

**CITY OF PRINCETON
CITY COUNCIL MEETING
COUNCIL CHAMBERS – 431 W. MAIN STREET
TUESDAY, MAY 24, 2016
7:00 PM**

1. **CALL TO ORDER AND ROLL CALL.**
2. **PLEDGE OF ALLEGIANCE.**
3. **APPROVAL OF AGENDA**
4. **APPEARANCES FROM THE PUBLIC**

5. **MAYOR'S REPORT**
6. **ADMINISTRATORS REPORT**
 - A. City Administrators Report – Current and upcoming activities
 - B. Budget Comparison

7. **CONSENT CALENDAR**
 - A. **Minutes for Approval**
 - 1) April 26, 2016 City Council & Organizational Meeting Minutes
 - B. **Licenses for Approval**
 - 1) **Operators Licenses – Existing year** (through 6/30/2016) Paige A. Gutierrez, L. Matthew Trotter
 - 2) **Liquor License – Existing Year** (through 6/30/2016) Horseradish Alley Café/Teak & Soxy
 - 3) **Open Air Alcoholic/Beer Garden Licenses** (through 6/30/2016) Horseradish Alley Café/Teak & Soxy – Matt Trotter
 - 4) **Liquor License Renewals – See attached sheet with listing (7/1/2016-6/30/2017)**
 - 5) **Open Air Alcoholic Beverage License Renewals - See attached sheet with listing (7/1/2016-6/30/2017)**
 - 6) **Operator's License Renewals – See attached sheet with listing (7/1/2016-6/30/2017)**
 - 7) **Temporary Class B License – Special Event - Brew Ha Ha - July 9, 2016**
 - 8) **Temporary Class B License – Special Event – Que Syrah Syrah – July 30, 2016**
 - 9) **Street Use Permit for Special Event Brew Ha Ha July 9, 2016**

8. **OFFICER REPORTS**
 - A. Public Works Department Report attached
 - B. Police Department Report – Recent and upcoming activities
 - C. Library Report – Recent and upcoming activities (Verbal Report)
 - D. Building Inspection Report attached
 - E. Zoning Administrator Report (Verbal Report)
 - F. Community Development Authority Report (Written Report)

9. **COMMUNICATIONS**

10. **NEW BUSINESS**
 - A. **Farmer Street Reconstruction Project**
RECOMMENDATION: Update on Farmer Street, action if appropriate
 - B. **Sewer Claim – Water Street Properties**
RECOMMENDATION: Discussion and action on sewer back-up claims, action as appropriate
 - C. **Dog Kennel License application request – Stacey Kline, 471 N Fulton Street**
RECOMMENDATION: Accept application request – action as appropriate
 - D. **Update to Council on Ambulance Annual meeting**
RECOMMENDATION: Action as appropriate

E. Update to Council on Emergency Management meetings

RECOMMENDATION: No action required at this time

F. City Attorney Appointment and Retainer Contract

RECOMMENDATION: Accept Mayor's recommendation on appointment of City Attorney

G. Utility Annual reports: Consumer Confidence Report and Compliance Maintenance Annual Report and supporting resolution

RECOMMENDATION: Accept reports as presented and adoption of Resolution #2016-04

H. 2015 Audit Report

RECOMMENDATION: Listen to overview of 2015 Audit by staff (full reports will be available at the meeting if you want one)

11. MEETING SCHEDULE

RECOMMENDATION: Schedule June meetings (June 14 and/or 28th)

12. ADJOURN

The meeting room is accessible to all. Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Administrator's office at 920.295.6612 with as much advance notice as possible. The City now offers digital audio recording equipment for records purposes. If you have any questions please contact the City Clerk.

This agenda is for convenience purposes only and may not represent the most current version. If you require a copy of the official version of the agenda, please contact the City Clerk at 920.295.6612. All published meeting agendas of the Princeton Common Council are subject to changes.

CITY OF PRINCETON

531 S Fulton Street · Princeton, Wisconsin 54968
920-295-6612 · Fax: 920-295-3441

An equal opportunity/affirmative action employer

Mayor
Charlie Wielgosh

City Administrator
Mary Lou Neubauer

City Alderpersons

Dave Bednarek
Mary Ernest
Patti Garro
Dan Kallas
Jasper Kallenbach
Lara Roehl

COUNCIL REPORT

To: City Mayor, Common Council
From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer
Date: May 24, 2016
RE: Activity Report

Following you will find an overview of some of the areas I have been working on since my last Council report of April 26, 2016.

- Farmer Street documents still being worked on. Awaiting the closing documents for the DNR loans and also receipt of CDBG. Pre-construction meeting held, final notification on project specifics sent to homeowners.
- Provided synopsis of Audit report
- Land transactions with David Courtney nearly complete
- Met with Derek Kavanaugh of Green Lake County to assist with bid specs for rip-rap project.
- Working on the Historic Walking Tour project, gathering information from the Historical Society about buildings, individuals, etc. for the electronic copy of information.
- Held 2 more meetings of Emergency Management, preparation of final document for Council approval.
- Getting contracts executed for Building Inspection, working on change over to new company, establishment of some guidelines for clean-up activity.

Upcoming:

June 8th, attending a meeting "Changes in Health Insurance" put on by the WEA

June 15th, attending a DNR meeting covering topics which affect our phosphorus discharge levels and our WWTP calculations

June 16th, attending the Ambulance Service meeting

June 22-24th, attending portions of the League of Municipalities Clerk's conference, held in Green Lake. Will be attending the topics most pertinent being it is so convenient.

July 11-15th, Gone all week - year 3 for Clerk's certification in Green Bay

Fund: 100 - GENERAL FUND

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
100-00-41110-000-000	REAL ESTATE PROPERTY TAXES	17,071.88	24,271.70	581,012.00	-556,740.30	4.18
	REAL ESTATE PROPERTY TAXES	17,071.88	24,271.70	581,012.00	-556,740.30	4.18
100-00-41111-000-000	PERSONAL PROPERTY TAXES	24,828.42	29,567.46	0.00	29,567.46	0.00
	PERSONAL PROPERTY TAXES	24,828.42	29,567.46	0.00	29,567.46	0.00
100-00-41140-000-000	MOBILE HOME FEES	149.64	146.28	3,200.00	-3,053.72	4.57
	MOBILE HOME FEES	149.64	146.28	3,200.00	-3,053.72	4.57
100-00-41150-000-000	FOREST CROP/MANAGED FOREST TAX	0.00	0.00	0.00	0.00	0.00
	FOREST CROP/MANAGED FOREST TAX	0.00	0.00	0.00	0.00	0.00
100-00-41160-000-000	WOODLAND TAXES	0.00	0.00	0.00	0.00	0.00
	WOODLAND TAXES	0.00	0.00	0.00	0.00	0.00
100-00-41310-601-000	PILOT UTILITY WATER	0.00	0.00	97,643.00	-97,643.00	0.00
100-00-41310-602-000	PILOT UTILITY ELECTRIC	0.00	0.00	33,670.00	-33,670.00	0.00
100-00-41310-603-000	PILOT UTILITY WASTEWATER	0.00	0.00	1,627.00	-1,627.00	0.00
	PILOT UTILITY	0.00	0.00	132,940.00	-132,940.00	0.00
100-00-41320-101-000	PILOT DNR LANDS	5.50	5.50	6.00	-0.50	91.67
100-00-41320-102-000	TAXES FROM OTHER TAX EMEPT	6,250.00	0.00	0.00	0.00	0.00
	TAXES FROM OTHER TAX EMEPT	6,255.50	5.50	6.00	-0.50	91.67
100-00-41800-000-000	INTEREST & PENALTIES ON TAXES	0.00	0.00	0.00	0.00	0.00
	INTEREST & PENALTIES ON TAXES	0.00	0.00	0.00	0.00	0.00
100-00-41900-000-000	DELINQUENT PERSONAL PROPERTY	0.00	10.90	0.00	10.90	0.00
	DELINQUENT PERSONAL PROPERTY	0.00	10.90	0.00	10.90	0.00
	TAXES	48,305.44	54,001.84	717,158.00	-663,156.16	7.53
100-00-42400-000-000	SPECIAL ASSESSMENTS SIDEWALKS	0.00	0.00	5,000.00	-5,000.00	0.00
	STREET RELATED FACILITIES	0.00	0.00	5,000.00	-5,000.00	0.00
	SPECIAL ASSESSMENTS	0.00	0.00	5,000.00	-5,000.00	0.00
100-00-43200-820-000	FEDERAL GRANTS CAPITAL IMPROVE	0.00	0.00	0.00	0.00	0.00
	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
100-00-43400-000-000	STATE SHARED TAXES	0.00	0.00	0.00	0.00	0.00
	STATE SHARED TAXES	0.00	0.00	0.00	0.00	0.00
100-00-43410-000-000	STATE SHARED REVENUE	0.00	0.00	462,338.00	-462,338.00	0.00

Fund: 100 - GENERAL FUND

Account Number	2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
STATE SHARED REVENUE	0.00	0.00	462,338.00	-462,338.00	0.00
100-00-43420-000-000 STATE FIRE INSURANCE DUES 2%	0.00	0.00	2,159.00	-2,159.00	0.00
STATE FIRE INSURANCE DUES 2%	0.00	0.00	2,159.00	-2,159.00	0.00
100-00-43430-000-000 EXEMPT COMPUTER AID	0.00	0.00	1,785.00	-1,785.00	0.00
OTHER STATE SHARED TAXES	0.00	0.00	1,785.00	-1,785.00	0.00
100-00-43531-000-000 GENERAL TRANSPORTATION AIDS	38,823.42	39,716.08	69,882.00	-30,165.92	56.83
GENERAL TRANSPORTATION AIDS	38,823.42	39,716.08	69,882.00	-30,165.92	56.83
100-00-43545-000-000 STATE RECYCLING GRANT	0.00	0.00	3,200.00	-3,200.00	0.00
STATE RECYCLING GRANT	0.00	0.00	3,200.00	-3,200.00	0.00
100-00-43549-000-000 LANDFILL CLOSURE GRANT	0.00	0.00	0.00	0.00	0.00
OTHER SANITATION	0.00	0.00	0.00	0.00	0.00
100-00-43691-000-000 STATE GRANTS	0.00	0.00	0.00	0.00	0.00
STATE GRANTS	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUE	38,823.42	39,716.08	539,364.00	-499,647.92	7.36
100-00-44110-000-001 LIQUOR LICENSES	60.00	80.00	7,000.00	-6,920.00	1.14
100-00-44110-000-002 OPERATOR LICENSES	165.00	250.00	1,800.00	-1,550.00	13.89
100-00-44110-320-001 LIQUOR LICENSE PUBLICATION FEE	6.75	6.75	300.00	-293.25	2.25
LIQUOR & MALT BEVERAGE	231.75	336.75	9,100.00	-8,763.25	3.70
100-00-44120-000-001 CIGARETTE LICENSE	50.00	50.00	225.00	-175.00	22.22
100-00-44120-000-002 CABLE TV LICENSE	4,861.03	5,147.14	7,400.00	-2,252.86	69.56
100-00-44120-000-003 AMUSEMENT DEVICES	0.00	0.00	0.00	0.00	0.00
OTHER BUSINESS LICENSES	4,911.03	5,197.14	7,625.00	-2,427.86	68.16
100-00-44200-000-000 DOG LICENSES	944.29	723.16	1,000.00	-276.84	72.32
NONBUSINESS LICENSES	944.29	723.16	1,000.00	-276.84	72.32
100-00-44300-000-000 BUILDING PERMITS & INSPECT FEE	0.00	0.00	0.00	0.00	0.00
BUILDING PERMITS & INSPECT FEE	0.00	0.00	0.00	0.00	0.00
100-00-44400-000-000 ZONING PERMITS	0.00	0.00	0.00	0.00	0.00
ZONING PERMITS	0.00	0.00	0.00	0.00	0.00
100-00-44900-000-001 OTHER REGULATORY LICENSES	0.00	0.00	0.00	0.00	0.00
100-00-44900-000-002 OTHER REGULATORY PERMITS	0.00	0.00	0.00	0.00	0.00
OTHER REG LICENSES & PERMITS	0.00	0.00	0.00	0.00	0.00

Fund: 100 - GENERAL FUND

Account Number	2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
LICENSES & PERMITS	6,087.07	6,257.05	17,725.00	-11,467.95	35.30
100-00-45110-000-000 COURT PENALTIES & COSTS	4,549.18	4,559.53	10,000.00	-5,440.47	45.60
COURT PENALTIES & COSTS	4,549.18	4,559.53	10,000.00	-5,440.47	45.60
100-00-45130-000-000 PARKING VIOLATIONS	20.00	100.00	500.00	-400.00	20.00
PARKING VIOLATIONS	20.00	100.00	500.00	-400.00	20.00
100-00-45190-000-000 OTHER LAW & ORD VIOLATIONS	0.00	0.00	0.00	0.00	0.00
OTHER LAW & ORD VIOLATIONS	0.00	0.00	0.00	0.00	0.00
100-00-45210-000-000 CONTRACT FORFEITURES	0.00	0.00	0.00	0.00	0.00
CONTRACT FORFEITURES	0.00	0.00	0.00	0.00	0.00
FINES, FORFEITS, & PENALTIES	4,569.18	4,659.53	10,500.00	-5,840.47	44.38
100-00-46100-000-000 GENERAL GOVERNMENT FEES	0.00	0.00	0.00	0.00	0.00
GENERAL GOVERNMENT FEES	0.00	0.00	0.00	0.00	0.00
100-00-46110-000-000 CLERKS FEES	340.00	230.00	1,000.00	-770.00	23.00
CLERKS FEES	340.00	230.00	1,000.00	-770.00	23.00
100-00-46210-000-000 LAW ENFORCEMENT FEES	140.00	160.00	500.00	-340.00	32.00
LAW ENFORCEMENT FEES	140.00	160.00	500.00	-340.00	32.00
100-00-46720-000-000 FLEA MARKET REVENUE	0.00	0.00	19,000.00	-19,000.00	0.00
CHARGE SERVICES PARKS	0.00	0.00	19,000.00	-19,000.00	0.00
PUBLIC CHARGES FOR SERVICES	480.00	390.00	20,500.00	-20,110.00	1.90
100-00-47310-000-000 CHARGE SERVICES GEN GOV	3,449.25	826.87	2,000.00	-1,173.13	41.34
SURROUNDING MUNI FUNDING	3,449.25	826.87	2,000.00	-1,173.13	41.34
100-00-47320-000-000 CHARGE SERVICES PUB SAFE	0.00	0.00	0.00	0.00	0.00
CHARGE SERVICES PUB SAFE	0.00	0.00	0.00	0.00	0.00
INTERGOVERN CHARGE FOR SERVICE	3,449.25	826.87	2,000.00	-1,173.13	41.34
100-00-48000-000-000 MISCELLANEOUS REVENUES	0.00	0.00	1,000.00	-1,000.00	0.00
MISC REVENUE	0.00	0.00	1,000.00	-1,000.00	0.00
100-00-48110-000-000 INTEREST INCOME	590.79	1,901.96	1,400.00	501.96	135.85
MISC REVENUE INTEREST INCOME	590.79	1,901.96	1,400.00	501.96	135.85

Fund: 100 - GENERAL FUND

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
100-00-48200-000-000	FIRE DEPT BUILDING RENT	0.00	7,590.00	7,818.00	-228.00	97.08
	MISC REVENUE FD BUILDING RENT	0.00	7,590.00	7,818.00	-228.00	97.08
100-00-48300-000-000	PROPERTY SALES	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE PROPERTY SALES	0.00	0.00	0.00	0.00	0.00
100-00-48440-000-000	INSUR RECOV DAMAGE EQUIP&PROP	0.00	0.00	0.00	0.00	0.00
	INSUR RECOV DAMAGE EQUIP&PROP	0.00	0.00	0.00	0.00	0.00
100-00-48500-000-000	DONATIONS	0.00	0.00	0.00	0.00	0.00
	DONATIONS	0.00	0.00	0.00	0.00	0.00
100-00-48510-000-000	NET FUNDRAISING REVENUE	6,029.25	1,915.00	0.00	1,915.00	0.00
	MISC FUNDRAISING REVNUUE	6,029.25	1,915.00	0.00	1,915.00	0.00
100-00-48550-000-000	CAPITOL IMPROVEMENT REV	0.00	0.00	0.00	0.00	0.00
	FUND RAISING	0.00	0.00	0.00	0.00	0.00
100-00-48910-000-000	LABOR REIMBURSED FROM UTILITY	0.00	0.00	0.00	0.00	0.00
	LABOR REIMBURSED FROM UTILITY	0.00	0.00	0.00	0.00	0.00
100-00-48920-000-000	AUXILLARY POLICE REIMBURSEMENT	0.00	0.00	3,500.00	-3,500.00	0.00
	AUXILLARY POLICE REIMBURSEMENT	0.00	0.00	3,500.00	-3,500.00	0.00
100-00-48930-000-000	OTHER REIMBURSEMENTS, MISC	0.00	0.00	250.00	-250.00	0.00
	OTHER REIMBURSEMENTS, MISC	0.00	0.00	250.00	-250.00	0.00
100-00-48990-000-000	GRANTS	0.00	0.00	0.00	0.00	0.00
	GRANTS	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE	6,620.04	11,406.96	13,968.00	-2,561.04	81.66
100-00-49100-000-000	PROCEEDS OF LONG-TERM DEBT	0.00	0.00	0.00	0.00	0.00
	PROCEEDS OF LONG-TERM DEBT	0.00	0.00	0.00	0.00	0.00
100-18-49120-000-000	2010 CAPITAL PROJECTS NOTE	0.00	0.00	0.00	0.00	0.00
	Undefined Group	0.00	0.00	0.00	0.00	0.00
100-00-49200-100-001	TRANSFER FROM LGIP GENERAL	0.00	0.00	0.00	0.00	0.00
100-00-49200-100-008	TRANSFER FROM LGIP WATER	0.00	0.00	0.00	0.00	0.00
100-00-49200-100-009	TRANSFER FROM LGIP HIGHWAY	0.00	0.00	0.00	0.00	0.00
	TRANSFER FROM GF	0.00	0.00	0.00	0.00	0.00
100-00-49220-000-000	TRANSFER FROM SPECIAL REVENUE	0.00	0.00	0.00	0.00	0.00

Fund: 100 - GENERAL FUND

Account Number	2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
TRANSFER FROM SPECIAL REVENUE	0.00	0.00	0.00	0.00	0.00
100-00-49260-000-000 TRANSFER FROM ENTERPRISE FUND	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM ENTERPRISE FUND	0.00	0.00	0.00	0.00	0.00
100-00-49280-000-000 TRANSFER FROM TRUST FUND	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM TRUST FUND	0.00	0.00	0.00	0.00	0.00
100-00-49400-000-000 SALES OF GENERAL FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
SALES OF GENERAL FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
100-00-49500-000-000 PROCEEDS OF REFUNDING BONDS	0.00	0.00	0.00	0.00	0.00
100-00-49500-000-001 TRANSFER OF CD'S	0.00	0.00	0.00	0.00	0.00
PROCEEDS OF REFUNDING BONDS	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
Total Revenues	108,334.40	117,258.33	1,326,215.00	-1,208,956.67	8.84

