AGENDA
VILLAGE BOARD MEETING
RICHFIELD VILLAGE HALL
4128 HUBERTUS ROAD, HUBERTUS WISCONSIN
August 16, 2018
7:00 P.M.

1. Call to Order/ Roll Call
2. Verification of Compliance with Open Meeting Law
3. Pledge of Allegiance

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

5. CONSENT AGENDA
   a. Vouchers for Payment
   b. Treasurer’s Report
   c. Meeting Minutes:
      i. July 19, 2018 – Regular Meeting
      ii. July 30, 2018 – Special Meeting
   d. Stantec Consulting Services Contract
   e. Northshore Environmental and Construction Contract
   f. New Alcohol Beverage Retail License Application – Basses Taste of Country (Beer Only)
   g. Amended Temporary Class B Picnic Application for Richfield Days Parade Committee (Beer Only)
   h. New Temporary Class B Picnic Application for St. Gabriel Catholic Parish, Flea Market (Beer and Wine)
   i. New Temporary Class B Picnic Application for Richfield Volunteer Fire Co. Richfield Days (Beer Only)
   j. New Operators License Applications
   k. New Temporary Operators License Applications

6. DISCUSSION/ACTION ITEMS
   a. Discussion/Action regarding the Village’s 2017 PASER Ratings and future funding for Village roadways
   b. Discussion/Action regarding an amendment to an existing Conditional Use Permit for the construction of an accessory structure located at 3210 STH 167 (Tax Key: V10_027600E), pursuant to Section 70.198(D) of the Zoning Code – Logger’s Park LLC.
   c. Discussion/Action regarding the Final Plat for Bark Lake Estates Subdivision
   d. Discussion/Action regarding Integrity Roofing, LLC. roof repairs to Village Hall
   e. Discussion/Action regarding the purchase of a Burke Truck 1-ton dump body package
   f. Discussion/Action regarding the installation of infrared tube heating devices for DPW Building
   g. Discussion/Action regarding jurisdictional road transfer agreements with Washington County and the Towns of Polk, Erin, and Hartford

7. PUBLIC COMMENTS (…Continued)

8. ADJOURNMENT

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

Pursuant to Sec. 985.02(2), Wis. Stats., I, Jennifer Kellew, 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:

   ☐ PREV agenda for mtg. on 8/15/18
   ☐ V6 agenda for mtg. on 8/16/18

   on 8/19/18 (date), 4:00 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.

   Jennifer Kellew
   Signature
   8-9-18
   Date

Personally came before me this 94th day of August, 2018

Margaret Kusnell
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.

   LaCk
   Signature
   8/9/18 - 8/10/18
   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, Minutes of the July 19, 2018 Regular meeting and Minutes of the July 30, 2018 Special meeting, Contract for Stantec Consulting Services, Contract for Northshore Environmental and Construction, New Alcohol Beverage Retail License Application for a Class “B” Beer License for business – Basses Taste of Country, LLC, Amended Temporary Class B Picnic Application for Richfield Days Parade Committee to add an additional day of (August 25, 2018), New Temporary Class B Picnic Application for St. Gabriel Catholic Parish (Giant Flea Market Event and Fish Fry), New Temporary Class B Picnic Application for Richfield Volunteer Fire Co, (Richfield Days), New Operators License Applications and Temporary Operators License Applications.

FISCAL IMPACT:
Initial Project Costs:
Future Ongoing Costs:
Physical Impact (on people/space):
Residual or Support/Overhead/Fringe Costs:

ATTACHMENTS:
1. Vouchers for Payment
2. Treasurer’s Report
3. Minutes of the July 19, 2018 Regular meeting and Minutes of the July 30, 2018 Special meeting.
4. Contract for Stantec Consulting Services
5. Contract for Northshore Environmental and Construction
6. Alcohol Beverage Application for a Class “B” Beer only License for business → Basses Taste of Country
7. Amended Application for a Temporary Class B Picnic License for Richfield Days Parade Committee
8. Application for a Temporary Class B Picnic License for St. Gabriel Catholic Parish
9. Application for a Temporary Class B Picnic License for Richfield Volunteer Fire Company
10. Applications for New Operators Licenses, (see attached list of applicants) Applications and Background Investigation Reports attached.
11. Applications for Temporary Operators Licenses (see attached list of applicants) Applications and Background Investigation Reports attached.

