTER IS AVAILABLE AT ????

Before You Leave Your Home:

- Turn off your water, electricity, and gas to your furnace and water heater, **if possible**

Each Household Member Should Bring:

- Prescription medications
- Cell phones, laptops, iPads, etc.
- Cash, checkbook, and credit cards.
- Important Documents: driver's license, social security card, insurance papers, relative/friend phone numbers, etc.
- Sleeping bags/blankets and pillows
- Clothing and toiletries

Bring Your Pet(s) with:

- ID Tags
- Leash and/or Pet carriers.
- Pet Medications
- Specialized foods
- Vaccination records
- Microchip Information

LOCK YOUR HOME AND TAKE THE KEY WITH YOU!

TRANSPORTATION:

- INDIVIDUALS WITH TRANSPORTATION NEEDS REQUIRING ASSISTANCE SHOULD CALL SAUK COUNTY AT 608-356-4895

INFORMATION:

For the latest information, please sign up for Nixle alerts by texting "888777" and entering your zip code in the message box.

Please call ??? at ??? for any questions you have.

Annex E – Debris Management

A. Introduction

A. Policy

1. The debris removal process must be initiated promptly and conducted in an orderly, effective manner to protect public health and safety following an incident. Debris Management will be conducted in the following prioritized phases.

B. Purpose

1. To facilitate and coordinate the removal, collection, and disposal of debris following a disaster to mitigate against any potential threat to the health, safety, and welfare of the impacted citizens, expedite recovery efforts in the impacted area, and address any threat of significant damage to improved public or private property.

C. Scope

1. The debris management program implemented will be based on the waste management approach of reduction, reuse, reclamation, resource recovery, incineration, and landfilling, respectively.
2. Public Works and agencies can reasonably be expected to accomplish expedient repair and restoration of essential services and vital facilities, but it may be necessary to contract for major reconstruction.
3. Public Works will be able to organize and carry out debris clearance in the aftermath of an emergency but may require external assistance in debris removal if there are large quantities of debris or if debris includes hazardous materials.
4. Assistance may be available from other jurisdictions through local agreements (and from commercial firms through contingency contracts).
5. Damage to chemical plants, power lines, sewers, and water distribution systems, and secondary hazards, such as fires, could result in health and safety hazards that may pose a threat to employees.
6. Local landfills and waste disposal facilities may be inadequate to deal with large amounts of debris and it may be necessary to use alternate methods and facilities for disposal.
7. The city may have insufficient resources to remove the debris created by a major emergency or disaster and accomplish other recovery tasks.
8. If local debris removal capabilities are insufficient, it may be necessary to execute a local emergency declaration and request the State assist in debris removal. If the local emergency is of such magnitude that the Governor requests a Presidential Disaster Declaration and such a declaration is approved, federal resources could become available.
9. For major emergencies or disasters, private contractors may be needed to collect, reduce the volume of, and dispose of debris.
10. Citizens will assist in removing debris from the immediate area of their homes and businesses, but will generally need government assistance in hauling it away for disposal; and
11. Citizens are often willing to help their neighbors in removing the debris; proper public information can encourage such cooperative action, speeding up the process and reducing costs.

B. Concept of Operations

A. Organization:

1. The Public Works Department is responsible for the debris removal function and will work in conjunction with designated support departments, utility companies, waste management firms, and trucking companies, to facilitate the debris clearance, collection, reduction, and disposal needs of the locality following a disaster.

B. Emergency Roadway Clearance: Clear debris from major arterial roads to provide access for emergency vehicles and resources into the impacted area.

1. Following a disaster, the top priority is to clear major roads and routes providing access to key population support facilities such as hospitals, to allow for the movement of emergency vehicles, resumption of

critical services, and damage assessment. Emergency roadway clearance also facilitates the deployment of external response elements and the delivery of emergency equipment and supplies. In initial roadway debris clearance, debris is normally pushed to the side of the road and no attempt is made to remove or dispose of it.

2. In this phase, crews equipped with chainsaws will generally be needed to cut up downed trees, and heavy equipment will be needed to move the remains. If possible, heavy equipment used for moving debris should be equipped with protective cabs and all personnel should wear protective equipment. Fire hydrants, driveway cutouts, and utility valves should be left unobstructed; and
3. As electrical systems are often damaged by the same hazards that create substantial debris, debris management crews may need to coordinate their efforts to remove debris with utility crews.

C. Debris Removal and Disposal:

1. Debris removal from public property

- a. In the aftermath of a disaster, debris may have to be removed from a variety of public areas including:
 - i. Roads and rights of way.
 - ii. Government buildings, grounds, and parking lots; and
 - iii. Storm drainage systems and reservoirs.
- b. If the emergency resulted in a Presidential Disaster Declaration, expenses of debris removal from the public property may be partially reimbursed by the federal government if the debris must be removed to:
 - i. Eliminate immediate threats to life, public health, and safety.
 - ii. Eliminate immediate threats of significant damage to improved public or private property; and
 - iii. Ensure the economic recovery of the affected community.
- c. As large-scale debris removal and disposal operations can be extremely costly, it is vital to determine if federal assistance will be provided and the rules that apply to such assistance before commencing debris removal operations.

D. Debris Removal from Private Property

1. Debris removal from private property, including demolishing condemned structures, is generally the responsibility of the property owner, and the cost may be wholly or partially covered by insurance. If there has been a Presidential Disaster Declaration and debris on private property is so widespread that public health, safety, or economic recovery is threatened, the local government may be partially reimbursed for the cost of debris removal from private property. The City normally has the responsibility for picking up and disposing of debris from private property placed at the curb and bears the cost for the effort.

E. Preparation for Debris Removal

1. Considerable time and labor can be saved in the debris removal process by sorting debris from public property and encouraging the public to sort it from private property before it is picked up. A proactive public outreach program should advise the public of the actions they can take to facilitate pickup including:
 - a. Sorting debris into categories (See Tab 1-Debris Classifications).
 - b. Placing sorted debris piles curbside.
 - c. Keeping debris out of the road and away from fire hydrants and utility services; and
 - d. Disposing of household garbage in normal refuse containers.

F. Determining Debris Removal Strategy

1. Depending on the amount of debris to be cleaned up, Public Works may use contracted help to assist in the cleanup efforts.

G. Establishing Temporary Debris Storage and Reduction (TDSR) Facilities

1. Reedsburg Airport will be used for a TDSR.

H. Public Information and Instructions

1. In the aftermath of an emergency, the Public Information staff should provide the public with detailed information on debris removal and disposal plans and procedures. Providing appropriate instructions to the public concerning debris removal can significantly reduce the time and costs involved. Public information on debris removal must start as soon as possible after the disaster – before people start moving and stacking large amounts of debris.
2. Public instructions should encourage citizens to:
 - a. Assist their neighbors, particularly the elderly or infirm, in removing the debris.
 - b. Move debris to the curbside for pickup.
 - c. Separate debris into categories determined by local officials.
 - d. Keep debris piles away from fire hydrants and utility valves.
3. Public information should keep citizens advised of:
 - a. Debris pickup schedules and the system of pick up, if various types of debris will be picked up on different days; and
 - b. Self-help disposal guidelines for citizens and businesses that wish to haul their debris to a debris storage area or landfill.
4. Normal methods of public information dissemination through the media should be used to provide information to the public. If a loss of electric power has occurred, extra effort must be made to reach those without power using door hangers, flyers, signs, and if necessary, door-to-door outreach.

