

A G E N D A
CITY OF HARTFORD COMMON COUNCIL
CITY HALL COUNCIL CHAMBERS
TUESDAY, JANUARY 28, 2020
7:00 P. M.

1) CALL TO ORDER

This is a regularly scheduled meeting of the Common Council of the City of Hartford. Prior to this meeting, notice was given to the public by posting an agenda on the City Office Meeting Board, Library Bulletin Board, and Police Bulletin Board. In addition, the Daily News (the official City newspaper) was given notice of this meeting and an agenda was placed in their City Office mailbox at least 24 hours ago.

2) PLEDGE OF ALLEGIANCE

3) ROLL CALL

4) UNANIMOUS CONSENT AGENDA

A) The Common Council minutes of January 14, 2020.

5) COMMUNICATIONS

6) APPEARANCES/CITIZENS COMMENTS

7) MAYOR'S REPORT

A) Discussion and Consideration of Proclamation of Police Chief David Groves Day.

8) ALDERMANIC REQUESTS

A) Any alderperson wishing to identify any pertinent information may do so; no action may be taken unless specifically identified on the agenda.

9) PUBLIC HEARINGS

A) Recommendation to approve sanitary sewer special assessments

1) Opening of Hearing

2) Reading of Notice

3) Explanation of hearing by staff person

4) Appearances for

5) Appearances against

6) Discussion by Council

7) Closing of Hearing

8) Action: - Resolution No. 3558– A final resolution for the levying and collecting of special assessments under Section 66.0703, WI Statutes, for the installation of Sanitary Sewer extending throughout Hillcrest Estates Subdivision which includes Hillcrest Drive and a portion of Lee Road adjacent to Hillcrest Estates Subdivision located in the City of Hartford and Town of Hartford, Washington County, Wisconsin. (Executive Summary attached)

10) STANDING COMMITTEE REPORTS

A) FINANCE & PERSONNEL

1) Discussion and consideration of approving the following bartender's license:
Brittany Czarnecki

B) PUBLIC WORKS

C) UTILITY

11) RESOLUTIONS AND POSSIBLE ACTION THERON

A) Resolution No. 3559 – A resolution requesting a temporary exemption/waiver from the state mandate under WI Statutes 66.10013 requiring a housing affordability report. (Executive Summary attached)

B) Resolution No. 3560– A preliminary resolution for the levying of special assessments under Section 66.0703, WI Statutes, for the installation of Sidewalk in Lake View Acres, 1st Addition, which includes Lake View Drive, Zuern Drive, and portions of S. Teri Lane. (Executive Summary attached)

12) ORDINANCES

A) FIRST READING AND POSSIBLE ACTION THERON

B) SECOND READING AND POSSIBLE ACTION THERON

13) CITY ADMINISTRATOR'S REPORT

A) Discussion and consideration of authoring appropriate City officials to enter into a contract with Kruczek Construction, Inc., Green Bay, for the 2020 Sanitary Sewer Extension – 2 (Hillcrest Estates Subdivision) project with an estimated bid amount of \$549,000. (Executive Summary attached)

B) Discussion and consideration of authoring appropriate City officials to enter into a contract with M Squared Engineering, LLC, Cedarburg, for Construction Stakeout and Inspection Services for 2020 Sanitary Sewer Extension – 1 (Lee Road and Hwy 83). (Executive Summary attached)

C) Discussion and consideration of authoring appropriate City officials to enter into a contract with M Squared Engineering, LLC, Cedarburg, for Construction Stakeout and Inspection Services for 2020 Sanitary Sewer Extension – 2 (Hillcrest Estates Subdivision). (Executive Summary attached)

14) ADJOURNMENT

NOTE: Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk at least one (1) business day prior to the meeting

**CITY OF HARTFORD
COMMON COUNCIL
January 14, 2020**

The Common Council of the City of Hartford, Washington and Dodge Counties, Wisconsin, met for its regularly scheduled meeting on Tuesday, January 14, 2020, 7:00 p.m., in the Common Council Chambers of Hartford City Hall, 109 North Main Street, Mayor Timothy Michalak presiding.

PLEDGE OF ALLEGIANCE

Mayor Michalak led the Common Council in the Pledge of Allegiance.

ROLL CALL

The Mayor and all Alderpersons were present.

UNANIMOUS CONSENT AGENDA

MOTION by Alderperson Hegy, and seconded by Alderperson Turchi approving the following unanimous consent agenda items.

- A) The Common Council minutes of December 10, 2019.
- B) Authorizing appropriate City officials to enter into an agreement with Lakeside International Trucks for the purchase of a new 2020 International Dump Truck and an agreement with Burke Truck and Equipment for a Patrol Truck package, for a combined cost of \$182,949.81. MOTION CARRIED UNANIMOUSLY.

COMMUNICATIONS

City Clerk Lori Hetzel noted that the next Mid-Moraine dinner meeting will be January 22nd with the City of Hartford host community. Any elected official attending should contact the Clerk's office so reservations can be made.

City Clerk Lori Hetzel provided information on the alderperson offices for the spring election. First District Incumbent Jeff Turchi is running unopposed. Second District Incumbent Dennis Hegy is running unopposed. Kyle Sikora and Kathy Isleb are running for the Third District Alderperson position.

APPEARANCES/CITIZENS COMMENTS

Mike Meyer, 6976 Lark Ave, appeared speaking on the higher cost for his property to connect to City sanitary sewer when it is installed versus the cost of a mount system. Pat Frank, 2932 STH 83, Don Horen, 6809 Lee Road, and Werner Dorner, 2920 STH 83 appeared all speaking in support of the installation of sanitary sewer to portions of STH 83 and Lee Road which will be considered later in the meeting.

COMMON COUNCIL (1/14/2020)

Daniel O'Reilly appeared with respect to obtaining a transient merchant license to set up appointments for free quotes on windows, siding, tubs and showers for Sidex Corp of WI.

MAYOR'S REPORT

Mayor Michalak commented on a cyber workshop he, along with City Administrator Volkert and Director of IT Jack Ewing, attended earlier in the day.

ALDERMANIC REQUESTS

Alderman Hegy provided information on the recent Mid-Moraine Legislative Committee meeting. Alderman Rusniak encouraged all elected officials to attend the Mid-Moraine meeting being hosted by the City of Hartford.

PUBLIC HEARING "A"

Final Special Assessment for Sanitary Sewer
to portions of STH 83 and Lee Road

Mayor Michalak declared the public hearing open at 7:21 p.m. The notice of public hearing as published in the Daily News was read by City Clerk Lori Hetzel.

Staff provided information on the sanitary sewer extension to portions of State Hwy 83 and Lee Road in the Town of Hartford. This sanitary sewer extension will benefit 14 properties. The total estimated cost for the project is \$310,500 with a cost per property of \$22,142.86. Special assessments will only be collected after a property chooses to connect to the new sewer. When a property connects to the sewer, the final resolution allows up to a five year payment plan. Due to the higher costs, the Common Council previously presented and discussed an option of offering a City rebate to those properties connecting within the first three years.

There were no appearances for, nor any against the installation of the sanitary sewer and final special assessments. Staff responded to alderman questions relating to the project. Aldermen Kohler, Turchi, Garza, and Wintringer all noted that they do not support an option of offering a City rebate to those properties connecting within the first three years. Alderman Hegy commented on the project. There being no further discussion, Mayor Michalak declared the public hearing closed at 7:38 p.m.

Resolution No. 3554

A FINAL RESOLUTION FOR THE LEVYING AND COLLECTING OF
SPECIAL ASSESSMENTS UNDER SECTION 66.0703 WISCONSIN
STATUTES FOR THE INSTALLATION OF SANITARY SEWER
EXTENDING TO PORTIONS OF STATE HWY 83 AND LEE ROAD
LOCATED IN SECTIONS 28 & 33, T10N, R18E, CITY OF HARTFORD
AND TOWN OF HARTFORD, WASHINGTON COUNTY, WISCONSIN

COMMON COUNCIL (1/14/2020)

MOTION by Alderperson Kohler, and seconded by Alderperson Garza for the adoption of proposed Resolution 3554.

MOTION by Alderperson Hegy, and seconded by Alderperson Fulop amending the motion to provide a City rebate to those properties connecting within the first three years. ROLL CALL: "Ayes" 3 (Alderpersons Hegy, Rusniak, Fulop) "Nays" 6 (Alderpersons Turchi, Kohler, Wintringer, Garza, Mixon, Carroll). MOTION DEFEATED.