STAFF RECOMMENDATION:
Motion to approve the Vouchers for Payment, Treasurer’s Report, Minutes of the July 19th Regular Meeting, Minutes of the July 30th, Special meeting, Contracts for Stantec Consulting Services and Northshore Environmental and Construction, Alcohol Beverage Application for a Class “B” Beer only License for Basses Taste of Country, Amended Application for a Temporary Class B (Beer only) Picnic License for Richfield Days Parade Committee to include the additional day of August 25, 2018, Application for a Temporary Class B (Beer and Wine) Picnic License for St. Gabriel Catholic Parish, Application for a Temporary Class B (Beer only) Picnic License for Richfield Volunteer Fire Company, Applications for New Operators Licenses (per the attached list) and Applications for Temporary Operators Licenses (per the attached list).
Village Staff Member

Village Administrator

Resolution No. ______________________
Ordinance No. ______________________
Approved ______________________
Other ______________________

Continued To: ______________________
Refered To: ______________________
Denied ______________________
File No. ______________________
5 a
## VILLAGE OF RICHFIELD
Treasurer's Report for July 31, 2018

### BANK ACCOUNT BALANCES

<table>
<thead>
<tr>
<th>Bank Account</th>
<th>Interest Rate</th>
<th>Beginning Balance July 1, 2018</th>
<th>Interest Earned</th>
<th>Ending Balance July 31, 2018</th>
</tr>
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<tr>
<td>Landmark Checking Account</td>
<td>0.25%</td>
<td>$2,114,682.95</td>
<td>$407.79</td>
<td>$1,402,316.73</td>
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<tr>
<td>LGIP General Fund</td>
<td>1.95%</td>
<td>$757,691.81</td>
<td>$1,253.81</td>
<td>$758,945.62</td>
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<tr>
<td>LGIP Fire Impact Fees</td>
<td>1.95%</td>
<td>$8,545.54</td>
<td>$14.14</td>
<td>$8,559.68</td>
</tr>
<tr>
<td>LGIP Park Impact Fees</td>
<td>1.95%</td>
<td>$24,519.91</td>
<td>$40.58</td>
<td>$24,560.49</td>
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<tr>
<td>LGIP Tax Account</td>
<td>-</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>FNB Entrepreneur Plus Account</td>
<td>0.10%</td>
<td>$127,734.10</td>
<td>$11.20</td>
<td>$127,745.30</td>
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<tr>
<td>FNB Platinum MMDA Account</td>
<td>0.25%</td>
<td>$258,806.80</td>
<td>$56.72</td>
<td>$258,863.52</td>
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<tr>
<td>FNB Public DDA Acct- Hist Soc</td>
<td>0.10%</td>
<td>$371,402.58</td>
<td>$32.56</td>
<td>$371,435.14</td>
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<tr>
<td>Westbury Bank MM Account</td>
<td>0.60%</td>
<td>$255,517.93</td>
<td>$134.41</td>
<td>$255,652.34</td>
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</tbody>
</table>

### CERTIFICATES OF DEPOSIT

<table>
<thead>
<tr>
<th>Bank</th>
<th>Purchase Date</th>
<th>Expiration Date</th>
<th>Interest Rates</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>First National Bank</td>
<td>April 30, 2017</td>
<td>November 30, 2018</td>
<td>1.29%</td>
<td>$257,520.64</td>
</tr>
<tr>
<td>Westbury Bank</td>
<td>April 24, 2018</td>
<td>October 24, 2019</td>
<td>2.00%</td>
<td>$261,027.83</td>
</tr>
</tbody>
</table>

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

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

<table>
<thead>
<tr>
<th>Developer</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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</tbody>
</table>

exel/mydocuments/treasurersreport.xls
5 f
2018-2019
“NEW”
ALCOHOL BEVERAGE LICENSE
APPLICATION

• Basses Taste of Country
5 g
2018
Temporary Class B
PICNIC
APPLICATION

• Richfield Days Parade Committee
5 h-i
2018
Temporary Class B
PICNIC
APPLICATIONS