I. Debris Tracking

1. All Public Employee time and equipment used will be kept track of on ICS 214s. Private Contractors will keep track of their own time.
2. The number of loads of debris that are taken to the TDSR will be kept track of by Public Works.
3. The loads of debris that are removed from the TDSR by a disposal company will be kept track of by Public Works.

Tab 1 to Debris Support Annex

Debris Classifications

Definitions of classifications of debris are as follows:

1. **Natural Debris:** Natural debris includes, but is not limited to, damaged and disturbed trees; stumps; bushes and shrubs; broken, partially broken, and severed tree limbs and bushes. Natural debris consists predominately of trees and vegetation. Natural debris does not include garbage, construction, and demolition material debris.
2. **Appliances:** Refrigerators, freezers, air conditioners, televisions, washing machines, dryers, etc.
3. **Other Debris:** construction and demolition debris including, but not limited to, timber; wood products; plastic; glass; rubber and metal products; sheetrock; roofing shingles; carpet; tires; household garbage; and other materials as may be designated by the coordinating agency.
4. **Ineligible Debris:** Ineligible debris to remain in place includes, but is not limited to, chemicals, petroleum products, paint products, asbestos, and power transformers.

Any material found to be classed as hazardous or toxic waste (HTW) shall be reported immediately to the designated coordinating agency representative. At the coordinating agency representative's direction, this material shall be segregated from the remaining debris in such a fashion as to allow the remaining debris to be loaded and transported. Standing broken utility poles; damaged and downed utility poles and appurtenances; transformers and other electrical materials will be reported to the coordinating agency.

Emergency workers shall exercise caution with existing overhead, underground utilities, and above-ground appurtenances, and advise the appropriate authorities of any situation that poses a health or safety risk to workers on-site or to the general population.

Annex F - Evacuation and Re-Entry Annex

I. Purpose

The purpose of this annex is to ensure the safe and orderly evacuation of people threatened by hazards in the City of Reedsburg and to provide for the safe re-entry of the affected area. This annex outlines provisions to quickly evaluate and assess the immediate human and animal needs (food, water, health / medical, and housing), the operational status of vital community infrastructure (transportation, communications, and utility systems), and to assist impacted localities with the restoration of essential services.

II. Scope

This annex adopts an all-hazards approach to preparing for and managing evacuations. It establishes a methodology that applies to any threat, hazard, or event that results in the need to evacuate. This Annex includes all areas of the City of Reedsburg including public land areas. This annex provides considerations for the evacuation of populations affected by large or small incidents within the City of Reedsburg.

III. Authority

An order to evacuate incorporated areas may be issued through local ordinance, resolution, or proclamation by local officials or the City Council under Chapter 166.23 of Wisconsin State Statutes. A Declaration of State of Emergency shall be issued before an evacuation order is issued. Additionally, during a state of emergency, the Governor can issue such orders as he or she deems necessary, for the security of persons or property.

IV. Situation and Assumptions

The City of Reedsburg has facilities available for evacuation and sheltering but would need the support of Sauk County Emergency Management and the American Red Cross to set up and operate those shelters.

A. Planning Assumptions

1. The primary means of evacuation for most individuals will be personal vehicles. Individuals who rely on other means of transportation (carpool, vanpool, public transportation, etc.) may require assistance in evacuating.
2. Individuals with access and functional needs may require evacuation assistance and/or transportation coordination.
3. Spontaneous evacuation will occur.
4. Some individuals will resist an order to evacuate.
5. Residents will utilize all available public information sources to acquire emergency information.
6. More than one incident could cause an evacuation.
7. The combined expertise and capabilities of government at all levels, the private sector, and non-governmental organizations will be required to prevent, prepare for, respond to, and recover from disasters.
8. There is a potential that public transportation and roadways could be disrupted or damaged. This will demand maximum flexibility in responses.
9. Dissemination of information to the public is essential to gaining control of the situation, reducing fears, and implementing an organized effort for evacuation.
10. Information that is available to the public may be conflicting amongst various sources and may cause credibility issues with official information sources.
11. Some percentage of the population automatically assigns suspicion to the motives of government agencies, particularly regarding evacuations.
12. Communication of accurate information is crucial during an emergency, as conflicting, incorrect, and often disruptive information is common in larger disasters.

V. Concept of Operations

A. Evacuation

1. **The authority for evacuation** rests with the mayor and/or City Council in conjunction with the Incident Commander, who will make determinations regarding the evacuation of residents and visitors from affected areas within the City of Reedsburg. All evacuation plans will be accomplished in coordination with the ICS structure established for the incident to ensure the accountability of personnel.

B. Evacuation Orders and Notifications

1. Evacuation Orders will be communicated by the Reedsburg Police Department.
2. NIXLE will be used as the primary system for all emergency notifications and evacuation orders. Additionally, orders will be sent via public address systems, local media, and social media.
3. The City of Reedsburg uses two types of notification:
 - Voluntary Evacuation – To alert residents (when time is available) that evacuation may occur, to be ready for the order, and to alert residents who need additional assistance or time to begin evacuation actions for their safety.
 - Mandatory Evacuation – The mandatory evacuation order of the affected population. Exceptions would include public safety officials, disaster response personnel, and organizational / agency employees designated as “essential” to emergency operations.
4. **Evacuation Information** – The following information will be helpful for affected residents and workers to receive before an evacuation order:
 - Nature of the hazard
 - Methods of warning and who will carry out the warning.
 - Evacuation routes
 - Information about emergency evacuation points
 - Information about the risks of sheltering-in-place (as needed)
 - Information about the care of pets and domestic animals (as needed)
 - Need to connect with a public official at the evacuation point for more information related to the hazard and necessary safety actions.
5. **Refusal to Evacuate** - Persons who refuse to comply with a mandatory evacuation order will not be arrested nor forcibly removed from their homes. Those who refuse to evacuate should be informed that they should not expect rescue or other lifesaving assistance during the incident. If minor juvenile children are present and under the care of those who refuse to evacuate, the children may be taken into protective custody if Law Enforcement believes the children are in imminent danger of serious bodily injury or death. Sauk County Human Services Department will be contacted for continued care and custody of juvenile children. Additionally, and depending on the circumstances, those who refuse to evacuate that are under the influence of alcohol, or drugs, or displaying severe behavioral health issues may be taken into protective custody.