Fund: 100 - GENERAL FUND

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
100-00-51000-210-000	UNCLASS PROFESSIONAL SERVICES	9,375.84	3,368.88	10,000.00	6,631.12	33.69
100-00-51000-371-000	UNCLASS HOLIDAY DECORATIONS	0.00	0.00	0.00	0.00	0.00
100-00-51000-390-000	UNCLASS MISCELLANEOUS	521.59	538.20	2,000.00	1,461.80	26.91
100-00-51000-720-000	UNCLASS DONATION TRI CASA	0.00	0.00	0.00	0.00	0.00
UNLASS MISC		9,897.43	3,907.08	12,000.00	8,092.92	32.56
100-01-51100-110-000	COUNCIL SALARY	2,450.00	2,300.00	7,200.00	4,900.00	31.94
100-03-51100-110-000	MAYOR SALARY	546.72	526.72	2,000.00	1,473.28	26.34
100-01-51100-140-000	COUNCIL MEETING PAY	905.49	1,400.00	4,320.00	2,920.00	32.41
100-01-51100-150-000	COUNCIL SOCIAL SECURITY	264.65	281.94	880.00	598.06	32.04
100-03-51100-150-000	MAYOR SOCIAL SECURITY	41.80	40.27	180.00	139.73	22.37
LEGISLATIVE		4,208.66	4,548.93	14,580.00	10,031.07	31.20
100-08-51300-210-000	ATTORNEY FEES	7,575.00	10,200.00	24,600.00	14,400.00	41.46
LEGAL		7,575.00	10,200.00	24,600.00	14,400.00	41.46
100-07-51400-220-000	CITY HALL UTILITIES	524.95	543.50	1,300.00	756.50	41.81
100-07-51400-290-000	CITY HALL TELEPHONE	586.02	772.80	2,200.00	1,427.20	35.13
100-07-51400-310-000	CITY HALL OFFICE SUPPLIES	267.25	233.99	2,000.00	1,766.01	11.70
100-07-51400-311-000	CITY HALL POSTAGE	351.24	319.08	780.00	460.92	40.91
100-07-51400-322-000	CITY DUES - LEAUGE WI MUNICIP	0.00	456.15	460.00	3.85	99.16
100-07-51400-350-001	CITY HALL EQUIP REPAIR / MAINT	279.27	0.00	1,000.00	1,000.00	0.00
100-07-51400-350-002	CITY HALL COPY MACH REPR/MAINT	1,244.07	108.22	350.00	241.78	30.92
100-07-51400-351-000	CITY HALL BUILD REPAIR/MAINT	0.00	224.40	1,000.00	775.60	22.44
100-07-51400-530-000	BANK SAFE DEPOSIT BOX RENT	0.00	0.00	100.00	100.00	0.00
GENERAL ADMINISTRATION		3,252.80	2,658.14	9,190.00	6,531.86	28.92
100-07-51410-110-000	ADMIN SALARY	11,403.65	10,154.00	25,622.00	15,468.00	39.63
100-07-51410-120-000	CITY ADMINISTRATOR	0.00	0.00	0.00	0.00	0.00
100-07-51410-130-000	ADMIN RETIREMENT	777.44	701.97	1,691.00	989.03	41.51
100-07-51410-131-000	ADMIN HEALTH INSURANCE	2,997.79	2,304.44	6,209.00	3,904.56	37.11
100-07-51410-131-001	ADMIN LIFE INS REIMB	0.00	250.00	500.00	250.00	50.00
100-07-51410-133-000	ADMIN DISABILITY	0.00	0.00	160.00	160.00	0.00
100-07-51410-140-000	ADMIN MEETINGS	40.00	130.00	1,000.00	870.00	13.00
100-07-51410-150-000	ADMIN SOCIAL SECURITY	842.83	753.92	1,960.00	1,206.08	38.47
100-07-51410-190-000	ADMIN TRAINING	565.40	579.00	1,900.00	1,321.00	30.47
100-07-51410-322-000	ADMIN PROFESSIONAL DUES	115.00	120.00	415.00	295.00	28.92
100-07-51410-330-000	ADMIN MILEAGE	292.05	0.00	850.00	850.00	0.00
100-07-51410-390-000	ADMIN MISC EXPENSES	1,081.84	314.45	4,000.00	3,685.55	7.86
100-07-51410-520-000	ADMIN BOND	0.00	375.00	1,350.00	975.00	27.78
CITY ADMINISTRATOR		18,116.00	15,682.78	45,657.00	29,974.22	34.35
100-04-51420-320-000	NEWSPAPER PUBLICATIONS	1,499.87	2,253.58	9,000.00	6,746.42	25.04
CLERK		1,499.87	2,253.58	9,000.00	6,746.42	25.04
100-05-51440-120-000	ELECTION WAGES	500.00	1,100.00	2,800.00	1,700.00	39.29
100-05-51440-340-000	ELECTION SUPPLIES	896.95	650.00	4,500.00	3,850.00	14.44
100-05-51440-390-000	ELECTION DAY FOOD & DRINK	58.87	48.50	500.00	451.50	9.70

Fund: 100 - GENERAL FUND

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
LEGISLATIVE						
		1,455.82	1,798.50	7,800.00	6,001.50	23.06
100-09-51510-210-000	CPA AUDIT FEES	5,469.10	5,519.00	13,000.00	7,481.00	42.45
ACCOUNTING						
		5,469.10	5,519.00	13,000.00	7,481.00	42.45
100-06-51530-210-000	ASSESSOR FEES	2,310.00	2,024.00	4,600.00	2,576.00	44.00
ASSESSMENT OF PROPERTY						
		2,310.00	2,024.00	4,600.00	2,576.00	44.00
100-10-51540-510-000	INSURE PROP & VEHICLES	5,240.60	7,009.42	21,000.00	13,990.58	33.38
100-10-51540-511-000	INSURE WORKMANS COMP	2,361.50	3,213.55	9,635.00	6,421.45	33.35
100-00-51540-590-000	UNCLASS PERSONAL PROPERTY	0.00	0.00	0.00	0.00	0.00
RISK & PROPERTY MANAGEMENT						
		7,602.10	10,222.97	30,635.00	20,412.03	33.37
100-00-51920-352-000	Gain/Loss On Sale of Fixed Ast	0.00	0.00	0.00	0.00	0.00
Undefined Group						
		0.00	0.00	0.00	0.00	0.00
UNLASS MISC						
		61,386.78	58,814.98	171,062.00	112,247.02	34.38
100-11-52100-120-000	POLICE WAGES	72,962.09	72,294.79	199,999.00	127,704.21	36.15
100-11-52100-121-000	POLICE OVER TIME WAGES	0.00	0.00	0.00	0.00	0.00
100-11-52100-122-000	POLICE AUXILLARY WAGES	241.25	397.75	3,500.00	3,102.25	11.36
100-11-52100-130-000	POLICE RETIREMENT	6,486.78	6,261.03	17,800.00	11,538.97	35.17
100-11-52100-131-000	POLICE HEALTH INSURANCE	12,433.10	12,594.45	37,260.00	24,665.55	33.80
100-11-52100-131-001	LIFE INS REIMB	0.00	0.00	250.00	250.00	0.00
100-11-52100-132-000	POLICE UNIFORMS PART TIME	-3.05	146.23	1,000.00	853.77	14.62
100-11-52100-132-002	POLICE UNIFORMS MATT	-150.98	476.20	400.00	-76.20	119.05
100-11-52100-132-005	POLICE UNIFORM HOERIG	0.00	970.03	400.00	-570.03	242.51
100-11-52100-132-006	POLICE UNIFORMS Chris Downs	0.00	860.99	400.00	-460.99	215.25
100-11-52100-133-000	POLICE DISABILITY	0.00	0.00	0.00	0.00	0.00
100-11-52100-140-000	POLICE MEETINGS	0.00	0.00	0.00	0.00	0.00
100-11-52100-150-000	POLICE SOCIAL SECURITY	5,436.83	5,422.43	15,300.00	9,877.57	35.44
100-11-52100-151-000	POLICE UNEMPLOYMENT	4,810.00	5,905.80	0.00	-5,905.80	0.00
100-11-52100-190-000	POLICE TRAINING	-258.00	423.00	750.00	327.00	56.40
100-11-52100-191-000	POLICE CONFERENCES	295.00	377.00	350.00	-27.00	107.71
100-11-52100-196-000	POLICE DEFERRED COMP	0.00	0.00	0.00	0.00	0.00
100-11-52100-210-000	POLICE ATTORNEY FEES	52.00	0.00	1,000.00	1,000.00	0.00
100-11-52100-220-000	POLICE UTILITIES	471.87	579.91	1,780.00	1,200.09	32.58
100-11-52100-290-000	POLICE TELEPHONE	844.19	971.53	2,500.00	1,528.47	38.86
100-11-52100-292-000	POLICE ON-LINE EXPENSE	0.00	0.00	0.00	0.00	0.00
100-11-52100-310-000	POLICE OFFICE SUPPLIES	542.94	311.67	600.00	288.33	51.95
100-11-52100-311-000	POLICE POSTAGE	54.95	0.71	400.00	399.29	0.18
100-11-52100-312-000	POLICE FORMS	181.50	171.00	1,250.00	1,079.00	13.68
100-11-52100-313-000	POLICE OFFICE EQUIPMENT	0.00	0.00	250.00	250.00	0.00
100-11-52100-330-000	POLICE MILEAGE	0.00	0.00	0.00	0.00	0.00
100-11-52100-340-000	POLICE OPERATING SUPPLIES	1,029.99	3,522.58	4,450.00	927.42	79.16
100-11-52100-341-000	POLICE AMMUNITION	885.01	20.87	700.00	679.13	2.98
100-11-52100-350-000	POLICE EQUIP REPAIR / MAINT	0.00	0.00	500.00	500.00	0.00
100-11-52100-351-000	POLICE BUILD REPAIR / MAINT	0.00	181.00	1,000.00	819.00	18.10
100-11-52100-352-000	POLICE VEHICLE REPAIR / MAINT	1,262.57	338.50	3,000.00	2,661.50	11.28

Fund: 100 - GENERAL FUND

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
100-11-52100-370-000	POLICE FUEL	2,372.19	1,444.22	11,040.00	9,595.78	13.08
100-11-52100-390-000	POLICE CRIME PREVENTION	-106.44	0.00	250.00	250.00	0.00
100-11-52100-520-000	POLICE CHIEF BOND	0.00	0.00	0.00	0.00	0.00
100-11-52100-812-000	POLICE SQUAD REPLACEMENT	0.00	0.00	13,000.00	13,000.00	0.00
LAW ENFORCEMENT		109,843.79	113,671.69	319,129.00	205,457.31	35.62
100-12-52200-110-000	MARSHAL SALARY	0.00	0.00	2,000.00	2,000.00	0.00
100-12-52200-220-000	FIRE UTILITIES	988.82	912.85	2,500.00	1,587.15	36.51
100-12-52200-290-000	FIRE TELEPHONE	402.43	346.02	1,000.00	653.98	34.60
100-12-52200-340-000	FIRE OPERATING EXPENSE	3,963.46	5,846.36	9,547.00	3,700.64	61.24
100-12-52200-351-000	FIRE BUILDING MAINTENANCE	26.04	352.00	4,000.00	3,648.00	8.80
100-12-52200-390-000	FIRE MISCELLANEOUS EXPENSE	0.00	303.00	500.00	197.00	60.60
100-12-52200-530-000	FIRE HYDRANT RENT	0.00	0.00	191,753.00	191,753.00	0.00
100-12-52200-812-000	FIRE VEHICLE REPLACEMENT	0.00	0.00	5,698.00	5,698.00	0.00
FIRE PROTECTION		5,380.75	7,760.23	216,998.00	209,237.77	3.58
100-14-52500-110-000	EMER GOVT DIRECTOR SALARY	200.00	200.00	1,200.00	1,000.00	16.67
100-14-52500-140-000	EMER GOVT STORM SPOTTER PAY	0.00	0.00	400.00	400.00	0.00
100-14-52500-150-000	EMER GOVT SOCIAL SECURITY	15.32	15.32	92.00	76.68	16.65
100-14-52500-290-000	EMER GOVT TELEPHONE	243.08	330.99	900.00	569.01	36.78
100-14-52500-340-000	EMER GOVT OPERATING SUPPLIES	0.00	0.00	100.00	100.00	0.00
100-14-52500-341-000	EMER GOVT EQUIPMENT	46.11	0.00	1,500.00	1,500.00	0.00
100-14-52500-390-000	EMER GOVT MISCELLANEOUS	0.00	0.00	600.00	600.00	0.00
100-14-52500-810-000	EG EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-14-52500-812-000	SIREN REPLACEMENT	0.00	0.00	4,000.00	4,000.00	0.00
DISASTER CONTROL		504.51	546.31	8,792.00	8,245.69	6.21
PUBLIC SAFETY		115,729.05	121,978.23	544,919.00	422,940.77	22.38
100-24-53000-110-000	SUPERVISOR SALARY	3,648.50	4,960.00	9,598.00	4,638.00	51.68
100-16-53000-120-000	PUBLIC WORKS WAGES	0.00	0.00	500.00	500.00	0.00
100-16-53000-130-000	PUBLIC WORKS RETIREMENT	0.00	0.00	0.00	0.00	0.00
100-24-53000-130-000	SUPERVISOR RETIREMENT	248.10	327.31	634.00	306.69	51.63
100-16-53000-131-000	PUBLIC WORKS HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
100-24-53000-131-000	SUPERVISOR HEALTH INSURANCE	1,271.49	1,473.15	3,100.00	1,626.85	47.52
100-24-53000-132-000	SUPERVISOR UNIFORMS	0.00	0.00	0.00	0.00	0.00
100-16-53000-150-000	PUBLIC WORKS SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00
100-24-53000-150-000	SUPERVISOR SOCIAL SECURITY	266.12	364.13	734.00	369.87	49.61
100-16-53000-210-000	PUBLIC WORKS CONTRACTED LABOR	0.00	0.00	1,000.00	1,000.00	0.00
100-16-53000-340-000	PUBLIC WORKS OPERATING SUPPLY	0.00	0.00	500.00	500.00	0.00
100-24-53000-390-000	SUPERVISOR MISCELLANEOUS	0.00	0.00	1,000.00	1,000.00	0.00
100-16-53000-820-000	PUBLIC WORKS CAPITAL IMPROVE	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS		5,434.21	7,124.59	17,066.00	9,941.41	41.75
100-18-53100-210-000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
STREET ADMINISTRATION		0.00	0.00	0.00	0.00	0.00
100-18-53311-120-000	STREET MAINT WAGES	33,937.76	38,889.14	57,356.00	18,466.86	67.80
100-18-53311-130-000	STREET MAINT RETIREMENT	2,307.71	2,566.66	3,785.00	1,218.34	67.81

Fund: 100 - GENERAL FUND

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
100-18-53311-131-000	STREET MAINT HEALTH INSURANCE	6,350.44	6,352.08	12,410.00	6,057.92	51.19
100-18-53311-132-000	STREET MAINT UNIFORMS	193.05	460.93	1,380.00	919.07	33.40
100-18-53311-133-000	STREET MAINT DISABILITY	0.00	0.00	300.00	300.00	0.00
100-18-53311-150-000	STREET MAINT SOCIAL SECURITY	2,531.31	2,908.62	4,388.00	1,479.38	66.29
100-18-53311-151-000	STREET MAINTENANCE	0.00	0.00	0.00	0.00	0.00
100-18-53311-190-000	STREET MAINT TRAINING	394.58	543.79	2,000.00	1,456.21	27.19
100-18-53311-210-000	STREET MAINT CONTRACT LABOR	0.00	716.44	3,800.00	3,083.56	18.85
100-18-53311-220-000	STREET MAINT UTILITIES	181.09	223.55	1,000.00	776.45	22.36
100-18-53311-290-000	STREET MAINT TELEPHONE	237.43	303.24	780.00	476.76	38.88
100-18-53311-310-000	STREET MAINTENANCE	0.00	0.00	0.00	0.00	0.00
100-18-53311-340-000	STREET MAINT SUPPLIES	17,301.95	16,482.46	25,000.00	8,517.54	65.93
100-18-53311-341-000	STREET MAINT EQUIPMENT	307.26	50.00	1,500.00	1,450.00	3.33
100-18-53311-343-000	STREET MAINT SIGNS	0.00	0.00	1,000.00	1,000.00	0.00
100-18-53311-350-000	STREET MAINT SEALCOAT/BLACKTOP	0.00	0.00	8,000.00	8,000.00	0.00
100-18-53311-352-000	STREET MAINT VEHICLE MAINT	1,804.98	15,097.64	19,000.00	3,902.36	79.46
100-18-53311-353-000	STREET MAINT GRAVEL & BLACKTOP	1,018.18	0.00	2,500.00	2,500.00	0.00
100-18-53311-370-000	STREET MAINT FUEL	1,747.02	1,509.63	7,000.00	5,490.37	21.57
100-19-53311-370-000	SNOW REMOVAL FUEL	1,317.45	1,071.33	4,500.00	3,428.67	23.81
100-18-53311-810-000	STREET MAINT STREET SWEEPER	0.00	0.00	1,000.00	1,000.00	0.00
100-18-53311-812-000	STREET MAINT VEHICLHLE REPLACE	0.00	0.00	40,000.00	40,000.00	0.00
STREET MAINTENANCE		69,630.21	87,175.51	196,699.00	109,523.49	44.32
100-16-53420-220-000	STREET LIGHTING EXPENSE	10,433.80	13,564.71	38,325.00	24,760.29	35.39
STREET LIGHTING		10,433.80	13,564.71	38,325.00	24,760.29	35.39
100-21-53432-350-000	SIDEWALKS SUPPLIES (CONCRETE)	0.00	0.00	10,000.00	10,000.00	0.00
100-21-53432-390-000	SIDEWALKS MISCELLANEOUS	0.00	0.00	500.00	500.00	0.00
SIDEWALK W/OUT STREET CONSTR		0.00	0.00	10,500.00	10,500.00	0.00
100-22-53620-290-000	REFUSE & GARBAGE COLLECTION	20,386.96	30,555.20	77,825.00	47,269.80	39.26
100-22-53620-340-000	REFUSE & GARBAGE OPER SUPPLIES	0.00	0.00	0.00	0.00	0.00
100-22-53620-370-000	REFUSE & GARBAGE FUEL SURCHARG	0.00	0.00	3,000.00	3,000.00	0.00
REFUSE & GARBAGE COLLECTION		20,386.96	30,555.20	80,825.00	50,269.80	37.80
100-22-53635-290-001	RECYCLING EXPENDITURES	6,022.32	10,173.80	25,066.00	14,892.20	40.59
100-22-53635-290-002	RECYCLING ADVERTISING	0.00	0.00	0.00	0.00	0.00
RECYCLING EXPENDITURES		6,022.32	10,173.80	25,066.00	14,892.20	40.59
PUBLIC WORKS		111,907.50	148,593.81	368,481.00	219,887.19	40.33
100-25-55200-220-000	PARKS UTILITIES	1,052.41	1,357.00	2,500.00	1,143.00	54.28
100-25-55200-340-000	PARKS OPERATING SUPPLIES	86.40	1,312.76	3,500.00	2,187.24	37.51
100-25-55200-341-001	PARKS OPERATING EQUIPMENT	0.00	0.00	1,000.00	1,000.00	0.00
100-25-55200-341-002	PARKS PLAYGROUND EQUIPMENT	0.00	0.00	1,000.00	1,000.00	0.00
100-25-55200-360-000	PARKS REPAIRS & MAINTENANCE	690.17	100.29	3,000.00	2,899.71	3.34
100-25-55200-830-000	PARKS FUTURE PROJECTS	0.00	0.00	6,000.00	6,000.00	0.00
PARKS		1,828.98	2,770.05	17,000.00	14,229.95	16.29
100-25-55300-340-000	PARKS CELEBRATIONS	0.00	1,000.00	1,000.00	0.00	100.00

Fund: 100 - GENERAL FUND

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
RECREATION PROGRAMS & EVENTS		0.00	1,000.00	1,000.00	0.00	100.00
CULTURE, RECREATION, & DEVELOP		1,828.98	3,770.05	18,000.00	14,229.95	20.94
100-20-56110-210-000	FORESTRY CONTRACTED LABOR	200.00	0.00	6,000.00	6,000.00	0.00
100-20-56110-240-000	FORESTRY STUMP & TREE REMOVAL	0.00	0.00	1,500.00	1,500.00	0.00
100-20-56110-340-000	FORESTRY TREES & BUSHES	0.00	0.00	2,000.00	2,000.00	0.00
100-20-56110-390-000	FORESTRY GRASS CUTTING	0.00	0.00	0.00	0.00	0.00
FORESTRY		200.00	0.00	9,500.00	9,500.00	0.00
100-17-56400-110-000	ZONING ADMINISTRATOR SALARY	0.00	0.00	0.00	0.00	0.00
100-17-56400-150-000	ZONING SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00
100-17-56400-340-000	ZONING OPERATING SUPPLIES	0.00	0.00	350.00	350.00	0.00
ZONING		0.00	0.00	350.00	350.00	0.00
100-00-56600-730-000	CITY SHARE OF FACADE PROJECT	0.00	0.00	0.00	0.00	0.00
URBAN DEVELOPMENT		0.00	0.00	0.00	0.00	0.00
CONSERVATION & DEVELOPMENT		200.00	0.00	9,850.00	9,850.00	0.00
100-11-57000-810-000	POLICE RADIOS	0.00	0.00	0.00	0.00	0.00
100-07-57000-820-000	CITY HALL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
100-11-57000-820-000	POLICE BUILDING IMPROVEMENT	0.00	0.00	0.00	0.00	0.00
TIF DISABILITY		0.00	0.00	0.00	0.00	0.00
100-18-57330-000-000	HIGHWAY & STREET CONSTRUCTION	0.00	0.00	0.00	0.00	0.00
HIGHWAY & STREET CONSTRUCTION		0.00	0.00	0.00	0.00	0.00
100-27-57340-830-000	STORM SEWER FUTURE CONSTRUCT	0.00	0.00	0.00	0.00	0.00
CAP OUTLAY ROAD FACILITIES		0.00	0.00	0.00	0.00	0.00
TIF DISABILITY		0.00	0.00	0.00	0.00	0.00
100-00-58100-000-000	GO DEBT PRINCIPAL	20,000.00	25,000.00	60,360.00	35,360.00	41.42
DEBT SERVICE PRINCIPAL		20,000.00	25,000.00	60,360.00	35,360.00	41.42
100-00-58200-000-000	GO DEBT INTEREST	3,075.00	2,900.00	12,254.00	9,354.00	23.67
100-00-58200-000-100	LOC INTEREST	0.00	0.00	0.00	0.00	0.00
LINE OF CREDIT INTEREST		3,075.00	2,900.00	12,254.00	9,354.00	23.67
DEBT SERVICE		23,075.00	27,900.00	72,614.00	44,714.00	38.42
100-00-59200-402-000	TRANSFER TO TIF FUND	0.00	0.00	28,720.00	28,720.00	0.00
100-00-59200-601-000	TRANSFER TO WATER	0.00	0.00	0.00	0.00	0.00
100-00-59200-603-000	TRANSFER TO WASTEWATER	0.00	0.00	0.00	0.00	0.00

