AGENDA
VILLAGE BOARD MEETING
RICHFIELD VILLAGE HALL
4128 HUBERTUS ROAD, HUBERTUS WISCONSIN
April 19, 2018
7:00P.M.

1. Call to Order/ Roll Call
2. Verification of Compliance with Open Meeting Law
3. Pledge of Allegiance
4. PUBLIC COMMENTS (Public comments are an opportunity for citizens to voice concerns to the Board regarding reports and discussion/action items on the agenda, only. Public comments are not a public hearing and are typically a one-way conversation from a citizen to the Board. Individual comments shall not exceed 3 minutes, with a total time limit of approximately 20 minutes. Unless part of a Public Hearing, handouts will not be accepted by the Village. Comments beyond 20 minutes will be moved to the end of the meeting at the discretion of the President.)
5. CONSENT AGENDA
   a. Vouchers for Payment
   b. Treasurer’s Report
   c. Operator License Applications
   d. Meeting Minutes
      i. February 15 – Regular Meeting
      ii. March 15, 2018 – Regular Meeting
      iii. April 11, 2018 – Special Meeting
   e. Resolution R2018-04-01, A Resolution Authorizing the Transfer of Park Impact Fees to the General Fund
6. DISCUSSION/ACTION
   a. Discussion/Action regarding WisDOT Form DT1479 regarding the detour of traffic on STH 175 for the Richfield Days Parade
7. PUBLIC COMMENTS (...Continued)
8. CLOSED SESSION
   a. Discussion/Action to enter into Closed Session under Wis. Stats. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, to establish the parameters of an economic development package for a new business to potentially be located in the Village.
9. RECONVENE IN OPEN SESSION
   a. Discussion/Action regarding matters addressed in Closed Session outlined above
10. ADJOURNMENT

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

Pursuant to Sec. 985.02(2), Wis Stats., I, Jennifer Keller, being duly sworn, state as follows:

1. I am an adult resident of the State of Wisconsin, and I make this affidavit on personal knowledge.

2. I hereby certify that I posted a copy of the attached:

- Village Board Mtg Agenda for 4/9 @ 7:00 PM

on 4/17/18 (date), 2:00 PM (time), at the Village posting locations, namely: on the outside bulletin board of the Village Hall located at 4128 Hubertus Road, Hubertus; on the outside bulletin board at the Hubertus Post Office located at 3695 Hubertus Road, Hubertus; on the outside bulletin board at the Richfield Post Office located at 1925 Hwy 175, Richfield; and on the outside bulletin board at the Colgate Post Office located at 3392 Hwy Q, Colgate.

Signature

Date

Personally came before me this 17th day of April, 2018.

Notary Public, State of Wisconsin
My commission expires 10/11/2020

I also certify that notice of such meeting(s) were sent via email to the West Bend Daily News, the Germantown Express News, the Hartford Times Press, and the Milwaukee Journal Sentinel.

Signature

Date

I further certify that a copy has been posted to the Village website www.richfieldwi.gov.

Signature

Date

L:Forms>Affidavit of Posting
POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO APPROVE THE ATTACHED CONSENT AGENDA?

ISSUE SUMMARY:
Included for your review are the Vouchers for Payment, Treasurer’s Report, Operator Licenses Applications, minutes from February 15, 2018, March 15, 2018, and April 11, 2018, and Resolution No. R2018-04-01, a Resolution authorizing the reallocation of funds received from Park Impact Fees to pay back the General Fund.

FISCAL IMPACT:

Reviewed By: Village Deputy Treasurer

ATTACHMENTS:
1. Vouchers for Payment
2. Treasurer’s Report
3. Applications for Operators Licenses (see attached list), Copy of Applications and Background Investigation Reports
4. Meeting minutes from 2/15/18, 3/15/18, and 4/11/18
5. Resolution No. R2018-04-01

STAFF RECOMMENDATION:
Motion to approve the Vouchers for Payment, Treasurer’s Report, Operator Licenses Applications per the attached list, the meeting minutes from February 15, 2018, March 15, 2018, and April 11, 2018, and Resolution No. R2018-04-01, a Resolution authorizing the reallocation of funds received from “Park Impact Fees” to pay back the “General Fund”.