A primary reason people refuse to evacuate may be due to pets not being allowed to transport with their owner or a lack of provisions for the shelter and care of pets. The City of Reedsburg recognizes this need and has plans in place to ensure the evacuation of pets with people.
6. **Provisions for People Unable to Self-Evacuate**
 - People with Disabilities are likely to require assistance with transportation out of

evacuated areas and back into affected areas once the emergency is stabilized. Service Animals shall be allowed to remain with their people throughout evacuation, shelter, and re-entry.

- Hospitals and Care Centers – Consider the need for buses with wheelchair lifts, ambulances, and ambulances with advanced life support capability for transfers.
- Schools – Planning must include arrangements for family reunification and the availability of school buses and drivers.
- Daycare Providers – In addition to family reunification plans, infant seats, and close supervision will be required.
- Seasonal and Homeless Populations – Additional transportation and information requirements will be needed to locate and inform seasonal and homeless populations, and to estimate the scope of the transportation requirements.

7. Provisions for Domestic Animals at Risk – See Annex A – Plan for Pets

C. Perimeter Control Requirements

1. Plan to maintain access points and establish policies for permitting traffic in and out for official business.
2. Plans must be flexible to allow for additional evacuations of people who initially refused if they may be evacuated safely.
3. Emergency personnel will not engage in evacuation attempts of “holdouts” if the risk is deemed unreasonable.
4. Assure the public that patrols are routinely monitoring the evacuated areas to discourage theft and/or looting.
5. Media access should be coordinated through the PIO and law enforcement.

D. Accountability

1. Data Collection assignments will be made by the EOC Planning Section at the Reedsburg EOC.
2. The following events, resources, or information must be accounted for in an evacuation operation:
 - Where and when evacuation warnings have been issued
 - Number evacuated.
 - Number remaining in the risk area, including provisions for functional needs and people with disabilities (medical conditions, medications, mobility, etc.).
 - The number of evacuees in shelters.
 - Names and locations of individuals evacuated from nursing homes, assisted living centers, schools, and hospitals.
3. Data Collection will be done in coordination with Damage Assessment Teams and Emergency Responders
 - Consider using a large map of the affected area to visualize the evacuation zones, closed roads, security checkpoints, and other facilities.
 - Indicate which homes have been evacuated or are empty, and which households have been warned but are not leaving.
 - Maintain a transmittable data file in a common software format for data sharing when possible.

E. Return to the Risk Area – Re-Entry

The process for re-entry into the evacuated areas must be coordinated to ensure the safety of the public, the protection of property, and the continuation of response and recovery activities. Law enforcement will be responsible for ensuring the return occurs in an orderly and safe fashion.

1. **Re-Entry Scenarios** - Once the threat has passed, the re-entry policy may be based upon one of three (3) scenarios.
 - Incidents have passed and there is little or no damage that affects the communities.
 - Effects are isolated to a localized area, operational area, or region of the city with minimal or isolated significant damages.
 - Total devastation with significant infrastructure damages over a widespread area.
2. **Re-Entry Decision** - The decision of when to permit residents to return to the affected area will be made cooperatively between the City EOC and the Incident Commander based upon the three scenarios above. The decision to allow re-entry will be based on an overall evaluation of the situation, including the following major factors:
 - Access – Following a major event a survey (ground or aerial) of the impacted areas should be conducted immediately to identify and prioritize the most seriously damaged areas of the locality. This can determine the level of damage to major routes into the area and help to determine the time needed for debris clearance from those routes.
 - Water Levels – Floodwaters have receded from most of the area.
 - Public Health – Water and sewer services are operating, or reasonable accommodations are in place or available.
 - Subsistence – Food is available or made available in the impacted area.
 - Utilities – Electricity, water, telephone, propane, and natural gas services are operating, or information is available about when they will be available in the affected area or reasonable accommodations are in place or available.
 - Existing services can support the people already in the impacted area as well as an additional influx of people.
3. **Pre-reentry teams** should begin the process of clearing access to critical facilities and roads to facilitate the reentry process. The Pre-Reentry Teams consist of but are not limited to:
 - Public Works Team with heavy equipment (wheel loader, backhoe, etc.), and chain saw crews.
 - Power Crews to identify and remove downed utility lines (Power, Cable, etc.).
 - Emergency Medical Service to provide medical support to victims that are located while opening roads.
 - Fire Service Agencies to provide incident, evacuation, and re-entry support.
 - Law enforcement to provide security for crews.

It needs to be understood that the Pre-Reentry Teams are not Search and Rescue Teams, they are only tasked with opening roads to gain access so Search and Rescue Teams and Damage Assessment teams can gain access to areas of destruction.

4. **Informing Evacuees of Re-Entry Procedures** – Public Information Officers at the Incident Command Post, EOC, and JIC will coordinate messaging regarding re-entry procedures. This will be done through multiple means, including news releases, public

briefings, social media, website messaging, and NIXLE notifications.

5. **Phased Re-Entry** – (Only used for significantly damaged areas) Once the decision to permit re-entry has been established, law enforcement personnel should set up checkpoints and roadblocks as needed based on the level of damage that has occurred. Re-entry can proceed as recommended based upon a phased re-entry. This can ensure primary access to essential personnel and help to manage the number of people entering the disaster area.
 - **Phase A** – Phase A allows the re-entry of agencies and groups that play key roles in restoring normal operations in the impacted areas following a disaster. Law enforcement personnel should restrict access during this phase to provide area safety and security. Phase A agencies and groups may include, but are not limited to, the following:
 - Law enforcement and security agencies (including private security for facilities and residential communities)
 - Search and Rescue Responders
 - Fire and EMS crews.
 - Facility/Industry Emergency Response Teams
 - Debris Clearing and Removal Crews
 - Infrastructure and Utilities Repair Personnel
 - Official Damage Assessment Teams
 - Other personnel at the direction of the County/Municipal EOCs
 - **Phase B** – Phase B allows for the short-term limited re-entry of other critical groups as well as residents and business owners to assess damages. The local EOC in coordination with public safety personnel should determine when it is safe to begin Phase B entry. These groups may include, but are not limited to, the following:
 - All agencies and personnel listed under Phase A
 - Resident and Business Owners (with Insurance Adjusters and Contractors) to conduct insurance assessments (access may be temporary)
 - Relief Workers
 - Commodities Points of Distribution (POD) Teams
 - Health Agencies
 - Large Box Store Management and Staff (to support recovery ops)
 - Hotel/Motel Staff (to prepare for receiving State and Federal relief agencies)
 - **Phase C** – Phase C allows for the re-entry of only those residents and business owners who can prove they live, own, rent, lease, or otherwise need to be allowed into the affected areas. It includes all agencies and personnel from Phase A and B, as well as residents and business owners within the evacuated area. Phase C may still involve roadblocks and areas where access is limited.
6. **Temporary Housing** - If the impacted areas cannot support the return of evacuated residents, temporary housing may be established in the non-impacted areas near the disaster area. City, state, and county authorities will make decisions on the location and operation of temporary housing facilities.
7. **Assisted Living Centers and Nursing Homes** are NOT to bring residents back to the community until all services have been restored to normal. To include power, water, sewer, communications, and local suppliers of commodities used by the facilities.