On the main motion for the adoption of Resolution 3554: MOTION CARRIED UNANIMOUSLY.

PUBLIC HEARING "B"
Final Special Assessments for
Weights and Measures Inspections
July 2018 – June 2019

Mayor Michalak declared the public hearing open at 7:42 p.m. The notice of public hearing as published in the 12/20/2019 Daily News, and as mailed to 15 affected businesses, was read by City Clerk Lori Hetzel.

The City contracts with the Wisconsin Department of Agriculture, Trade and Consumer Protection to provide mandated inspections of businesses which operate weights and measures devices. The City will collect \$4,800 in special assessments for this mandated service.

There were no appearances for, nor any against the proposed special assessments. There being no discussion by the Common Council, Mayor Michalak declared the public hearing closed at 7:44 p.m.

Resolution No. 3556

A FINAL RESOLUTION FOR THE LEVYING AND COLLECTING OF
SPECIAL ASSESSMENTS UNDER SECTION 66.0703, WIS STATS,
FOR THE JULY 2018 – JUNE 2019 WEIGHTS AND MEASURES
INSPECTIONS PERFORMED BY THE STATE OF WISCONSIN
DEPARTMENT OF AGRICULTURE, TRADE AND CONSUMER
PROTECTION, AND PURSUANT TO MUNICIPAL CODE SECTION 32.08

MOTION by Alderperson Fulop, and seconded by Alderperson Turchi approving proposed Resolution 3556. MOTION CARRIED UNANIMOUSLY.

STANDING COMMITTEES

Finance & Personnel Committee

MOTION by Alderperson Wintringer, and seconded by Alderperson Mixon approving the following bartender licenses: Wendy Kuntz, Caitlyn Perez. MOTION CARRIED UNANIMOUSLY.

OTHER COMMITTEE REPORTS

Jack Russell Memorial Library Board

The 2020 Library budget includes \$80,000 for the exterior wood restoration project at the Jack Russell Memorial Library. Three bids were received for the project, with Milbach Construction Services being the low bid at \$83,715. The library reserve fund has an adequate fund balance to cover the budget shortfall. Parks & Recreation Director Mike Hermann provided information on the project, and responded to questions.

MOTION by Alderperson Carroll, and seconded by Alderperson Hegy approving a contract with Milbach Construction Services, Kaukauna, to complete the Jack Russell Memorial Library Wood Restoration Project for a total cost not to exceed \$83,715. MOTION CARRIED UNANIMOUSLY.

RESOLUTIONS

Resolution No. 3555

RESOLUTION REGARDING DOWNTOWN LIGHTS

The Business Improvement District successfully raised money for the downtown building lights, and established a fund for ongoing maintenance of the lights. The City of Hartford, in its sole discretion, assumes the management and maintenance responsibilities for the downtown lights, and the Business Improvement District shall have no ongoing obligation of the lights.

MOTION by Alderperson Turchi, and seconded by Alderperson Mixon for the adoption of proposed Resolution 3555. MOTION CARRIED UNANIMOUSLY.

Resolution No. 3557

**A RESOLUTION APPROVING A DISTRIBUTION EASEMENT (GAS)
ON CITY OF HARTFORD LAND AT SOUTHEAST CORNER
OF N WACKER DRIVE AND W WISCONSIN STREET**

Wisconsin Gas LLC has requested a Distribution Easement to install underground utility facilities at the southeast corner of N Wacker Drive and W Wisconsin Street on City of Hartford owned property. As a result of the N Wacker Drive bridge replacement, WE Energies will need to relocate a section of gas main.

MOTION by Alderperson Hegy, and seconded by Alderperson Carroll for the adoption of proposed Resolution 3557. MOTION CARRIED UNANIMOUSLY.

CITY ADMINISTRATOR'S REPORT

Bids were received for sanitary sewer to portions of STH 83 and Lee Road in the Town of Hartford. The low bidder was Kruczek Construction, Inc., Green Bay, in the amount of \$295,000. As Kruczek has not previously completed work for the City of Hartford, references have been checked and the company appears to have performed well on previous projects.

MOTION by Alderperson Wintringer, and seconded by Alderperson Carroll authorizing appropriate City officials to enter into a contract with Kruczek Construction, Inc., Green Bay, for the 2020 Sanitary Sewer Extension – 1 (Lee Road and STH 83) project with an estimated bid amount of \$295,000. MOTION CARRIED UNANIMOUSLY.

Bids were received for the N Wacker Drive Bridge Watermain Relay (W Sumner Street to W Wisconsin Street) project. The low bidder was Soper Grading & Excavation LLC, Oshkosh, in the amount of \$265,100. As Soper is a new company as of 2019 and has not previously completed work for the City of Hartford, references have been checked and the company appears to have performed well on previous projects. \$250,000 was budgeted for this project; the remaining budget shortfall amount will come from the Water Utility retained earnings.

MOTION by Alderperson Fulop, and seconded by Alderperson Mixon authorizing appropriate City officials to enter into a contract with Soper Grading and Excavating LLC, Oshkosh, for the N Wacker Drive Bridge Watermain Relay (W Sumner Street to W Wisconsin Street) in the estimated bid amount of \$265,100. MOTION CARRIED UNANIMOUSLY.

ADJOURNMENT

MOTION by Alderperson Mixon, and seconded by Alderperson Turchi for adjournment. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb
CCJAN14.20
Compiled by Pat Borlen, Deputy Clerk



CITY HALL 109 NORTH MAIN STREET · HARTFORD, WI 53027

A Proclamation Setting February 10th, 2020 as “Chief David Groves Day”

WHEREAS, Chief David Groves has served the residents of Hartford as the Chief of Police for 13 years; and,

WHEREAS, Chief Groves will be finishing his tour of duty in law enforcement with over 27 years of outstanding service in Milwaukee, Oconomowoc, McFarland and Hartford; and,

WHEREAS, Chief Groves has implemented a K-9 program and community policing activities such as Shop with a Cop, Mini-Academy and the Citizens Academy Alumni; and,

WHEREAS, Chief Groves has lead the efforts to improve training standards of his department by becoming one of the first departments in the County to earn WILEAG Accreditation and become the first dispatch department to earn the APCO P33 accreditation in the State of Wisconsin; and,

WHEREAS, Chief Groves has received a commendation from the Wisconsin Attorney General for his lead in a local homicide case. Now therefore,

BE IT KNOWN BY ALL that I, Timothy C. Michalak, Mayor of the City of Hartford, on behalf of the entire Hartford City Council, do hereby proclaim February 10th, 2020 to be Chief David Groves Day in the City of Hartford; and,

BE IT FURTHER KNOWN that David A. Groves is granted a key to the City of Hartford in recognition of his achievements as a true Hartford public servant.

Unanimously approved by the Hartford City Council this 28th day of January, 2020.

The Honorable Timothy C. Michalak
Mayor of the City of Hartford, Wisconsin

EXECUTIVE SUMMARY

Resolution No. 3558

TITLE: A Final Resolution for the levying and collecting of special assessments under Section 66.0703 Wisconsin Statutes for the installation of sanitary sewer extending throughout Hillcrest Estates Subdivision which includes Hillcrest Drive and a portion of Lee Road adjacent to Hillcrest Estates Subdivision located in Sections 32 and 33, T10N, R18E, City of Hartford and Town of Hartford, Washington County, Wisconsin.

BACKGROUND: After receiving requests from Town of Hartford property owners for sanitary sewer service, the Common Council, at its July 25, 2017 meeting, directed City officials to begin discussions with the Town of Hartford to extend sewer throughout the entire Hillcrest Estates Subdivision. It was determined this would be more cost effective than extending the sewer in short segments as a result of individual property owner requests. After many meetings and a public hearing, the Town and City of Hartford came to an Intergovernmental Agreement approved by Common Council on March 27, 2018. The Town of Hartford, as the body representing the constituents of the Hillcrest Subdivision, unanimously approved the agreement on April 18, 2018. Under Article 3, the agreement states that the City may attach town properties upon written application from the owner of record for any property in the event that a property is applying for the purpose of connecting to City sanitary sewer service and states that it is permissible for the attachment to create a Town and/or City island. A deferred special assessment will be set up for the properties benefitting from the installation of the sewer but not connecting at this time. Under the agreement, the Common Council of the City of Hartford directed staff to begin planning for sanitary sewer installation extending throughout Hillcrest Estates Subdivision which includes Hillcrest Drive and a portion of Lee Road adjacent to Hillcrest Estates Subdivision to serve all properties as listed in Exhibit "A", located in Sections 32 & 33, T10N, R18E, City of Hartford and Town of Hartford, Washington County, Wisconsin.