Fund: 100 - GENERAL FUND

Account Number	2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
TRANSFER TO TIF FUND	0.00	0.00	28,720.00	28,720.00	0.00
100-00-59220-200-000 TRANSFER TO LIBRARY	0.00	0.00	68,569.00	68,569.00	0.00
TRANSFER TO SPECIAL REV FUND	0.00	0.00	68,569.00	68,569.00	0.00
100-00-59260-604-000 TRANSFER TO AMBULANCE	0.00	0.00	12,000.00	12,000.00	0.00
TRANSFER TO ENTERPRISE FUND	0.00	0.00	12,000.00	12,000.00	0.00
100-00-59280-903-000 TRANSFER TO TRUST FUND	0.00	36,976.73	30,000.00	-6,976.73	123.26
TRANSFER TO TRUST FUND	0.00	36,976.73	30,000.00	-6,976.73	123.26
OTHER FINANCING USES	0.00	36,976.73	139,289.00	102,312.27	26.55
Total Expenses	314,127.31	398,033.80	1,324,215.00	926,181.20	30.06
Net Totals	-205,792.91	-280,775.47	2,000.00	282,775.47	-14038.77

Fund: 200 - LIBRARY

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
200-23-43720-000-000	LIBRARY AID	42,641.00	38,141.50	61,179.00	-23,037.50	62.34
	LIBRARY AID	42,641.00	38,141.50	61,179.00	-23,037.50	62.34
	INTERGOVERNMENTAL REVENUE	42,641.00	38,141.50	61,179.00	-23,037.50	62.34
200-23-46710-000-000	FINES & MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
	FINES & MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
	PUBLIC CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
200-23-47310-000-000	SURROUNDING MUNI FUNDING	0.00	0.00	0.00	0.00	0.00
	SURROUNDING MUNI FUNDING	0.00	0.00	0.00	0.00	0.00
	INTERGOVERN CHARGE FOR SERVICE	0.00	0.00	0.00	0.00	0.00
200-23-48100-000-000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE INTEREST	0.00	0.00	0.00	0.00	0.00
200-23-48500-000-000	DONATIONS	0.00	0.00	0.00	0.00	0.00
	DONATIONS	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE	0.00	0.00	0.00	0.00	0.00
200-23-49210-000-000	TRANSFER FROM GENERAL FUND	0.00	0.00	68,569.00	-68,569.00	0.00
	TRANSFER FROM GENERAL FUND	0.00	0.00	68,569.00	-68,569.00	0.00
	OTHER FINANCING SOURCES	0.00	0.00	68,569.00	-68,569.00	0.00
	Total Revenues	42,641.00	38,141.50	129,748.00	-91,606.50	29.40

Fund: 200 - LIBRARY

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
200-23-55110-110-000	LIBRARY DIRECTOR SALARY	14,288.00	14,712.00	38,245.00	23,533.00	38.47
200-23-55110-120-000	LIBRARY WAGES	7,347.37	7,075.29	19,630.00	12,554.71	36.04
200-23-55110-130-000	LIBRARY RETIREMENT	971.60	971.00	2,525.00	1,554.00	38.46
200-23-55110-131-000	LIBRARY HEALTH INSURANCE	8,872.60	7,750.17	20,667.00	12,916.83	37.50
200-23-55110-150-000	LIBRARY SOCIAL SECURITY	1,564.58	1,585.87	4,427.00	2,841.13	35.82
200-23-55110-190-000	LIBRARY TRAINING	265.00	636.60	800.00	163.40	79.58
200-23-55110-210-000	LIBRARY CLEANING	959.56	2,210.00	2,538.00	328.00	87.08
200-23-55110-220-000	LIBRARY UTILITIES	1,672.51	1,687.26	5,000.00	3,312.74	33.75
200-23-55110-290-000	LIBRARY TELEPHONE	94.58	373.85	1,400.00	1,026.15	26.70
200-23-55110-292-000	LIBRARY ON-LINE EXPENSE	0.00	0.00	0.00	0.00	0.00
200-23-55110-310-000	LIBRARY OFFICE SUPPLIES	104.53	543.35	1,800.00	1,256.65	30.19
200-23-55110-322-000	LIBRARY WALS MEMBERSHIP	8,695.00	8,828.00	8,828.00	0.00	100.00
200-23-55110-323-000	LIBRARY MISCELLANEOUS DUES	1,578.39	2,319.66	2,800.00	480.34	82.85
200-23-55110-330-000	LIBRARY MILEAGE	0.00	0.00	250.00	250.00	0.00
200-23-55110-331-000	LIBRARY TRAVEL FOOD	0.00	0.00	100.00	100.00	0.00
200-23-55110-332-000	LIBRARY TRAVEL LODGING	0.00	0.00	500.00	500.00	0.00
200-23-55110-340-000	LIBRARY BOOKS	6,097.44	4,526.34	15,038.00	10,511.66	30.10
200-23-55110-341-000	LIBRARY PROGRAMS	410.90	227.31	2,000.00	1,772.69	11.37
200-23-55110-351-000	LIBRARY REPAIR & MAINTENANCE	-1,000.00	356.11	1,800.00	1,443.89	19.78
200-23-55110-390-000	LIBRARY MISCELLANEOUS EXPENSE	75.00	0.00	0.00	0.00	0.00
200-23-55110-820-000	LIBRARY CAPITAL IMPROVEMENTS	0.00	0.00	1,400.00	1,400.00	0.00
LIBRARY PROGRAMS		51,997.06	53,802.81	129,748.00	75,945.19	41.47
CULTURE, RECREATION, & DEVELOP		51,997.06	53,802.81	129,748.00	75,945.19	41.47
Total Expenses		51,997.06	53,802.81	129,748.00	75,945.19	41.47
Net Totals		-9,356.06	-15,661.31	0.00	15,661.31	0.00

Fund: 201 - SENIOR TRANSPORTATION

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
201-00-43530-000-000	COUNTY TRANSPORTATION AID	5,018.30	8,952.83	13,625.00	-4,672.17	65.71
	TRANSPORTATION	5,018.30	8,952.83	13,625.00	-4,672.17	65.71
	INTERGOVERNMENTAL REVENUE	5,018.30	8,952.83	13,625.00	-4,672.17	65.71
201-00-48100-000-000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE INTEREST	0.00	0.00	0.00	0.00	0.00
201-00-48500-000-000	SR TRANSPORTATION DONATIONS	517.50	754.00	0.00	754.00	0.00
	DONATIONS	517.50	754.00	0.00	754.00	0.00
	MISC REVENUE	517.50	754.00	0.00	754.00	0.00
	Total Revenues	5,535.80	9,706.83	13,625.00	-3,918.17	71.24

Fund: 201 - SENIOR TRANSPORTATION

Account Number	2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
201-00-51000-000-000 UNCLASS MISC	0.00	0.00	0.00	0.00	0.00
UNCLASS MISC	0.00	0.00	0.00	0.00	0.00
UNLASS MISC	0.00	0.00	0.00	0.00	0.00
201-00-54500-120-000 SOCIAL SERVICES	4,605.54	3,100.84	13,625.00	10,524.16	22.76
SOCIAL SERVICES	4,605.54	3,100.84	13,625.00	10,524.16	22.76
HEALTH & HUMAN SERVICES	4,605.54	3,100.84	13,625.00	10,524.16	22.76
Total Expenses	4,605.54	3,100.84	13,625.00	10,524.16	22.76
Net Totals	930.26	6,605.99	0.00	-6,605.99	0.00

Fund: 402 - TAX INCREMENT DISTRICT 2

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
402-00-41120-000-000	TAX INCREMENTS	0.00	0.00	45,841.00	-45,841.00	0.00
	TAX INCREMENTS	0.00	0.00	45,841.00	-45,841.00	0.00
	TAXES	0.00	0.00	45,841.00	-45,841.00	0.00
402-00-48110-000-000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
402-00-48300-000-000	PROPERTY SALES	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE PROPERTY SALES	0.00	0.00	0.00	0.00	0.00
402-00-48600-000-000	WI OJA GRANT	0.00	0.00	0.00	0.00	0.00
	WI OJA GRANT	0.00	0.00	0.00	0.00	0.00
402-00-48930-000-000	OTHER REIMBURSEMENTS, MISC	0.00	0.00	0.00	0.00	0.00
	OTHER REIMBURSEMENTS, MISC	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE	0.00	0.00	0.00	0.00	0.00
402-00-49140-000-000	DEBT FUNDS	0.00	0.00	0.00	0.00	0.00
	Undefined Group	0.00	0.00	0.00	0.00	0.00
402-00-49200-000-000	TRANSFER FROM GF	0.00	0.00	28,720.00	-28,720.00	0.00
	TRANSFER FROM GF	0.00	0.00	28,720.00	-28,720.00	0.00
	OTHER FINANCING SOURCES	0.00	0.00	28,720.00	-28,720.00	0.00
	Total Revenues	0.00	0.00	74,561.00	-74,561.00	0.00

Fund: 402 - TAX INCREMENT DISTRICT 2

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
402-00-56700-000-000	PROPERTY TAXES DUE	0.00	0.00	0.00	0.00	0.00
=====						
	Undefined Group	0.00	0.00	0.00	0.00	0.00
=====						
CONSERVATION & DEVELOPMENT		0.00	0.00	0.00	0.00	0.00
=====						
402-00-57000-000-000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
402-00-57000-110-000	ADMIN SALARIES	1,216.20	1,240.00	4,688.00	3,448.00	26.45
402-00-57000-130-000	TIF RETIREMENT	82.70	81.80	0.00	-81.80	0.00
402-00-57000-131-000	TIF HEALTH INSURANCE	423.85	368.28	0.00	-368.28	0.00
402-00-57000-133-000	TIF DISABILITY	0.00	0.00	0.00	0.00	0.00
402-00-57000-150-000	SOCIAL SECURITY	88.73	90.99	0.00	-90.99	0.00
402-00-57000-210-000	PROFESSIONAL SERVICES	3,803.25	1,300.00	1,930.00	630.00	67.36
402-00-57000-211-000	LEGAL FEE'S	150.00	0.00	0.00	0.00	0.00
402-00-57000-230-000	INFRASTRUCTURE SERVICE	0.00	0.00	0.00	0.00	0.00
402-00-57000-610-000	PRINCIPAL PAYMENT	50,000.00	50,000.00	50,000.00	0.00	100.00
402-00-57000-620-000	INTEREST PAYMENT	9,533.75	9,221.25	17,943.00	8,721.75	51.39
=====						
	TIF DISABILITY	65,298.48	62,302.32	74,561.00	12,258.68	83.56
=====						
	TIF DISABILITY	65,298.48	62,302.32	74,561.00	12,258.68	83.56
=====						
	Total Expenses	65,298.48	62,302.32	74,561.00	12,258.68	83.56
=====						
Net Totals		-65,298.48	-62,302.32	0.00	62,302.32	0.00

Fund: 601 - WATER UTILITY

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
601-00-43230-400-001	WATER GRANT	0.00	0.00	0.00	0.00	0.00
WATER GRANT		0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUE		0.00	0.00	0.00	0.00	0.00
601-00-46450-000-000	WATER REVENUE	125,686.38	123,066.76	344,900.00	-221,833.24	35.68
601-00-46450-000-001	WATER RESIDENTIAL	0.00	0.00	0.00	0.00	0.00
601-00-46450-000-002	WATER COMMERCIAL	0.00	0.00	0.00	0.00	0.00
601-00-46450-000-003	WATER INDUSTRIAL	0.00	0.00	0.00	0.00	0.00
601-00-46450-000-004	WATER PUBLIC FIRE PROTECTION	1,354.01	1,524.53	191,753.00	-190,228.47	0.80
601-00-46450-000-006	WATER PUBLIC	0.00	0.00	0.00	0.00	0.00
601-00-46450-000-007	WATER FORFEIT DISCOUNT	0.00	0.00	0.00	0.00	0.00
601-00-46450-000-009	WATER MISCELLANEOUS	770.25	1,484.50	3,000.00	-1,515.50	49.48
WATER REVENUE		127,810.64	126,075.79	539,653.00	-413,577.21	23.36
PUBLIC CHARGES FOR SERVICES		127,810.64	126,075.79	539,653.00	-413,577.21	23.36
601-00-47000-000-000	WATER INTERGOV CHARGE SERVICE	11.69	32.94	0.00	32.94	0.00
INTERGOVERN CHARGE FOR SERVICE		11.69	32.94	0.00	32.94	0.00
INTERGOVERN CHARGE FOR SERVICE		11.69	32.94	0.00	32.94	0.00
601-00-48100-000-000	INTEREST INCOME	0.00	0.00	250.00	-250.00	0.00
MISC REVENUE INTEREST		0.00	0.00	250.00	-250.00	0.00
MISC REVENUE		0.00	0.00	250.00	-250.00	0.00
601-00-49200-100-000	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM GF		0.00	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES		0.00	0.00	0.00	0.00	0.00
Total Revenues		127,822.33	126,108.73	539,903.00	-413,794.27	23.36

Fund: 601 - WATER UTILITY

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
601-01-51920-352-000	GAIN/LOSS ON DISP OF FIXED AST	0.00	0.00	0.00	0.00	0.00
=====						
	Undefined Group	0.00	0.00	0.00	0.00	0.00
=====						
	UNLASS MISC	0.00	0.00	0.00	0.00	0.00
=====						
601-02-53700-110-000	WATER SUPERVISOR SALARY	9,653.90	9,894.00	25,622.00	15,728.00	38.62
601-01-53700-120-000	WATER WAGES	11,317.37	11,663.50	42,880.00	31,216.50	27.20
601-01-53700-121-000	WATER OVER TIME WAGES	0.00	0.00	0.00	0.00	0.00
601-01-53700-122-000	WATER WEEKEND ON-CALL PAY	100.00	125.00	0.00	-125.00	0.00
601-01-53700-130-000	WATER RETIREMENT	1,437.43	1,437.56	4,521.00	3,083.44	31.80
601-02-53700-130-000	WATER RETIREMENT	0.00	0.00	0.00	0.00	0.00
601-01-53700-131-000	WATER HEALTH INSURANCE	7,346.88	6,704.96	18,619.00	11,914.04	36.01
601-01-53700-132-000	WATER UNIFORMS	32.17	106.81	230.00	123.19	46.44
601-02-53700-132-000	WATER UNIFORMS	0.00	0.00	230.00	230.00	0.00
601-01-53700-133-000	DISABILITY INSURANCE	0.00	0.00	150.00	150.00	0.00
601-01-53700-150-000	WATER SOCIAL SECURITY	1,542.03	1,596.34	5,240.00	3,643.66	30.46
601-01-53700-151-000	WATER UNEMPLOYMENT PAYMENT	0.00	0.00	0.00	0.00	0.00
601-02-53700-190-000	WATER TRAINING	923.56	666.06	2,000.00	1,333.94	33.30
601-01-53700-210-000	WATER ORGANIZATIONAL SUPPORT	750.00	750.00	2,000.00	1,250.00	37.50
601-02-53700-210-000	WATER CONTRACTED LABOR	3,607.61	7,698.21	18,000.00	10,301.79	42.77
601-01-53700-220-000	WATER UTILITIES	6,892.65	8,582.54	22,000.00	13,417.46	39.01
601-01-53700-221-000	WATER POWER FOR PUMPING	0.00	0.00	0.00	0.00	0.00
601-01-53700-290-000	WATER SHARE TELEPHONE	75.00	148.68	240.00	91.32	61.95
601-02-53700-290-000	WATER REGULATORY COMMISSION	74.69	0.00	2,200.00	2,200.00	0.00
601-02-53700-291-000	WATER SHARE INTERNET	36.48	51.25	135.00	83.75	37.96
601-01-53700-292-000	WATER SHARE OF RADIOS	0.00	0.00	0.00	0.00	0.00
601-02-53700-310-000	WATER OFFICE SUPPLIES	1,662.68	475.75	1,000.00	524.25	47.58
601-01-53700-311-000	WATER POSTAGE	553.25	575.80	1,350.00	774.20	42.65
601-02-53700-330-000	WATER MILEAGE	0.00	0.00	0.00	0.00	0.00
601-01-53700-340-000	WATER OPERATING SUPPLIES	2,470.84	3,995.56	22,500.00	18,504.44	17.76
601-02-53700-340-000	WATER SUPPLIES & EXPENSE	-18.72	0.00	0.00	0.00	0.00
601-01-53700-351-001	WATER MAINT PUMPING PLANT	0.00	0.00	900.00	900.00	0.00
601-01-53700-352-000	VEHICLE REPAIR/REPLACE	0.00	2,034.66	2,600.00	565.34	78.26
601-01-53700-360-001	WATER MAINT MAINS	0.00	0.00	10,000.00	10,000.00	0.00
601-01-53700-360-002	WATER MAINT SERVICES	0.00	0.00	1,000.00	1,000.00	0.00
601-01-53700-360-003	WATER MAINT METERS	-116.00	0.00	0.00	0.00	0.00
601-01-53700-360-004	WATER MAINT HYDRANTS	-489.53	0.00	2,500.00	2,500.00	0.00
601-01-53700-360-005	WATER MAINT RES & STANDPIPES	0.00	619.20	4,000.00	3,380.80	15.48
601-02-53700-390-000	WATER MISC EXPENSE	0.00	0.00	0.00	0.00	0.00
601-02-53700-510-000	WATER PROPERTY INSURANCE	1,122.00	1,526.85	4,580.00	3,053.15	33.34
601-02-53700-511-000	WATER WORKMANS COMP	255.00	346.99	1,041.00	694.01	33.33
601-03-53700-520-000	WATER BOND FEES	0.00	1,170.00	2,500.00	1,330.00	46.80
601-03-53700-540-000	WATER AMORTIZATION	0.00	0.00	0.00	0.00	0.00
601-03-53700-541-001	WATER DEPRECIATION GENERAL	0.00	0.00	121,573.00	121,573.00	0.00
601-03-53700-541-002	WATER DEPRECIATION CONTR PLANT	0.00	0.00	0.00	0.00	0.00
601-03-53700-590-000	WATER PILOT TRANSFER GENERAL	0.00	0.00	97,643.00	97,643.00	0.00
601-03-53700-610-000	WATER DEBT PRINCIPAL	45,000.00	50,000.00	90,574.00	40,574.00	55.20
601-03-53700-620-000	WATER DEBT INTEREST	56,252.27	54,387.21	107,738.00	53,350.79	50.48
601-01-53700-820-001	WATER CAPIMPROVE RADIIUM	0.00	0.00	0.00	0.00	0.00
601-01-53700-820-310	2010 CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00
601-03-53700-900-000	WATER UNCOLLECT ACCOUNTS	0.00	0.00	0.00	0.00	0.00

Fund: 601 - WATER UTILITY

Account Number	2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
WATER SERVICE	150,481.56	164,556.93	615,566.00	451,009.07	26.73
PUBLIC WORKS	150,481.56	164,556.93	615,566.00	451,009.07	26.73
Total Expenses	150,481.56	164,556.93	615,566.00	451,009.07	26.73
Net Totals	-22,659.23	-38,448.20	-75,663.00	-37,214.80	50.82

Fund: 602 - ELECTRIC UTILITY

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
602-00-46110-000-000	UTILITY CLERKS FEES	0.00	0.00	0.00	0.00	0.00
CLERKS FEES		0.00	0.00	0.00	0.00	0.00
602-00-46461-000-000	ELECTRIC REVENUE	456,381.19	434,506.33	1,277,303.00	-842,796.67	34.02
602-00-46461-000-001	ELEC RESIDENTIAL	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-002	ELEC GENERAL	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-003	ELEC SMALL POWER	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-004	ELEC LARGE POWER	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-005	ELEC STREET LIGHT	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-006	ELEC PUBLIC	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-007	ELEC FORFEIT DISCOUNT	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-008	ELEC POLE RENTAL	0.00	0.00	4,250.00	-4,250.00	0.00
602-00-46461-000-009	ELEC MISCELLANEOUS	75,863.93	519.64	4,500.00	-3,980.36	11.55
ELECTRIC REVENUE		532,245.12	435,025.97	1,286,053.00	-851,027.03	33.83
PUBLIC CHARGES FOR SERVICES		532,245.12	435,025.97	1,286,053.00	-851,027.03	33.83
602-00-47000-000-000	ELEC INTERGOV CHARGE SERVICE	240.00	40.00	500.00	-460.00	8.00
INTERGOVERN CHARGE FOR SERVICE		240.00	40.00	500.00	-460.00	8.00
INTERGOVERN CHARGE FOR SERVICE		240.00	40.00	500.00	-460.00	8.00
602-00-48100-000-000	INTEREST INCOME	21.13	73.43	50.00	23.43	146.86
MISC REVENUE INTEREST		21.13	73.43	50.00	23.43	146.86
602-00-48300-000-000	PROPERTY SALES	0.00	0.00	0.00	0.00	0.00
MISC REVENUE PROPERTY SALES		0.00	0.00	0.00	0.00	0.00
MISC REVENUE		21.13	73.43	50.00	23.43	146.86
Total Revenues		532,506.25	435,139.40	1,286,603.00	-851,463.60	33.82