Tab 1 to Evacuation and Re-Entry Annex
Residential Access Pass Registration

Address: _____

Names of all household residents:

Cell Phone #: _____

Temporary Address: _____

Vehicle #1 Make: _____ Model: _____ Color: _____

Plate #: _____ State: _____

Vehicle #2 Make: _____ Model: _____ Color: _____

Plate #: _____ State: _____

Vehicle #3 Make: _____ Model: _____ Color: _____

Plate #: _____ State: _____

Emergency Contact Information: _____

Pass # _____ Pass # _____

Pass # _____ Pass # _____

Pass # _____ Pass # _____



Declaration of Order to Evacuate

Recent events including XXXX have resulted in XXXX affecting the following areas: XXXX. The effects of XXXX are XXXX.

Under Wisconsin State Statute 166.23, elected officials of counties, cities, villages, and towns are granted “the general authority to order, whatever is necessary and expedient for the health, safety, welfare, and good order of the county, city, village, or town in the emergency...”

It is hereby proclaimed that EVACUATION of XXXX is necessary and expedient for the health, safety, welfare, and good order to protect the public peace, preserve lives and property, and economic stability.

NOW, THEREFORE, The City of Reedsburg issues this Order to Evacuate for the following area(s): XXXX

Be It Further Resolved that the City Reedsburg Common Council be notified by the filing of the written declaration with the City Clerk on the first regular business day following the declaration and the City Clerk shall present the written declaration to the City Council for ratification at its first meeting following such a declaration.

Set forth this day, the XXXX of XXXX, 20XX.

XXXX, Mayor

XXXX, City Clerk-Treasurer

Resolution Adopting Declaration of Order to Evacuate

The City Council of the City of Reedsburg, Sauk County, Wisconsin, by this resolution, adopted by a majority of the Common Council with a quorum present and voting and proper notice having been given, resolves and orders as follows:

Whereas, an evacuation has been proclaimed by XXXX of the City of Reedsburg; and

Recent events including XXXX have resulted in XXXX affecting the following areas: XXXX. The effects of XXXX are XXXX.

Whereas the proclamation ordering an evacuation is the best option and is necessary and expedient for the health, safety, welfare, and good order to protect the public peace, preserve lives and property, economic stability, and ensure cooperation and coordination, the City of Reedsburg Common Council ratifies this Proclamation Ordering the Evacuation of the following area(s): XXXX

RESOLUTION NO. XXXX

ADOPTED on this XXXX Day of XXXX, XXXX.

XXXX, Mayor

XXXX, City Clerk-Treasurer

Respectfully Submitted:

The above resolution has been authorized by the governing body of the City of Reedsburg by Resolution No. XXXX, dated XXXX XX, XXXX.

Date Passed: XXXX XXXX, XXXX.

Published: XXXX XX, XXXX

Vote: _____

Sample Evacuation Message Content:

This is an Order to Evacuate from the City of Reedsburg.

A (hazard description) is threatening the following area(s):

- Area A (define the area with clear, well-known boundaries)
- Area B (define the area with clear, well-known boundaries)

Please use the following evacuation routes:

- From Area A – xxx.
- From Area B – yyy.

Persons should evacuate to:

- Specific locations including XXX, or
- Locations derived by the specific conditions of the situation (i.e. locations at least xx miles away).

The evacuation will take place over the next XX hour(s) and should be completed by HHMM hrs. Once evacuees leave the area, they will not be allowed to re-enter.

Evacuation is the best option for people to protect themselves. The immediate threat(s) of the hazard include:

- Describe serious bodily harm, and/or
- Describe the expected impact on the population.

Evacuees should bring:

- Wallet / Purse (including personal identification),
- House and car keys,
- Eyeglasses,
- Medications,
- Proper / Warm Clothing,
- Family pet(s), and
- Cash.

These supplies may need to last for an indefinite time. It is suggested that people bring three days' worth of personal supplies to meet their individual needs.

Persons who need additional assistance with access and functional needs should contact XXX at XXX. More information will be released when known. Official information may be found at:

- NIXLE Communications (Text 53959 to 888777 to sign up)
- Local television and radio stations,
- The City of Reedsburg's webpage

APPLICATION FORM

WEBB FUND

Submit application to: Reedsburg City Clerk
134 S. Locust St.
PO Box 490
Reedsburg, WI 53959
(608) 524-6404 FAX (608) 524-8458 cityhall@ci.reedsburg.wi.us

Please allow a minimum of 60 days for processing of application.

Name of applicant: American legion Post 350 / Jesse Arias

Organization: American legion

Federal ID Number: ^{EIN} 39-0777962 Phone No. 608-408-4274 Fax No. _____

Tax status of applicant (corporation, charity, governmental body, etc.) _____

501 C 19

Street Address: P.O. Box 354 Mailing Address: _____

City, State, Zip Reedsburg WI 53959

DESCRIPTION OF THE PROJECT

Describe in detail the proposed project (attach additional sheets if necessary): _____

Restore and update the cannon memorial in Webb Park
with a new display with granite memorial stones, benches
obelisks and new concrete work and history sign.

Location of Project (projects must be in the City limits) Webb Park

How will the project recognize the contribution from the Webb Fund? It will be engraved
on the main memorial stone. Reedsburg community Page
on Facebook + local newspaper

How will the project benefit the city of Reedsburg? It restores a 100 year old
piece of Reedsburg history and complements all the
improvements the city is doing to Webb Park

PROJECT BUDGET

Webb Fund Grant Amount Requested: \$ 50,000. Please attach a copy of your proposed budget. Include all resources needed for this project including labor and indicate who will be responsible.

Will applicant receive any additional funds (grants, donations, entrance fees, etc.)? If yes, please explain how, when or where additional funds will be received.

Donations from local businesses and individuals
Pending donation from United Fund

Name and address of person responsible for accounting for the funds?

Russ Hooge Treasurer AL Post 350
54005 State Rd 23 Reedsburg, WI 53959

Please provide a timetable for completion of this project including when you wish to receive funding: (see attached policies)

Phase One - November 2024
Phase Two June 2025
Phase Three November 2025

I declare that I have read the above application and that it is a true, correct, and complete statement of the intended use of the requested funds.