The Preliminary Resolution for this work was adopted by the Common Council in Resolution No. 3553 on December 10, 2019. The costs to extend the sanitary sewer to the locations listed have been divided equally among the 55 properties with the potential to be served by this sanitary sewer in the future. The total estimated cost for the installation, design, and inspection of the sanitary sewer is \$599,000.00. The attached Exhibit "A" shows the breakdown of costs for the 55 properties with the potential to be served by this sewer being located in the Town of Hartford having their assessment deferred until connection in the future.

The Common Council approved the preliminary resolution for this project at its December 10, 2019 meeting. The Common Council has already discussed and approved the previous 4 steps of this project, including the expense of funds to design the project. The only decision left to be made by the Common Council is how to divide the costs for the sewer extension. With the current bid for construction, the design costs, and the estimated construction inspection costs, the proposed special assessment for the sewer installation is \$10,890.91 per property.

The final resolution will levy the special assessments as a deferred special assessment for the future connection to the sanitary sewer. The special assessments will not be collected until a property owner chooses to connect to the sanitary sewer. When a property connects to the sewer, the final resolution allows up to a five year payment plan.

FISCAL IMPACT: The Wastewater Utility will pay for the installation of the sanitary sewer with an estimated cost of **\$599,000.00** to be a deferred special assessment until future connection to the sanitary sewer.

RECOMMENDATION: Adoption of Resolution No. 3558, a Final Resolution for the Levying and Collecting of Special Assessments under Section 66.0703 Wisconsin Statutes, for the installation of *sanitary sewer* extending throughout Hillcrest Estates Subdivision which includes Hillcrest Drive and a portion of Lee Road adjacent to Hillcrest Estates Subdivision located in Sections 32 and 33, T10N, R18E, City of Hartford and Town of Hartford, Washington County, Wisconsin with a recommendation from the Council on how the costs should be divided and assessed to the properties.

PREPARED BY: Jason W. Schall 1-22-2020
Jason W. Schall Date
City Engineer

REVIEWED BY: Dave Piquett 1-23-2020
Dave Piquett Date
Plant and Collection Systems Director

REVIEWED BY: _____
Ian Prust Date
City Attorney

REVIEWED BY: Justin Drew 1/22/20
Justin Drew Date
City Planner

REVIEWED BY: _____
Dawn Timm Date
Finance Director/Treasurer

APPROVED BY: Steve Volkert 1/22/2020
Steve Volkert Date
City Administrator

ROUTING: Common Council - January 28, 2020

RESOLUTION NO. 3558

A FINAL RESOLUTION FOR THE LEVYING AND COLLECTING OF SPECIAL ASSESSMENTS UNDER SECTION 66.0703 WISCONSIN STATUTES FOR THE INSTALLATION OF SANITARY SEWER EXTENDING THROUGHOUT HILLCREST ESTATES SUBDIVISION WHICH INCLUDES HILLCREST DRIVE AND A PORTION OF LEE ROAD ADJACENT TO HILLCREST ESTATES SUBDIVISION LOCATED IN SECTIONS 32 & 33, T10N, R18E, CITY OF HARTFORD AND TOWN OF HARTFORD, WASHINGTON COUNTY, WISCONSIN

WHEREAS, a public hearing was held by the Common Council on *January 28, 2020* in the Common Council Chambers at City Hall relative to levying and collecting special assessments from owners of properties for the installation of sanitary sewer extending throughout Hillcrest Estates Subdivision which includes Hillcrest Drive and a portion of Lee Road adjacent to Hillcrest Estates Subdivision as listed in Exhibit A and located in Sections 32 & 33 T10N, R18E, City of Hartford, and Town of Hartford, Washington County, Wisconsin.

WHEREAS, the preliminary resolution for this project was adopted by the Common Council as **Resolution No. 3553** on December 10, 2019.

WHEREAS, 55 properties, as listed in Exhibit A, are located in the Town of Hartford. The properties located outside of the City of Hartford will be placed as deferred special assessments and collected only as they are connected to the City of Hartford sanitary sewer and/or annexed to the City of Hartford in the future.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Hartford, Washington/Dodge Counties, Wisconsin, as follows:

1) That the attached Report of the City Engineer dated *January 3, 2020*, marked as **Exhibit "B"** pertaining to the installation of sanitary sewer extending throughout Hillcrest Estates Subdivision which includes Hillcrest Drive and a portion of Lee Road adjacent to Hillcrest Estates Subdivision serving homes along said roadways and throughout Hillcrest Estates Subdivision and as listed in Exhibit "A", is hereby adopted and approved.

2) That construction will be completed during the 2020 construction season and approved costs are estimated using the bid costs for the 2020 Sanitary Sewer Extension – 2 (Hillcrest Estates Subdivision) project, the proposed construction inspection costs, and the final design engineering costs.

3) That payment for the improvements be made by assessing the cost to the properties benefited as identified on the attached **Exhibit "A"**.

4) That the assessments shown on the report represent an exercise of the police power, have been determined on a reasonable basis and are hereby confirmed.

5) That the assessments for the installation of sanitary sewer may be objected to as provided by statute by an interested property owner.

6) The Finance Director is hereby directed to invoice the property owners (only if connected to the sanitary sewer) on or before *January 1, 2021*, the entire amount as identified on the attached schedule to be due and payable as follows:

i) 100% within thirty (30) days of the date of the invoice; or

ii) Under a special assessment payment plan, one-fifth (1/5th) of the invoice within thirty (30) days of the date of the invoice and the balance payable in four (4) equal annual payments due *September 1, 2022, September 1, 2023, September 1, 2024, September 1, 2025* together with interest calculated on the outstanding balance at the rate of **4.0%** annually, that rate being the City's borrowing rate, plus 1%.

7) Failure to render payment in accordance with these terms shall result in the entire amount outstanding, including interest, being placed upon the tax roll with interest at the rate of 1% per month, and a penalty of 1/2% per month, until payment is made.

8) The municipal clerk shall publish this resolution as a Class 1 notice under Chapter 985 Wisconsin Statutes in the assessment district and mail a copy of this resolution and a statement of the final assessment against the benefited property to every property owner whose name appears on the special assessment roll whose post office address is known or can with reasonable diligence be ascertained.

Signed:

Timothy C. Michalak, Mayor

Introduced: January 28, 2020

Adopted:

Attest: _____
Lori Hetzel, City Clerk

CITY OF HARTFORD NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that a PUBLIC HEARING will be held on *January 28, 2020 at 7:00 p.m.* or thereafter in the Common Council Chambers at the lower level of City Hall, 109 North Main Street, Hartford, Wisconsin, by the Common Council of the City of Hartford, regarding final special assessments under Section 66.0703 Wisconsin Statutes for the installation of *sanitary sewer extending throughout Hillcrest Estates Subdivision, including Hillcrest Drive and a portion of Lee Road adjacent to the Hillcrest Estates Subdivision, in the Town of Hartford*, potentially serving 55 homes in the Hillcrest Estates Subdivision and along Hillcrest Drive and a portion of Lee Road adjacent to Hillcrest Estates Subdivision, located in the NE ¼ of Section 32 and the NW ¼ of Section 33, T10N, R18E, Town of Hartford, Washington County, Wisconsin. The Preliminary Special Assessment Resolution for this project was adopted in Resolution No. 3553 by the Common Council on December 10, 2019.

The City Engineer's Report on the special assessments for the installation of *sanitary sewer* is available for viewing in the City Clerk's office in City Hall between the hours of 7:30 a.m. and 4:30 p.m. Monday – Friday by appointment.

The purpose of said Public Hearing is to hear those persons who wish to comment for or against the final special assessments for the installation of *sanitary sewer extending throughout Hillcrest Estates Subdivision and along Hillcrest Drive and a portion of Lee Road adjacent to the Hillcrest Estates Subdivision* in the NW ¼ of Section 32 and the NW ¼ Section 33, T10N, R18E, Town of Hartford, Washington County, Wisconsin.

Dated this 3rd day of January, 2020.

