



**AGENDA
VILLAGE BOARD MEETING
4128 HUBERTUS ROAD
HUBERTUS, WI 53033
January 20, 2022
7:00 P.M.**

1. Call to Order/ Roll Call
2. Verification of Compliance with Open Meeting Law
3. Pledge of Allegiance
4. PUBLIC COMMENTS (Public comments are an opportunity for citizens to voice concerns to the Board regarding reports and discussion/action items on the agenda, only. Public comments are not a public hearing and are typically a one-way conversation from a citizen to the Board. Individual comments shall not exceed 3 minutes, with a total time limit of approximately 20 minutes. Unless part of a Public Hearing, handouts will not be accepted by the Village. Comments beyond 20 minutes will be moved to the end of the meeting at the discretion of the President.)
5. CONSENT AGENDA
 - a. Vouchers for Payment
 - b. Treasurer's Report
 - c. 2022 Grounds Maintenance Agreement – David J. Frank Landscape Contracting, Inc.
 - d. Utilization of Fire Impact Fees for over-payment of BCPL Loan for Fire Station No. 2
6. PUBLIC COMMENTS (...Continued)
7. CLOSED SESSION
 - a. Discussion /Action to enter into Closed Session under Wis. Stats. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
 - i. Intergovernmental agreement with the Village of Germantown for the purchase of water and sewer infrastructure to service Northeast Corridor
8. RECONVENE IN OPEN SESSION
 - a. Discussion/Action regarding matters addressed in Closed Session outlined above
9. ADJOURNMENT

Additional explanation of items on the agenda (Communication Forms) can be found on the village's website at www.richfieldwi.gov. Notification of this meeting has been posted in accordance with the Open Meeting Laws of the State of Wisconsin. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Village Clerk's office at 628-2260 or www.richfieldwi.gov with as much advanced notice as possible.



VILLAGE OF RICHFIELD

VILLAGE BOARD COMMUNICATION FORM

MEETING DATE: January 20, 2022

SUBJECT: Consent Agenda

DATE SUBMITTED: January 13, 2022

SUBMITTED BY: Jim Healy, Village Administrator

POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO APPROVE THE ATTACHED CONSENT AGENDA?

ISSUE SUMMARY:

Included for your review are the Vouchers for Payment, Treasurer's Report, and 2022 Grounds Maintenance Agreement with David J. Frank Landscape Contracting, Inc., and paperwork from the Board of Commissioners of Public Lands regarding the annual trust fund loan payment.

Additionally, the Richfield Volunteer Fire Company has requested the Village apply the collected Fire Impact Fees from new property owners against the principal for the loan taken out for the construction of Station No. 2 with the State of Wisconsin's Board of Commissioners of Public Lands (BCPL). The State requires a 30-day notice of our intent to pay above our required payment amount of \$73,711.59. The amount collected in Fire Impact Fees is \$78,422.48 per Deputy Treasurer Deanna Hupe. Also, the Village received a generous \$2,000 donation to be utilized against the principal. The total payment would be \$154,134.07. Prior to this payment, the remaining balance on our loan is \$432,725.02. As a reminder, this was a 20-year fixed rate loan (3.5%) which did not negatively impact our taxpayers and we will have paid off more than half the balance in just a few short years.

FISCAL IMPACT:

REVIEWED BY:

Deanna Hupe
Village Deputy Treasurer

Initial Project Costs:

Future Ongoing Costs:

Physical Impact (on people/space):

Residual or Support/Overhead/Fringe Costs:

ATTACHMENTS:

1. Vouchers for Payment
2. Treasurer's Report
3. 2022 Grounds Maintenance Agreement with David J. Frank Landscape Contracting, Inc.
4. BCPL Annual Trust Fund Loan Payment

STAFF RECOMMENDATION:

Motion to approve the Vouchers for Payment, Treasurer's Report, agreement for 2022 with David J. Frank Landscape Contracting, Inc., and to accept the recommendation of the Richfield Volunteer Fire Company Board of Directors for the utilization of collected Fire Impact Fees (\$78,422.48) and the \$2,000 monetary donation received by Staff for an overpayment against the principal for Loan No. 02017002.01 with the Board of Commissioners of Public Lands.