Applicant's Name: Jesse Arias, Commander

Signature: [Signature] Date: 9/19/2024

Email Address: jarias@ruchs.net

Date received by City Clerk: _____

Status: _____ Committee

Finance Committee
City Council

Disposition:

EXPENSES	COST
Main Memorial Granite	\$118,365.00
Main memorial electrical work	\$25,000.00
Main Memorial Cement Work	\$30,000.00
Paint cannon	\$5,000.00
Three Flag Poles (1@40 2@30)	\$25,559.81
(3) USA Made flags	\$1,000.00
Refurbish Webb Park Plaques	\$5,000.00
(4) Outdoor spotlamps for flag poles	\$2,000.00
Custom made bronse history sign w/ mounts	\$7,500.00
History Sign, Handicap Ramps and Garbage Can cement work	\$15,000.00
(2) Outdoor metal 37 gal. garbage cans	\$2,000.00
(4) trees	\$2,000.00

TOTAL	\$238,424.81
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Internal Revenue Service
WASHINGTON, D. C. 20544

Date: MAR 26 1973

In reply refer to:

MAR 26 1973

T:MS:EO:R:1

The American Legion
National Headquarters
Indianapolis, Indiana 46206

EIN 35-0144250
DO 52

Gentlemen:

This refers to your letter dated January 2, 1973, in which you ask that your ruling letter of March 14, 1946, be modified to show that you are recognized to be exempt from Federal income tax under section 501(c)(19) of the Internal Revenue Code. You state, and the information furnished shows, that membership in your organization is limited to persons who served in the Armed Services of the United States during a period of war.

Our records show that on March 14, 1946, you and your subordinate departments and posts were recognized to be exempt from Federal income tax under section 101(8) of the 1939 Code (this now corresponds to section 501(c)(4) of the 1954 Code).

Based on the information furnished, we rule that you and your subordinate departments and posts are recognized as being exempt under section 501(c)(19) of the Code.

You are required to file the annual return, Form 990, on or before the 15th day of the 5th month after the end of your annual accounting period if your annual gross receipts are normally more than \$5,000. Failure to file the Form 990 by this date may subject you to a penalty of \$10 for each day during which such failure continues, up to a maximum of \$5,000. Your subordinates will have to file an annual information return, Form 990, if their gross receipts in each taxable year are normally more than \$5,000.

The American Legion

If you do not include the subordinates in a group return, each must file an annual return by the 15th day of the 5th month after its annual accounting period closes.

You and your subordinates are not required to file Federal income tax returns unless you or your subordinates are subject to the tax on unrelated business income under section 511 of the Code, if so, you and your subordinates must file an income tax return on Form 990-T. In this letter we are not determining whether any of your, or your subordinates', present or proposed activities is unrelated trade or business as defined in section 513 of the Code.

Unless specifically excepted, you and your subordinates are liable for taxes under the Federal Insurance Contributions Act (social security taxes). Also, unless excepted, you and your subordinates are liable for tax under the Federal Unemployment Tax Act if, during the current or preceding calendar year, you have one or more employees at any time in each of 20 weeks, or you pay wages of \$1,500 or more in any calendar quarter. Any questions concerning excise, employment, or other Federal taxes should be submitted to your key District Director in Baltimore, Maryland.

Contributions made to your exempt subordinate units are deductible as provided by section 170 of the Code.

You should advise each of the subordinates of the provisions of this ruling, including the requirement for filing information or other returns.

Each year within 45 days after the close of your annual accounting period, please send the following to the Philadelphia Service Center, 11601 Roosevelt Boulevard, Philadelphia, Pennsylvania 19155, Attention: EOR Branch:

The American Legion

1. A statement describing any changes during the year in the purposes, character, or method of operation of your subordinates.
2. A list of the names, mailing addresses including ZIP Codes, and employer identification numbers (if required for group exemption letter purposes) of subordinates on your group exemption roster that during the year:
 - a. changed names or addresses;
 - b. were deleted from the roster;
 - c. were added to the roster. ✓

An annotated directory of subordinates will not be accepted for this purpose.

3. For subordinates added to the roster, a letter signed by one of your principal officers containing or attaching:
 - a. a statement that the information which your present group exemption letter is based applies to the new subordinates;
 - b. a statement that each has given you written authorization to add its name to the roster;
 - c. a list of those to which the Service previously issued rulings or determination letters relating to exemption.

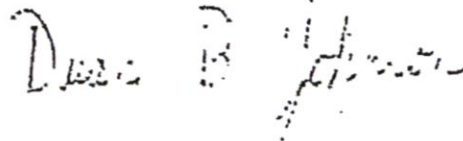
The American Legion

4. If applicable, a statement that your group exemption roster did not change during the year.

To the extent that this ruling is inconsistent with it this ruling modifies our ruling issued to you on March 14, 1946.

Your key District Director is being advised of this action.

Sincerely yours,



Director,
Miscellaneous and Special
Provisions Tax Division.

RESOLUTION
CMAR – Wastewater Treatment Plant

FILE NO. 4579-25

WHEREAS, the City of Reedsburg operates a Wastewater Treatment Facility; and

WHEREAS, the Compliance Maintenance Annual Report was reviewed by the City Council and attached to this Resolution; and

WHEREAS, City of Reedsburg has set forth the following actions necessary to maintain effluent requirement contained in the WPDES Permit:

- (a) Reaffirm our commitment to operator certification upgrading.
- (b) Knowing that the Treatment Plant operates 24 hours a day, 7 days a week, we commend our State Certified Treatment Plant Operators for thorough planning, innovative and cost-efficient approaches to the collection, treatment and recycling of effluent and bio-solids.
- (c) The City is currently working towards building a new plant to improve operations for current and future loadings.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Reedsburg, Sauk County, Wisconsin that the City informs the Wisconsin Department of Natural Resources that the above actions were taken by the Common Council of the City of Reedsburg.

ADOPTED on this 9th day of June, 2025.

Dave Estes, Mayor

Jacob Crosetto, City Clerk - Treasurer

Respectfully Submitted:

The above resolution has been authorized by the governing body of the City of Reedsburg by Resolution No. 4579-25, dated June 9, 2025.

Date Passed: June 9, 2025

Vote: _____

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/15/2025

2024

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	1.9070	x	478	x	8.34	=	7,601
February	1.9250	x	470	x	8.34	=	7,551
March	1.8923	x	506	x	8.34	=	7,992
April	2.0970	x	510	x	8.34	=	8,912
May	2.2366	x	511	x	8.34	=	9,532
June	2.2551	x	486	x	8.34	=	9,142
July	2.6523	x	371	x	8.34	=	8,200
August	2.0563	x	476	x	8.34	=	8,168
September	1.9635	x	502	x	8.34	=	8,219
October	1.9424	x	473	x	8.34	=	7,659
November	2.0663	x	452	x	8.34	=	7,795
December	1.9948	x	483	x	8.34	=	8,039

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	2.65	x	90	=	2.385
		x	100	=	2.65
Design BOD, lbs/day	6331	x	90	=	5697.9
		x	100	=	6331

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	1	1
February	1	0	0	1	1
March	1	0	0	1	1
April	1	0	0	1	1
May	1	0	0	1	1
June	1	0	0	1	1
July	1	1	1	1	1
August	1	0	0	1	1
September	1	0	0	1	1
October	1	0	0	1	1
November	1	0	0	1	1
December	1	0	0	1	1
Points per each		2	1	3	2
Exceedances		1	1	12	12
Points		2	1	36	24
Total Number of Points					63