Lori Hetzel
City Clerk
City of Hartford

EXHIBIT A
HILLCREST ESTATES SUBDIVISION
HILLCREST DRIVE AND A PORTION OF LEE ROAD

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Share of Cost
1	T6-0794-042 2807 Hillcrest Drive	LOT 19, Block 3 Hillcrest Estates Doc 1107810+1304344 +1353668 SEC 32-10-18	Kevin Schultz 2807 Hillcrest Drive Hartford, WI 53027	\$10,890.91
2	T6-0794-043 2803 Hillcrest Drive	LOT 20, Block 3 Hillcrest Estates Doc 832236 SEC 32-10-18	Nicholas Blazei and Stephanie Meyer 2803 Hillcrest Drive Hartford, WI 53027	\$10,890.91
3	T6-0794-044 2793 Hillcrest Drive	LOT 21, Block 3 Hillcrest Estates V1418 P141 SEC 32-10-18	James & Patricia Clemmons 2793 Hillcrest Drive Hartford, WI 53027	\$10,890.91
4	T6-0794-045 2789 Hillcrest Drive	LOT 22, Block 3 Hillcrest Estates V510 P368 + Doc 1182207 SEC 32-10-18	Rosemary J. Axtell 2789 Hillcrest Drive Hartford, WI 53027	\$10,890.91
5	T6-0794-046 2785 Hillcrest Drive	LOT 23, Block 3 Hillcrest Estates V836 P12 + Doc 965885 SEC 32-10-18	Jonathon J. Hasch 2785 Hillcrest Drive Hartford, WI 53027	\$10,890.91
6	T6-0820-00D 2786 Hillcrest Drive	CSM 936 V565 P152 + V629 P557 + V1575 P468 + Doc 812893 SEC 33-10-18	Barbara Wagner 2786 Hillcrest Drive Hartford, WI 53027	\$10,890.91
7	T6-0820-00E 2790 Hillcrest Drive	Doc 1341886 + 1354909 + 1354910 + 1354912 SEC 33-10-18	Michael & Jennifer Kirsch 2790 Hillcrest Drive Hartford, WI 53027	\$10,890.91
8	T6-0794-039 6963 Meadowdale Dr	LOT 16, Block 3 Hillcrest Estates V666 P74 SEC 32-10-18	Daniel & Sharon Dvorak 6963 Meadowdale Drive Hartford, WI 53027	\$10,890.91
9	T6-0794-009 6962 Meadowdale Dr	LOT 9, Block 1 Hillcrest Estates V554 P306 SEC 32-10-18	Raymond J. Krajewski 6962 Meadowdale Drive Hartford, WI 53027	\$10,890.91
10	T6-0794-016 6964 Meadowdale Dr	LOT 7, Block 2 Hillcrest Estates Doc 996412 SEC 32-10-18	Ricky & Brenda Sherbinow 6964 Meadowdale Drive Hartford, WI 53027	\$10,890.91

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Share of Cost
11	T6-0794-015 6966 Meadowdale Dr	LOT 6, Block 2 Hillcrest Estates Doc 890328 SEC 32-10-18	Cory J & Kristin Lambert 6966 Meadowdale Drive Hartford, WI 53027	\$10,890.91
12	T6-0794-014 6970 Meadowdale Dr	LOT 5, Block 2 Hillcrest Estates V1525 P665 SEC 32-10-18	Allen R Fenney 6970 Meadowdale Drive Hartford, WI 53027	\$10,890.91
13	T6-0794-038 6971 Meadowdale Dr	LOT 15, Block 3 Hillcrest Estates V825 P64 SEC 32-10-18	Ronald & Arlene Brinkmann 6971 Meadowdale Drive Hartford, WI 53027	\$10,890.91
14	T6-0794-029 6973 Meadowdale Dr	LOT 6, Block 3 Hillcrest Estates V994 P533 + V1577 P86 Doc 826401 + 1239470 SEC 32-10-18	Richard G. Pluim Lynn G. Jochem Pluim 6973 Meadowdale Drive Hartford, WI 53027	\$10,890.91
15	T6-0794-028 6975 Meadowdale Dr	LOT 5, Block 3 Hillcrest Estates Doc 939897 SEC 32-10-18	Brittney Fuchs & Jose Medina 6975 Meadowdale Drive Hartford, WI 53027	\$10,890.91
16	T6-0794-013 6976 Meadowdale Dr	LOT 4, Block 2 Hillcrest Estates V955 P372 + Doc 1364119 SEC 32-10-18	Judith M. Polzin 6976 Meadowdale Drive Hartford, WI 53027	\$10,890.91
17	T6-0794-027 6979 Meadowdale Dr	LOT 4, Block 3 Hillcrest Estates V431 P399 + Doc 1248459 + 1358763 + 1358764 + 1383524 SEC 32-10-18	David E. & Jamie L Spuhler 6979 Meadowdale Drive Hartford, WI 53027	\$10,890.91
18	T6-0794-012 6982 Meadowdale Dr	LOT 3, Block 2 Hillcrest Estates Doc 1274738 SEC 32-10-18	Nicholas J & Amanda Peterson 6982 Meadowdale Drive Hartford, WI 53027	\$10,890.91
19	T6-0794-026 6983 Meadowdale Dr	LOT 3, Block 3 Hillcrest Estates Doc 939978 SEC 32-10-18	Gregory L. Holmes 6983 Meadowdale Drive Hartford, WI 53027	\$10,890.91
20	T6-0794-011 6984 Meadowdale Dr	LOT 2, Block 2 Hillcrest Estates V914 P2 SEC 32-10-18	Steve A & Lauri Balicki 6984 Meadowdale Drive Hartford, WI 53027	\$10,890.91
21	T6-0794-025 6987 Meadowdale Dr	LOT 2, Block 3 Hillcrest Estates V673 P451 + Doc 1272157 SEC 32-10-18	Earl J. & Jean C. DuPont 6987 Meadowdale Drive Hartford, WI 53027	\$10,890.91

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Share of Cost
22	T6-0794-024 6993 Meadowdale Dr	LOT 1, Block 3 Hillcrest Estates Doc 1102185 SEC 32-10-18	Danial M & Lisa Retzlaff 6993 Meadowdale Drive Hartford, WI 53027	\$10,890.91
23	T6-0794-010 6994 Meadowdale Dr	LOT 1, Block 2 Hillcrest Estates V1024 P269 SEC 32-10-18	Ricky A. & Barbara Radschlag 6994 Meadowdale Drive Hartford, WI 53027	\$10,890.91
24	T6-0794-030 2827 Robin Circle	LOT 7, Block 3 Hillcrest Estates Doc 1280226 SEC 32-10-18	Steven M. & Patricia Lisko 2827 Robin Circle Hartford, WI 53027	\$10,890.91
25	T6-0794-031 2823 Robin Circle	LOT 8, Block 3 Hillcrest Estates V994 P147 SEC 32-10-18	Steven J. Polinske 2823 Robin Circle Hartford, WI 53027	\$10,890.91
26	T6-0794-037 2820 Robin Circle	LOT 14, Block 3 Hillcrest Estates Doc 827683 SEC 32-10-18	Timothy & Frieda D Scharpf 2820 Robin Circle Hartford, WI 53027	\$10,890.91
27	T6-0794-036 2818 Robin Circle	LOT 13, Block 3 Hillcrest Estates Doc 1032254 SEC 32-10-18	Mark Snyder 2818 Robin Circle Hartford, WI 53027	\$10,890.91
28	T6-0794-035 2816 Robin Circle	LOT 12, Block 3 Hillcrest Estates V686 P673 SEC 32-10-18	Thomas & Kathryn Hostad 2816 Robin Circle Hartford, WI 53027	\$10,890.91
29	T6-0794-032 2815 Robin Circle	LOT 9, Block 3 Hillcrest Estates Doc 966026 + 1281144 SEC 32-10-18	Michael & Patricia Schroeder 2815 Robin Circle Hartford, WI 53027	\$10,890.91
30	T6-0794-033 2811 Robin Circle	LOT 10, Block 3 Hillcrest Estates V575 P359 SEC 32-10-18	Benjamin & Tayler Fredrick 2811 Robin Circle Hartford, WI 53027	\$10,890.91
31	T6-0794-034 2808 Robin Circle	LOT 11, Block 3 Hillcrest Estates Doc 1027904 + 1040458 +1297448 SEC 32-10-18	James & Ronda Hattori 2808 Robin Circle Hartford, WI 53027	\$10,890.91
32	T6-0794-017 6967 Lark Avenue	LOT 8, Block 2 Hillcrest Estates V662 P83 SEC 32-10-18	Walter & Elaine Gossfeld 6967 Lark Avenue Hartford, WI 53027	\$10,890.91