Fund: 602 - ELECTRIC UTILITY

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
602-01-51920-352-000	GAIN/LOSS ON DISP OF FIXED AST	0.00	0.00	0.00	0.00	0.00
=====						
	Undefined Group	0.00	0.00	0.00	0.00	0.00
=====						
	UNLASS MISC	0.00	0.00	0.00	0.00	0.00
=====						
602-02-53800-110-000	ELECTRIC ADMIN SALARIES	9,653.90	9,894.00	25,622.00	15,728.00	38.62
602-01-53800-120-000	ELEC WAGES	12,736.37	9,552.09	42,880.00	33,327.91	22.28
602-01-53800-121-000	ELEC OVER TIME WAGES	0.00	0.00	0.00	0.00	0.00
602-01-53800-122-000	ELEC WEEKEND ON-CALL PAY	0.00	0.00	0.00	0.00	0.00
602-01-53800-130-000	ELEC RETIREMENT	1,522.61	1,283.45	4,521.00	3,237.55	28.39
602-01-53800-131-000	ELEC HEALTH INSURANCE	7,996.75	5,569.72	18,619.00	13,049.28	29.91
602-01-53800-132-000	ELEC UNIFORMS	124.35	213.66	460.00	246.34	46.45
602-01-53800-133-000	DISABILITY INSURANCE	0.00	0.00	150.00	150.00	0.00
602-01-53800-150-000	ELEC SOCIAL SECURITY	1,631.22	1,429.50	5,240.00	3,810.50	27.28
602-01-53800-151-000	ELECTRIC SERVICE	0.00	0.00	0.00	0.00	0.00
602-02-53800-190-000	ELEC TRAINING	2,058.80	1,369.41	2,600.00	1,230.59	52.67
602-01-53800-210-000	ELEC CONTRACTED LABOR	32,696.97	2,347.48	42,000.00	39,652.52	5.59
602-02-53800-210-000	ORGANIZATIONAL SUPPORT	4,994.25	5,160.00	8,600.00	3,440.00	60.00
602-01-53800-220-000	ELEC UTILITIES	1,518.72	1,790.34	4,600.00	2,809.66	38.92
602-01-53800-290-000	ELEC SHARE TELEPHONE	155.76	148.68	600.00	451.32	24.78
602-02-53800-290-000	ELEC REGULATORY COMMISSION	74.71	0.00	108.00	108.00	0.00
602-02-53800-291-000	ELEC SHARE INTERNET	247.44	325.49	800.00	474.51	40.69
602-02-53800-310-000	ELEC OFFICE SUPPLIES	1,700.34	475.76	1,500.00	1,024.24	31.72
602-01-53800-311-000	ELEC POSTAGE	735.00	748.05	1,800.00	1,051.95	41.56
602-02-53800-330-000	ELEC MILEAGE	0.00	0.00	0.00	0.00	0.00
602-01-53800-340-000	ELEC OPER SUPPLIES & EXPENSE	9,213.11	7,012.44	20,000.00	12,987.56	35.06
602-01-53800-341-000	ELEC METERS	1,295.25	0.00	7,000.00	7,000.00	0.00
602-01-53800-342-000	ELEC STREET LIGHTS	0.00	0.00	0.00	0.00	0.00
602-01-53800-343-000	ELEC LINE & STATION SUPPLIES	0.00	0.00	0.00	0.00	0.00
602-02-53800-352-000	ELEC VEHICLE REPAIR/REPLACE	2,393.66	2,240.43	4,800.00	2,559.57	46.68
602-01-53800-360-001	ELEC MAINT STRUCTURES	0.00	0.00	0.00	0.00	0.00
602-01-53800-360-002	ELEC MAINT TRANSFORMER	41,771.05	0.00	5,000.00	5,000.00	0.00
602-01-53800-360-003	ELEC MAINT METERS	0.00	0.00	0.00	0.00	0.00
602-01-53800-360-004	ELEC MAINT LINES	0.00	0.00	0.00	0.00	0.00
602-01-53800-360-005	ELEC MAINT STREET LIGHT	0.00	0.00	1,000.00	1,000.00	0.00
602-01-53800-360-009	ELECTRICAL MAINT POLES	0.00	0.00	0.00	0.00	0.00
602-01-53800-360-010	MAINT OF TRANSMISSION PLANT	0.00	0.00	0.00	0.00	0.00
602-01-53800-370-000	FUEL	772.61	303.45	2,000.00	1,696.55	15.17
602-01-53800-390-000	ELEC PURCHASED POWER	372,508.64	284,358.31	952,078.00	667,719.69	29.87
602-02-53800-390-000	ELEC MISC EXPENSE	0.00	0.00	0.00	0.00	0.00
602-02-53800-510-000	ELEC PROPERTY INSURANCE	841.50	1,145.13	3,434.00	2,288.87	33.35
602-02-53800-511-000	ELEC WORKMANS COMP	184.75	251.39	754.00	502.61	33.34
602-03-53800-520-000	ELEC BOND FEES	0.00	0.00	0.00	0.00	0.00
602-03-53800-540-000	ELEC AMORTIZATION	0.00	0.00	0.00	0.00	0.00
602-03-53800-541-001	ELEC DEPRECIATION GENERAL	0.00	0.00	78,046.00	78,046.00	0.00
602-03-53800-541-002	ELEC DEPRECIATION CONTR PLANT	0.00	0.00	0.00	0.00	0.00
602-03-53800-590-000	ELEC PILOT TRANSFER GENERAL	0.00	0.00	33,670.00	33,670.00	0.00
602-03-53800-610-000	ELEC DEBT PRINCIPAL	0.00	0.00	0.00	0.00	0.00
602-03-53800-620-000	ELEC DEBT INTEREST	0.00	0.00	0.00	0.00	0.00
=====						
	ELECTRIC SERVICE	506,827.76	335,618.78	1,267,882.00	932,263.22	26.47
=====						

Fund: 602 - ELECTRIC UTILITY

Account Number	2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
PUBLIC WORKS	506,827.76	335,618.78	1,267,882.00	932,263.22	26.47
Total Expenses	506,827.76	335,618.78	1,267,882.00	932,263.22	26.47
Net Totals	25,678.49	99,520.62	18,721.00	-80,799.62	531.60

Fund: 603 - SANITARY SEWER

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
603-00-43230-400-001	USDA RD FEDERAL GRANT	0.00	0.00	0.00	0.00	0.00
WATER GRANT		0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUE		0.00	0.00	0.00	0.00	0.00
603-00-46410-000-000	CHARGE SERVICES SEWER	115,251.83	124,731.02	342,400.00	-217,668.98	36.43
603-00-46410-000-009	SEWER REVENUE MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
CHARGE SERVICES SEWER		115,251.83	124,731.02	342,400.00	-217,668.98	36.43
PUBLIC CHARGES FOR SERVICES		115,251.83	124,731.02	342,400.00	-217,668.98	36.43
603-00-48000-000-000	GAIN/LOSS ASSET DISPOSAL	0.00	0.00	0.00	0.00	0.00
MISC REVENUE		0.00	0.00	0.00	0.00	0.00
603-15-48100-000-000	INTEREST INCOME	60.12	210.86	150.00	60.86	140.57
MISC REVENUE INTEREST		60.12	210.86	150.00	60.86	140.57
MISC REVENUE		60.12	210.86	150.00	60.86	140.57
603-00-49200-100-000	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM GF		0.00	0.00	0.00	0.00	0.00
603-15-49400-352-000	GAIN/LOSS ON DISP OF FIXED AST	0.00	0.00	0.00	0.00	0.00
SALES OF GENERAL FIXED ASSETS		0.00	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES		0.00	0.00	0.00	0.00	0.00
Total Revenues		115,311.95	124,941.88	342,550.00	-217,608.12	36.47

Fund: 603 - SANITARY SEWER

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
603-15-53610-110-000	SEWAGE SERVICE ADMIN SALARIES	9,653.90	9,894.00	25,623.00	15,729.00	38.61
603-15-53610-120-000	SEWAGE SERVICE WAGES	11,148.16	12,157.79	42,880.00	30,722.21	28.35
603-15-53610-121-000	SEWAGE SERVICE OVER TIME WAGES	0.00	0.00	0.00	0.00	0.00
603-15-53610-122-000	SEWAGE SERVICE ON-CALL PAY	0.00	0.00	0.00	0.00	0.00
603-15-53610-130-000	SEWAGE SERVICE RETIREMENT	1,414.61	1,455.40	4,521.00	3,065.60	32.19
603-15-53610-131-000	SEWAGE SERVICE HEALTH INSURANC	7,351.60	6,706.24	18,619.00	11,912.76	36.02
603-15-53610-132-000	SEWAGE SERVICE UNIFORMS	32.18	119.61	230.00	110.39	52.00
603-15-53610-133-000	DISABILITY INSURANCE	0.00	0.00	0.00	0.00	0.00
603-15-53610-150-000	SEWAGE SERVICE SOCIAL SECURITY	1,516.30	1,616.99	5,240.00	3,623.01	30.86
603-15-53610-151-000	SEWAGE UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00
603-15-53610-196-000	SEWAGE DEFERRED COMP	0.00	0.00	0.00	0.00	0.00
603-15-53610-210-000	SEWAGE SERVICE ENGINEERING	0.00	0.00	3,500.00	3,500.00	0.00
603-15-53610-211-000	SEWAGE SERVICE CONTRACT LABOR	7,531.50	7,124.12	15,000.00	7,875.88	47.49
603-15-53610-220-000	SEWAGE SERVICE UTILITIES	10,985.67	16,614.57	38,000.00	21,385.43	43.72
603-15-53610-290-000	SEWAGE SERVICE TELEPHONE	537.68	547.17	1,500.00	952.83	36.48
603-15-53610-291-000	SEWAGE SERVICE INTERNET	36.48	51.25	120.00	68.75	42.71
603-15-53610-292-000	SEWAGE SERVICE PAGING SERVICE	0.00	0.00	0.00	0.00	0.00
603-15-53610-310-000	SEWAGE SERVICE OFFICE SUPPLIES	1,662.68	475.76	600.00	124.24	79.29
603-15-53610-311-000	SEWAGE SERVICE POSTAGE	568.74	581.20	1,500.00	918.80	38.75
603-15-53610-324-000	SEWAGE SERVICE LICENSURE	-425.00	0.00	750.00	750.00	0.00
603-15-53610-340-000	SEWAGE SERVICE OPER SUPPLIES	4,015.95	566.01	6,000.00	5,433.99	9.43
603-15-53610-341-000	SEWAGE SERVICE CHEMICALS	0.00	2,899.66	4,000.00	1,100.34	72.49
603-15-53610-350-000	SEWAGE SERVICE EQUIP MAINT	13,314.18	343.00	10,000.00	9,657.00	3.43
603-15-53610-351-000	SEWAGE SERVICE BUILDING MAINT	0.00	101.88	1,000.00	898.12	10.19
603-15-53610-352-000	SEWAGE SERVICE VEHICLE REPAIR	0.00	2,034.66	2,750.00	715.34	73.99
603-15-53610-360-000	SEWAGE SERVICE MANHOLE CLEAN	0.00	0.00	0.00	0.00	0.00
603-15-53610-370-000	SEWAGE SERVICE FUEL	1,132.49	326.59	2,200.00	1,873.41	14.85
603-15-53610-390-000	SEWAGE SERVICE MISCELLANEOUS	0.00	0.00	250.00	250.00	0.00
603-15-53610-510-000	WWTP PROPERTY INSURANCE	560.00	762.09	2,285.00	1,522.91	33.35
603-15-53610-511-000	WWTP INS WORK COMP	556.25	756.91	2,270.00	1,513.09	33.34
603-15-53610-520-000	SEWAGE BONDS	0.00	0.00	0.00	0.00	0.00
603-15-53610-541-100	DEPECIATION SEWAGE SERVICE	0.00	0.00	96,285.00	96,285.00	0.00
603-15-53610-590-000	SEWAGE SERVICE PILOT	0.00	0.00	1,627.00	1,627.00	0.00
603-15-53610-610-000	SEWAGE SERVICE DEBT PRINCIPAL	0.00	0.00	25,853.00	25,853.00	0.00
603-15-53610-620-000	SEWAGE SERVICE DEBT INTEREST	7,685.59	7,567.87	62,589.00	55,021.13	12.09
603-15-53610-810-001	SEWAGE SERVICE GEN EQUIP REPLA	0.00	0.00	10,000.00	10,000.00	0.00
603-15-53610-810-002	SEWAGE SERVICE JET VAC REPLACE	0.00	2,325.38	10,500.00	8,174.62	22.15
603-15-53610-812-000	SEWAGE SERVICE VEHICLE REPLACE	0.00	0.00	1,000.00	1,000.00	0.00
603-15-53610-820-250	PHASE II LIFT STATION STAIRS	0.00	0.00	0.00	0.00	0.00
603-15-53610-820-310	2010 CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00
603-15-53610-900-000	SEWAGE SERVICE WRITE-OFF	0.00	0.00	0.00	0.00	0.00
603-15-53610-901-000	SEWAGE SERVICE REIMBURSE UTIL	0.00	0.00	0.00	0.00	0.00
SEWAGE SERVICE		79,278.96	75,028.15	396,692.00	321,663.85	18.91
PUBLIC WORKS		79,278.96	75,028.15	396,692.00	321,663.85	18.91
603-15-55000-400-000	SEWAGE SERVICE OTHER EXP	0.00	0.00	0.00	0.00	0.00
CULTURE, RECREATION, & DEVELOP		0.00	0.00	0.00	0.00	0.00

Fund: 603 - SANITARY SEWER

Account Number	2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
CULTURE, RECREATION, & DEVELOP	0.00	0.00	0.00	0.00	0.00
Total Expenses	79,278.96	75,028.15	396,692.00	321,663.85	18.91
Net Totals	36,032.99	49,913.73	-54,142.00	-104,055.73	-92.19

Fund: 604 - AMBULANCE

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
604-13-43520-000-000	PUBLIC SAFETY GRANT	0.00	0.00	0.00	0.00	0.00
	PUBLIC SAFETY GRANT	0.00	0.00	0.00	0.00	0.00
	INTERGOVERNMENTAL REVENUE	0.00	0.00	0.00	0.00	0.00
604-13-46110-000-000	COPIES / RECORDS	0.00	0.00	0.00	0.00	0.00
	CLERKS FEES	0.00	0.00	0.00	0.00	0.00
604-13-46230-000-000	AMBULANCE CHARGES	622.14	480.65	0.00	480.65	0.00
	AMBULANCE FEES	622.14	480.65	0.00	480.65	0.00
	PUBLIC CHARGES FOR SERVICES	622.14	480.65	0.00	480.65	0.00
604-13-48000-000-000	MISCELLANEOUS REVENUE	0.00	100.00	0.00	100.00	0.00
	MISC REVENUE	0.00	100.00	0.00	100.00	0.00
604-13-48100-000-000	INTEREST INCOME	21.78	68.71	0.00	68.71	0.00
	MISC REVENUE INTEREST	21.78	68.71	0.00	68.71	0.00
604-13-48500-000-000	DONATIONS	0.00	0.00	0.00	0.00	0.00
	DONATIONS	0.00	0.00	0.00	0.00	0.00
604-13-48550-000-000	FUND RAISING	0.00	0.00	0.00	0.00	0.00
	FUND RAISING	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE	21.78	168.71	0.00	168.71	0.00
604-13-49210-000-000	TRANSFER FROM GENERAL FUND	0.00	0.00	12,000.00	-12,000.00	0.00
	TRANSFER FROM GENERAL FUND	0.00	0.00	12,000.00	-12,000.00	0.00
604-13-49610-000-000	FIRE DEPT REIMBURSE STANDBY	0.00	0.00	0.00	0.00	0.00
	PAYMENTS FOR MUNICIPAL SERVICE	0.00	0.00	0.00	0.00	0.00
	OTHER FINANCING SOURCES	0.00	0.00	12,000.00	-12,000.00	0.00
	Total Revenues	643.92	649.36	12,000.00	-11,350.64	5.41

Fund: 604 - AMBULANCE

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
604-13-51920-352-000	LOSS ON DISPOSAL OF ASSET	0.00	0.00	0.00	0.00	0.00
=====						
	Undefined Group	0.00	0.00	0.00	0.00	0.00
=====						
	UNLASS MISC	0.00	0.00	0.00	0.00	0.00
=====						
604-13-52300-110-000	AMBULANCE DIRECTOR SALARY	0.00	0.00	0.00	0.00	0.00
604-13-52300-120-000	AMBULANCE ON CALL PAY	0.00	0.00	0.00	0.00	0.00
604-13-52300-130-000	AMBULANCE RETIREMENT	0.00	0.00	0.00	0.00	0.00
604-13-52300-131-000	AMBULANCE HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
604-13-52300-132-000	AMBULANCE CLOTHING	0.00	0.00	0.00	0.00	0.00
604-13-52300-133-000	AMBULANCE DISABILITY INSURANCE	0.00	0.00	0.00	0.00	0.00
604-13-52300-140-000	AMBULANCE RUN PAY	0.00	0.00	0.00	0.00	0.00
604-13-52300-150-000	AMBULANCE SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00
604-13-52300-151-000	AMBULANCE UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00
604-13-52300-190-000	AMBULANCE TRAINING	0.00	0.00	0.00	0.00	0.00
604-13-52300-191-000	AMBULANCE CONFERENCES	0.00	0.00	0.00	0.00	0.00
604-13-52300-210-000	AMBULANCE AUDIT FEES	680.75	950.00	1,400.00	450.00	67.86
604-13-52300-220-000	AMBULANCE UTILITIES	862.99	849.67	2,200.00	1,350.33	38.62
604-13-52300-290-000	AMBULANCE TELEPHONE	0.00	0.00	150.00	150.00	0.00
604-13-52300-292-000	AMBULANCE ONLINE EXPENSE	0.00	0.00	0.00	0.00	0.00
604-13-52300-310-000	AMBULANCE OFFICE SUPPLIES	0.00	0.00	50.00	50.00	0.00
604-13-52300-311-000	AMBULANCE POSTAGE	0.00	0.00	0.00	0.00	0.00
604-13-52300-330-000	AMBULANCE MILEAGE	0.00	0.00	0.00	0.00	0.00
604-13-52300-340-000	AMBULANCE MEDICAL SUPPLIES	0.00	0.00	0.00	0.00	0.00
604-13-52300-341-000	AMBULANCE MEDICAL EQUIPMENT	0.00	0.00	1,600.00	1,600.00	0.00
604-13-52300-351-000	AMBULANCE BUILDING REP/MAINT	0.00	4.16	1,000.00	995.84	0.42
604-13-52300-352-000	AMBULANCE VEHICLE REP/MAINT	0.00	0.00	0.00	0.00	0.00
604-13-52300-370-000	AMBULANCE FUEL	0.00	0.00	0.00	0.00	0.00
604-13-52300-390-000	AMBULANCE MISCELLANEOUS	170.33	100.00	1,000.00	900.00	10.00
604-13-52300-510-000	AMB INSURANCE PROP & VEHICLES	0.00	0.00	0.00	0.00	0.00
604-13-52300-511-000	AMB INS WORK COMP	0.00	0.00	0.00	0.00	0.00
604-13-52300-541-001	AMBULANCE DEPRECIATION	0.00	0.00	0.00	0.00	0.00
604-13-52300-812-000	AMBULANCE VEHICLE REPLACEMENT	0.00	0.00	4,600.00	4,600.00	0.00
604-13-52300-900-000	AMBULANCE WRITE-OFF	0.00	0.00	0.00	0.00	0.00
=====						
	AMBULANCE	1,714.07	1,903.83	12,000.00	10,096.17	15.87
=====						
	PUBLIC SAFETY	1,714.07	1,903.83	12,000.00	10,096.17	15.87
=====						
604-13-53800-541-001	DEPRECIATION	0.00	0.00	0.00	0.00	0.00
=====						
	ELECTRIC SERVICE	0.00	0.00	0.00	0.00	0.00
=====						
	PUBLIC WORKS	0.00	0.00	0.00	0.00	0.00
=====						
604-13-58100-000-000	AMBULANCE HOUSE PAY PRINCIPAL	0.00	0.00	0.00	0.00	0.00
=====						
	DEBT SERVICE PRINCIPAL	0.00	0.00	0.00	0.00	0.00
=====						
604-13-58200-000-000	AMBULANCE HOUSE PAY INTEREST	0.00	0.00	0.00	0.00	0.00

Fund: 604 - AMBULANCE

Account Number	2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
=====					
LINE OF CREDIT INTEREST	0.00	0.00	0.00	0.00	0.00
=====					
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
=====					
Total Expenses	1,714.07	1,903.83	12,000.00	10,096.17	15.87
=====					
Net Totals	-1,070.15	-1,254.47	0.00	1,254.47	0.00