APPROVED FOR SUBMITTAL BY:

VILLAGE CLERK USE ONLY
BOARD ACTION TAKEN

Resolution No. 
Ornance No. 
Approved
Other
Continued To:
Referred To:
Denied
File No.
5 a
<table>
<thead>
<tr>
<th>VILLAGE OF RICHFIELD</th>
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<tr>
<td>VOUCHERS FOR PAYMENT</td>
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<td>APRIL 2018</td>
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<th>13740</th>
<th>4/6/18</th>
<th>RAYMOND COTE</th>
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<td>FICA TAX- QUARTERLY PAYROLL #4</td>
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<td>FED TAX DEP- BIWEEKLY PR #6</td>
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<td>WISCONSIN DEFERRED COMP</td>
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<td>PLAN 457- BIWEEKLY PR #8</td>
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<td>13742-13772</td>
<td>4/10/18</td>
<td>VILLAGE OF RICHFIELD</td>
<td>4,428.59</td>
<td>ELECTION PR #3</td>
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<tr>
<td>13773</td>
<td>4/11/18</td>
<td>W DEPT OF REVENUE</td>
<td>4,173.64</td>
<td>STATE WITHHOLDING TAX- PE 3/31</td>
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<td>13773</td>
<td>4/11/18</td>
<td>FIRST FEDERAL BANK OF WI</td>
<td>549.22</td>
<td>HSA ADDL CONTRIBUTIONS 1ST QTR- G DARGA, J JASTER &amp; D COX</td>
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<td>13774</td>
<td>4/11/18</td>
<td>WISCONSIN STEAM CLEANERS</td>
<td>79.00</td>
<td>WISCO SALT BLOCK- 5 GAL</td>
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<tr>
<td>13775</td>
<td>3802-331-763</td>
<td>WE ENERGIES</td>
<td>2,113.77</td>
<td>SERVICE FOR 2/26/18 TO 3/26/18</td>
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TOTAL BATCH #4 | $47,091.80 Checks written April 2018
**VILLAGE OF RICHHFIELD**  
Treasurer's Report for March 31, 2018

### BANK ACCOUNT BALANCES

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<tr>
<th>Account Name</th>
<th>Interest Rate</th>
<th>Beginning Balance March 1, 2018</th>
<th>Interest Earned</th>
<th>Ending Balance March 31, 2018</th>
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<td>Landmark Checking Account</td>
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<td>LGIP General Fund</td>
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<td>LGIP Park Impact Fees</td>
<td>1.55%</td>
<td>$24,377.75</td>
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<td>LGIP Tax Account</td>
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<td>$24,409.84</td>
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<td>FNB Entrepreneur Plus Account</td>
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<td>FNB Platinum MMDA Account</td>
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<td>FNB Public DDA Acct- Hist Soc</td>
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<td>Westbury Bank MM Account</td>
<td>0.60%</td>
<td>$255,136.09</td>
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<td>$255,136.09</td>
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### CERTIFICATES OF DEPOSIT

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<tr>
<th>Bank</th>
<th>Purchase Date</th>
<th>Expiration Date</th>
<th>Interest Rates</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>First National Bank</td>
<td>April 30, 2017</td>
<td>November 30, 2018</td>
<td>1.29%</td>
<td>$255,876.09</td>
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<td>Westbury Bank</td>
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<td>April 21, 2018</td>
<td>1.15%</td>
<td>$259,861.93</td>
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**All CD's are fully FDIC insured**

### LETTERS OF CREDIT/PERFORMANCE BONDS/DEVELOPER GUARANTEES

<table>
<thead>
<tr>
<th>Organization</th>
<th>Purchase Date</th>
<th>Expiration Date</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Hartford Land Development, LLC (Bridlewood Estates)</td>
<td>April 17, 2017</td>
<td>April 17, 2019</td>
<td>$135,487.50</td>
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<tr>
<td>Ogden Midwest Funding II LLC (Bark Lake Estates)</td>
<td>April 20, 2017</td>
<td>April 20, 2018</td>
<td>$55,000.00</td>
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*Excel/mydocuments/treasurerreport.xls*
5c
2017-2018 OPERATORS LICENSE APPLICATIONS