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Share of Cost
33	T6-0794-008 6968 Lark Avenue	LOT 4, CSM 1442 Doc 1143969 SEC 32-10-18	William J & Nancy MacDonald 6968 Lark Avenue Hartford, WI 53027	\$10,890.91
34	T6-0794-007 6970 Lark Avenue	LOT 3, CSM 1442 Doc 891735 + 1386206 SEC 32-10-18	Gladys Maahs TOD 6970 Lark Avenue Hartford, WI 53027	\$10,890.91
35	T6-0794-006 6974 Lark Avenue	LOT 6, Block 1 Hillcrest Estates Doc 923667 SEC 32-10-18	Cory L. & Andrea Gritzmacher 6974 Lark Avenue Hartford, WI 53027	\$10,890.91
36	T6-0794-005 6976 Lark Avenue	LOT 5, Block 1 Hillcrest Estates Doc 781199 SEC 32-10-18	Michael A & Laurie Meyer 6976 Lark Avenue Hartford, WI 53027	\$10,890.91
37	T6-0794-004 6978 Lark Avenue	LOT 4, Block 1 Hillcrest Estates Doc 785038 SEC 32-10-18	Jay J. & Susan Selden 6978 Lark Avenue Hartford, WI 53027	\$10,890.91
38	T6-0794-003 6982 Lark Avenue	LOT 3, Block 1 Hillcrest Estates Doc 1031284 SEC 32-10-18	Randy S. Schemenauer 6982 Lark Avenue Hartford, WI 53027	\$10,890.91
39	T6-0794-002 6986 Lark Avenue	LOT 2, Block 1 Hillcrest Estates V580 P96 SEC 32-10-18	Dennis J. Panicucci 6986 Lark Avenue Hartford, WI 53027	\$10,890.91
40	T6-0794-001 6988 Lark Avenue	LOT 1, Block 1 Hillcrest Estates V614 P328 SEC 32-10-18	Ralph W. Staus 6988 Lark Avenue Hartford, WI 53027	\$10,890.91
41	T6-0794-018 6971 Lark Avenue	LOT 9, Block 2 Hillcrest Estates Doc 1273743 SEC 32-10-18	Jason R. Hoffmann 6971 Lark Avenue Hartford, WI 53027	\$10,890.91
42	T6-0794-019 6975 Lark Avenue	LOT 10, Block 2 Hillcrest Estates Doc 1122191 + 1304352 +1304353 SEC 32-10-18	Lawrence Haga 6975 Lark Avenue Hartford, WI 53027	\$10,890.91
43	T6-0794-020 6977 Lark Avenue	LOT 11, Block 2 Hillcrest Estates Doc 1108557 SEC 32-10-18	Brian & Tracy Pfau 6977 Lark Avenue Hartford, WI 53027	\$10,890.91

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Share of Cost
44	T6-0794-021 6981 Lark Avenue	LOT 12, Block 2 Hillcrest Estates V507 P36 + Doc 1001507 + 1001508 SEC 32-10-18	Marilyn L. Jensen 6981 Lark Avenue Hartford, WI 53027	\$10,890.91
45	T6-0794-022 6985 Lark Avenue	LOT 13, Block 2 Hillcrest Estates V701 P694 + Doc 776647 SEC 32-10-18	Ronald & Carolyn Krentz 6985 Lark Avenue Hartford, WI 53027	\$10,890.91
46	T6-0794-023 6989 Lark Avenue	LOT 14, Block 2 Hillcrest Estates Doc 1401691 SEC 32-10-18	Justin Kluewer 6989 Lark Avenue Hartford, WI 53027	\$10,890.91
47	T6-0794-023-00A 2820 Cedar Street	LOT 15, Block 2 Hillcrest Estates Doc 1219470 SEC 32-10-18	Thomas E. Kuphal Barbara Eck 2820 Cedar Street Hartford, WI 53027	\$10,890.91
48	T6-0794-00D 6991 Lee Road	Doc 865520 + 875160 + 1187222 + 1275268 +1282382 Sec 32-10-18	Tamara R. Kienbaum 6991 Lee Road Hartford, WI 53027	\$10,890.91
49	T6-0794-00A 6985 Lee Road	Doc 1417175 Sec 32-10-18	Daniel & Cheryl Meister 6985 Lee Road Hartford, WI 53027	\$10,890.91
50	T6-0794-00E 6979 Lee Road	Doc 1357756 Sec 32-10-18	Robert & Laura Lampshire 6979 Lee Road Hartford, WI 53027	\$10,890.91
51	T6-0794-00B 6971 Lee Road	V541 P19 Sec 32-10-18	Joseph F. Soltis, Jr. 6971 Lee Road Hartford, WI 53027	\$10,890.91
52	T6-0794-00C 6965 Lee Road	Doc 1334077 Sec 32-10-18	Matthew C. Horne 6965 Lee Road Hartford, WI 53027	\$10,890.91
53	T6-0794-00F-001 6961 Lee Road	CSM 99 PAR A V1514 P426 Sec 32-10-18	Tom Saskowski & Susan Nieth 6961 Lee Road Hartford, WI 53027	\$10,890.91
54	T6-0794-00F-003 6955 Lee Road	CSM 1442 Lot 2, Doc 793277 Sec 32-10-18	Joy Johnson & Christopher Scholtes 6955 Lee Road Hartford, WI 53027	\$10,890.91

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Share of Cost
55	T6-0794-00F-002 6945 Lee Road	GSM 1442 Lot 1, Doc 1301690 Sec 32-10-18	Karen Schmidt & Scott Knusta 6945 Lee Road Hartford, WI 53027	\$10,890.91
			TOTAL SPECIAL ASSESSMENTS	55
			TOTAL COSTS	\$599,000.05

Excel/ProjectCosts/SpecialAssessments - Exhibit A/HillcrestEstatesSubdivision-HillcrestDr&LeeRoad2020

EXHIBIT "B"

ENGINEER'S REPORT

A FINAL RESOLUTION FOR THE LEVYING AND COLLECTING OF SPECIAL ASSESSMENTS UNDER SECTION 66.0703 WISCONSIN STATUTES FOR THE INSTALLATION OF SANITARY SEWER EXTENDING THROUGHOUT HILLCREST ESTATES SUBDIVISION WHICH INCLUDES HILLCREST DRIVE AND A PORTION OF LEE ROAD ADJACENT TO THE HILLCREST ESTATES SUBDIVISION, LOCATED IN THE NW ¼ OF SECTION 33, AND THE NE ¼ OF SECTION 32, T10N, R18E, TOWN OF HARTFORD, WASHINGTON COUNTY, WISCONSIN

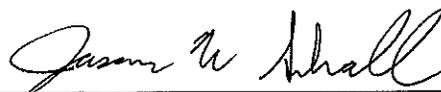
The sanitary sewer to be installed throughout the Hillcrest Estates Subdivision, on Lee Road from Hillcrest Drive to approximately 1,200' west, and on Hillcrest Drive from Meadowdale Drive to approximately 700' south, located in the NW ¼ of Section 33 and NE ¼ of Section 32, T10N, R18E, is proposed to be installed during the 2020 construction season to serve the properties located in the Hillcrest Estates Subdivision, on Lee Road, and on Hillcrest Drive as listed on **Exhibit A**.

The preliminary resolution for this project was adopted by the Common Council in Resolution No. 3553 on December 10, 2019. These properties are being assessed on a per unit basis. The costs to extend the sanitary sewer throughout the Hillcrest Estates Subdivision and along Hillcrest Drive and a portion of Lee Road will be divided equally among the 55 properties with the potential to be served by this sanitary sewer. The costs to install this sanitary sewer have been estimated based on the low bid cost for the 2020 Sanitary Sewer Extension – 2 (Hillcrest Estates Subdivision). The total estimated cost for the installation, design, and inspection of 4,600 L.F. of sanitary sewer is **\$599,000.00**.

The Final Resolution will have an option for the property owners to pay for the sanitary sewer installation in one lump sum or installments. The number of installments will be approved as part of the Final Resolution following the public hearing. The typical 5-year payment plan will be proposed with interest being paid each year at 1% over City borrowing costs. Based on the latest City of Hartford borrowing, the City Finance Director indicated that the interest rate for this project would be 4% (the City's borrowing rate, plus 1%).