Fund: 800 - PERPETUAL CARE

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
800-26-48000-000-000	MISC REVENUE	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE	0.00	0.00	0.00	0.00	0.00
800-26-48110-000-000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
800-26-48300-000-000	PROPERTY SALES	600.00	900.00	0.00	900.00	0.00
	MISC REVENUE PROPERTY SALES	600.00	900.00	0.00	900.00	0.00
800-26-48440-000-000	INSUR RECOV DAMAGE EQUIP&PROP	0.00	25.00	0.00	25.00	0.00
	INSUR RECOV DAMAGE EQUIP&PROP	0.00	25.00	0.00	25.00	0.00
	MISC REVENUE	600.00	925.00	0.00	925.00	0.00
800-26-49210-000-000	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
	Total Revenues	600.00	925.00	0.00	925.00	0.00

Fund: 800 - PERPETUAL CARE

Account Number		2015 Actual 05/18/2015	2016 Actual 05/18/2016	2016 Budget	Budget Status	% of Budget
800-26-54910-110-000	CEMETERY SUPERINTENDANT SALARY	0.00	0.00	0.00	0.00	0.00
800-26-54910-140-000	CEMETERY SEXTON PAY	25.00	500.00	1,500.00	1,000.00	33.33
800-26-54910-220-000	CEMETERY UTILITIES	0.00	0.00	0.00	0.00	0.00
800-26-54910-350-000	CEMETERY SUPPLIES & REPAIR	0.00	0.00	500.00	500.00	0.00
800-26-54910-360-000	CEMETERY GRAVE STONE REPAIR	680.75	900.00	0.00	-900.00	0.00
=====						
	CEMETERY	705.75	1,400.00	2,000.00	600.00	70.00
=====						
	HEALTH & HUMAN SERVICES	705.75	1,400.00	2,000.00	600.00	70.00
=====						
	Total Expenses	705.75	1,400.00	2,000.00	600.00	70.00
=====						
Net Totals		-105.75	-475.00	-2,000.00	-1,525.00	23.75

CITY OF PRINCETON
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS – 431 W. MAIN STREET
TUESDAY, APRIL 26, 2016
7:00 PM

1. **CALL TO ORDER AND ROLL CALL.** Mayor Wielgosh called the meeting to order at 7:00 PM. In attendance were Alderpersons Kallas, Kallenbach, Ernest, Garro, Bednarek, and Roehl, Administrator Neubauer, and Mayor Wielgosh.
2. **PLEDGE OF ALLEGIANCE.** The Pledge of Allegiance was recited.
3. **APPROVAL OF AGENDA** Bednarek motioned to Approve the Agenda, seconded by Garro. Carried 6-0.
4. **APPEARANCES FROM THE PUBLIC** Nothing at this time.
5. **MAYOR'S REPORT** Mayor Wielgosh stated there would be a Meat Raffle at BeerBellys LLC on 4/30/16 for the Historical Walking Tour, and upcoming there would be a Meat Raffle for the Weather Sirens and in October there would one for the Cemetery.
6. **ADMINISTRATORS REPORT**
 - A. **City Administrators Report – Current and upcoming activities** Administrator Neubauer stated current and upcoming events include: Preconstruction Meeting for Farmer's Street 5/4/16 @ 2:00 PM in the Council Chambers, gave Election Results-there were 404 voters, and the Historical Walking Tour were items discussed.
 - B. **Budget Comparison** This was in the packets and it is early in the year. The 2015 Audit will be distributed and questions to contact City Administrator.
 - C. **Joan Ballweg Assembly Report of 4/7/2016 (attached)** This was in the packets.
7. **CONSENT CALENDAR**
 - A. **Minutes for Approval**
 - 1) **March 22, 2016 City Council meeting minutes** Garro motioned to approve the 3/22/16 Council Meeting Minutes, seconded by Roehl. Carried 6-0
 - B. **Operator's License – Lara L. Roehl (new)** Garro motioned to approve the Operator's License for Lara Roehl, seconded by Ernest. Carried 5-0, with Roehl abstaining.
8. **OFFICER REPORTS**
 - A. **Public Works Department Report attached**
 1. **Spring Bulk Pick-Up Monday, May 9th, Electronic Recycling Drop-Off, May 9th** A written report from Lead Worker Lee Williams was given to the Council. Bulk Pick-up and the Electronics Pick-up was discussed and inmates from the Birke Center in Waupun will be mowing the Cemetery-with their equipment and for approximately \$20.00 day total for all the inmates (there will be a Prison Guard there to supervise).
 - B. **Police Department Report – Recent and upcoming activities** Police Chief Bargenquast stated the Department was at full staff. The Department was working with Public Works about junk at the curbs and junk vehicles.
 - C. **Library Report – Recent and upcoming activities (Verbal Report)** Director Sommersmith stated recent and upcoming Library programs and Friends of the Library Fundraising.
 - D. **Building Inspection Report attached** This was in the Council Packets.
 - E. **Zoning Administrator Report (Verbal Report)** Administrator Neubauer stated Compliance issues were being addressed-several letters were sent-if not addressed then citations would be issued.
9. **COMMUNICATIONS** Alderperson Bednarek inquired if the dead-end of Dover Street's black top issues would be fixed during the Farmer Street Construction-The City is looking into the issue. Alderperson Garro had an inquiry if the City had any Bike Racks and if they did could be placed in the downtown area.
10. **NEW BUSINESS**
 - A. **Farmer Street**

RECOMMENDATION: Update on Farmer Street

Pre-construction meeting Wed., May 4th at 2:00 p.m. This is just a reminder of the date and time and it will be at the Council Chambers. Direct mailings will go to the residents to inform them about garbage pick-up and mail delivery.

B. Ammonia Study for WWTP License renewal – MSA contract

RECOMMENDATION: Approval of contract with MSA for the Ammonia Study as required for the WWTP WDNR License Roehl motioned to approve the contract with MSA for the Ammonia Study as required for the WWTP for the DNR license, seconded by Garro. Carried 5-1 with Kallas voting against.

C. Building Inspection Services

RECOMMENDATION: SafeBuilt proposal for inspection services, discussion and action as appropriate. Bednarek motioned to approve the SafeBuilt proposal for inspection services starting 6/1/2016, seconded by Garro. Carried 5-1 with Kallas voting against.

D. Policy Approval – Princeton Police Department (documents sent out prior to March meeting)

RECOMMENDATION: Approval of policies as provided Garro motioned to approve the Policies for the Princeton Police Department, seconded by Kallas. Carried 6-0.

E. Proclamation to Celebrate Arbor Day and Proclaiming May as Fair Housing Month

RECOMMENDATION: Approve Proclamations as presented. Roehl motioned to approve the Arbor Day Proclamation and the May as Fair Housing Month Proclamation, seconded by Bednarek. Carried 5-1 with Kallas voting against.

F. Update to Council on Ambulance Annual meeting

RECOMMENDATION: Action as appropriate Mayor Wielgosh, Alderperson Kallas, and Administrator Neubauer attended the meeting. Mayor Wielgosh stated it was a wasted trip and nothing new was presented because it was the same old talk. Berlin hired a Collection Agency to collect the ambulance bills. Calls are down 6%. Berlin is also hiring a firm to do a study of the ambulance service to see what is headed for the future. Dee Evans may be retiring in the near future.

G. Update to Council on Emergency Management meeting

RECOMMENDATION: Action as appropriate The group met 4/19/2016 and 4/26/2016 and the next meeting is 5/16/2016. The group is looking at emergency weather sirens and the City to have a plan for emergencies in the City.

11. MEETING SCHEDULE

RECOMMENDATION: Schedule May meetings (May 10 and/or May 24) There will be no May 10th meeting and the next Council Meeting will be May 24, 2016 at 7:00 PM.

12. ADJOURN Bednarek motioned to adjourn the meeting seconded by Garro. Carried 6-0. Mayor Wielgosh adjourned the meeting at approximately 7:45 PM.

The meeting room is accessible to all. Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Administrator's office at 920.295.6612 with as much advance notice as possible. The City now offers digital audio recording equipment for records purposes. If you have any questions please contact the City Clerk.

This agenda is for convenience purposes only and may not represent the most current version. If you require a copy of the official version of the agenda, please contact the City Clerk at 920.295.6612. All published meeting agendas of the Princeton Common Council are subject to changes.

**CITY OF PRINCETON
ORGANIZATIONAL MEETING MINUTES
COUNCIL CHAMBERS – 431 W. MAIN STREET
TUESDAY, APRIL 26, 2016
6:30 PM**

1. **CALL TO ORDER AND ROLL CALL.** Mayor Wielgosh called the meeting to order at 6:30 PM. In attendance were Alderpersons Kallas, Garro, Roehl, Bednarek, Ernest, and Kallenbach, Administrator Neubauer, and Mayor Wielgosh.
2. **PLEDGE OF ALLEGIANCE.** The Pledge of Allegiance was recited.
3. **REPORT OF THE BOARD OF CANVASSERS** The election results were given by Administrator Neubauer: Total of 404 voters-Ward 1 had 69 voters, Ward 2 had 90 voters, Ward 3 had 115 voters, and Ward 4 had 130 voters.
4. **OATH OF OFFICE TO ELECTED OFFICIALS** Re-elected Alderpersons Kallas, Roehl, and Ernest, and Mayor Wielgosh were sworn into office.
5. **ELECTION OF COUNCIL PRESIDENT** Alderperson Bednarek nominated and motioned for Alderperson Roehl to be Council President, the nomination was seconded Alderperson Garro. There were no other nominations for Council President. Mayor Wielgosh closed the nominations. Motion Carried for Alderperson Roehl to be Council President, 5-0, with Roehl abstaining.
6. **MAYORAL COMMITTEE, COMMISSION AND BOARD APPOINTMENTS** (Committee list attached. Changes from last year are highlighted) Garro motioned to approve and adopt the Mayoral Committee, Commission, and Board Appointments as listed, seconded by Ernest. Carried 6-0.
7. **DESIGNATION OF OFFICIAL NEWSPAPER – Princeton Times-Republic (current)** Roehl motioned to approve the Designation of the Official Newspaper as the Princeton Times-Republic, seconded by Garro. Carried 6-0.
8. **DESIGNATION OF FINANCIAL INSTITUTIONS – US Bank & LGIP (current)** Garro motioned to approve the Designation of Financial Institutions as US Bank & LGIP, seconded by Bednarek. Carried 6-0.
9. **DESIGNATION OF WEED COMMISSIONER - Mitchel Simonson (current)** Roehl motioned to approve the Designation of the Weed Commissioner as Mitchel Simonson, seconded by Garro. Carried 6-0.
10. **DESIGNATION OF CITY FORESTER – Lee Williams (current)** Bednarek motioned to approve the Designations of the City Forester as Lee Williams, seconded by Ernest. Carried 6-0.
11. **MAYOR'S COMMENTS** Mayor Wielgosh's goals were to keep moving forward on the infrastructure, to keep doing whatever the City and Utilities can afford. Emergency Government Group met on 4/19/16 and 4/26/2016, next meeting is 5/16/2016-discussion about Weather Warning Sirens and a City plan and knowing what to do in an emergency.
12. **ADJOURN** Bednarek motioned to adjourn the meeting, seconded by Kallenbach. Carried 6-0. Mayor Wielgosh adjourned the meeting at 6:45 PM.

* The meeting room is accessible to all. Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Administrator's office at 920.295.6612 with as much advance notice as possible. The City now offers digital audio recording equipment for records purposes. If you have any questions please contact the City Clerk.

This agenda is for convenience purposes only and may not represent the most current version. If you require a copy of the official version of the agenda, please contact the City Clerk at 920.295.6612. All published meeting agendas of the Princeton Common Council are subject to changes.

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning _____ 20 _____ ;
ending _____ 20 _____

TO THE GOVERNING BODY of the: Town of } PRINCETON
 Village of }
 City of }

County of _____ Aldermanic Dist. No. 3 (if required by ordinance)

Applicant's WI Seller's Permit No.:		FEIN Number:	
LICENSE REQUESTED ▶			
TYPE		FEE	
<input type="checkbox"/>	Class A beer	\$	
<input checked="" type="checkbox"/>	Class B beer	\$	
<input type="checkbox"/>	Class C wine	\$	
<input type="checkbox"/>	Class A liquor	\$	
<input checked="" type="checkbox"/>	Class B liquor	\$	
<input type="checkbox"/>	Reserve Class B liquor	\$	
<input type="checkbox"/>	Class B (wine only) winery	\$	
Publication fee		\$	
TOTAL FEE		\$	

1. The named INDIVIDUAL PARTNERSHIP LIMITED LIABILITY COMPANY
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): ▶ WHITTEMORE + CO LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

Title	Name	Home Address	Post Office & Zip Code
President/Member	<u>MATT TROTTER</u>	<u>1507 N. 2ND ST. SHERIDAN, WI 53081</u>	
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent ▶			
Directors/Managers			

3. Trade Name ▶ TEAK + SOXY Business Phone Number _____
4. Address of Premises ▶ 448 W. WATER ST. Post Office & Zip Code ▶ 54968

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? Yes No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? Yes No
8. (a) Corporate/limited liability company applicants only: Insert state WI and date _____ of registration.
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? Yes No
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No
- (NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) STORAGE, SALES, SERVICE + CONSUMPTION SHALL TAKE PLACE IN ALL ROOMS OF THE STORE.

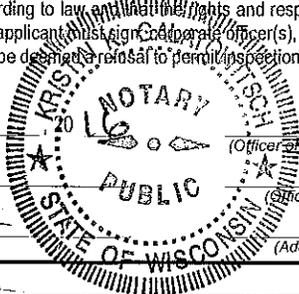
10. Legal description (omit if street address is given above): _____
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No
(b) If yes, under what name was license issued? TEAK + SOXY
12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864] Yes No
13. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in Section 2, above? [phone (608) 266-2776]. Yes No
14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and all the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign. Corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

this 25 day of April

(Clerk/Notary Public)



MATT TROTTER
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)
MATT TROTTER, WHITTEMORE + CO LLC
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	



TRI-COUNTY ENVIRONMENTAL HEALTH CONSORTIUM
Environmental Health/Food Safety and Recreational Licensing Program
Waushara, Green Lake, Marquette County Health Departments
Green Lake County Office
571 County Road A
PO Box 588
Green Lake, WI 54941

May 18, 2016

MS. KRISTIN GALATOWITSCH
ATTORNEY AT LAW

PRINCETON, WI

Dear Attorney Galatowitsch:

You have requested a letter from this office regarding the applicability of licensing by Tri-County Environmental Health (Tri-County) at the business located at 444 W. Water Street, Princeton, WI, known as Teak & Soxy. Tri-County acts as an agent for the State in implementing the requirements set forth for restaurants and retail food establishments as stated in Wisconsin Statutes 254 and 97, and in Wisconsin Administrative Code Ch. DHS 196 and its Appendix (The Wisconsin Food Code). In summary, Tri-County licenses and inspects restaurants and retail food establishments as defined by these statutes and rules. Tri-County does not license or inspect facilities that only serve pre-packaged beverages that are not potentially hazardous.

The Wisconsin Food Code states, "The purpose of this Code is to safeguard public health and provide to CONSUMERS, FOOD that is safe, UNADULTERATED, and honestly presented."

Also in the Wisconsin Food Code the following definition is stated:

"Food establishment" means an operation that stores, prepares, serves, vends, sells or otherwise provides FOOD for human consumption. The term "FOOD ESTABLISHMENT" includes a "restaurant" as defined in s. 254.61 (5), Stats.; "retail FOOD ESTABLISHMENTS" as defined in s. 97.30, Stats.; and a "temporary restaurant" as defined in s. 254.61 (5m), Stats.

s.254.61(5): "Restaurant" means any building, room or place where meals are prepared, served or sold to transients or the general public, and all places used in connection with the building, room or place and includes any public or private school lunchroom for which food service is provided by contract.

s.97.30: "Retail food establishment" means a permanent or mobile food processing facility where food processing is conducted primarily for direct retail sale to consumers at the facility, a mobile facility from which potentially hazardous food is sold to consumers at retail or a permanent facility from which food is sold to consumers at retail, whether or not that facility sells potentially hazardous food or is engaged in food processing. "Retail food establishment" does not include a restaurant or other establishment holding a permit under s. 254.64, to the extent that the activities of the establishment are covered by that permit.

The owner of Teak & Soxy, Mr. Matt Trotter, has a current license from Tri-County for the mobile food truck operating on his property directly adjacent to Teak & Soxy. The food truck is not fully equipped as a mobile restaurant, and Mr. Trotter contracts at a community kitchen for the preparation of food and cleaning of equipment related to this food service operation. No facilities for restaurant operations are located within the Teak & Soxy building, and no food preparation or cleaning related to the food truck operation are to be performed in this building. Tri-County does not inspect or regulate the business operations within the Teak & Soxy store, as no food service occurs in the building. If Mr. Trotter were to change his food operation as it currently is licensed, and were to serve or prepare food that is potentially hazardous, then Tri-County would require licensing at this location.

Regards,

Ashley Rondorf
Environmental Health Specialist
Green Lake County

CITY OF PRINCETON

Application for Open Air Alcoholic Beverage / Beer Garden License

Licensing Year: July 1, 15 to June 30, 16

Type of License: X Outdoor Service/Beer Garden

Applicant's WI Seller's Permit Number: _____ Fee: \$ _____

Check One: ___ Individual ___ Partnership X Limited Liability Company ___ Corporation

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Initial) Home Address

B. Full Name of Corporation/Limited Liability Co: WHITTEMORE & CO LLC

Address of Corporation/Limited Liability Co: 1504 N. 2ND ST. SIEBODAN, WI 53081

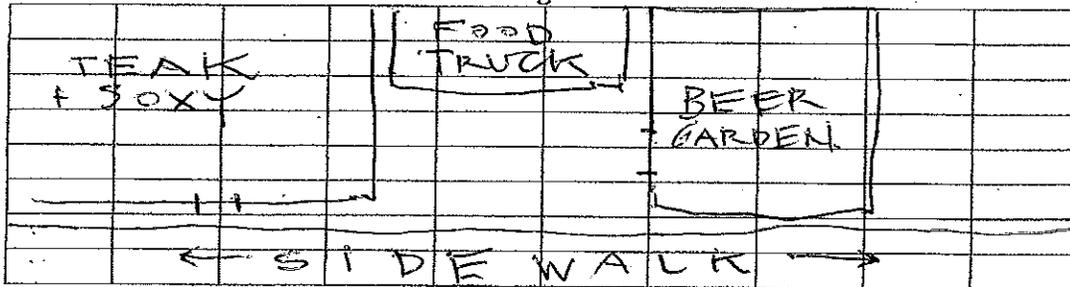
Members Names Home Address

MATT TROTTER 1504 N. 2ND ST SIEBODAN, WI 53081

Agent's Name: _____

- C. 1. Trade Name: TEAK + SOXY Business Phone No.: 920-980-2972
- 2. Address of Premises: 440 W. WATER ST. PRINCETON, WI 54908
- D. Alcohol Served (separate application for Alcohol/Fermented Malt Beverage must be applied for and fees paid): X Yes No
- E. Type of Barrier Used: LATTICE FENCING
- Height: 7' Number of Tables: 6
- Number of Chairs: 24

Diagram



Signature(s) Whittemore

Date: 5-1-16



**NOTICE OF APPLICATIONS FOR INTOXICATING LIQUOR LICENSES
FOR 2016-2017**

The following have made application for intoxicating liquor licenses in the City of Princeton, Green Lake County, the granting of which is now pending: Applications are noted by name; address; and location of premises.