• See attached list
### 2018 - PICNIC LICENSES

**Meeting Date:** August 18, 2018  
**Submitted by:** Deputy Clerk, Cox

<table>
<thead>
<tr>
<th>ORGANIZATION NAME</th>
<th>NAME OF ORGANIZER</th>
<th>EVENT ADDRESS</th>
<th>TYPE OF EVENT</th>
<th>DATE(S) OF EVENT</th>
<th>TYPE OF LICENSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 ST. GABRIEL CATHOLIC PARISH</td>
<td>JEROME GARIETY</td>
<td>1200 ST GABRIEL WAY</td>
<td>FLEA MARKET</td>
<td>SEPTEMBER 7th &amp; 8th, 2018</td>
<td>BEER &amp; WINE</td>
</tr>
<tr>
<td>2 RICHFIELD VOLUNTEER FIRE COMPANY</td>
<td>SUSAN SCHMITT</td>
<td>Fireman's Park, behind Fire Station # 1</td>
<td>RICHFIELD DAYS</td>
<td>AUGUST 24-26, 2018</td>
<td>BEER only</td>
</tr>
</tbody>
</table>
5 j
2018-2019
“NEW” OPERATOR’S LICENSE APPLICATIONS

- See Attached List
### 2018-19 NEW OPERATOR LICENSES

**Meeting Date:** August 16, 2018  
**Submitted by:** Deputy Clerk, Cox

<table>
<thead>
<tr>
<th>FIRST NAME</th>
<th>LAST NAME</th>
<th>PLACE EMPLOYED</th>
<th>LICENSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emily</td>
<td>Anderson</td>
<td>Terrace 167</td>
<td>COURSE</td>
</tr>
<tr>
<td>Amy</td>
<td>Flasch</td>
<td>Kettle Hills Golf Course</td>
<td>LICENSE</td>
</tr>
<tr>
<td>Timothy</td>
<td>Hipenbecker</td>
<td>Basse's Taste of Country</td>
<td>COURSE</td>
</tr>
<tr>
<td>Adam</td>
<td>Mirecki</td>
<td>Johnny Manhattan's</td>
<td>COURSE</td>
</tr>
<tr>
<td>Austin</td>
<td>Mueller</td>
<td>Basse's Taste of Country</td>
<td>COURSE</td>
</tr>
<tr>
<td>Bailey</td>
<td>Nelson</td>
<td>Kettle Hills Golf Course</td>
<td>COURSE</td>
</tr>
<tr>
<td>Lauren</td>
<td>Oman</td>
<td>Kettle Hills Golf Course</td>
<td>COURSE</td>
</tr>
<tr>
<td>Garrett</td>
<td>Page</td>
<td>LaCabana</td>
<td>COURSE</td>
</tr>
<tr>
<td>Nicole</td>
<td>Polahar</td>
<td>Basse's Taste of Country</td>
<td>COURSE</td>
</tr>
<tr>
<td>Tamarah</td>
<td>Poppie</td>
<td>Country Mart</td>
<td>COURSE</td>
</tr>
<tr>
<td>Barbara</td>
<td>Radke</td>
<td>Country Mart</td>
<td>COURSE</td>
</tr>
</tbody>
</table>
2018
TEMPORARY OPERATOR’S LICENSE APPLICATIONS