I have personally reviewed the properties listed in this report, and find they will benefit by the construction of these sanitary sewer improvements. The assessment costs are reasonable and the property will be assessed by the unit assessment method. The properties are in need of City of Hartford sanitary sewer when the septic systems fail. Final plans and specifications are on file at the City Engineer's Office at City Hall, Hartford, Wisconsin.

Dated this 3rd day of January, 2020.



Jason W. Schall, P.E.

City Engineer, City of Hartford

Executive Summary

Resolution No. 3559

Title: Discussion and consideration of a resolution requesting a temporary exemption / waiver from the State mandate under Wisconsin Statute 66.10013 requiring a housing affordability report.

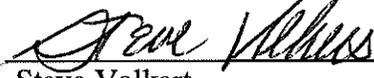
Background: Near the end of December, 2019, Staff became aware of a new State mandate regarding the creation of a housing affordability analysis and housing fee report (effective January 1 2020). A number of municipalities have requested and received temporary waivers from the State for the housing affordability analysis requirement given the amount of data collection and analysis required. The waiver process requires a Council resolution in support of the waiver request. Staff immediately contacted State officials to ask if the process could begin without the Council resolution and if that could be added later. We heard back from the State in mid-January that we would need the resolution to accompany the request and to turn in the request after the resolution was approved.

Staff met the housing fee report requirement and has the required fees listed on a page on the City website.

The housing affordability analysis requirement presumptively assumes that City fees are too high and requires that we calculate the impact that City fees have on development costs and whether or not the development occurs. This mandate seems tailored towards cities with multiple layers of review boards and committees, rather than the City of Hartford. In order to meet the requirement, numerous cities of our size are hiring outside consultants to do the work. Staff may be able to do this in house, but it will take a lot of staff time and resources. As a result, we are requesting a two-year waiver to the requirement.

Recommendation: Planning Staff recommends approval of the Resolution recommending approval of a request for a temporary exemption / waiver from the State mandate under Wisconsin Statute 66.10013 requiring a housing affordability report

Prepared By:  1/22/20
Justin Drew Date
City Planner

Approved By:  1/22/20
Steve Volkert Date
City Administrator

ROUTING: COMMON COUNCIL 01/28/20

RESOLUTION NO. 3559

A RESOLUTION REQUESTING A TEMPORARY EXEMPTION/WAIVER FROM THE
STATE MANDATE UNDER WIS. STATS. 66.10013 REQUIRING A HOUSING
AFFORDABILITY REPORT

WHEREAS, the State Legislature created Wis. Stats. Chapter 66.10013 requiring that municipalities (Cities or Villages with a population of 10,000 or more) 'prepare a report of the municipality's implementation of the housing element of the municipality's comprehensive plan under ss. 66.1001; and

WHEREAS, said report is required to be prepared and posted on the City's website on a webpage dedicated solely to the report by January 1, 2020 and updated annually not later than January 31; and

WHEREAS, on December 8, 2009 the City of Hartford Common Council adopted Ordinance 1228, adopting the 2030 Smart Growth Plan as the Comprehensive Land Use Plan of the City of Hartford; and

WHEREAS, Wis. Stats. Chapter 66.10013 requires the City to collect, compile, map, analyze and forecast a significant amount of data and information in order to prepare the required Housing Affordability Report, including but not limited to: the number of subdivision plats, certified survey maps, condominium plats, and building permit applications approved in the prior year; total number of new residential dwelling units proposed in all subdivision plats, condominium plats, and building permit applications approved in the prior year; a list and map of undeveloped parcels in the City zoned for residential development; a list of undeveloped parcels in the City suitable for but not zoned for residential development including vacant sites and sites that have potential for redevelopment with a description of zoning requirements and availability of public facilities and services for each property; an analysis of multiple internal regulations and procedures and the financial impact of each on subdivision costs with identification of ways to modify all items to meet existing and forecasted housing demand and reduce time and cost to approve and develop a new residential subdivision in the City by 20%; and

WHEREAS, the collection, compilation, mapping, forecasting and analysis of the data necessary to complete the Housing Affordability Report has not been completed; and

WHEREAS, without the requisite data and analyses, the Planning Department of the City of Hartford lacks the time, resources and capacity to complete the Housing Affordability Report required by this mandate by the deadline or update deadline while also fulfilling its regular duties and responsibilities while also maintaining an acceptable level of service to residents, property owners and other customers of the City, and

WHEREAS, pursuant to Wis. Stats. Chapter 66.0143, a political subdivision including the City of Hartford may file a request with the Department of Revenue for a waiver from a State mandate, except for mandates related to health and safety

NOW THEREFORE, BE IT RESOLVED that the Common Council of the City of Hartford hereby requests an exemption/waiver of two years from the mandate imposed by Wis. Stats. Chapter 66.10013 regarding the preparation and submittal of a Housing Affordability Report as defined herein; and

BE IT RESOLVED that the Common Council affirms that this waiver request is not related to the health and safety of the residents of the City of Hartford

Signed:

Timothy C. Michalak, Mayor

INTRODUCED: January 28, 2020

ADOPTED:

ATTEST:

Lori Hetzel, City Clerk

EXECUTIVE SUMMARY

Resolution No. 3560

TITLE: A Preliminary Resolution for the Levying of Special Assessments under Section 66.0703 Wis. Statutes for the installation of sidewalk in Lake View Acres, 1st Addition Subdivision and adjacent to 2001, 2003, 2007 Lake View Drive and adjacent to 32 & 40 S. Teri Lane.

BACKGROUND: The Developer's Agreement for Lake View Acres, 1st Addition states that sidewalk shall be required on both sides of each street within and abutting the subdivision. The Developer's Agreement does stipulate the intent that sidewalk would probably not be ordered unless and until it can be connected to the STH 60 bike trail with an estimated date of completion by June 30, 1997. There is still a small section of S. Teri between this subdivision and the STH 60 bike trail that is still in the Town of Hartford and not part of the City. This has prevented the City from establishing a connection to the bike trail. This fact does not appear to be changing anytime soon. This was reviewed at the Public Works Committee meeting on February 21, 2019. The Public Works Committee concluded that the connection to the bike trail should not be a reason to hold off sidewalk installation in Lake View Acres, 1st Addition any longer. The Committee directed staff to include the sidewalk installation as part of the 2020 Sidewalk Program.

The Common Council must authorize the installation of sidewalk on S. Teri Lane, Zuern Drive, and Lake View Drive in this area. The City retains the right to special assess cost for the installation of the sidewalk to each abutting property owner. There is a Consent & Waiver of Special Assessment Notices and Hearings clause in the Lake View Acres, 1st Addition Developer's Agreement. All property owners in the subdivision should be aware of the fact that sidewalk is required and would be installed someday at their cost.

It is necessary for the Common Council to adopt a Preliminary Special Assessment Resolution at this time to move forward with the sidewalk improvements and to properly adopt the final sidewalk special assessment.

FISCAL IMPACT: The City will collect no money as part of the preliminary resolution, but costs will be collected with the adoption of the final resolution after the sidewalk is installed by the City's contractor and will be special assessed to each owner of the adjacent property. The total cost will be determined by the 2020 Sidewalk Program bids scheduled for February 4, 2020.

STAFF RECOMMENDATION: Adoption of Preliminary Resolution No. 3560 for the levying of special assessments under Section 66.0703 Wisconsin Statutes for the installation of sidewalk on S. TERI LANE, ZUERN DRIVE, AND LAKE VIEW DRIVE as shown on the attached map.

PREPARED BY: Jason W. Schall 1-23-2020
Jason W. Schall Date
City Engineer

REVIEWED BY: Darryl Kranz 1-23-2020
Darryl Kranz Date
Director of Public Works

REVIEWED BY: _____ Date
Ian Prust
City Attorney

APPROVED BY:


Steve Volkert
City Administrator

1/23/2020
Date

ROUTING: Common Council

-

January 28, 2020

Executive Summary Engineering/Sidewalk Program/Lake View Acres 1st Addition - Sidewalk

RESOLUTION NO. 3560

**A PRELIMINARY RESOLUTION FOR THE LEVYING OF SPECIAL
ASSESSMENTS UNDER SECTION 66.0703 WIS. STATUTES FOR
THE INSTALLATION OF SIDEWALK IN
LAKE VIEW ACRES, 1ST ADDITION and 2001, 2003, & 2007 LAKE VIEW DRIVE
and 32 & 40 S. TERI LANE**

The Common Council of the City of Hartford, Washington and Dodge Counties, Wisconsin, hereby resolves as follows:

1) The Common Council declares its intention to exercise its police power under Section 66.0703 Wisconsin Statutes to levy special assessments for the installation of sidewalk in Lake View Acres, 1st Addition Subdivision to include all properties without sidewalk AND 2001, 2003, 2007 Lake View Drive AND 32 & 40 S. Teri Lane which are not part of the subdivision.