Class "A" – Malt Beverage

*Kwik Trip – Brian Badtke (Agent); 433 Union St., Green Lake, WI; 303 S. Fulton Street, Princeton, WI 54968

"Class A" – Intoxicating Liquor & Class "A" – Malt Beverage

*Fox River Travel Plaza – Kraig Bauman (Agent); 434 Stonehedge Ct, Ripon WI; Gasoline Station Convenience Store located at State Highways 23 & 73, Princeton WI 54968

*Princeton Mobil – Kraig Bauman (Agent); 434 Stonehedge Ct, Ripon WI; 933 W. Main Street, Princeton, WI 54968

*Sherm's Piggly Wiggly-Patrick Kautza (Agent); 135 Big Horn Lane, Redgranite, WI 54970, 101 E. Main St., Princeton, WI 54968

Class "B"—Malt Beverage

*American Legion Post 366—Frank Gende (Agent); W4868 Evergreen Drive, Princeton, WI 853 W Main Street, Princeton, WI 54968

"Class B" – Intoxicating Liquor & Class "B" – Malt Beverage

*Beer Belly's LLC-Matthew Schneider (Agent); 472 N Clinton Street, Princeton, WI: 512 W Water Street, Princeton, WI 54968

*Buckhorn Bar and Grill-Karyn Rowley; N6105 Honeysuckle Lane, Green Lake, WI 54941; 531 W. Water Street, Princeton, WI 54968

*Bednarek's Western House – Dave Bednarek; 1002 W. Main Street, Princeton, WI; 1002 W. Main Street, Princeton, WI 54968

*Jim's Place Bar and Grill-James George (Agent); 329 S Fulton Street, Princeton, WI; 329 S Fulton Street, Princeton, WI 54968

*The Pizza Factory – RM Katerzynske; 425 N. Fulton St, Princeton, WI; 504 W. Water Street, Princeton, WI 54968

*Once in a Blue Moon – Dennis Ballagh; 1236 Harris Street, Princeton, WI; 538 W. Water Street, Princeton, WI 54968

*Princeton Audio LLC, Elizabeth Pelland, N4626 Wildwood Lane, Princeton, WI; 544 W. Water Street, Princeton, WI 54968

*Stars and Strikes-Matthew P Schneider (Agent), 472 N. Clinton Street, Princeton, WI; 435 W. Water Street, Princeton, WI 54968

*Twister LLC-Kristin Galatowitsch (Agent), 602 W. Water Street, Princeton, WI 54968, 602 W. Water Street, Princeton, WI 54968

*Unity Hall Inc-Cheryle Nickel (Agent), 213 Wisconsin Street, Princeton, WI 54968, 101 W Wisconsin Street, Princeton, WI 54968

*VFW Post #10456 – James T Allen (Agent); N6207 County Rd J, Princeton, WI 54968; 136 N. Farmer Street, Princeton, WI 54968

**2016-2017 OPEN AIR ALCOHOLIC/BEER GARDEN LICENSES
(RENEWAL)**

The following have made applications for Open Air Alcoholic/Beer Garden Licenses in the City of Princeton, Green Lake County, granting of which is now pending.

Applications are noted by name; address; and location of premises.

*Jim's Place Bar and Grill-James Georg, 329 S. Fulton Street, Princeton, WI 54968, 329 S. Fulton Street, Princeton, WI 54968

*Buckhorn Bar & Grill-Karyn Rowley, N6105 Honeysuckle Lane, Green Lake, WI, 531 W Water Street, Princeton, WI 54968

**2016 OPEN AIR ALCOHOLIC/BEER GARDEN LICENSES
(May 24, 2016 to June 30, 2016)
(NEW)**

The following have made applications for Open Air Alcoholic/Beer Garden Licenses in the City of Princeton, Green Lake County, granting of which is now pending.

Applications are noted by name; address; and location of premises.

*Horseradish Alley Café/Teak & Soxy; L. Matthew Trotter, 1504 N. 2nd Street, Sheboygan, WI 53081, 440 W Water Street, Princeton, WI 54968

2016-2017 OPERATORS LICENSES

The following have made applications for operator's licenses in the City of Princeton, Green Lake County, granting of which is now pending.

Applications are noted by name and location of premises.

No Business Affiliation

Eric F Schmidt
Patricia L Garro
Barbara J Kallenbach
Daniel P Kallas
Bonnie J Kallas
Angela S Zodrow
Brenda L Mueller-Wick
Matthew D Greget (new)
Lara L Roehl
Nicole J Wagner

Fox River Travel Plaza

Paige A Gutierrez
Nicole M Krukowski
Jenise D Kunter
David J Schanke
Sandra L Wielgosh

BeerBellys LLC

Buckhorn Bar

Thomas D Dolske
Kenneth W Schneider
Martha M Rowley
Meghan M Dunlavy

Kwik Trip

Paige E Ludwig
Chad M Westover
Judith E Knurowski
Hattie S Sieracki
Randall L Shaffer
Samantha L Coburn
Brittany F Whitemarsh
Faith A Parafiniuk
Ashley N Engel

Princeton Mobil

Randy F Scherbarth
Amanda F Raasch
Vincent A Kojs
Amy M Stalsberg
Tamra M Harrington

Jim's Bar and Grill

Renee M Mikulski
Bobbi J Richter
Kimberly F Scherbarth
Tina M Osheim
Kimberly J Kozlowski
Deidra A Makurat
Lisa A Jacobs
Samantha L Coburn

Sherm's Piggly Wiggly

Pat A Naparala
Linda M Schilling
Michael R Giese
Curt E Fehrer
Paul R Schlaefer
Dylan D Anderson
Sara A Conrey

The Pizza Factory

Chelsea K Slocum
Brittaney S Katerzynske
Robert M Katerzynske

Twister

Valentia G Zelenko
Ashly L Manske

VFW

Gary L Fenske
Judith M Pifher

Stars and Strikes

Douglas J Sauerbrei
Van A Sauerbreit

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ _____

Application Date: 2016

Town Village City of Princeton

County of Green Lake

The named organization applies for: (check appropriate box(es).)

A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 11:00 AM and ending 6:00 PM and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. **Organization** (check appropriate box) → Bona fide Club Church Lodge/Society
 Chamber of Commerce or similar Civic or Trade Organization
 Veteran's Organization Fair Association

(a) Name DAM - Downtown Area Merchants

(b) Address PO Box 123
(Street) Town Village City

(c) Date organized 2002

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Angela Zodrow

Vice President Dennis Galatowitsch

Secretary Matt Trotter

Treasurer Matt Gregget

(g) Name and address of manager or person in charge of affair: Angela Zodrow or Matt Gregget

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Water Street from Hwy 23 on the west to Pearl Street on the East

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? No

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

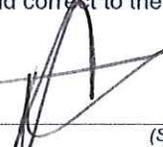
3. Name of Event

(a) List name of the event Brew Ha Ha

(b) Dates of event 7-9-2016

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer  5/15/16
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk _____

Date Granted by Council _____

DAM - Downtown Area Merchants
(Name of Organization)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Reported to Council or Board _____

License No. _____

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ _____

Application Date: 4-27-2016

Town Village City of Princeton

County of Green Lake

The named organization applies for: (check appropriate box(es).)

A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 12:00 Noon and ending 5:00 PM and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. **Organization** (check appropriate box) → Bona fide Club Church Lodge/Society
 Chamber of Commerce or similar Civic or Trade Organization
 Veteran's Organization Fair Association

(a) Name DAM - Downtown Area Merchants

(b) Address PO Box 123
(Street)

Town Village City

(c) Date organized 2002

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Angela Zodrow

Vice President Dennis Galatowitsch

Secretary Matt Trotter

Treasurer Matt Gregget

(g) Name and address of manager or person in charge of affair: Dennis Galatowitsch or Matt Trotter

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 436 & 444 W. Water St.: All vacant land of both addresses.

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? Yes

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

plus store Teak & Soxy and the bathroom of 436 W. Water

3. Name of Event

(a) List name of the event Que Syrah Syrah

(b) Dates of event 7-30-2016

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

DAM - Downtown Area Merchants

(Name of Organization)

Officer [Signature] 4-27-16
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

CITY OF



531 S. Fulton Street, PO Box 53, 54968, (920) 295-6612

STREET USE PERMIT APPLICATION

DESCRIPTION OF EVENT: Brew Ha Ha
DATE OF EVENT: 5/15/16 Saturday, July 9th 2016
START TIME: 6 am END TIME: 6 pm

(for set-up) (Last 2 Hrs for tear down)

APPLICANT(S)

Name: OAM
Address: PO Box 123
Phone Number(s): 920 229 5690 E-mail: _____

ORGANIZATION (if different from Applicant)

Name: _____
Address: _____
Telephone: _____ E-Mail: _____
Head of Organization: _____

RESPONSIBLE PERSON FOR EVENT (if different from Applicant)

Name: Matt Greget + John Zookow
Address: _____
Telephone: 920 229 5690 E-Mail: mgreget@gmail.com

Street(s) to be used and description of portion to be used:
State Hwy 23 / W Main St. to corner where Twister is located

Approximate number of people anticipated: 200

Description of proposed use for which Street Permit is requested (ATTACH SEPARATE SHEET)
Brew Festing Event

IMPORTANT: I understand that the issuance of a street use permit is subject to the accuracy of the information supplied on this form, and the adherence to all City of Princeton ordinances (Title 7 – Chapter 7 & 9 attached), policies, and regulations regarding street use in the City of Princeton. Further, I understand that the City of Princeton retains the right to revoke this permit anytime prior to or during the permit approval. My signature constitutes my agreement with these stipulations.

APPLICANT SIGNATURE _____ DATE 5/15/16

****SUBMIT COMPLETED APPLICATION & DIAGRAM OF AREA TO CITY HALL****

Police Chief Department Review/Comments

Public Works _____
City Clerk _____
Fire Chief

Municipality No.: 24-271

City of Princeton

2016 Building Permit Applications

GEC Job No.: 124-271

Date	Permit #	Address	Owner/Contractor	Est. Cost	Description	Fee
3/14/2016	16-01-24-271	309 E SOUTH STREET	OWEN PURVIS	\$500.00	FENCE	\$38.50
3/14/2016	16-02-24-271	101 MECHANIC STREET	JOEL BRAUN	\$10,000.00	COMMERCIAL REMODEL	\$220.00
3/16/2016	16-03-24-271	631 WATER STREET	RICK & ROCHELLE FORD	\$0.00	DECK & ELECTRIC	\$209.00
3/21/2016	16-04-24-271	503 S CLINTON STREET	GREG KING	\$0.00	SHED	\$38.50
3/29/2016	16-05-24-271	119 EAST WATER STREET	MATTHEW MILLER	\$3,500.00	REMODEL	\$38.50
					Total Month Permit Fees March	\$544.50
4/1/2016	16-06-24-271	550 N FULTON STREET	ROBERT SCHREI	\$0.00	GARAGE	\$88.50
4/7/2016	16-07-24-271	404 W WATER STREET	MARY BENTLY	\$6,300.00	RAMP	\$38.50
4/7/2016	16-08-24-271	607 W MAIN STREET	JOSH TUINSTRA	\$2,500.00	COMMERCIAL REMODEL	\$220.00
4/26/2016	16-09-24-271	510 S CLINTON STREET	NINA REICHENBACH	\$0.00	DECK	\$110.00
					Total Month Permit Fees April	\$457.00
					Total Permit Fees YTD	\$1,001.50

General Engineering Company
P.O. Box 340
916 Silver Lake Drive
Portage, WI 53901



Engineers • Consultants • Inspectors

608-745-4070 (Office)
608-745-5763 (Fax)
gec@generalengineering.net
www.generalengineering.net

May 9, 2016

City of Princeton
Attn: Mary Lou Neubauer, City Administrator
531 S Fulton Street
PO Box 53
Princeton, WI 54968

RE: Building Inspection Services

Dear Ms. Neubauer:

We would like to thank the Princeton City Council for their time in considering our proposal for building inspection services. We appreciated the opportunity to be a partner with the City over the past few years and enjoyed working with the City staff.

Please take note that our firm offers a wide variety of services that include municipal and civil engineering, environmental inspections, building design and raze inspections.

We wish the inspection program well and if we can be of any future assistance, please do not hesitate to contact our firm.

Sincerely,

GENERAL ENGINEERING COMPANY

Mark Jankowski / BKF
(608) 697-7777

Jim Lawton / BKF
(608) 697-7779

MEJ/JTL/bkf



Consulting Engineering • Construction Management • Building/Structural Design • Environmental Services
Grant Procurement & Administration • Land Surveying • Zoning Administration • Building Inspection • GIS Services



CITY OF PRINCETON

531 S Fulton Street · Princeton, Wisconsin 54968
920-295-6612 · Fax: 920-295-3441

An equal opportunity/affirmative action employer

Mayor
Charlie Wielgosh

City Administrator
Mary Lou Neubauer

City Alderpersons

Dave Bednarek
Mary Ernest
Patti Garro
Dan Kallas
Jasper Kallenbach
Lara Roehl

COUNCIL REPORT

To: City Mayor, Common Council
From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer
Date: May 24, 2016
RE: Farmer Street Update

Since the last meeting the following has taken place:

Timetable - Preconstruction meeting 5-4-2016:

We Energies gas lines intend to be finished by 5/21/2016

Kopplin & Kinas will be moving in 6/1/2016 with traffic control, erosion control, and removing asphalt pavement. Existing base course will be left in place as a temporary driving surface.

Road will be closed to thru traffic – local traffic only until complete!

Utility work will begin 6/6/2016 which will include private lateral replacement (at property owner's expense) for those homes who have so indicated.

Roadway grading will begin on 8/8/2016 (this date may be altered due to weather or the number of private laterals which will be replaced)

Concrete scheduled around 8/24/2016

Asphalt paving will begin around 9/15/2016

Substantial completion is fall.

Funding:

The CDBG Contract (\$500,000 grant funds) The signed state contract was received on 5/16/2016 which was the last document required prior to the start of construction.

The DNR Safe Drinking Water loan (with grant) has been scrutinized by the DNR after the award was made last fall. The DNR is presently carving out project costs associated with the road restoration which would be attributed to areas which are now getting curb and gutter.

Because removal of this work lowers our total project cost for Safe Drinking Water Loan- it also lowers the principal forgiveness. We are still eligible for 60% grant funds for the total project costs which is estimated to equal around \$340,000. The remainder of the Water project will be a loan. Loan documents will be signed in early June.

The DNR Clean Water loan fund (sewer) is a loan, which the details have not been completely worked out yet. We may utilize this loan for a portion of the funds in order to receive approximately \$35,000 of grant funding, and may use funds on hand. As the Clean Water loan doesn't have to be closed until October, we will monitor the project costs as we move forward.

CITY OF PRINCETON

531 S Fulton Street · Princeton, Wisconsin 54968
920-295-6612 · Fax: 920-295-3441

An equal opportunity/affirmative action employer

Mayor
Charlie Wielgosh

City Administrator
Mary Lou Neubauer

City Alderpersons

Dave Bednarek
Mary Ernest
Patti Garro
Dan Kallas
Jasper Kallenbach
Lara Roehl

COUNCIL REPORT

To: City Mayor, Common Council
From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer
Date: May 24, 2016
RE: Sewer Back-Up

The claims submitted to EMC Insurance for the 4/1/2016 Sewer back-up has resulted in the EMC denying payment of the claims.

EMC has taken the stance based on the Municipality Immunity Law which governs cities, the city holds no responsibility for payment of damages, and thereby EMC has declined coverage on the costs associated with the clean-up.

Although we haven't received the clean-up costs associated with all three properties, the documentation we received from 636/640 W Water Street is around \$5700. The property at 602 W. Water Street had more damage and is a higher claim (however the costs were submitted to EMC and not to the City) and the final property 819 W Main Street has not submitted a damage claim.

As was provided, if the parties want to contest the insurance company decision, they would file a claim through Small Claims Court – Green Lake County against the City, at which time the City would be represented by EMC in the hearing. The Green Lake County Judge would decide on the case.

If the judge ruled in favor of the property owners, EMC would have to cover the claim.

COPY



Milwaukee Claim Department

May 13, 2016

RE: Insured: City of Princeton
Claim Number: 1220540
Loss Date: 4/1/16
Claimant:

As previously discussed EMC Insurance is the general liability carrier for The City of Princeton.

I have reviewed your email regarding the exceptions from the immunity standard. In addition, I had our defense attorney provide an analysis on the matter. Our position remains the same that our insured will have discretionary immunity for this loss and I will not be able to offer you any compensation. This decision is based on the facts that when the alarm went off, the city employee responded and took the appropriate action and no further alarms were triggered.

Please feel free to contact me at (262) 717-3968 with any questions.

Sincerely,

Paul Kasdorf
Sr. Claims Adjuster
paul.c.kasdorf@emcins.com

CC: CITY OF PRINCETON
531 S FULTON ST
PRINCETON, WI 54968-8928

CC: DIEDRICH AGENCY INC
PO BOX 306
RIPON, WI 54971-0306

P.O. Box 327 | Brookfield, WI 53008-0327 | 262.717.3900 | 855.495.1800 | F 888.992.6125 | milwaukee.claims@emcins.com | www.emcins.com

Employers Mutual Casualty Company
EMCASCO Insurance Company
EMC Reinsurance Company

Illinois EMCASCO Insurance Company
Dakota Fire Insurance Company
EMC Property & Casualty Company

Union Insurance Company of Providence
Hamilton Mutual Insurance Company
EMC Risk Services, LLC

EMC Underwriters, LLC
EMC National Life Company (affiliate)

CITY OF PRINCETON

531 S Fulton Street · Princeton, Wisconsin 54968
920-295-6612 · Fax: 920-295-3441

An equal opportunity/affirmative action employer

Mayor
Charlie Wielgosh

City Administrator
Mary Lou Neubauer

City Alderpersons

Dave Bednarek
Mary Ernest
Patti Garro
Dan Kallas
Jasper Kallenbach
Lara Roehl

COUNCIL REPORT

To: City Mayor, Common Council
From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer
Date: May 24, 2016
RE: Kennel License application – Stacie Kline

Attached please find a request for Stacie Kline of 471 N. Fulton Street to apply for a Kennel License in order to keep 5 dogs on her property. Stacie indicated that the two unlicensed dogs were kept on the property due to a family member who is out of town a lot however the rabies vaccine papers provided showed the dogs were in her name and are on the property continually. Prior to last week, none of the dogs were ever licensed with the City.

There has been Police calls to the property for barking dogs which the Police Chief can elaborate on either at or prior to the meeting.

Municipal code allows for up to three dogs on the property. Ms. Kline has licensed three of the dogs and is requesting a kennel license for the remaining two. The specifics on her property are attached for consideration.

May 13, 2015

Princeton City Council

I am requesting the City Council consider a kennel license for 471 N. Fulton Street.

Presently I have 3 dogs which are all licensed.

1 Miniature Shiatzu/Pincher - about 10 pounds

1 Teacup Pommadoodle – about 8 pounds

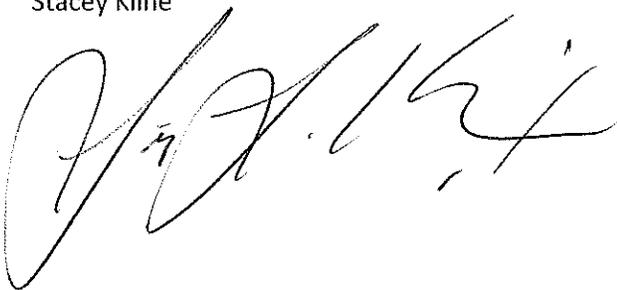
1 Pug mix – about 40 pounds

The other two dogs on the property are two Pincher Mix about 40-80 pounds and are very friendly dogs and get along other dogs well.

Generally the dogs are always kept inside, and have a big back yard which is fenced in when they go out.

All dogs have rabies certifications and the dogs have shock collars and have inside kennels.

Stacey Kline

A handwritten signature in black ink, appearing to read 'Stacey Kline', written in a cursive style.

or otherwise intentionally confined in a man-made enclosure, regardless of size.

Sec. 7-1-21 Limitation on Number of Dogs.

- (a) **Purpose.** The keeping of a large number of dogs within the City of Princeton for a considerable period of time detracts from and, in many instances, is detrimental to, healthful and comfortable life in such areas. The keeping of a large number of dogs is, therefore, declared a public nuisance.
- (b) **Number Limited.**
- (1) No person or family shall own, harbor or keep in its possession more than three (3) dogs in any residential unit without the prior issuance of a kennel license by the Common Council except that a litter of pups or kittens or a portion of a litter may be kept for not more than sixteen (16) weeks from birth.
 - (2) The above requirement may be modified with the approval of the Common Council when a kennel license has been issued by the City pursuant to Section 7-1-3(b). Such application for waiver shall first be made to the Police Department.

Sec. 7-1-22 Trapping of Animals.

- (a) In the interest of public health and safety, it shall be unlawful for any person, in or on City-owned land within the City of Princeton to set, place or tend any trap for the purpose of trapping, killing, catching, wounding, worrying or molesting any animal, except by use of live box-type traps only. Live box-type traps shall be defined as those traps which capture and hold an animal in an alive and unharmed condition.
- (b) This Section shall prohibit the use of all traps other than live traps as described above, including, but not limited to, traps commonly known as leg traps, pan-type traps or other traps designed to kill, wound or close upon a portion of the body of an animal.
- (c) All such traps set, placed or tended shall comply with Chapter 29 of the Wisconsin Statutes as they relate to trapping.
- (d) This Section shall not apply to trapping on private property.
- (e) Nothing in this Section shall prohibit or hinder the City of Princeton or its employees or agents from performing their official or authorized duties.

Sec. 7-1-23 Keeping of Bees.

- (a) It shall be unlawful for any person to establish or maintain any hive, stand or box where bees are kept or keep any bees in or upon any premises within the corporate limits of the City.
- (b) Nothing in this Section shall be deemed or construed to prohibit the keeping of bees in a hive, stand or box located within a school or university building for the purpose of study or observation.

Sec. 7-1-24 Vietnamese Potbellied Pigs.

- (a) **Definitions.** As used in this Section, the following words and phrases shall have the following meanings, unless the context clearly indicates that a different meaning is intended:

persons is exempt from the dog license tax, and every person owning such a dog shall receive annually a free dog license from the City Treasurer upon application therefor.

(b) Kennel Licenses.