63

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/15/2025

2024

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

- ☒ Yes Enter last calibration date (MM/DD/YYYY)

2024-12-10

☐ No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

☒ Yes

☐ No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

☐ Yes

☒ No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks

Holding Tanks

Grease Traps

☒ Yes

☒ Yes

☒ Yes

☐ No

☐ No

☐ No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

☒ Yes

3,457,245 gallons

☐ No

Holding Tanks

☒ Yes

9,281,401 gallons

☐ No

Grease Traps

☐ Yes

gallons

☒ No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

Plant performance didn't seem to be affected in 2024 from these wastes.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

☐ Yes

☒ No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

● Yes ○ No If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes. We accept leachate from the foundry, which is mainly clean water. We also accept industrial cheese facility waste that is slow fed back into the plant.	
--	--

Total Points Generated	63
Score (100 - Total Points Generated)	37
Section Grade	F

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 011	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27				
February	30	27				
March	30	27				
April	30	27				
May	30	27				
June	30	27				
July	30	27				
August	30	27				
September	30	27				
October	30	27				
November	30	27				
December	30	27				
Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	10	1	0	0
February	30	27	10	1	0	0
March	30	27	9	1	0	0
April	30	27	11	1	0	0
May	30	27	7	1	0	0
June	30	27	8	1	0	0
July	30	27	7	1	0	0
August	30	27	7	1	0	0
September	30	27	8	1	0	0
October	30	27	7	1	0	0
November	30	27	7	1	0	0
December	30	27	7	1	0	0

* Equals limit if limit is <= 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

2. Flow Meter Calibration 2.1 Was the effluent flow meter calibrated in the last year? ● Yes Enter last calibration date (MM/DD/YYYY) 2024-12-10 ○ No If No, please explain:	
3. Treatment Problems 3.1 What problems, if any, were experienced over the last year that threatened treatment? None	
4. Other Monitoring and Limits 4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals? ○ Yes ● No If Yes, please explain: 4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test? ● Yes ○ No If Yes, please explain: The river sample failed due to a toxic substance of some sort. 4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity? ● Yes ○ No ○ N/A Please explain unless not applicable: DNR was notified that the river had some sort of contaminant that caused our test to fail.	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/15/2025

2024

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	10	1	0	0
February	30	27	9	1	0	0
March	30	27	9	1	0	0
April	30	27	11	1	0	0
May	30	27	8	1	0	0
June	30	27	7	1	0	0
July	30	27	6	1	0	0
August	30	27	6	1	0	0
September	30	27	6	1	0	0
October	30	27	7	1	0	0
November	30	27	7	1	0	0
December	30	27	7	1	0	0
Outfall No. 011	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27				
February	30	27				
March	30	27				
April	30	27				
May	30	27				
June	30	27				
July	30	27				
August	30	27				
September	30	27				
October	30	27				
November	30	27				
December	30	27				
* Equals limit if limit is <= 10						
Months of Discharge/yr				12		
Points per each exceedance with 12 months of discharge:					7	3
Exceedances					0	0
Points					0	0
Total Number of Points						0

0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/15/2025

2024

Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No. 011	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceed ance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceed ance
January	11	24		0					0
February	11	25		0					0
March	13	29		0					0
April	8.3	18		0					0
May									0
June	12	24		0					0
July	9.2	19		0					0
August	9.5	20		0					0
September	7.9	17		0					0
October	7.7	17		0					0
November	10	23		0					0
December	8.8	19		0					0
Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceed ance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceed ance
January	17	34	.06	0	.073	.057	.07	.05	0
February	17	34	.061	0	.067	.073	.05	.053	0
March	22	34	.063	0	.063	.053	.06	.077	0
April	28	34	.144	0	.043	.35	.117	.093	0
May									0
June	18	37	.055	0	.048	.059	.053	.059	0
July	14	28	.056	0	.061	.055	.041	.064	0
August	14	29	.043	0	.048	.043	.045	.036	0
September	23	48	.061	0	.058	.056	.068	.049	0
October	17	35	.061	0	.065	.062	.083	.055	0
November	22	34	.158	0	.078	.047	.45	.058	0
December	17	34	.309	0	.173	.416	.143	.077	0
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
Total Number of Points									0

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points. 1.2 If any violations occurred, what action was taken to regain compliance?	

0

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/15/2025

2024

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.420	1	0
February	1	0.726	1	0
March	1	0.876	1	0
April	1	0.691	1	0
May	1	0.564	1	0
June	1	0.744	1	0
July	1	0.722	1	0
August	1	0.529	1	0
September	1	0.460	1	0
October	1	0.683	1	0
November	1	0.409	1	0
December	1	0.290	1	0
Outfall No. 011	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1			
February	1			
March	1			
April	1			
May	1			
June	1			
July	1			
August	1			
September	1			
October	1			
November	1			
December	1			
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

0

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/15/2025

2024

Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- ☒ Land applied under your permit
☒ Publicly Distributed Exceptional Quality Biosolids
☐ Hauled to another permitted facility
☐ Landfilled
☐ Incinerated
☐ Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 004 - CLASS A SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75	2.8			2.5			6.2			4.8				0	0
Cadmium		39	85	.27			.22			.67			.12				0	0
Copper		1500	4300	110			130			230			190				0	0
Lead		300	840	7.9			5.9			42			9.1				0	0
Mercury		17	57	.066			.077			.089			.11				0	0
Molybdenum	60		75	.8			2.3			5.8			4.8			0		0
Nickel	336		420	12			12			19			14			0		0
Selenium	80		100	1.2			2.2			4.3			3			0		0
Zinc		2800	7500	140			180			310			310				0	0

Outfall No. 007 - CLASS A SLUDGE RETEST

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75	2.8			2.5			6.2			4.8				0	0
Cadmium		39	85	.27			.22			.67			.12				0	0
Copper		1500	4300	110			130			230			190				0	0
Lead		300	840	7.9			5.9			42			9.1				0	0
Mercury		17	57	.066			.077			.089			.11				0	0
Molybdenum	60		75	.8			2.3			5.8			4.8			0		0
Nickel	336		420	12			12			19			14			0		0
Selenium	80		100	1.2			2.2			4.3			3			0		0
Zinc		2800	7500	140			180			310			310				0	0

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/15/2025

2024

Outfall No. 006 - CLASS B LIQUID SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75														0	0
Cadmium		39	85														0	0
Copper		1500	4300														0	0
Lead		300	840														0	0
Mercury		17	57														0	0
Molybdenum	60		75													0		0
Nickel	336		420													0		0
Selenium	80		100													0		0
Zinc		2800	7500														0	0

Outfall No. 005 - CLASS B SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75														0	0
Cadmium		39	85														0	0
Copper		1500	4300														0	0
Lead		300	840														0	0
Mercury		17	57														0	0
Molybdenum	60		75													0		0
Nickel	336		420													0		0
Selenium	80		100													0		0
Zinc		2800	7500														0	0

0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

- 0 (0 Points)
- 1-2 (10 Points)
- > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

- Yes
- No (10 points)
- N/A - Did not exceed limits or no HQ limit applies (0 points)
- N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

- 0 (0 Points)
- 1 (10 Points)
- > 1 (15 Points)

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

- Yes (20 Points)
- No (0 Points)

3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?