• See Attached List


**2018 TEMPORARY OPERATORS**

Meeting Date: August 16, 2018  
Submitted by: Deputy Clerk; Cox

<table>
<thead>
<tr>
<th>FIRST NAME</th>
<th>LAST NAME</th>
<th>NAME OF EVENT</th>
<th>DATE(S) OF EVENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 JEROME</td>
<td>GARIETY</td>
<td>ST. GABRIEL - FLEA MARKET</td>
<td>SEPTEMBER 7TH &amp; 8TH, 2018</td>
</tr>
<tr>
<td>2 DONALD</td>
<td>PATNODE</td>
<td>ST. GABRIEL - FLEA MARKET</td>
<td>SEPTEMBER 7TH &amp; 8TH, 2018</td>
</tr>
<tr>
<td>3 SUSAN</td>
<td>PATNODE</td>
<td>ST. GABRIEL - FLEA MARKET</td>
<td>SEPTEMBER 7TH &amp; 8TH, 2018</td>
</tr>
<tr>
<td>4 STEPHANIE</td>
<td>CAHLAMER</td>
<td>RICHFIELD DAYS</td>
<td>08/24/2018 THRU 08/26/2018</td>
</tr>
<tr>
<td>5 DANIEL</td>
<td>DOMROIS</td>
<td>RICHFIELD DAYS</td>
<td>08/24/2018 THRU 08/26/2018</td>
</tr>
<tr>
<td>6 TOD</td>
<td>HETZER</td>
<td>RICHFIELD DAYS</td>
<td>08/24/2018 THRU 08/26/2018</td>
</tr>
<tr>
<td>7 BENJAMIN</td>
<td>HOGAN</td>
<td>RICHFIELD DAYS</td>
<td>08/24/2018 THRU 08/26/2018</td>
</tr>
<tr>
<td>8 DIANE</td>
<td>MOSEY</td>
<td>RICHFIELD DAYS</td>
<td>08/24/2018 THRU 08/26/2018</td>
</tr>
<tr>
<td>9 DANIEL</td>
<td>NEU</td>
<td>RICHFIELD DAYS</td>
<td>08/24/2018 THRU 08/26/2018</td>
</tr>
<tr>
<td>10 LORI</td>
<td>NEU</td>
<td>RICHFIELD DAYS</td>
<td>08/24/2018 THRU 08/26/2018</td>
</tr>
<tr>
<td>11 ERIC</td>
<td>PAPENTHIEN</td>
<td>RICHFIELD DAYS</td>
<td>08/24/2018 THRU 08/26/2018</td>
</tr>
<tr>
<td>12 RICHARD</td>
<td>SAN FELIPPO</td>
<td>RICHFIELD DAYS</td>
<td>08/24/2018 THRU 08/26/2018</td>
</tr>
<tr>
<td>13 BRETT</td>
<td>SAWDY</td>
<td>RICHFIELD DAYS</td>
<td>08/24/2018 THRU 08/26/2018</td>
</tr>
<tr>
<td>14 JOHN</td>
<td>SCHMITZ</td>
<td>RICHFIELD DAYS</td>
<td>08/24/2018 THRU 08/26/2018</td>
</tr>
<tr>
<td>15 RICHARD</td>
<td>STORMS</td>
<td>RICHFIELD DAYS</td>
<td>08/24/2018 THRU 08/26/2018</td>
</tr>
<tr>
<td>16 JILL</td>
<td>WENZEL</td>
<td>RICHFIELD DAYS</td>
<td>08/24/2018 THRU 08/26/2018</td>
</tr>
</tbody>
</table>
6a
VILLAGE OF RICHFIELD

VILLAGE BOARD COMMUNICATION FORM

MEETING DATE: August 16, 2018

SUBJECT: 2017 PASER Ratings and Future Funding of Village Roads

DATE SUBMITTED: August 8, 2018

SUBMITTED BY: Jim Healy, Village Administrator

POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO DIRECT STAFF TO PREPARE A RESOLUTION FOR A REFERENDUM TO BE HELD ON NOVEMBER 6TH FOR POTENTIAL ADOPTION ON AUGUST 28TH AT A SPECIAL MEETING OF THE VILLAGE BOARD?

ISSUE SUMMARY:

At the request of Trustee Collins, during the month of July Village Staff researched how a referendum question might be written on a referendum. Also at the July meeting, the Village Board made the policy decision that if they were to consider a referendum, that it would be for a period of nine (9) years and the amount of money that would be proposed to be added to the property tax levy would be $750,000. While the final “Net New Construction” totals will not be given to municipalities until August 15th, preliminary numbers were released on August 6th. The Village is allowed to increase the property tax levy by 1.42%, which equates to an allowable increase of $36,781, which is approximately $10,000 less than FY2018. Pursuant to State Statutes, the exact language in a referendum the Village must use is dictated as follows:

“Under State Law, the increase in the levy of the Village of Richfield for the tax to be imposed for the next fiscal year, 2019, is limited to 1.42% which results in a levy of $2,627,029. Shall the Village of Richfield be allowed to exceed this limit and increase the levy for the fiscal years of 2019 through 2027, for the purpose of road construction and road maintenance, by a total of 28% which results in a levy of $3,377,029?”

Village Staff intends to seek the guidance of the Department of Revenue regarding the finalized language, but at the present time this is the best information available to Staff. Additionally, pursuant to the direction of the Village Board, on August 21st at 7PM, the Village Staff has put together a Community Forum for the purposes of gathering information and soliciting the input of Village residents regarding the proposed referendum. Information regarding the Community Forum was advertised in the Village’s latest edition of the Richfield Happenings that hit mailboxes the week of August 6th. Information has also been placed on the Village’s website.