- (1) Any person who keeps or operates a kennel may, instead of the license tax for each dog required by this Chapter, apply for a kennel license for the keeping or operating of the kennel. Such person shall pay for the license year a license tax as prescribed in Section 1-3-1 for a kennel of four (4) dogs or more. Upon payment of the required kennel license tax and, if required by the Common Council, upon presentation of evidence that all dogs over five (5) months of age are currently immunized against rabies, the City Treasurer shall issue the kennel license and a number of tags equal to the number of dogs authorized to be kept in the kennel. Kennels (both use and related structures) may only be located on properties following approval by the Common Council; the Common Council may attach conditions to such approval as a conditional use under the City's Zoning Code.
- (2) The owner or keeper of a kennel shall keep at all times a kennel license tag attached to the collar of each dog over five (5) months old kept by the owner or keeper under a kennel license but this requirement does not apply to a show dog during competition, to a dog securely confined indoors or to a dog securely confined in a fenced area. These tags may be transferred from one dog to another within the kennel whenever any dog is removed from the kennel. The rabies vaccination tag or substitute tag shall remain attached to the dog for which it is issued at all times but this requirement does not apply to a show dog during competition, to a dog securely confined indoors or to a dog securely confined in a fenced area. No dog bearing a kennel tag shall be permitted to stray or to be taken anywhere outside the limits of the kennel unless the dog is in leash or temporarily for the purposes of hunting, breeding, trial, training or competition.
- (3) The term "kennel" means any establishment or place where not more than four (4) dogs are boarded for fee on a recurrent basis or a place where more than four (4) adult dogs are kept for any purpose.
- (4) No kennel license shall be issued to the keeper or operator of a kennel who fails to provide proper food and drink and proper shelter for the dogs in said kennel or who neglects or abandons said dogs. Designated officials shall investigate any complaints regarding the failure to maintain proper standards or investigate any kennel premises upon their own initiative. Expressly incorporated by reference in this Section as minimum standards for kennel keepers or operator are the relevant provisions of Ch. 951, Wis. Stats.
- (5) A condition of a kennel license shall be that the licensed premises may be entered and inspected at any reasonable hour by appropriate City officials without any warrant, and the application for a license hereunder shall be deemed a consent to this provision. Any refusal to permit such inspection shall automatically operate as a revocation of any license issued hereunder and shall be deemed a violation of this Section. Should any kennel be found to constitute a public nuisance, the license shall be revoked and the nuisance abated pursuant to City ordinances.

State Law Reference: Sec. 174.053, Wis. Stats.

006-26 ~~1/1~~ **Sec. 7-1-4 Late Fees.**

The City Treasurer shall assess and collect a late fee of Five Dollars (\$5.00) from every owner of a dog five (5) months of age or over if the owner failed to obtain a license prior to April 1 of each year, or within thirty (30) days of acquiring ownership of a licensable dog or if the owner

CITY OF PRINCETON

531 S Fulton Street · Princeton, Wisconsin 54968
920-295-6612 · Fax: 920-295-3441

An equal opportunity/affirmative action employer

Mayor
Charlie Wielgosh

City Administrator
Mary Lou Neubauer

City Alderpersons

Dave Bednarek
Mary Ernest
Patti Garro
Dan Kallas
Jasper Kallenbach
Lara Roehl

COUNCIL REPORT

To: City Mayor, Common Council
From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer
Date: May 24, 2016
RE: Ambulance Contract Update

The City of Princeton, along with the other partners who are part of the Ambulance Service Contract received the following notification from the City of Berlin.

Hi EMS Partners –

I have some good news for you. I spoke with John Feeney from CHN this morning and he has agreed to extend out our EMS contract with CHN/ThedaCare for another year to cover the shortfall! I will have our City Attorney draw up an extension agreement, which I will forward to all of you to have your governing bodies sign. If you do not intend on staying on with us, please advise me of that. I anticipate having the City of Berlin Common Council approving the agreement at the next Council meeting on June 14. Having another year with CHN will provide us an opportunity to digest and analyze the feasibility study we are currently doing.

We are looking to have a meeting on June 16 at CHN at 5:30 pm. Details will follow and we will be asking for a count. John would like to have an opportunity to meet and talk with the towns regarding the service and show the continued support of CHN. This is an important relationship to foster so please try to send someone to represent your community. We will also be able to provide you with updates on our new billing service and how the feasibility study is progressing at this meeting.

Jodie Olson, City Administrator/Clerk-Treasurer

A follow-up message from Jodie provided that the Berlin City Attorney stated only the City of Berlin would have to approve the extension agreement, because the agreement with the other entities (such as Princeton) need to give 90 day notice if terminating, otherwise the contract automatically renews itself – therefore the statement in the first paragraph does not apply to us as we would NOT be presented a contract extension.

What that means for us is:

- **The Feasibility Study contracted by Berlin, will be completed & presented to the group mid-summer.**
- **Based on the Study, if there is a change recommended, there is 1 1/2 years to get it implemented rather than having to have it done by end of year 2016.**
- **The new billing service which started 5/1/2016 will be able to provide statistical financial information.**
- **At the annual meeting it was indicated there could be a change in the Director/Management Team this year.**

CITY OF PRINCETON

531 S Fulton Street · Princeton, Wisconsin 54968
920-295-6612 · Fax: 920-295-3441

An equal opportunity/affirmative action employer

Mayor
Charlie Wielgosh

City Administrator
Mary Lou Neubauer

City Alderpersons

Dave Bednarek
Mary Ernest
Patti Garro
Dan Kallas
Jasper Kallenbach
Lara Roehl

COUNCIL REPORT

To: City Mayor, Common Council
From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer
Date: May 24, 2016
RE: Emergency Management meetings

Earlier in the year, staff began revising the Emergency Operations Manual from 2007. Some changes were warranted as the County approved a modified plan this spring, and several of the changes were passed on down to the cities to incorporate.

The document was drafted and distributed to the departments. Three meetings were held on April 19, April 26, and May 16th. Topics included manual review, condition of the existing sirens, potential purchase of a new siren (style, cost, etc.), staff and department responsibilities, along with the final meeting a tabletop disaster scenario was presented.

Council will be asked to approve the new document at the June meeting. At this time I will not be photocopying/including the entire plan (about 52 pages) in the Council packet, but is available on the website – www.cityofprincetonwi.com under City Departments, Police, Emergency Management, EMS. A copy is also available in the office should any Council member wish to read it prior to the meeting.

The discussion on the sirens included the fact that our sirens are aging and have to be manually set off. With the potential for both Mike Jole and Dan Kuglin often being out of town for work purposes, George Jachthuber (who is presently a spotter) will set off the sirens as needed.

The City has started a budget (carry over account) for siren replacement. New sirens can be set off remotely or through the County Dispatch & the cost of a new siren is approximately \$23,700 (Per 1 quote received). The existing sirens will remain in place and will be manually set off until such time their mechanics no longer work. To update the existing sirens to be able to remotely activated would be approximately \$5,000 per siren and we are still dealing with sirens around 30 +/- year old.

The last session was a table-top exercise which dealt with a potential disaster which could have had interaction of all departments. Unfortunately we didn't have a good turn out as only Emergency Management/DPW/and Administration (with Mayor) were in attendance.

CITY OF PRINCETON

531 S Fulton Street · Princeton, Wisconsin 54968
920-295-6612 · Fax: 920-295-3441

An equal opportunity/affirmative action employer

Mayor
Charlie Wielgosh

City Administrator
Mary Lou Neubauer

City Alderpersons

Dave Bednarek
Mary Ernest
Patti Garro
Dan Kallas
Jasper Kallenbach
Lara Roehl

COUNCIL REPORT

To: City Mayor, Common Council
From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer
Date: May 24, 2016
RE: City Attorney Appointment and Retainer Contract

The annual appointment and supporting Retainer Agreement for Legal Services has a change proposed for the City of Princeton.

Dan Sondalle has been asked by the Mayor to be our new legal counsel. Sondalle was formerly Princeton's attorney however when he got involved in Green Lake County's legal counsel, stepped down from our service.

Dan will be representing the City in Municipal Court, which he is very familiar with as he presently represents Markesan and Green Lake in the Lakeside Municipal Court system.

He will also be able to attend our scheduled 4th Tuesday City Council meetings with no conflict, however if something does come up, he will try to accommodate a replacement as needed.

Sondalle will also be involved in ordinance violations which he is familiar with along with general day-to-day assistance as needed.

CITY OF PRINCETON RETAINER AGREEMENT

This agreement is made this _____ day of May, 2016 between the City of Princeton, a municipal corporation (City) and Attorney Daniel D. Sondalle (City Attorney). The purpose of this agreement is to outline the duties of the City Attorney.

The City Attorney shall receive payment by the 10th of each month in the amount of \$2,050.00 per month from the City to perform the following duties:

1. The City Attorney shall conduct all of the law business in which the City is interested, shall serve as legal advisor to the City Administrator, Mayor, Common Council and officers of the City.
2. The City Attorney shall, when requested by the City Administrator, or as directed by the Common Council through official action at a public meeting, give written legal opinions, which shall be filed with the City.
3. The City Attorney shall help conduct the business of government by preparing legal documents. The City Attorney shall help draft ordinances, contracts, agreements, regulations, bonds and other instruments as may be required by the City Administrator, or as directed by the Common Council through official action at a public meeting.
4. The City Attorney shall attend twelve (12) regular Council meetings per year. The understanding is that the City Attorney will be present at the second meeting of the month, which is held on the 4th Tuesday of every month. If the meetings are rescheduled/cancelled or a conflict occurs, the understanding would be that the City Attorney would make up for that attendance at a different date and time. Any additional meetings or conferences in Princeton that require the appearance by the City Attorney will be billed at the rate of \$150.00 per hour.
5. The City Attorney shall, when requested by the City Administrator and per scheduled appointment, meet with the City Administrator at the Attorney's office or City Administrator's office to help conduct the business of government.
6. The City Attorney shall handle the prosecuting matters for the City of Princeton, including traffic, ordinance violations and minor criminal matters. In addition to prosecuting offenders, the City Attorney will work with individual's or defense attorneys to arrange plea bargains or other resolutions short of trial. If a matter were to proceed to jury trial the matter would be billed separately at \$150.00 per hour.
7. The City Attorney may appoint an assistant, who shall have the power to perform his duties and for whose acts he shall be responsible to the City. Such assistant shall receive no compensation from the City.

8. The City Attorney will maintain records of any documents that are drafted by the City Attorney's office and any documents that are provided to the City Attorney from the Mayor, City Administrator and Common Council, that are requested to be retained by the City Attorney.
9. The City Attorney will schedule and meet annually in a joint meeting with the Chief of Police and the City Administrator.
10. The Common Council may employ and compensate special counsel to assist in or take charge of any matter in which the City is interested or if the City Attorney has a conflict of interest.
11. The City Attorney shall perform such other duties as provided by State law and as designated by the City Administrator or as directed by the Common Council through official action at a public meeting.

CITY ATTORNEY

CITY OF PRINCETON

Daniel D. Sondalle

Mary Lou Neubauer, City Administrator

CITY OF PRINCETON

531 S Fulton Street · Princeton, Wisconsin 54968
920-295-6612 · Fax: 920-295-3441

An equal opportunity/affirmative action employer

Mayor
Charlie Wielgosh

City Administrator
Mary Lou Neubauer

City Alderpersons

Dave Bednarek
Mary Ernest
Patti Garro
Dan Kallas
Jasper Kallenbach
Lara Roehl

COUNCIL REPORT

To: City Mayor, Common Council
From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer
Date: May 24, 2016
RE: Consumer Confidence Report and Compliance Maintenance Annual Report

Annually the Council is presented the Consumer Confidence Report (which is also mailed to each person in their utility) and the Compliance Maintenance Annual report –which is approved by Resolution. These reports meet the requirements of our Water and Wastewater regulations for compliance and notification.

The Wastewater Report provides grading on various aspects of the operations. The Financial aspect of the sewer utility did not have a good grade, basically due to the fact that our expenses exceeded revenues for 2015. The sewer rate increase was only in place for a couple months in 2015, so hopefully that will be corrected for 2016.

Other operations scored well and met our requirements.

2015 Consumer Confidence Report Data
PRINCETON WATERWORKS, PWS ID: 42402195

Water System Information

If you would like to know more about the information contained in this report, please contact Ernest Schmidt at (920) 295-6612.

Opportunity for input on decisions affecting your water quality

Princeton City Council meetings are held the fourth Tuesday of the month at 7:00 p.m. at the City of Princeton Council Chambers located in the back of the fire department on Main St. Special meetings are held on the second Tuesday of the month at the same location as needed scheduled by the council.

Health Information

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's safe drinking water hotline (800-426-4791).

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune systems disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbial contaminants are available from the Environmental Protection Agency's safe drinking water hotline (800-426-4791).

Source(s) of Water

The Princeton water utility is supplied by groundwater from two wells located in the city of Princeton. Well 1 is 404 feet deep and Well 2 is 450 feet deep. The distribution system consists of a 100,000 gallon ground reservoir, a 200,000 gallon elevated tower, nearly ten miles of water mains 654 water services and 95 fire hydrants. To obtain a summary of the source water assessment please contact, Ernest Schmidt at (920) 299-6038.

Educational Information

The sources of drinking water, both tap water and bottled water, include rivers, lakes, streams, ponds, reservoirs, springs and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in source water include:

- Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations and wildlife.
- Inorganic contaminants, such as salts and metals, which can be naturally- occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.
- Pesticides and herbicides, which may come from a variety of sources such as agriculture, urban stormwater runoff and residential uses.
- Organic chemical contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff and septic systems.
- Radioactive contaminants, which can be naturally occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, EPA prescribes regulations that limit the amount of certain contaminants in water provided by public water systems. FDA regulations establish limits for contaminants in bottled water, which shall provide the same protection for public health.

Your water was tested for many contaminants last year. We are allowed to monitor for some contaminants less frequently than once a year. The following tables list only those contaminants detected in your water. If a contaminant was detected last year, it will appear without a sample date. If the contaminant was not monitored last year, but was detected within the last 5 years, it will appear in the tables below along with the sample date

Contaminant (units)	MCL	MCLG	Level Found	Range	Sample Date (if prior to 2014)	Violation	Typical Source of Contaminant	
Disinfection Byproducts	THM (ppb)	80	0	1.4	1.4	No	By-product of drinking water chlorination	
	HAAs (ppb)	60	60	0	0	No	By-product of drinking water chlorination	
Inorganic Contaminants	BARIUM (ppm)	2	2	.185	.185	9/16/2014	No	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposits
	CHROMIUM (ppb)	100	100	80	80	9/16/2014	No	Discharge from steel and pulp mills; Erosion of natural deposits
	COPPER (ppm)	AL=1.3	1.3	1.460	0 of 10 results were above 1.3	9/16/2014	No	Corrosion of household plumbing systems; Erosion of natural deposits; Leaching from wood preservatives
	FLUORIDE (ppm)	4	4	.1	.1	9/16/2014	No	Erosion of natural deposits; Water additive which promotes strong teeth; Discharge from fertilizer and aluminum factories
	MERCURY (ppb)	2	2	0.1	0.1	9/16/2014	No	Erosion of natural deposits; Discharge from refineries and factories; runoff from landfills; Runoff from cropland
LEAD (ppb)	AL=15	0	6.34	0 of 10 results were above 15	9/25/2014	No	Corrosion of household plumbing systems; Erosion of natural deposits	
Radioactive Contaminants	NICKEL (ppb)	100	6.6200	6.6200	9/16/2014	No	Nickel occurs naturally in soils, ground water and surface waters and is often used in electroplating, stainless steel and alloy products.	
	SELENIUM	50	50	0	0	9/16/2014	No	Discharge from petroleum and metal refineries; Erosion of natural deposits; Discharge from mines
	SODIUM (ppm)	n/a	n/a	3.66	3.66	9/16/2014	No	n/a
	COMBINED URANIUM (ug/l)	30	0	1.3	0.8-1.3		No	Erosion of natural deposits
	GROSS ALPHA EXCL. R & U (pCi/l)	15	0	14.9	14.9		No	Erosion of natural deposits
Unregulated Contaminants	GROSS ALPHA INCL. R & U (m/a)	n/a	n/a	16.6	16.6		No	Erosion of natural deposits
	GROSS BETA PARTICLE ACTIVITY (pCi/l)	n/a	n/a	6.7	6.7		No	Decay of natural and man-made deposits. MCL units are in milihrem/year. Calculation for compliance with MCL is not possible unless level found is greater than 50 pCi/l.
	RADIUM (226 + 228) (pCi/l)	5	0	2.6	2.6		No	Erosion of natural deposits
	BROMODICHLOROMETHANE (ppb)	n/a	n/a	.96	.96	09/14/2010	No	n/a
	CHLOROFORM (ppb)	n/a	n/a	.97	.97	09/14/2010	No	n/a
DIBROMOCHLOROMETHANE (ppb)	n/a	n/a	.77	.77	09/14/2010	No	n/a	

Terms and Definitions: **AL** Action Level: The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow. **MCL** Maximum Contaminant Level: The highest level of a contaminant that is allowed in drinking water. **MCLs** are set as close to the **MCLGs** as feasible using the best available treatment technology. **MCLG** Maximum Contaminant Level Goal: The level of a contaminant in drinking water below which there is no known or expected risk to health. **MCLGs** allow for a margin of safety. **MFL** million fibers per liter. **MRDL** Maximum residual disinfectant level: The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants. **MRDLG** Maximum residual disinfectant level goal: The level of a drinking water disinfectant below which there is no known or expected risk to health. **MRDLGs** do not reflect the benefits of the use of disinfectants to control microbial contaminants. **mrem/year** millirems per year (a measure of radiation absorbed by the body) **NTU** Nephelometric Turbidity Units **pCi/l** picocuries per liter (a measure of radioactivity) **ppm** parts per million, or milligrams per liter (mg/l) **ppb** parts per billion, or micrograms per liter (ug/l) **ppt** parts per trillion, or nanograms per liter **ppq** parts per quadrillion, or picograms per liter **TCR** Total Coliform Rule **TT** Treatment Technique: A required process intended to reduce the level of a contaminant in drinking water.

Additional Health Information: If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Princeton Waterworks is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at www.epa.gov/safewater/lead.

Monitoring for Cryptosporidium and Radon Our water system did not monitor our water for cryptosporidium or radon during 2014. We were not required by State or Federal drinking water regulations to do so.

RESOLUTION NO. 2016-04

COMPLIANCE MAINTENANCE RESOLUTION

WHEREAS, the Department of Natural Resources through its Municipal Wastewater Section, Bureau of Wastewater Management, requires that a Compliance Maintenance Annual Report be filed annually by the City of Princeton Wastewater Treatment Facility, and

WHEREAS, it is required that the governing body of the City of Princeton review the said report and inform the Department of Natural Resources by resolution that it accomplished the review;

NOW, THEREFORE, BE IT RESOLVED, that the City of Princeton, Wisconsin informs the Department of Natural Resources that the Common Council has reviewed and approved the Compliance Maintenance Annual Report which is attached to this Resolution on May 24, 2016.

PASSED, APPROVED, AND ADOPTED, this 24th day of May, 2016.

_____ Ayes

_____ Nays

_____ Absent

LEONARD WIELGOSH, Mayor

MARY LOU NEUBAUER,
City Administrator-Clerk/Treasurer

Approved as to form:

LUDWIG L. WURTZ, City Attorney

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 **2015**

Influent Flow and Loading

1. Monthly Average Flows and (C)BOD Loadings

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

Outfall No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average (C)BOD Concentration mg/L	x	8.34	=	Influent Monthly Average (C)BOD Loading, lbs/day
January	0.1304	x	166	x	8.34	=	181
February	0.1155	x	129	x	8.34	=	125
March	0.1120	x	138	x	8.34	=	129
April	0.1501	x	169	x	8.34	=	212
May	0.1478	x	220	x	8.34	=	271
June	0.1987	x	117	x	8.34	=	194
July	0.1578	x	158	x	8.34	=	208
August	0.1145	x	215	x	8.34	=	205
September	0.1317	x	140	x	8.34	=	154
October	0.1309	x	160	x	8.34	=	175
November	0.1541	x	183	x	8.34	=	235
December	0.2338	x	105	x	8.34	=	205

2. Maximum Month Design Flow and Design (C)BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	.416	x	90	=	0.3744
		x	100	=	.416
Design (C)BOD, lbs/day	450	x	90	=	405
		x	100	=	450

2.2 Verify the number of times the flow and (C)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 (C)BOD was greater than 90% of design	Number of times (C)BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

0

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 2015

3. Flow Meter

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

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

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 gallons

No

Holding Tanks

Yes 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.

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.?

Yes

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 **2015**

- 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.

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

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 **2015**

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. 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	3	1	0	0
February	30	27	4	1	0	0
March	30	27	6	1	0	0
April	30	27	10	1	0	0
May	30	27	6	1	0	0
June	30	27	4	1	0	0
July	30	27	1	1	0	0
August	30	27	2	1	0	0
September	30	27	1	1	0	0
October	30	27	1	1	0	0
November	30	27	0	1	0	0
December	30	27	2	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?