NA

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2024 - 03/31/2024
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Alkaline Stabilization
Process Description:	Sludge bimonthly test

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2024 - 03/31/2024
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Alkaline Stabilization
Process Description:	Sludge heated to 131 degrees.

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2024 - 06/30/2024
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Alkaline Stabilization
Process Description:	Sludge heated to 131 degrees. 004 retest

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2024 - 06/30/2024
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Alkaline Stabilization
Process Description:	Sludge heated to 131 degrees.

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2024 - 09/30/2024
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Alkaline Stabilization
Process Description:	Sludge heated to 131 degrees

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2024 - 09/30/2024
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Alkaline Stabilization
Process Description:	Sludge heated to 131 degrees

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2024 - 12/31/2024
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Alkaline Stabilization
Process Description:	Sludge re-test

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2024 - 12/31/2024
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Alkaline Stabilization
Process Description:	Sludge heated to 131 degrees.

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

Outfall Number:	007
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2024 - 03/31/2024
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Alkaline Stabilization
Process Description:	Sludge re-test of storage pile

Outfall Number:	007
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2024 - 06/30/2024
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Alkaline Stabilization
Process Description:	sample from pile

Outfall Number:	007
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2024 - 09/30/2024
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Alkaline Stabilization
Process Description:	Sludge re-test of pile

Outfall Number:	007
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2024 - 12/31/2024
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Alkaline Stabilization
Process Description:	Sludge storage re-test

- 4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.
- 4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?
- o Yes (40 Points)

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/15/2025

2024

● No

If yes, what action was taken?

0

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	004
Method Date:	03/31/2024
Option Used To Satisfy Requirement:	pH Adjustment of Sludge
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	03/31/2024
Option Used To Satisfy Requirement:	pH Adjustment of Sludge
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	06/30/2024
Option Used To Satisfy Requirement:	pH Adjustment of Sludge
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	09/30/2024
Option Used To Satisfy Requirement:	pH Adjustment of Sludge
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	12/31/2024
Option Used To Satisfy Requirement:	pH Adjustment of Sludge
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/15/2025

2024

Outfall Number:	004		0
Method Date:	12/31/2024		
Option Used To Satisfy Requirement:	pH Adjustment of Sludge		
Requirement Met:	Yes		
Land Applied:	Yes		
Limit (if applicable):			
Results (if applicable):			
Outfall Number:	007		0
Method Date:	09/30/2024		
Option Used To Satisfy Requirement:	pH Adjustment of Sludge		
Requirement Met:	Yes		
Land Applied:	Yes		
Limit (if applicable):			
Results (if applicable):			
Outfall Number:	007		0
Method Date:	12/31/2024		
Option Used To Satisfy Requirement:	pH Adjustment of Sludge		
Requirement Met:	Yes		
Land Applied:	Yes		
Limit (if applicable):			
Results (if applicable):			
5.2 Was the limit exceeded or the process criteria not met at the time of land application?			
☐ Yes (40 Points)			
☒ No			
If yes, what action was taken?			
6. Biosolids Storage			
6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?			
☒ >= 180 days (0 Points)			
☐ 150 - 179 days (10 Points)			
☐ 120 - 149 days (20 Points)			
☐ 90 - 119 days (30 Points)			
☐ < 90 days (40 Points)			
☐ N/A (0 Points)			
6.2 If you checked N/A above, explain why.			
7. Issues			
7.1 Describe any outstanding biosolids issues with treatment, use or overall management:			
Our current storage building isn't big enough for 180 days of storage, but we have a signed contract with United Waste that makes us compliant.			

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/15/2025

2024

Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing 1.1 Was your wastewater treatment plant adequately staffed last year? ● Yes ○ No If No, please explain: Could use more help/staff for: 1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping? ● Yes ○ No If No, please explain:	
2. Preventative Maintenance 2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items? ● Yes (Continue with question 2) ☐☐ ○ No (40 points)☐☐ If No, please explain, then go to question 3: 2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment? ● Yes ○ No (10 points) 2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly? ● Yes ○ Paper file system ● Computer system ○ Both paper and computer system ○ No (10 points)	0
3. O&M Manual 3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed? ● Yes ○ No	
4. Overall Maintenance /Repairs 4.1 Rate the overall maintenance of your wastewater plant. ○ Excellent ● Very good ○ Good ○ Fair ○ Poor Describe your rating:	

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

Plant staff do a great job following maintenance procedures and equipment life has been extended from it. We seldom have major breakdowns.	
--	--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/15/2025

2024

Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- ☒ Yes (0 points)
- ☐ No (20 points)

Name:

CHRIS L KLEINSCHMIT

Certification No:

34792

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes	X			X
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	X	NA

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)

- ☒ Yes (0 points)
- ☐ No (20 points)

2.3 For wastewater treatment facilities with a registered or certified laboratory, is at least one operator that works in the laboratory certified at the basic level in the laboratory (L) subclass?

- ☒ Yes
- ☐ No
- ☐ N/A – Wastewater treatment facility does not have a registered or certified laboratory

2.4 For wastewater treatment facilities that own and operate a sanitary sewage collection system, has at least one operator been designated the OIC for sanitary sewage collection system and certified at the basic level in the sanitary sewage collection system (SS) subclass?

- ☒ Yes
- ☐ No
- ☐ N/A – Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- ☒ One or more additional certified operators on staff

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

☐ An arrangement with another certified operator ☐ An arrangement with another community with a certified operator ☐ An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year ☐ A consultant to serve as your certified operator ☐ None of the above (20 points) If "None of the above" is selected, please explain:	0
4. Continuing Education Credits 4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: ☐ Averaging 6 or more CECs per year. ☐ Averaging less than 6 CECs per year. Advanced Certification: ☒ Averaging 8 or more CECs per year. ☐ Averaging less than 8 CECs per year.	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 2024

Financial Management

1. Provider of Financial Information

Name:

Jacob Crosetto

Telephone:

608-524-6404

(XXX) XXX-XXXX

E-Mail Address
(optional):

Jcrosseto@reedsburgwi.gov

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

● Yes (0 points) ☐

○ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?
Year:

2024

● 0-2 years ago (0 points) ☐

○ 3 or more years ago (20 points) ☐

○ N/A (private facility)

2.3 Did you have a special account (e.g., CWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

● Yes (0 points)

○ No (40 points)

0

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year:

2024

● 1-2 years ago (0 points) ☐

○ 3 or more years ago (20 points) ☐

○ N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR

\$ 2,640,151.00

3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)

+

\$ 250,332.00

3.2.3 Adjusted January 1st Beginning Balance

\$ 2,890,483.00

3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)

+

\$ 0.00

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/15/2025

2024

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

- \$ 72,450.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 2,818,033.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

WWTF pump and selector basin valve replacement

3.3 What amount should be in your Replacement Fund? \$ 2,818,033.00

0

Please note: If you had a CWFPP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

● Yes

○ No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

● Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐

○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Plant relocation based on facility plan.	\$160,000,000	2025

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 8

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	5,758	85
February	5,557	54
March	6,163	44
April	5,178	13
May	6,736	5
June	6,924	5
July	5,406	8
August	5,416	3
September	5,327	11
October	5,205	27
November	5,922	89
December	6,793	107
Total	70,385	451
Average	5,865	38

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☐ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

● No

○ Yes

Year:

By Whom:

Describe and Comment:

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/15/2025

2024

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

We plan on updating the control panels and some pumps during our new plant construction.