- See Attached List
**Meeting Date:** April 19, 2018

<table>
<thead>
<tr>
<th>APPLICANT'S NAME</th>
<th>PLACE OF EMPLOYMENT</th>
<th>COURSE OR VALID LICENSE</th>
<th>NEW OR RENEWAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 MATTHEW PROSTEK</td>
<td>SLOPPY JOES</td>
<td>COURSE</td>
<td>New</td>
</tr>
<tr>
<td>2 COLLEEN BABER</td>
<td>JOE MAMAS</td>
<td>COURSE</td>
<td>New</td>
</tr>
<tr>
<td>3 BRITTANY BRZENK</td>
<td>JOE MAMAS</td>
<td>COURSE</td>
<td>New</td>
</tr>
<tr>
<td>4 RYAN MIKUL</td>
<td>Country Mart</td>
<td>COURSE</td>
<td>New</td>
</tr>
<tr>
<td>5 NANCY CARDINAL</td>
<td>Country Mart</td>
<td>COURSE</td>
<td>New</td>
</tr>
<tr>
<td>6 LEANN BANWART</td>
<td>TERRACE 167</td>
<td>COURSE</td>
<td>New</td>
</tr>
</tbody>
</table>
2017-2018 OPERATORS LICENSES

Meeting Date: April 19, 2018

<table>
<thead>
<tr>
<th>APPLICANT'S NAME</th>
<th>PLACE OF EMPLOYMENT</th>
<th>COURSE OR VALID LICENSE</th>
<th>NEW OR RENEWAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 MICHELLE OTTOW-KAISER</td>
<td>Country Mart</td>
<td>COURSE</td>
<td>New</td>
</tr>
<tr>
<td>2 CARLOS MARTINEZ</td>
<td>Country Mart</td>
<td>COURSE</td>
<td>New</td>
</tr>
<tr>
<td>3 CHRISTOPHER WIDISH</td>
<td>Country Mart</td>
<td>COURSE</td>
<td>New</td>
</tr>
<tr>
<td>4 JASON AHRENS</td>
<td>SLOPPY JOES</td>
<td>LICENSE</td>
<td>New</td>
</tr>
</tbody>
</table>
1. Call to Order/ Roll Call
The meeting was called to order by President John Jeffords at 7:00 pm. A quorum of the Village Board was present.

Present: Village Board of Trustees; Bill Collins, Rock Brandner, Dan Neu and Tom Wolff.

Also present: Village Administrator Jim Healy, Deputy Clerk Cox, and Attorney John Macy

2. Verification of Compliance with Open Meeting Law
Village Administrator Healy verified that the meeting was posted per statute at three local post offices and the Village Hall. Digital copies of the agenda were sent to the West Bend Daily News, Germantown Express News, Hartford Times Press, and the Milwaukee Journal Sentinel.

3. Pledge of Allegiance

4. PUBLIC COMMENTS (Public comments are an opportunity for citizens to voice concerns to the Board regarding reports and discussion/action items on the agenda, only. Public comments are not a public hearing and are typically a one-way conversation from a citizen to the Board. Individual comments shall not exceed 3 minutes, with a total time limit of approximately 20 minutes. Unless part of a Public Hearing, handouts will not be accepted by the Village. Comments beyond 20 minutes will be moved to the end of the meeting at the discretion of the President.)

Patrick Whitcomb, 1332 Scenic Road, implored the Village Board to go into Closed Session and stop the lawsuit.

Ms. Danah Zoulek, 609 Scenic Road, stated her contention that the Wisconsin State Legislature has taken away all local control authority from municipalities regarding ‘Clean Fill’ sites. She mentioned that she is aware the Village has been speaking with lobbyists.