2) It is the determination of the Common Council that said municipal work shall be made under the police power and that the amount assessed against each property shall be based upon street frontage.

3) The property involved, which is to be assessed by street frontage, is located *on S. Teri Lane, Zuern Drive, and Lake View Drive*. The assessment against any parcel may be paid in one sum or installments, the number of which shall be determined following a public hearing on the proposed assessment.

4) The City Engineer is directed to prepare a report consisting of:

- a) Final plans and specifications of the improvements.
- b) A statement of the entire cost of the work as estimated.
- c) A schedule of the proposed assessments against each parcel.
- d) A statement that the property against which the assessments are proposed has been inspected and is or will be benefited setting forth the basis of the benefit.

5) When the report is completed, the City Engineer shall file a copy of the report with the City Clerk for public inspection.

6) The City Clerk shall cause notice to be given stating the nature of the proposed improvements, the general description of the property to be assessed, the time and place in which the Engineer's Report may be inspected, and the time and place of the public hearing and the matter contained in the preliminary resolution and the reports. This notice shall be published as a Class I notice and a copy shall be mailed at least 10 days before the hearing to every interested party. The hearing shall commence not less than 10 nor more than 40 days after publication.

7) The hearing shall be held in the Common Council Chambers, Room L01, 109 North Main Street, on Tuesday, February 25, 2020 and in accordance with Section 66.0703 (7) Wisconsin Statutes.

Signed:

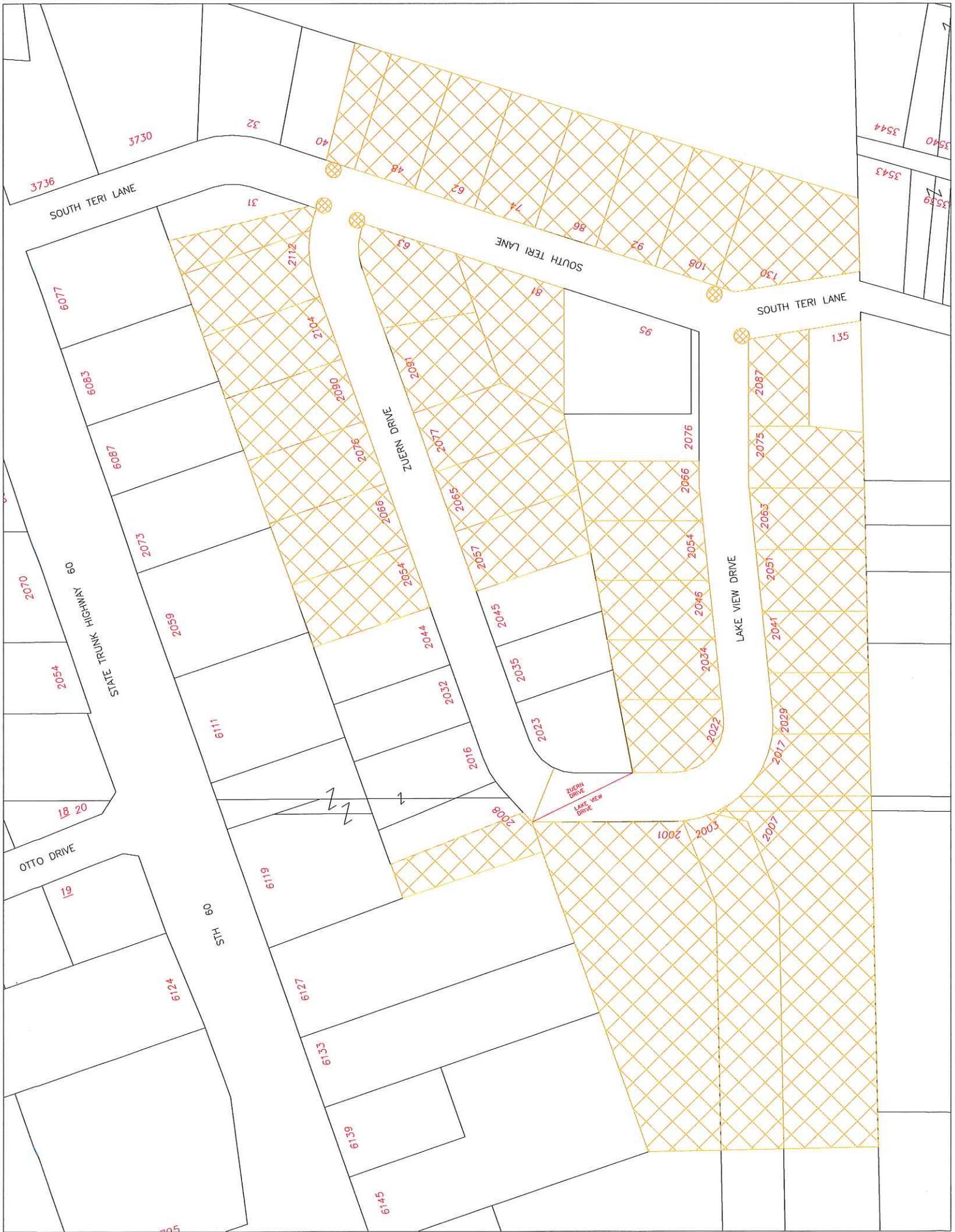
Timothy C. Michalak, Mayor

Introduced: January 28, 2020

Adopted:

Attest: _____

Lori Hetzel, City Clerk



3736
3737
SOUTH TERI LANE

3540
3543
3544
3539

6077
6086
6087

SOUTH TERI LANE

SOUTH TERI LANE

2070
2054
STATE TRUNK HIGHWAY 80

ZUERN DRIVE

LAKE VIEW DRIVE

OTTO DRIVE

6111
6059
2073
6124
6139
6133
6127
6145

ZUERN DRIVE
LAKE VIEW DRIVE

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EXECUTIVE SUMMARY

TITLE: 2020 Sanitary Sewer Extension – 2 (Hillcrest Estates Subdivision) Bid of December 3, 2019.

BACKGROUND: The Common Council approved the Preliminary Resolution for the extension of sanitary sewer into the Town of Hartford at its meeting on January 8, 2019. The resolution was for extending sanitary sewer throughout the Hillcrest Estates Subdivision including Hillcrest Drive and a portion of Lee Road adjacent to Hillcrest Estates Subdivision. The Preliminary Resolution began the process for the sanitary sewer special assessments. After receiving bids in March, 2019, the Common Council rejected the bids but wanted to continue moving forward with the sewer extension by rebidding the project late in 2019. Bids for the installation of the sanitary sewer extension were received on December 3, 2019. The Common Council approved a second Preliminary Resolution for the extension of the sanitary sewer at its meeting on December 10, 2019.

The scope of the project includes approximately 4,600 LF of 8” P.V.C. sanitary sewer main installation, 19 manholes, all necessary restoration work, and other related miscellaneous construction. This project was included in the 2019 Wastewater Utility CIP with a budget of \$906,750.00.

The Bids received were as follows:

1. Kruczek Construction, Inc., Green Bay	-	\$549,000.00
2. Wondra Construction Inc., Iron Ridge	-	\$646,065.00
3. UPI, New Berlin	-	\$681,916.00
4. Globe Contractors, Inc., Pewaukee	-	\$708,000.00
5. Heartland Construction, Inc., Slinger	-	\$734,901.00
6. Advance Construction, Inc., Green Bay	-	\$787,870.00
7. Dorner, Inc., Luxemburg	-	\$877,808.00
8. PTS Contractors, Green Bay	-	\$947,935.00
9. Wood Sewer & Excavating, Inc., New London	-	\$986,650.00

The low bidder, Kruczek Construction, Inc., Green Bay, Wisconsin, has not previously completed work for the City of Hartford. Kruczek Construction has been in business since 1977 and has extensive experience with underground construction projects. References for Kruczek Construction have been checked and the company appears to have performed well on previous projects.

FISCAL IMPACT: \$549,000.00 from the Sewer Utility under Account No. 595.370.536287.59301. All costs to be deferred special assessments and collected in the future as properties choose to connect to the sanitary sewer.