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

Yes

Enter last calibration date (MM/DD/YYYY)

2015-10-30

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:

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 **2015**

<p>4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please explain:</p> <p>4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?</p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input checked="" type="radio"/> N/A</p> <p>Please explain unless not applicable:</p>

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

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 **2015**

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	2	1	0	0
February	30	27	4	1	0	0
March	30	27	5	1	0	0
April	30	27	9	1	0	0
May	30	27	6	1	0	0
June	30	27	5	1	0	0
July	30	27	3	1	0	0
August	30	27	2	1	0	0
September	30	27	2	1	0	0
October	30	27	9	1	0	0
November	30	27	3	1	0	0
December	30	27	4	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?

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

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 2015

Ponds And Lagoon Leakage

1. Pond Lining

1.1 What material was used to line your ponds?

A Synthetic Rubber Liner is installed on all ponds.

2. Flow Measurements

2.1 Did you measure influent flow to your wastewater ponds or lagoons?

- Yes (0 points)
- No (40 points) (Go to question 6)

2.1.1 Method of influent flow measurement:

a mag meter on the discharge line from the main pumping station.

2.2 Did you measure effluent flow discharged from your wastewater system either to the land disposal system or to the receiving stream?

- Yes (0 points)
- No (40 points) (Go to question 6)
- No Discharge (0 points)

2.2.1 Method of effluent flow measurement:

An ultrasonic meter using a V-Notch Wier at the point of discharge.

0

3. Total Flow Volumes

3.1 Total monthly influent and effluent flow volumes from the pond/lagoon system during the last calendar year.

Total Monthly Influent Volume		Total Monthly Effluent Volume
4.041	JANUARY	4.243
3.234	FEBRUARY	3.427
3.473	MARCH	3.395
4.502	APRIL	4.605
4.582	MAY	4.546
5.961	JUNE	4.778
4.891	JULY	5.011
3.55	AUGUST	2.795
3.951	SEPTEMBER	3.896
4.059	OCTOBER	3.852
4.624	NOVEMBER	4.852
7.248	DECEMBER	7.434
54.1160	YEARLY TOTAL	52.8340

3.2 From the Yearly Total influent and effluent volumes above, total effluent is divided by total influent and converted to a percent of volume loss.

$$\frac{\text{Total effluent, MG} \Rightarrow 52.8340}{\text{Total influent, MG} \Rightarrow 54.1160} = 0.976 \quad \leftarrow \text{effl / infl ratio}$$

Conversion to a percent of volume loss:
 $(1 - \text{effl/infl ratio}) * 100 = 2.4 \quad \text{\% of influent lost and not discharged with effluent}$

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 **2015**

4. Surface Area

4.1 What was the total wastewater surface area of the ponds/lagoons at operating level (do not include seepage cells)?

6 Acres

5. Leakage Rate Estimation

5.1 Total influent volume (in MG) minus total effluent volume (in MG) plus or minus the change in pond/lagoon storage (in MG) is the net wastewater loss. The net loss divided by 0.000365 equals the estimated leakage amount in gpd.

Total Annual Influent (MG)	54.1160	
Total Annual Effluent (MG)	52.8340	
Estimated Net Loss (MG)	1.2820	
Estimated Leakage Amount (gpd)		52.8340

If you have a *Department approved* method for determining a change in storage volume, enter the storage change last year in MG below.

o Storage Increase: Enter amount in MG ->

o Storage Decrease: Enter amount in MG ->

5.2 CMAR Estimated Leakage Rate in gallons per acre per day (gpac): The CMAR Estimated Leakage Rate in gpac is the leakage amount in gpd (from part 5.1) divided by the total pond surface area (from question 4).

Leakage Amount (gpd)		Acres		CMAR Estimated Leakage Rate
3512	divided by	6	=	585

6. On Site Leakage Testing

6.1 Did you conduct an on-site, field water balance/leakage test on your ponds or lagoons that was approved by the Department and is still valid?

o Yes Year

● No

If yes, what was the field Test Calculated Leakage Rate for your ponds/lagoons?

gpac

NOTE: if 6.1 is answered Yes, the value entered above in gpac will be used in 7.1 to compute points generated.

6.2 Leakage Rate Comments:

7. Estimated Leakage Rate and Points

7.1 The CMAR Estimated Leakage Rate (from 5) is used to determine the points generated in the table below.

If an approved field test was conducted and the results are still valid and accepted by the Department, the Field Calculated Leakage rate (from 5.2) is used to determine the points earned from the table below

gpac	points
0 - 1,000	0
1,001 - 2,000	10
2,001 - 4,000	20
4,001 - 7,000	30
> 7,000	40

Based on the leakage rate in gpac, the points earned are:

0

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:

5/17/2016

2015

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

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 2015

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:

We did not remove biosolids from our lagoons. Sludge is stored in aerated lagoons until removal is needed.

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?

- \geq 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)

0

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:

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

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:

5/17/2016

2015

Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes (Continue with question 2)<input type="radio"/> No (40 points) <p>If No, please explain, then go to question 3:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No (10 points) <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<ul style="list-style-type: none"><input type="radio"/> Paper file system<input type="radio"/> Computer system<input checked="" type="radio"/> Both paper and computer system<input type="radio"/> No (10 points)	0
<p>3. O&M Manual</p> <p>3.1 Does your plant have a detailed O&M Manual that can be used as a reference when needed?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none"><input type="radio"/> Excellent<input type="radio"/> Very good<input checked="" type="radio"/> Good<input type="radio"/> Fair<input type="radio"/> Poor <p>Describe your rating:</p> <div style="border: 1px solid black; padding: 5px;">We had no major equipment failures due to a lack of maintenance during 2015.</div>	

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 2015

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

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 2015

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: ERNEST F SCHMIDT

Certification No: 34369

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		
		Basic	OIT	Basic	Advanced
A1	Suspended Growth Processes				
A2	Attached Growth Processes				
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural	X		X	
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation				
C	Biological Solids/Sludges				
P	Total Phosphorus				
N	Total Nitrogen				
D	Disinfection	X			
L	Laboratory	X		X	
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	NA	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, N and A5 not required in 2015 - 2016; subclass SS is basic level only.)

- Yes (0 points)
- No (20 points)

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
- 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:

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 **2015**

- 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

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:

5/17/2016

2015

Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 300px;" type="text" value="Mary Lou Neubauer"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="920-295-6612"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="mneubauer@cityofprincetonwi.com"/></p>																									
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p><input type="radio"/> Yes (0 points)</p> <p><input checked="" type="radio"/> No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;">The city is working toward this goal with a rate increase in 2015</div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2015"/></p> <p><input checked="" type="radio"/> 0-2 years ago (0 points)</p> <p><input type="radio"/> 3 or more years ago (20 points)</p> <p><input type="radio"/> N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWF required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p><input checked="" type="radio"/> Yes (0 points)</p> <p><input type="radio"/> No (40 points)</p>	40																								
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]																									
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2014"/></p> <p><input checked="" type="radio"/> 1-2 years ago (0 points)</p> <p><input type="radio"/> 3 or more years ago (20 points)</p> <p><input type="radio"/> N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%;"></td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;"><input style="width: 150px;" type="text" value="164,025.00"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="120.59"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="164,145.59"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)</td> <td style="text-align: center;">-</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.6 Ending Balance as of December 31st for CMAR Reporting Year</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="164,145.59"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 150px;" type="text" value="164,025.00"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	\$	<input style="width: 150px;" type="text" value="120.59"/>	3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 150px;" type="text" value="164,145.59"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 150px;" type="text" value="0.00"/>	3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)	-	\$	<input style="width: 150px;" type="text" value="0.00"/>	3.2.6 Ending Balance as of December 31st for CMAR Reporting Year		\$	<input style="width: 150px;" type="text" value="164,145.59"/>	
3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 150px;" type="text" value="164,025.00"/>																						
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	\$	<input style="width: 150px;" type="text" value="120.59"/>																						
3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 150px;" type="text" value="164,145.59"/>																						
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 150px;" type="text" value="0.00"/>																						
3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)	-	\$	<input style="width: 150px;" type="text" value="0.00"/>																						
3.2.6 Ending Balance as of December 31st for CMAR Reporting Year		\$	<input style="width: 150px;" type="text" value="164,145.59"/>																						

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 **2015**

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.

3.3 What amount should be in your Replacement Fund? \$

Please note: If you had a CWFP 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 HELP link under Info 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.

With 2015 rate increases the goal is to increase the Equipment Replacement Fund in the future

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	Currently seeking RFPs for I and I study.		
2	Currently seeking RFPs for a Facility Plan for the Wastewater treatment plant.	2500	2017
3	Ammonia Study	2500	2016

5. Financial Management General Comments

0

Total Points Generated	40
Score (100 - Total Points Generated)	60
Section Grade	F

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:

5/17/2016

2015

Sanitary Sewer Collection Systems

1. CMOM Program

1.1 Do you have a Capacity, Management, Operation & Maintenance (CMOM) requirement in your WPDES permit?

Yes

No

1.2 Did you have a documented (written records/files, computer files, video tapes, etc.) sanitary sewer collection system operation & maintenance (O&M) or CMOM program last calendar year?

Yes (Continue with question 1)

No (30 points) (Go to question 2)

1.3 Check the elements listed below that are included in your O&M or CMOM program.

Goals

Describe the specific goals you have for your collection system:

Begin steps to replace a section of sewer on Farmer St. A known area that has had deterioration and collapses in recent years

Organization

Do you have the following written organizational elements (check only those that apply)?

Ownership and governing body description

Organizational chart

Personnel and position descriptions

Internal communication procedures

Public information and education program

Legal Authority

Do you have the legal authority for the following (check only those that apply)?

Sewer use ordinance Last Revised Date (MM/DD/YYYY) 08/05/2003

Pretreatment/industrial control Programs

Fat, oil and grease control

Illicit discharges (commercial, industrial)

Private property clear water (sump pumps, roof or foundation drains, etc.)

Private lateral inspections/repairs

Service and management agreements

Maintenance Activities (provide details in question 2)

Design and Performance Provisions

How do you ensure that your sewer system is designed and constructed properly?

State plumbing code

DNR NR 110 standards

Local municipal code requirements

Construction, inspection, and testing

Others:

Overflow Emergency Response Plan:

Does your emergency response capability include (check only those that apply)?

Alarm system and routine testing

Emergency equipment

Emergency procedures

Communications/notifications (DNR, internal, public, media, etc.)

Capacity Assurance:

How well do you know your sewer system? Do you have the following?

Current and up-to-date sewer map

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 **2015**

- Sewer system plans and specifications
- Manhole location map
- Lift station pump and wet well capacity information
- Lift station O&M manuals

Within your sewer system have you identified the following?

- Areas with flat sewers
- Areas with surcharging
- Areas with bottlenecks or constrictions
- Areas with chronic basement backups or SSOs
- Areas with excess debris, solids, or grease accumulation
- Areas with heavy root growth
- Areas with excessive infiltration/inflow (I/I)
- Sewers with severe defects that affect flow capacity
- Adequacy of capacity for new connections
- Lift station capacity and/or pumping problems
- Annual Self-Auditing of your O&M/CMOM Program to ensure above components are being implemented, evaluated, and re-prioritized as needed
- 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	<input type="text" value="80"/>	% of system/year
Root removal	<input type="text" value="80"/>	% of system/year
Flow monitoring	<input type="text" value="0"/>	% of system/year
Smoke testing	<input type="text" value="0"/>	% of system/year
Sewer line televising	<input type="text" value="0"/>	% of system/year
Manhole inspections	<input type="text" value="20"/>	% of system/year
Lift station O&M	<input type="text" value="2"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value="0"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text" value="0"/>	% of sewer lines rehabbed
Private sewer inspections	<input type="text" value="0"/>	% of system/year
Private sewer I/I removal	<input type="text" value="0"/>	% of private services

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

3. Performance Indicators

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 **2015**

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

35.11	Total actual amount of precipitation last year in inches
33.3	Annual average precipitation (for your location)
8.25	Miles of sanitary sewer
4	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
.1486	Average daily flow in MGD (if available)
5.961	Peak monthly flow in MGD (if available)
	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)
40.1	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

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

Date	Location	Cause	Estimated Volume (MG)
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:

I and I continues to be a contributing factor in wet weather for the City Sewer system. In 2016 we will reconstruct a new portion of sewer in one of the most decomposed areas of the city.

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
- No

If Yes, please describe:

The system seems to handle the increase in flows on a typical year.

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

There seems to have been little change in I/I amounts from past years.

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 2015

5.4 What is being done to address infiltration/inflow in your collection system?

We will be reconstructing six of the worst known blocks of the collection system this year in an effort to alleviate some of the I and I.

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

Compliance Maintenance Annual Report

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 2015

Grading Summary

WPDES No: 0022055

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ponds	A	4	7	28
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	F	0	1	0
Collection	A	4	3	12
TOTALS			36	140
GRADE POINT AVERAGE (GPA) = 3.89				

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

Princeton Wastewater Treatment Facility

Last Updated: Reporting For:
5/17/2016 2015

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 = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Ponds: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = F

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. = 3.89

CITY OF PRINCETON

531 S Fulton Street · Princeton, Wisconsin 54968
920-295-6612 · Fax: 920-295-3441

An equal opportunity/affirmative action employer

Mayor
Charlie Wielgosh

City Administrator
Mary Lou Neubauer

City Alderpersons

Dave Bednarek
Mary Ernest
Patti Garro
Dan Kallas
Jasper Kallenbach
Lara Roehl

COUNCIL REPORT

To: City Mayor, Common Council
From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer
Date: May 24, 2016
RE: 2015 Annual Audit

Attached please find excerpts from the 2015 annual audit. Complete Audit Reports are available at City Hall should you want to review the detail. The following attachments include:

- 1) Management letter from Huberty CPA dated 4/8/2016;
- 2) Recommendation letter from Huberty dated 4/8/2016;
Huberty is suggesting the adoption of policies covering fixed assets, minimum fund balance, and an accounts receivable policy. Council will be seeing these documents prior to the end of the year.
- 3) The report showing our specific Carry-Over Account Fund Balances as of 12/31/2015;
- 4) The final two pages are charts showing our debt, loan payment & balance information, along with other financial information for the General Fund & Utility;

As we move into 2016 and beyond, the Farmer Street DNR Safe Drinking Water and Clean Water Fund Loan annual payments will begin in 2017. These payments will ultimately “take the place” of a current loan payment we have with Associated Bank which will end in 4/2017. The new DNR loan payment will be much less than our annual payment to Associated Bank.

- 5) Huberty has been with the City for many years (more than 10+ years) and although you don’t go out for bid annually, it is appropriate to request formal request for proposals at least every five years.

April 8, 2016

To the City Council
City of Princeton

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Princeton, Wisconsin (City) for the year ended December 31, 2015. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated December 28, 2015. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note A to the financial statements. As described in Note A to the financial statements, the City changed accounting policies related to improving accounting and financial reporting by state and local governments for pensions. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the City's financial statements were:

Management's estimate of the pension benefits is based on an actuarial study obtained by the City as required by professional standards. We evaluated the key factors and assumptions used to develop the pension benefits in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

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

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. The following material misstatements detected as a result of audit procedures were corrected by management: to adjust utility receivables, to adjust sales tax payable, to record and adjust fixed assets and depreciation, to adjust debt and accrued interest, to adjust tax revenue, and to adjust inventory with a net income effect of \$211,268.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated April 8, 2016.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

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

Other Matters

We applied certain limited procedures to the schedules of revenues, expenditures and changes in fund balance budget and actual – general fund, of City's proportionate share of the net pension liability (asset), and of City's contributions, which are required supplemental information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining balance sheet and combining statement of revenues, expenditures and changes in fund balances for the non-major governmental funds and the *Generally Accepted Government Auditing Standards* schedules, which accompany the financial statements but are not RSI. With respect to this supplemental information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplemental information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the City Council and management of the City of Princeton, Wisconsin and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Huberty & Associates, S.C.

Certified Public Accountants

CITY OF PRINCETON, WISCONSIN
 UNCORRECTED MISSTATEMENTS
 December 31, 2015

Description (Nature) of Audit Difference	Financial Statements Effect—Amount of Over (Under) Statement of:					
	Total Assets	Total Liabilities	Fund Balance/ Net Assets	Revenues	Expenditures	Change in Fund Balance/ Net Assets
Unbilled utility accounts receivable from prior year	\$ (252,886)	\$ -	\$ -	\$ (252,886)	\$ -	\$ 252,886
Unbilled utility accounts receivable from current year	233,476	-	-	233,476	-	(233,476)
Total	\$ (19,410)	\$ -	\$ -	\$ (19,410)	\$ -	\$ 19,410

April 8, 2016

City Council
City of Princeton
Princeton, Wisconsin

Please extend our thanks to Mary Lou Neubauer and her staff for their cooperation and assistance during the audit of the basic financial statements of the City of Princeton.

In planning and performing our audit of the basic financial statements of the City of Princeton for the year ended December 31, 2015, we considered the City's internal control in order to determine our auditing procedures for the purpose of expressing an opinion on the financial statements and not to provide assurance on internal control. However, during our audit we became aware of several matters that are opportunities for strengthening internal controls and operating efficiency.

MANAGEMENT OF UTILITY RECEIVABLES

During fieldwork, we reviewed delinquent utility receivables with management. Management has been utilizing several avenues for collection of delinquent accounts to include: disconnection of utilities when accounts are past due, utilization of the Tax Intercept Program (TRIP) if the account is no longer active, including delinquent taxes on the Real Estate Tax Roll for both active and inactive accounts and has begun utilizing the State Debt Collection Program in 2015. However, we noted several past due accounts related to utility charges that the City is not actively pursuing collection of. As a control procedure, we recommend management review the utility receivables listing periodically throughout the year to determine what collection efforts need to be made or if an account should be written off as uncollectible. The older a receivable balance gets, the more difficult it is to collect. To improve utility receivable collection, we recommend management implement a policy to, at a minimum, include the following:

- Definition of delinquent receivable
- Frequency aged receivable listing will be reviewed for delinquent receivables
- Methods of collecting delinquent receivables in the order of highest to lowest likelihood of collection
- Timeline for reviewing the status of collection efforts
- Who has authority to write off an account as uncollectible

MINIMUM FUND BALANCE POLICY

A minimum fund balance policy is created to offset unanticipated events that could adversely affect the financial condition of the City. This policy will ensure that the City maintains an adequate "cushion" in order to provide sufficient cash flow for daily financial needs and provide funds for revenue shortfalls or unanticipated expenditures. A fund balance policy should be based on a percentage of revenues or expenditures, depending on which is less volatile. Whether revenues or expenditures are used may vary depending on the fund. Some funds, such as the general fund, have more predictable revenues, while other funds, such as utility funds, have more predictable expenditures. The City Council should set a minimum fund balance, generally no less than two months of operating revenues or expenditures.

We will review the status of these comments during our next audit engagement. We have already discussed many of these comments and suggestions with various City and Utility personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional studies of these matters, or to assist you in implementing the recommendations.

We appreciate being of assistance to you and value you as a client. This report is intended solely for the information and use of the City Council, management and others within the organization and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Huberty & Associates, S.C.

Certified Public Accountants

**CITY OF PRINCETON, WISCONSIN
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 YEAR ENDED DECEMBER 31, 2015**

NOTE E – LONG-TERM OBLIGATIONS – Continued

The debt limit and margin of indebtedness is set at 5% of equalized value by Section 67.03 (1) (a), Wisconsin Statutes. The margin of indebtedness at December 31, 2015 is:

Equalized value certified by Wisconsin Department of Revenue for 2015:	\$ 55,343,000
Margin of indebtedness at 5%	2,767,150
Deduct long-term debt applicable to debt margin	<u>1,004,066</u>
Margin of indebtedness	<u>\$ 1,763,084</u>

Principal and interest requirements to retire the City's long term obligations are as follows:

Year	Governmental Activities		Business-type Activities	
	Principal	Interest	Principal	Interest
2016	\$ 110,400	\$ 30,196	\$ 117,100	\$ 169,592
2017	111,500	27,476	120,200	163,989
2018	117,500	24,347	73,200	159,813
2019	123,700	20,916	76,200	156,738
2020	134,900	17,026	79,100	153,845
2021-2025	406,066	33,616	449,800	715,051
2026-2030	-	-	552,700	612,199
2031-2035	-	-	678,000	485,822
2036-2040	-	-	834,200	330,652
2041-2045	-	-	917,200	141,846
2046-2047	-	-	196,158	7,279
	<u>\$ 1,004,066</u>	<u>\$ 153,577</u>	<u>\$ 4,093,858</u>	<u>\$ 3,096,826</u>

NOTE F – NET POSITION AND FUND BALANCES

(Carry Over Account Balances)

The components of restricted net position and fund balance consist of the following:

Police squad replacement	<u>\$ 1,000</u>
--------------------------	-----------------

The components of unrestricted designated net position and committed fund balance consist of the following:

Street maintenance vehicle replacement	\$ 80,000
Parks playground equipment	2,141
Farmer street project	130,000
Police squad replacement	13,000
Fire truck vehicle replacement	5,428
Conservation and development trees	640
Parks future projects	9,000
Emergency government equipment	4,000
	<u>\$ 244,209</u>