Jeff Gonyo, 2668 STH 164, spoke against the memorandum of understanding with the Wisconsin Department of Transportation. Mr. Gonyo also implored the Village to stop the lawsuit against Scenic Pit LLC.

5. CONSENT AGENDA
   a. Vouchers for Payment
   b. Treasurer’s Report
   c. Meeting Minutes:
      i. January 18, 2018 – Regular Meeting
      ii. January 30, 2018 – Special Meeting
   d. Operator Licenses
   e. Class “A” License – Lake Five Mobil
Village Board Meeting Minutes February 15, 2018
7:00 pm

Motion by Trustee Bill Collins to approve the Vouchers for Payment, Treasurer’s Report, Minutes of the January 18, 2018 Regular Village Board meeting and Minutes of the January 30, 2018 Special Board Meeting, Operator Licenses Applications per the attached list, and Application for a Class “A” (Beer License) for business; Lake Five Mobil.; Seconded by Trustee Brandner; Motion carried without objection.

6. DISCUSSION/ACTION ITEMS

a. Discussion/Action regarding Resolution R2018-02-01, A Resolution Adopting the Washington County Hazard Mitigation Plan

The Village President spoke regarding the presentation given the previous month.

Staff commented the Plan had been online for approximately 30 days and a copy has been at the front counter in Village Hall for the public to inspect.

Motion by Trustee Wolff to approve Resolution R2018-02-01, A Resolution Adopting the Washington County Hazard Mitigation Plan and to direct the Deputy Clerk to provide an executed copy of the same to Washington County Emergency Management Coordinator Rob Schmid; Seconded by Trustee Neu; Motion carried without objection.

b. Discussion/Action regarding an extraterritorial review in the Town of Lisbon for a Three-Lot CSM for property identified by Tax Key: LSBT_0156016

Motion by Trustee Neu to approve the petitioned extraterritorial Three-Lot Certified Survey Map for Mr. and Mrs. Francis Mahuta, for property identified by Tax Key: LSTB_0156016 in the Town of Lisbon; Seconded by Trustee Wolff; Motion carried unanimously.

c. Discussion/Action regarding the acceptance of bids and awarding of a contract for the 2018 Highway Improvement Program

President Jeffords recused himself from the discussion because of his limited term of employment status with one of the bidders. He then asked Trustee Dan Neu to oversee the discussion.

Motion by Trustee Brandner to award the 2018 Highway Improvement Program contract to Payne and Dolan for the Base Bid of Monches Road and Mayfield Road in the amount of $639,670 and Alternate #5, Guardrail on Monches Road and Mayfield Road in the amount of $32,000 per attached bidding sheets and at a cost not to exceed $671,670; Seconded by Trustee Wolff; Motion carried without objection.

At the conclusion of the agenda item, President Jeffords came back into the room and thanked Trustee Neu for temporarily running the meeting.

d. Discussion/Action regarding the extension of contract for CG Schmidt – Messer-Mayer Mill Reconstruction

Motion by Trustee Collins to accept the recommendation of the Richfield Historical Society for the granting of a contract extension with CG Schmidt until March 9, 2018 and to authorize the Village Administrator to...
provide written confirmation of the same to the Historical Society, its contracted structural engineering, and the contractor along with executing any required contractual documents; Seconded by Trustee Brandner; Motion carried without objection.

e. Discussion/Action regarding a Memorandum of Understanding (MOU) between the Wisconsin DOT and the Village of Richfield – STH 164 Project

Motion by Trustee Brandner to authorize the Village President to sign the MOU with the Wisconsin DOT for the maintenance of the concrete “bike slips” at the intersection of STH 164 and STH 167; Seconded by Trustee Collins; Motion carried without objection.

f. Discussion/Action regarding a MOU between Washington County and the Village of Richfield – EPA Brownfields Redevelopment Grant

Motion by Trustee Wolff to authorize the Village Administrator to sign the MOU with the Washington County Planning and Parks Department to join and participate in the Brownfields Assessment Coalition; Seconded by Trustee Neu; Motion carried without objection.

g. Discussion/Action regarding the utilization of Fire Impact Fees and the Fire Company “Money Market” towards the annual BCPL loan payment for the Richfield Volunteer Fire Company Station No. 2

Trustee Neu recused himself from the discussion because he is the President of the Richfield Volunteer Fire Company.