RECOMMENDATION: Authorizing appropriate City officials to enter into a contract with Kruczek Construction, Inc., 3636 Kewaunee Road, Green Bay, Wisconsin 54311, for the 2020 Sanitary Sewer Extension – 2 (Hillcrest Estates Subdivision) project with an estimated bid amount of **\$549,000.00**.

PREPARED BY: Jason W. Schall 1-23-2020
Jason W. Schall
City Engineer Date

REVIEWED BY: Dave Piquett 1/23/2020
Dave Piquett
Plant and Collection Systems Director Date

REVIEWED BY: Justin Drew 1/23/20
Justin Drew
City Planner Date

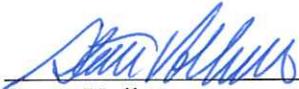
REVIEWED BY: _____
Dawn Timm
Finance Director/Treasurer Date

APPROVED BY: Steve Volkert 1/23/2020
Steve Volkert
City Administrator Date

ROUTING: Common Council - January 28, 2020

City of Hartford: December 3, 2019 Bid Opening

BID TABULATION -		2020 Sanitary Sewer Extension - 2 (Hillcrest Estates Subdivision)										TOTAL BID					
ITEM		1	2	3	4	5	6	7	8	9	10	11	12				
			Traffic Control	Erosion Control	6" P.V.C. Sanitary Sewer Installation	6" P.V.C. Sanitary Sewer Laterals	Sanitary Sewer Manholes (4' dia.)	Utility Structure Adjustment	6" Concrete Driveway Remove and Replace	Asphalt Concrete (Binder & Surface)	Asphalt Driveway Repairs	Topsoil, Seed, Fertilize and Hydromulch	Restoration Watering	Rock Excavation			
EST. QUANTITIES		1	1	4600	150	19	1	1000	900	2000	4600	150	100				
RANK		L.S.	L.S.	L.F.	L.F.	Each	L.S.	S.F.	S.F.	S.Y.	S.F.	S.Y.	Gal	C.Y.			
CONTRACTOR																	
1	Krucezk Construction 3636 Kewaunee Road Green Bay, WI 54311	\$14,000.00	\$3,150.00	\$96.00	\$110.00	\$3,500.00	\$5,350.00	\$11.00	\$49.00	\$12.00	\$8.00	\$60.00	\$150.00	\$150,000.00	\$549,000.00		
2	Wondra Construction, Inc. W2874 Graylog Road Iron Ridge, WI 53035	\$3,500.00	\$4,500.00	\$82.00	\$116.95	\$3,900.00	\$9,750.00	\$10.50	\$41.00	\$12.75	\$7.75	\$32.75	\$1.00	\$100.00	\$646,065.00		
3	2180 S. Springdale Road New Berlin, WI 53148	\$12,750.00	\$2,550.00	\$95.00	\$85.00	\$4,477.00	\$1,303.00	\$11.00	\$53.00	\$6.00	\$7.00	\$34.00	\$210.00	\$21,000.00	\$681,916.00		
4	Globe Contractors, Inc. N50 W23076 Bekler Road Pewaukee, WI 53072-0450	\$7,800.00	\$5,000.00	\$110.00	\$120.00	\$3,000.00	\$6,000.00	\$10.00	\$50.00	\$6.00	\$7.00	\$40.00	\$30.00	\$30.00	\$708,000.00		
5	Hearland Construction, Inc. 393 Hartford Road Slinger, WI 53066	\$12,000.00	\$5,000.00	\$115.00	\$150.00	\$3,000.00	\$4,000.00	\$9.50	\$49.00	\$11.50	\$5.50	\$30.00	\$0.01	\$0.01	\$734,904.00		
6	Advance Construction, Inc. 2141 Wooddale Avenue Green Bay, WI 54313	\$35,000.00	\$8,000.00	\$110.00	\$110.00	\$4,500.00	\$25,000.00	\$9.50	\$49.00	\$5.55	\$6.45	\$32.00	\$127.00	\$12,700.00	\$787,870.00		
7	Dorner, Inc. P.O. Box 129 Luxemburg, WI 54217-0129	\$4,164.00	\$2,083.00	\$138.00	\$121.00	\$3,453.00	\$15,154.00	\$10.00	\$61.00	\$6.40	\$7.00	\$35.00	\$227.00	\$22,700.00	\$877,808.00		
8	PTS Contractors, Inc. 4075 Eaton Road Green Bay, WI 54311	\$14,000.00	\$6,050.00	\$145.00	\$155.00	\$4,210.00	\$6,325.00	\$9.50	\$55.00	\$7.00	\$6.70	\$150.00	\$250.00	\$25,000.00	\$947,935.00		
9	Wood Sewer & Excavating Inc. E9238 County Hwy X New London, WI 54951-7820	\$16,000.00	\$6,000.00	\$158.00	\$130.00	\$3,500.00	\$5,500.00	\$9.50	\$49.00	\$13.90	\$7.00	\$35.00	\$200.00	\$20,000.00	\$986,650.00		

APPROVED BY:  1/23/2020
Steve Volkert DATE
City Administrator

ROUTING: Common Council - January 28, 2020

Executive Summary Engineering/Sanitary Sewer Extension/2020 Sanitary Sewer Extension – 1 Inspection

APPROVED BY:



Steve Volkert
City Administrator

1/23/2020

DATE

ROUTING: Common Council - January 28, 2020

Executive Summary/Sanitary Sewer Extension/2020 Sanitary Sewer Extension – 2 Inspection

MISCELLANEOUS

COMMITTEE

REPORTS

FINANCE & PERSONNEL COMMITTEE

January 14, 2020

PRESENT: Chairperson Rusniak, Members Wintringer, Fulop, Kohler

ALSO PRESENT: City Administrator Volkert, City Clerk Hetzel, Administrative Lieutenant MacFarlan

Call to Order – Chairperson Rusniak called the meeting to order at 6:45 p.m. in the Common Council Chambers of Hartford City Hall, 109 North Main Street.

Roll Call – All members of the Committee were present.

Public Comment Period – None.

Licenses – MOTION by Alderperson Wintringer, and seconded by Alderperson Fulop recommend approving the following bartender licenses: Wendy Kuntz, Caitlyn Perez. MOTION CARRIED.

Communications Officer Vacancy and 4th Part-Time Floater Position – The Police Department received a resignation from one of its part-time 50% communications officers effective January 4, 2020. This will drop the staffing levels of the Emergency Communications Center below authorized levels. The department is requesting approval to generate an eligibility list to fill the vacancy as soon as possible, and to maintain that eligibility list for any potential future vacancies. Additionally, the communications officer has requested interest in staying on as a part-time floater communications officer, and the department is requesting to add a 4th floater position.

MOTION by Alderperson Kohler, and seconded by Alderperson Fulop to approve establishing a current Communications Officer's eligibility list to fill the vacated 50% part-time Communications Officer position. MOTION CARRIED.

MOTION by Alderperson Kohler, and seconded by Alderperson Wintringer approving the addition of a 4th part-time Floater Communications Officer to approved staffing levels, to be filled with advantage by Communications Officer Courtney. MOTION CARRIED.

Anticipated Police Officer Vacancy – The police department currently has an active eligibility list for patrol officer candidates. The retirement of Chief Groves and the internal promotion of Lieutenant MacFarlan has resulted in the creation of a necessary series of personnel moves that will ultimately require the hiring of an additional police officer to maintain authorized staffing levels. The police officer position that will ultimately be vacated is included in the 2020 budget.

MOTION by Alderperson Kohler, and seconded by Alderperson Fulop authorizing appropriate City officials to hire an officer from the current eligibility list and to fill an anticipated vacant police officer position on or after February 12, 2020. MOTION CARRIED.

Downtown Building Lights – The Business Improvement District successfully raised money for the downtown building lights, and established a fund for ongoing maintenance of the lights. The City of Hartford, in its sole discretion, assumes the management and maintenance responsibilities for the downtown lights, and the Business Improvement District shall have no ongoing obligation of

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the lights. The City can request that the BID authorize future funds for maintenance or additions to the current list of buildings with lights. City Administrator Volkert provided information on the light project, and responded to questions.

MOTION by Alderperson Fulop, and seconded by Alderperson Wintringer recommend approving a Resolution regarding downtown lights. MOTION CARRIED.

Adjournment – MOTION by Alderperson Kohler, and seconded by Alderperson Wintringer for adjournment. MOTION CARRIED.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb
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Compiled by Pat Borlen, Deputy Clerk