APPROVED FOR SUBMITTAL BY:

VILLAGE CLERK USE ONLY
BOARD ACTION TAKEN

Katherine Healy
Village Staff Member

Resolution No. _____
 Ordinance No. _____
 Approved _____
 Other _____

Continued To: _____
 Referred To: _____
 Denied _____
 File No. _____

Village Administrator

5a

VILLAGE OF RICHFIELD
VOUCHERS FOR PAYMENT
JANUARY 2022

BATCH #1					
CHECK #	INV / PO#	DATE	PAYEE	AMOUNT	COMMENTS
18103		12/17/21	THOMAS SCHWALBACH	2,000.00	ROAD BOND REFUND- PERMIT #483-18-88
18104		12/17/21	HILLCREST BUILDERS	2,000.00	ROAD BOND REFUND- PERMIT #243-18-4B
18105		12/17/21	DAVID CULL	2,000.00	ROAD BOND REFUND- PERMIT #601-20-7B
18107		12/17/21	STARK ASPHALT	191,547.82	CONTRACTORS APPLICATION FOR PAYMENT NO 1 (FINAL)- ST AUGUSTINE RD IMPROVEMENTS
18108		12/17/21	PORLOCKI PAVING CORP	124,616.55	CONTRACTORS APPLICATION FOR PAYMENT NO 1 (FINAL)- PICKLEBALL/TENNIS COURTS
ACH		12/24/21	WI RETIREMENT SYSTEM	11,778.58	NOVEMBER CONTRIBUTIONS
ACH		12/20/21	WI DEPT OF REVENUE	10.00	RENEWAL- BUSINESS TAX REGISTRATION
ACH		12/24/21	WI DEPT OF REVENUE	1,658.98	STATE W/H TAX- PE 12/15/21
TOTAL BATCH #1				335,621.83	Checks written end of December