Motion by Trustee Brandner to authorize the Village Administrator to make an additional payment to the Board of Commissioners of Public Land’s State Trust Fund Loan Program in the amount of $96,788 from accumulated impact fees and $10,926.69 from its money market account of remaining donated Fire Company funds for a total payment amount of $233,426.28; Seconded by Trustee Collins; Motion carried without objection.

7. PUBLIC COMMENTS (...Continued)

8. CLOSED SESSION

a. Discussion /Action to enter into Closed Session under Wis. Stats. 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategies to be adopted by the body with respect to litigation in which it is or is likely to become involved. Specifically: Scenic Pit, LLC v. Village of Richfield and Jim Healy Circuit Court No. 2015CV374

b. Discussion /Action to enter into Closed Session under Wis. Stats. 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategies to be adopted by the body with respect to litigation in which it is or is likely to become involved. Specifically: Village Sex Offender Ordinances

President Jeffords read both Closed Session agenda items aloud.
Motion by Trustee Collins to enter into Closed Session; Seconded by Trustee Dan Neu; Motion carried unanimously by voice vote at 7:43 PM.

9. RECONVENE IN OPEN SESSION

Motion by Trustee Neu to Reconvene in Open Session at 10:34 PM; Seconded by Trustee Collins; Motion passed by voice vote.

a. Discussion/Action regarding matters addressed in Closed Session outlined above

No action taken.

11. ADJOURNMENT

Motion by Trustee Neu to adjourn the meeting at 10:35 PM; Seconded by Trustee Collins; Motion carried without objection.

Respectfully Submitted,

Jim Healy
Village Administrator
1. Call to Order/ Roll Call

The meeting was called to order by President John Jeffords at 7:00 pm. A quorum of the Village Board was present.

Present: Village Board of Trustees; Bill Collins, Rock Brandner, Dan Neu and Tom Wolff.

Also present: Village Administrator Jim Healy, Village Attorney John Macy and Deputy Clerk Cox

2. Verification of Compliance with Open Meeting Law

Village Administrator Healy verified that the meeting was posted per statute at three local post offices and the Village Hall. Digital copies of the agenda were sent to the *West Bend Daily News*, *Germantown Express News*, *Hartford Times Press*, and the *Milwaukee Journal Sentinel*.

3. Pledge of Allegiance

4. PUBLIC COMMENTS (Public comments are an opportunity for citizens to voice concerns to the Board regarding reports and discussion/action items on the agenda, only. Public comments are not a public hearing and are typically a one-way conversation from a citizen to the Board. Individual comments shall not exceed 3 minutes, with a total time limit of approximately 20 minutes. Unless part of a Public Hearing, handouts will not be accepted by the Village. Comments beyond 20 minutes will be moved to the end of the meeting at the discretion of the President.)

Ms. Danah Zoulek, 609 Scenic Rd, commented that more could be done by working together rather than working against one another. Ms. Zoulek stated that her name is being slandered.

5. CONSENT AGENDA
    a. Vouchers for Payment
    b. Treasurer’s Report
    c. Operator License Applications
    d. Reserve “Class B” Alcohol Beverage Application – American Legion Post 522
    e. “Class A” Alcohol Beverage Application – Country Mart
    f. Resolution R2018-03-01, a Resolution Authorizing Staff to Submit a Grant Application for the Wisconsin RPC and DNR Great Lakes Basin Tree Planting Grant Program

President Jeffords requested that Items 5 D and E under the Consent Agenda be voted on separately.