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	117,576	59.12	1,989	235.63	499	2,237
February	114,816	55.83	2,057	218.98	524	1,282
March	132,480	58.66	2,258	247.75	535	1,196
April	136,896	62.91	2,176	267.36	512	290
May	146,280	69.33	2,110	295.49	495	6
June	141,864	67.65	2,097	274.26	517	3
July	146,280	82.22	1,779	254.20	575	5
August	126,960	63.75	1,992	253.21	501	8
September	118,128	58.91	2,005	246.57	479	249
October	104,880	60.21	1,742	237.43	442	594
November	102,120	61.99	1,647	233.85	437	2,174
December	109,848	61.84	1,776	249.21	441	2,814
Total	1,498,128	762.42		3,013.94		10,858
Average	124,844	63.54	1,969	251.16	496	905

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- ☒ Aerobic Digestion
- ☐ Anaerobic Digestion
- ☒ Biological Phosphorus Removal
- ☒ Coarse Bubble Diffusers
- ☒ Dissolved O2 Monitoring and Aeration Control
- ☐ Effluent Pumping
- ☒ Fine Bubble Diffusers
- ☒ Influent Pumping
- ☒ Mechanical Sludge Processing
- ☒ Nitrification
- ☒ SCADA System
- ☒ UV Disinfection
- ☒ Variable Speed Drives
- ☐ Other:

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 2024

7.2.2 Comments: 7.3 Future Energy Related Equipment 7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility? As equipment is repaired or replaced we plan on adding VFD drives and energy efficient motors.	
8. Biogas Generation 8.1 Do you generate/produce biogas at your facility? ☒ No ☐ Yes If Yes, how is the biogas used (Check all that apply): ☐ Flared Off ☐ Building Heat ☐ Process Heat ☐ Generate Electricity ☐ Other:	

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 2024

Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- ☒ Yes
- ☐ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- ☒ Yes
- ☐ No (30 points)
- ☐ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Prevent overflows and backups, complete sewer cleaning and root removal on 50% of sewer lines, inspect 50% of manholes annually and enforce sewer ordinances.

Did you accomplish them?

- ☒ Yes
- ☐ No

If No, explain:

☒ Organization [NR 210.23 (4) (b)] ☐ ☐

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☐ Internal and external lines of communication responsibilities
- ☐ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Sewer ordinance chapter 13

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2005-08-27

Does your sewer use ordinance or other legally binding document address the following:

- ☒ Private property inflow and infiltration
- ☒ New sewer and building sewer design, construction, installation, testing and inspection
- ☒ Rehabilitated sewer and lift station installation, testing and inspection
- ☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary
- ☒ Fat, oil and grease control
- ☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- ☒ Equipment and replacement part inventories
- ☒ Up-to-date sewer system map

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/15/2025

2024

☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation

☒ A description of routine operation and maintenance activities (see question 2 below)

☒ Capacity assessment program

☐ Basement back assessment and correction

☐ Regular O&M training

☒ Design and Performance Provisions [NR 210.23 (4) (e)] ☐ ☐

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements

☒ Construction, Inspection, and Testing

☐ Others:

☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)] ☐ ☐

Does your emergency response capability include:

☒ Responsible personnel communication procedures

☒ Response order, timing and clean-up

☒ Public notification protocols

☒ Training

☒ Emergency operation protocols and implementation procedures

☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] ☐ ☐

☐ Special Studies Last Year (check only those that apply):

☐ Infiltration/Inflow (I/I) Analysis

☐ Sewer System Evaluation Survey (SSES)

☐ Sewer Evaluation and Capacity Management Plan (SECAP)

☐ Lift Station Evaluation Report

☐ Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning % of system/year

Root removal % of system/year

Flow monitoring % of system/year

Smoke testing % of system/year

Sewer line televising % of system/year

Manhole inspections % of system/year

Lift station O&M # per L.S./year

Manhole rehabilitation % of manholes rehabbed

Mainline rehabilitation % of sewer lines rehabbed

Private sewer inspections % of system/year

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/15/2025

2024

Private sewer I/I removal % of private services

River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

40.95	Total actual amount of precipitation last year in inches
34	Annual average precipitation (for your location)
57	Miles of sanitary sewer
8	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
0	Number of complaints
2.082	Average daily flow in MGD (if available)
2.652	Peak monthly flow in MGD (if available)
0.176	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.00	Basement backups (number/sewer mile)
0.00	Complaints (number/sewer mile)
1.3	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.1	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume
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None reported

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

☐ Yes

☒ No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

☐ Yes

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

● No If Yes, please describe: 5.3 Explain any infiltration/inflow (I/I) changes this year from previous years: I/I Stayed about the same as the previous year. 5.4 What is being done to address infiltration/inflow in your collection system? We continue to seal old manholes and replace old sewer piping during construction projects.	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

Grading Summary

WPDES No: 0020371

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	F	0	3	0
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			37	136
GRADE POINT AVERAGE (GPA) = 3.68				

- Notes:
- A = Voluntary Range (Response Optional)
 - B = Voluntary Range (Response Optional)
 - C = Recommendation Range (Response Required)
 - D = Action Range (Response Required)
 - F = Action Range (Response Required)

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
5/15/2025 **2024**

Resolution or Owner's Statement

Name of Governing Body or Owner:	
Date of Resolution or Action Taken:	
Resolution Number:	
Date of Submittal:	
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):	
Influent Flow and Loadings: Grade = F	
Effluent Quality: BOD: Grade = A	
Effluent Quality: TSS: Grade = A	
Effluent Quality: Ammonia: Grade = A	
Effluent Quality: Phosphorus: Grade = A	
Biosolids Quality and Management: Grade = A	
Staffing: Grade = A	
Operator Certification: Grade = A	
Financial Management: Grade = A	
Collection Systems: Grade = A (Regardless of grade, response required for Collection Systems if SSOs were reported)	
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS (Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00) G.P.A. = 3.68	