BATCH #2					
CHECK #	INV / PO#	DATE	PAYEE	AMOUNT	COMMENTS
18109		12/21/21	CEDAR CORPORATION	21,722.02	PROFESSIONAL SERVICES THROUGH 11-13-21- GENERAL & 2021 HWY IMPROVEMENT PROGRAM
18110		12/21/21	CINTAS CORPORATION LOC	542.00	DPW UNIFORM SERVICE
18111	254360596	12/21/21	CENTURYLINK	12.68	NOVEMBER LONG DISTANCE CHARGES
18112	29654	12/21/21	DIGITAL EDGE COPY & PRINT	618.00	INSPECTION STICKERS & FORMS, APPROVED STICKERS, & FOAM GRAPH
18113	860	12/21/21	EQUAL RIGHTS DIVISION	15.00	NOVEMBER WORK PERMITS
18114	022059981340	12/21/21	FOX BROS PIGGLY WIGGLY	33.65	OFFICE SUPPLIES
18115	VILLAGE SHOP	12/21/21	LICITAR EXCAVATING	94.00	SEPTIC TANK RISERS & MANHOLE COVER
18116		12/21/21	PORT A JOHN	295.00	HANDICAP RESTROOMS- BARK LAKE LAKE BOAT LAUNCH AND HERITAGE PARK
18117	NOVEMBER	12/21/21	SHAWNS DEER PICK UP	138.00	NOVEMBER DEER REMOVAL
18118	ARINV179621	12/21/21	UNIVERSAL RECYCLING TECH	385.00	PICK UP FEE- TV RECYCLING
18119	0477068755	12/21/21	US CELLULAR	243.75	MONTHLY SERVICE CHARGES- 12/02/21 THROUGH 01/01/22
18120	6707279-2275-9	12/21/21	WASTE MANAGEMENT OF MILW	974.91	SERVICE PERIOD: 12/01/21 - 12/31/21
18121	3943450033	12/21/21	WE ENERGIES	2,064.61	BILL PERIOD: 10/29/2021 TO 12/01/2021
18122	30182	12/21/21	WEYER & SONS HEATING	155.50	ANNUAL GAS FURNACE CLEANING
18123	202111	12/21/21	WISC DEPT OF JUSTICE	77.00	NOVEMBER BACKGROUND CHECKS
18124		12/21/21	EIASEW INC	15.00	MEMBERSHIP 2022- J JASTER
18126	62685	12/21/21	ONTECH SYSTEMS INC	270.08	TECHNICIAN SERVICES- ONSITE
ACH		12/24/21	CAPITAL ONE	2,431.62	CREDIT CARD PURCHASES: NOV 08, 2021 - DEC 08, 2021
ACH	30605	12/23/21	GLOBE LIFE	174.04	DECEMBER LIFE INSURANCE PREMIUMS
ACH		12/29/21	VILLAGE OF RICHFIELD	22,019.90	BIWEEKLY PR #26
ACH		12/30/21	ELECTRONIC FEDERAL TAX PMT	7,601.69	FICA TAX- BIWEEKLY PR #26
ACH		12/29/21	WISCONSIN DEFERRED COMP	1,185.00	PLAN 457- BIWEEKLY PR #26
ACH		12/29/21	EXPERTPAY- WI SCTF	138.46	J TILLMANN CHILD SUPPORT- BIWEEKLY PR #26
ACH		12/31/21	VILLAGE OF RICHFIELD	7,931.48	SUPPLEMENTAL PR
18126	262628760112	12/21/21	AT&T	164.35	MONTHLY SERVICE- DEC 19 THRU JAN 18
18127		12/21/21	DAN BICE	50.00	REFUND BUILDING PERMIT- PERMIT CANCELED PER J JASTER
18128	29146	12/21/21	BURKE TRUCK & EQUIPMENT	33.75	LED LIGHT & MAP CONSOLE
18129	4104342989	12/21/21	CINTAS CORPORATION LOC	136.16	DPW UNIFORM SERVICE
18130	29-153	12/21/21	CIVITEK CONSULTING	423.40	NOVEMBER CONSULTING SERVICES
18131		12/31/21	EH WOLF & SONS INC	6,255.33	DECEMBER FUEL- GAS & DIESEL
18132	90696	12/31/21	EWALD CHEVROLET BUICK LLC	47.44	TRUCK #8- FUEL FILTER DRAIN VALVE
18133	16030 / 16250	12/31/21	MENARDS	135.08	DPW SUPPLIES
18134		12/31/21	PORT A JOHN	330.00	HANDICAP RESTROOMS- BARK LAKE PARK, NATURE PARK, & LITTLE FRIESS LAKE BOAT LAUNCH
18135	6402457867	12/31/21	MORTON SALT	11,286.23	BULK SAFE-T-SALT
18136	73408 / 73376	12/31/21	NORTH SHORE BANK LEASING LLC	750.94	VEHICLE LEASES- BUILDING INSPECTORS
18137	AR156904	12/31/21	OFFICE COPYING EQUIPMENT LTD	413.35	SHARP COPIER CONTRACT- 11/12/2021 TO 12/11/2021
18138	510810-11-21	12/31/21	PREMIUM WATERS INC	58.99	NOVEMBER BOTTLED WATER SERVICE
18139	15443	12/31/21	WASHINGTON CTY SHERIFFS OFFICE	27,016.01	NOVEMBER CONTRACT SERVICES
18140		12/31/21	WE ENERGIES	2,892.05	BILL PERIOD: 11/13/2021 TO 12/20/2021
18141	3971914639	12/31/21	WE ENERGIES	955.49	BILL PERIOD: 11/17/2021 TO 12/17/2021
18142		12/31/21	RICHFIELD VOL FIRE DEPT CO	49,194.55	JANUARY SERVICES CONTRACT
18143	6437	12/31/21	MUNICIPAL LAW & LITIGATION	4,490.00	OCTOBER, NOVEMBER, & DECEMBER LEGAL SERVICES
18144	1501	12/31/21	TWO BROTHERS AND A MOP	516.00	DECEMBER CLEANING SERVICES- VILLAGE HALL & DPW
18145	V10-2021	12/31/21	WASHINGTON COUNTY TREASURER	4,499.55	TAX BILLS 2021- POSTAGE & FULFILLMENT (2 INSERTS)
18146	1445689	12/31/21	AURORA HEALTH CARE	124.00	HEARING TEST & DOT DRUG SCREENS- B THICKE, R HOTTENROTH, & J BREWER
18147	69866	12/31/21	CONTREE SPRAYER & EQUIPMENT	2,728.15	BRINE TANK- 3,400 GALLONS
TOTAL BATCH #2				181,419.23	Checks written end of December