Motion by Trustee Collins to approve Items 5a, b, c, and f under the Consent Agenda, the Vouchers for Payment, Treasurer’s Report, Operator Licenses Applications per the attached list and Resolution No. R2018-03-01, a Resolution Authorizing Staff to Submit a Grant Application for the Wisconsin RPC and DNR Great Lakes Basin Tree Planting Grant Program; Seconded by Trustee Neu; Motion carried without objection.
Motion by Trustee Brandner to approve Item 5d under the Consent Agenda, to approve Alcohol Beverage Application for a Reserve “Class B” Liquor License for the American Legion Post 522; Seconded by Trustee Neu; Motion carried without objection.

Motion by Trustee Brandner to approve Item 5e under the Consent Agenda, to approve Alcohol Beverage Application for a “Class A” Liquor License for Country Mart Store located at, 3051 Hwy 167; Seconded by Trustee Neu; Motion passed 4-1 with President Jeffords opposed.

6. PUBLIC COMMENTS (...Continued)  No additional Comments

7. CLOSED SESSION
   a. Discussion/Action to enter into Closed Session under Wis. Stats. 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategies to be adopted by the body with respect to litigation in which it is or is likely to become involved. Specifically: Scenic Pit, LLC. v. Village of Richfield and Jim Healy Circuit Court No. 2015CV374

   Motion by Trustee Neu to enter into Closed Session at 7:34 PM; Seconded by Trustee Wolff; Motion carried unanimously by voice vote.

8. RECONVENE IN OPEN SESSION

   Motion by Trustee Brandner to Reconvene in Open Session at 8:42 PM; Seconded by Trustee Collins; Motion carried by voice vote.

   a. Discussion/Action regarding matters addressed in Closed Session outlined above

   Motion by Trustee Collins to authorize the Village President to retain Michael Best Strategies; Seconded by Trustee Wolff; Motion carried unanimously.

11. ADJOURNMENT

   Motion by Trustee Wolff to adjourn the meeting at 8:43 PM; Seconded by Trustee Brandner; Motion carried without objection.

Respectfully Submitted,

Jim Healy
Village Administrator
Village of Richfield  
4128 Hubertus Road, Hubertus, WI  
Village Board Meeting Minutes April 11, 2018  
7:00 pm

1. Call to Order/ Roll Call  
The meeting was called to order by Village President John Jeffords at 7:01 PM. A quorum of the Village Board was present. Present: Village Board of Trustees; Bill Collins, Tom Wolff, Dan Neu and Rock Brandner.  

Also present: Village Administrator Jim Healy, Village Attorney John Macy, Consultant Planner Tim Schwecke, Village Engineer Ron Dalton, and EDWC Business Solutions Specialist, Deborah Reinbold.

2. Verification of Compliance with Open Meeting Law  
Village Administrator Healy verified that the meeting was posted per statute at three local post offices and the Village Hall. Digital copies of the agenda were sent to the West Bend Daily News, Germantown Express News, Hartford Times Press, and the Milwaukee Journal Sentinel.

3. Pledge of Allegiance

4. CLOSED SESSION  
a. Discussion/Action to enter into Closed Session under Wis. Stats. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, to establish the parameters of an economic development package for a new business to potentially be located in the Village.

Village President John Jeffords read 4a aloud.

Motion by Trustee Collins to enter into Closed Session pursuant to Wisconsin State Statutes, Section 19.85(1)(e); Seconded by Trustee Brandner at 7:05 PM; Motion carried unanimously by voice vote.

5. RECONVENE IN OPEN SESSION  
a. Discussion/Action regarding matters addressed in Closed Session Outlined above

Motion by Trustee Wolff to Reconvene in Open Session at 9:15 PM; Seconded by Trustee Neu; Motion carried unanimously by voice vote.

No action taken.

6. ADJOURNMENT

Motion by Trustee Collins to adjourn the meeting at 9:15 PM; Seconded by Trustee Neu; Motion carried unanimously.

Respectfully Submitted,

[Signature]

Jim Healy  
Village Administrator
A RESOLUTION AUTHORIZING STAFF TO REALLOCATE FUNDS FROM THE VILLAGE'S PARK IMPACT FEES TO REIMBURSE THE GENERAL FUND

WHEREAS, the Village of Richfield collects Park Impact Fees related to its park system and the expansion of said lands as well as the recreational offerings our community has; and

WHEREAS, as a part of the Nature Park and Historical Park purchase, the then Town of Richfield incurred debt; and

WHEREAS, the audited financial statement from 2016 states the Government Fund Balance Sheet for "Park Dedication" has a liability in the amount of $437,790; and

WHEREAS, it is the recommendation of the Village's auditors, Kerber Rose, that the amount of monies collected for Park Impact Fees now "pay back" the General Fund until the liability is eliminated; and

WHEREAS, at the end of 2017, Village had amassed $31,747.00 in Park Impact Fees; and

WHEREAS, in 2018, as of the end of March, the Village has collected $24,409.84; and

NOW, THEREFORE IT IS HEREBY RESOLVED, the Village Board directs the Village's Deputy Treasurer to deposit collected Park Impact Fees into the General Fund in the amount of $54,156.84;

PASSED THIS 19th DAY OF APRIL, 2018, BY THE VILLAGE BOARD OF THE VILLAGE OF RICHFIELD, WASHINGTON COUNTY, WISCONSIN.

John Jeffords, Village President

Attest:

Jim Healy, Administrator/Clerk
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# VILLAGE OF RICHFIELD
## VILLAGE BOARD COMMUNICATION FORM

**MEETING DATE:** April 19, 2018

| SUBJECT: | Richfield Days Parade Road Closure on STH 175 |
| DATE SUBMITTED: | April 13, 2018 |
| SUBMITTED BY: | Jim Healy, Village Administrator |

**POLICY QUESTION:** DOES THE VILLAGE BOARD WISH TO AUTHORIZE THE ADMINISTRATOR TO SUBMIT AN APPLICATION TO THE WISCONSIN DEPARTMENT OF TRANSPORTATION (WISDOT) FOR THE ROAD CLOSURE ON STH 175 FOR THE RICHFIELD DAYS PARADE?

**ISSUE SUMMARY:**

Village Staff was approached by the Richfield Days Parade Committee and it was requested we submit the formal application to WisDOT for the closure of STH 175 during the Richfield Days Parade on Sunday, August 26th from 10:30AM to 1:00PM. As part of this process, as is our common practice, Village Staff will communicate to property owners along the parade route as well as business owners about the impending road closure.

**FISCAL IMPACT:**

| Initial Project Costs: | N/A |
| Future Ongoing Costs: | N/A |
| Physical Impact (on people/space): | STH 175 Road Closure |
| Residual or Support/Overhead/Fringe Costs: | N/A |

**ATTACHMENTS:**

1. WisDOT Form DT1479 – Application by Municipality for Permission to Detour State Trunk Highway Traffic
2. Richfield Parade Traffic Control Plan

**STAFF RECOMMENDATION:**

Motion to recommend approval for the Village Administrator to petition the WisDOT for road closure on August 26th in conjunction with the Richfield Days Parade.

**APPROVED FOR SUBMITTAL BY:**

Village Staff Member

Village Administrator

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<td>BOARD ACTION TAKEN</td>
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<td>Resolution No.</td>
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The above municipality requests permission to close the marked route as described, during which time the municipality will provide temporary route as designated.

The municipality agrees to accept the following terms and conditions:

1. The municipality shall provide a detour having structural, geometric and traffic control characteristics, which are acceptable to the Region. A detour map which provides street names shall be submitted.

2. The municipality shall furnish, erect and remove signs and markers at the sole expense of the municipality, unless provided for in (3), or unless directed by officers for short routes and short timeframe (less than 3 days).

3. A Detour and Traffic Control Plan shall be submitted to the Region for approval. An example is Standard Detail Drawing 15C2-4C.

4. The municipality shall agree to minimize, as much as practicable, the duration of closure, including providing for assembly and dispersal of parades in areas removed from the state highway route.

5. The municipality shall accept full responsibility for any damage to local roads and streets resulting from closure and detour.

6. The requester shall arrange for adequate traffic control from either WisDOT, traffic control contractor, or the appropriate county, and provide documentation of enforcement coordination.