BATCH #3					
CHECK #	INV / PO#	DATE	PAYEE	AMOUNT	COMMENTS
ACH		1/3/22	ELECTRONIC FEDERAL TAX PMT	2,602.06	FICA TAX- SUPPLEMENTAL PR
ACH	0339000	1/7/22	WI RETIREMENT SYSTEM	9,761.93	DECEMBER CONTRIBUTIONS
ACH	0339000202202	1/10/22	STATE OF WI E-PAYMENT SERVICES	24,114.64	FEBRUARY HEALTH INSURANCE PREMIUMS
ACH		1/10/22	WI DEPT OF REVENUE	2,039.34	STATE W/H TAX- PE 12/31/21
ACH		1/7/22	VILLAGE OF RICHFIELD	2,063.22	MONTHLY PR #1
ACH		1/10/22	ELECTRONIC FEDERAL TAX PMT	538.49	FICA TAX- MONTHLY PR #1
ACH		1/11/22	VILLAGE OF RICHFIELD	26,799.20	BIWEEKLY PR #1
ACH		1/12/22	ELECTRONIC FEDERAL TAX PMT	8,402.86	FICA TAX- BIWEEKLY PR #1
ACH		1/12/22	WISCONSIN DEFERRED COMP	1,195.00	PLAN 457- BIWEEKLY PR #1
ACH		1/12/22	EXPERTPAY- WI SCTF	138.46	J TILLMANN CHILD SUPPORT- BIWEEKLY PR #1
18155	41311010122	1/11/22	CHARTER COMMUNICATIONS	173.67	SERVICE FROM 01/01/22 THROUGH 01/31/22
18156	4105662257	1/11/22	CINTAS CORPORATION LOC	136.16	DPW UNIFORM SERVICE
18157	16446 / 16288	1/11/22	MENARDS	144.30	DPW SUPPLIES
18158	44122	1/11/22	MILWAUKEE SPRING AND ALIGNMENT	56.14	DPW STOCK- FRONT U-BOLTS FOR LEAF SPRINGS
18159		1/11/22	NEPS BUILDING CENTER INC	816.68	DECEMBER PURCHASES- CHAINSAW, DPW TOOLS & SUPPLIES, AND BRINE TANK FITTINGS
18160	430118475	1/11/22	POMPS TIRE SERVICE	264.60	TIRES
18161	1336834-IN	1/11/22	PORT A JOHN	110.00	HANDICAP RESTROOM- HISTORICAL PARK
18162	321993	1/11/22	SUPERIOR CHEMICAL CORP	105.79	RESTROOM SUPPLIES
18163	160186	1/11/22	ASSOCIATED APPRAISAL	3,750.04	JANUARY PROFESSIONAL SERVICES AGREEMENT & REVALUATION FINANCE PMT
18164		1/11/22	CEDAR CORPORATION	6,057.48	PROFESSIONAL SERVICES THROUGH 12-11-21- GENERAL & 2021 HWY IMPROVEMENT PROGRAM
18165	29687	1/11/22	DIGITAL EDGE COPY & PRINT	140.00	BOAT LAUNCH CLINGS & TAX GRAPH SIGNS
18166		1/11/22	LEAGUE OF WI MUNICIPALITIES	6,187.08	MEMBERSHIP RENEWAL 2022
18167		1/11/22	MILWAUKEE BUSINESS JOURNAL	140.00	ANNUAL SUBSCRIPTION RENEWAL
18168		1/11/22	ONTECH SYSTEMS	878.74	DECEMBER ANTI-VIRUS, WEBROOT, MANAGED SECURITY & O365 AGREE / MONITOR / TECH SRVS
TOTAL BATCH #3				95,505.86	Checks written January

BATCH #4					
CHECK #	INV / PO#	DATE	PAYEE	AMOUNT	COMMENTS
18148		1/11/22	WASHINGTON COUNTY TREASURER	2,066,128.55	JANUARY TAX SETTLEMENT
18149		1/11/22	GERMANTOWN SCHOOL DISTRICT	3,213,126.62	JANUARY TAX SETTLEMENT
18150		1/11/22	HARTFORD UNION HIGH SCHOOL	1,309,269.44	JANUARY TAX SETTLEMENT
18151		1/11/22	SLINGER SCHOOL DISTRICT	338,910.40	JANUARY TAX SETTLEMENT
18152		1/11/22	HOLY HILL AREA SCHOOL DISTRICT	2,387,197.43	JANUARY TAX SETTLEMENT
18153		1/11/22	MILWAUKEE AREA TECH COLLEGE	356,212.03	JANUARY TAX SETTLEMENT
18154		1/11/22	MORAINES PARK TECHNICAL COLLEGE	305,048.66	JANUARY TAX SETTLEMENT
TOTAL BATCH #4				9,975,893.02	Checks Written January Settlement

5b

VILLAGE OF RICHFIELD
Treasurer's Report for December 31, 2021

BANK ACCOUNT BALANCES

	Interest Rate	Beginning Balance December 1, 2021	Interest Earned	Ending Balance December 31, 2021
Landmark Checking Account	0.25%	\$ 444,775.61	\$ 72.87	\$ 5,522,409.43
LGIP General Fund	0.06%	\$ 2,946,258.07	\$ 159.46	\$ 8,823,742.53
LGIP Fire Impact Fees	0.06%	\$ 8.22	\$ 0.26	\$ 78,422.48
LGIP Park Impact Fees	0.06%	\$ 111,809.71	\$ 5.84	\$ 156,076.55
State of WI General (LGIP)	-	\$ -	\$ -	\$ 122,675.00
Forte Comm Invest MMDA N/P-X677	0.35%	\$ 620,864.39	\$ 184.56	\$ 621,048.95
Forte Comm Invest MMDA PB-X803	0.35%	\$ 398,638.64	\$ 118.50	\$ 398,757.14
Forte Comm Invest MMDA PB-X810	0.35%	\$ 261,032.92	\$ 77.59	\$ 261,110.51
Forte Comm Invest MMDA PB-X864	0.35%	\$ 275,649.03	\$ 81.94	\$ 275,730.97
Forte Comm Invest MMDA PB-X871	0.10%	\$ 33,620.08	\$ 2.86	\$ 33,622.94
Westbury Bank MM Account	0.10%	\$ 258,849.65	\$ 21.98	\$ 258,871.63

CERTIFICATES OF DEPOSIT

Purchase Date	Expiration Date	Interest Rates	Amount
---------------	-----------------	----------------	--------

**** All CD's are fully FDIC insured****

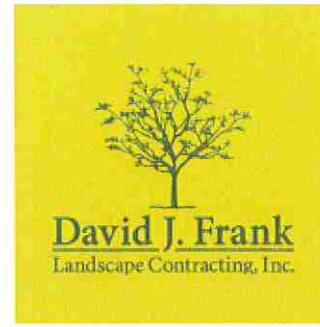
LETTERS OF CREDIT/PERFORMANCE BONDS/DEVELOPER GUARANTEES

	Purchase Date	Expiration Date	Amount
US Bank National Association (Kwik Trip Inc)	January 4, 2019	January 4, 2021	\$ 202,950.00
Forte Comm Invest MMDA N/P-X524 (Elmwood Highland Estates- Escrow of Funds)	November 5, 2021		\$ 1,565,185.98

5c

January 13, 2022

Village of Richfield
Attn: Jen Keller, Administrative Services Coordinator
4128 Hubertus Road
Hubertus, WI 50333



2022 GROUNDS MAINTENANCE AGREEMENT

David J. Frank Landscape Contracting Inc. agrees to provide landscape horticultural services as set forth in the following bullets and to furnish the labor, equipment, and materials necessary to perform these services in an efficient and professional manner. **The Client agrees to pay David J. Frank Landscape Contracting, Inc. the following amounts (Check all that agree to):**

- Field Mowing lots upon request using skid steer with field mowing front implement. Mowing expected to be completed within 2 business days of client notice (weather permitting).

Cost: \$90.00 / man hour

- Basic Mowing lots upon request using 21"-61" mowers, include string trimming of turf edges. Mowing expected to be completed within 2 business days of client notice (weather permitting).

Cost: \$65.00 / man hour

- Other landscape services. Chemical treatments, brush removal, etc. to be completed within 5 business days of client notice (weather permitting).

Cost: \$65.00 / man hour + Materials

All services include travel, loading, and clean up time in the hourly rate.

All pricing is subject to reevaluation yearly based on the consumer price index.

Services will be billed after they are completed

This proposal may be withdrawn by us if not accepted within 60 days.

Terms: Net due 30 days from invoice. A finance charge of 1% will be added to any unpaid account 30 days past due for each month or part thereof that any part of the balance due remains unpaid.

Sincerely,

Joseph Schmid

Date

Client Acceptance

Date

N120 W21350 Freistadt Road
PO Box 70
Germantown, WI 53022
Tel: 262-255-4888
Cell: 262-364-7295
Fax: 262-628-4729
joes@davidjfrank.com

5d



Managing Wisconsin's trust assets for public education.

Annual Trust Fund Loan Payment

Invoice No: 0000019859

Customer No: 8562371

VILLAGE OF RICHFIELD
 MR. JIM HEALY
 CLERK
 4128 HUBERTUS ROAD
 HUBERTUS, WI 53033

Pay Invoice To:

Board of Commissioners of Public Lands
 Trust Fund Loan Program
 PO Box 78569
 Milwaukee, WI 53293-0569

Loan #	Principal Amount	Interest Amount	Amount Due	Balance Remaining *
02017002.01 Construct municipal building	56,585.71	17,125.88	73,711.59	432,725.02
Subtotal:	56,585.71	17,125.88	73,711.59	432,725.02

Total Amount Due March 15, 2022

\$73,711.59

* This is the balance remaining after the March 15th payment.

A copy of the invoice is being sent via US Mail and to the following email address(es):

Jim Healy administrator@richfieldwi.gov Main Contact