7. The requester shall notify all media, emergency services and schools, five (5) days prior to the detour.

8. Additional conditions: Attachments: □ Yes □ No

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<tr>
<th>Municipality</th>
<th>County</th>
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<th>(Area Code) Telephone Number</th>
<th>Email Address</th>
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<th>Name of Street(s) to be Closed</th>
<th>Streets Closed Between (Street Name)</th>
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<th>Proposed Temporary Route</th>
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<th>□ MAP ATTACHED</th>
<th>Date and Duration of Detour</th>
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<th>Name and Address to Whom Permit will be Returned</th>
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<tr>
<th>(Authorized Official Signature)</th>
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Permission is granted to temporarily close the designated segment of state trunk highway and to provide a detour, subject to the stated conditions.

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Richfield Parade Traffic Control

The parade this year is scheduled to start at 11:00 am. The staging area for the floats is in the shopping center parking lot at the northwest corner of STH 175 and Hubertus Rd, the M&I Bank, Piggly Wiggly, BP Gas station, and the Richfield School; the marching bands are going to stage at Richfield Elementary School. Between 10:30am and 10:45am the floats are going to move north on STH 175 up to the intersection of STH 175 and Holy Hill Rd. Once the parade begins it is expected to last between 1 to 1.5 hours.

The Village of Richfield will be pre-positioning detour signs and any needed barricades prior to the day of the parade and will erect them on the parade day with the exception of two mentioned below that are the responsibility of the traffic post squads.

The Washington County Highway Department will place (if available) an electronic message board that the squads will turn on and face traffic in the area of the Hwy 41 at Hwy 167 ramp indicating Hwy 167 is closed.

Traffic Control Posts

1. STH 175 and Hubertus Rd (1 Squad)
2. STH 167 and Mayfield Rd (1 Squad)
3. STH 175 and Pleasant Hill Rd (2 Squads)
4. STH 167 and Wolf Dr (2 Squads)

Timeline

10:30am-10:45am - The parade units exit the parking lots / staging areas and head north on STH 175. At 10:30am STH 175/Hubertus Rd traffic post stops all northbound STH 175 traffic and puts up detour signs at the corner, and one of the Holy Hill Rd/Wolf Drive cars stops all southbound traffic at STH 175 and Holy Hill Rd. Traffic direction may be needed at STH 175 and Holy Hill Rd. prior to 10:30 am to alleviate back-ups on Holy Hill Rd between US 41 and STH 175. Parade volunteers will assist traffic entering and leaving the parking lot for Richfield Elementary School (Marching Band staging area). These volunteers will be instructed to allow gaps in the eastbound traffic so that westbound vehicles intending to enter the school parking lot may do so. This will help keep westbound traffic on Holy Hill Rd. moving.

10:45am The STH 167/Mayfield Rd car stops all eastbound traffic and puts up the detour signs at the intersection.

10:45am The second STH 167/Wolf Drive car turns the Highway shop message board located on Holy Hill Rd between US 41 and TNT to face traffic and then shuts down traffic at STH 167 and Wolf Dr

10:50am The STH 175/Pleasant Hill Rd traffic car stops all traffic Southbound on STH 175.
11:00 am The squad at STH 167 and STH 175 goes to Wolf Drive and assists with traffic control.

11:45 pm - 12:30 pm When the last vehicle in the parade is north of the intersection on STH 167 and STH 175 the STH 175/Hubertus Rd car lays the detours signs down and opens up traffic. The STH 167/Mayfield Rd car lays down the detour signs and opens up traffic. The STH 167/Wolf Drive cars turn the Highway Shop sign and opens up traffic. All squads that opened up traffic report to the intersection of STH 167/STH 175 to assist in stopping traffic on STH 175 Northbound from STH 167 or any other assignment as directed by the Supervisor in charge.

12:30 pm The last vehicle in the parade exits STH 175 into Fireman's Park, traffic stays closed on STH 175 between STH 167 and Pleasant Hill Rd for about 15min after the end of the parade to allow pedestrians to exit the area.

Detour Map
CLOSED SESSION