FISCAL IMPACT: Reviewed by: [Signature] Village Deputy Treasurer

Initial Project Costs: +$750,000
Future Ongoing Costs: Variable
Physical Impact (on people/space): Improved Village infrastructure
Residual or Support/Overhead/Fringe Costs: Variable

ATTACHMENTS:

1. Communication Form from July 19, 2018 regarding 2017 PASER Ratings and Future Funding of Village Roads
2. Department of Revenue Preliminary Net New Construction Figures for Washington County
3. July/August Edition of Richfield Happenings

STAFF RECOMMENDATION:

Motion to direct Village Staff to prepare a referendum question related to road improvements for final consideration by the Board at a special meeting on August 28th at 7PM.

APPROVED FOR SUBMITTAL BY:  VILLAGE CLERK USE ONLY
BOARD ACTION TAKEN

25
<table>
<thead>
<tr>
<th>Village Staff Member</th>
<th>Resolution No.</th>
<th>Continued To:</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Ordinance No.</td>
<td>Referred To:</td>
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<tr>
<td></td>
<td>Approved</td>
<td>Denied</td>
</tr>
<tr>
<td></td>
<td>Other</td>
<td>File No.</td>
</tr>
</tbody>
</table>
POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO FOCUS THE ENERGY OF VILLAGE STAFF TO RESEARCH AND ANALYZE A PARTICULAR FUNDING MECHANISM FOR INCREASING THE FUNDING TO OUR LOCAL ROAD IMPROVEMENT PROGRAM?

ISSUE SUMMARY:

For the last several months the Board has been discussing state of the Village’s infrastructure. Early on, the Board made the policy decision that, consistent with the findings of the Village’s Capital Improvement Plan (CIP) Subcommittee, potential funding options for increasing our road maintenance budget needed to be explored. The method of funding and the amount to be borrowed or asked for at a referendum are two (2) key policy considerations that need to be determined as soon as reasonably possible for many reasons.

First, is the legal timing necessary to have a binding referendum on the November ballot. In order to have a referendum in November, the Village must get the referendum question, statement explaining the referendum question, and a resolution passed and sent to the Washington County Clerk by Friday, August 31st to meet deadlines for the creation of the ballot. Second is the practical timing as it relates to logistically continuing the community conversations we’ve been having regarding our roads. Public education and dialogue are going to be successful elements of any attempt at a referendum and the timing of setting up an “Open House” to the public at the Fire Company building will be imperative to fostering community “buy-in” for what is being proposed. On the other hand, the Village Board has the power to borrow money as it sees fit up to 5% of the Village’s equalized value. But given the magnitude of the proposed “ask”, communicating those needs to the public will also be time consuming. Third, multiple iterations of the 2019 Village Budget will need to be created with the different funding scenario results displayed and legally published.

At the request of Trustee Collins, over the last month Village Staff researched how the question might be written on a referendum. Fortunately, or unfortunately, the exact language the Village must use is codified in Wisconsin State Statutes. It is as follows:

“Under State Law, the increase in the levy of the Village of Richfield for the tax to impose for the next fiscal year, 2019, is limited to (INSERT PERCENTAGE)%*, which results in a levy of $(INSERT LEVY). Shall the Village of Richfield be allowed to exceed this limit and increase the levy for the next fiscal year, 2019, for THE PURPOSE OF ROAD CONSTRUCTION, by a total of (INSERT)%, which results in a levy of $(INSERT)”?

Village Staff is seeking the guidance of the Department of Revenue regarding the Village’s “Net New Construction” numbers which typically come out in August to make a determination on the first two (2) blanks in YELLOW above. Last year, if you recall, we could increase our property tax levy by 1.81% or approximately $46,000. The third blank where “2019” is shown has the potential to be modified to be in perpetuity or for a prescribed period of time. “THE PURPOSE OF ROAD CONSTRUCTION” is the Village’s statement as to why the monies are being sought. This was a recent change to the laws whereby the actual purpose for exceeding the property tax levy must be given to the voters. The amount of money sought will determine the percentage and the new property tax levy.

For the convenience of the Board, I have also included a resolution passed by the City of Princeton in 2008 by former Village of Richfield Administrator, Joshua Schoemann. A resolution passed by the Village Board would closely mimic this verbiage but for the areas of the text unique to the Village.
**FISCAL IMPACT:**

Initial Project Costs:
Future Ongoing Costs:
Physical Impact (on people/space):
Residual or Support/Overhead/Fringe Costs:

**ATTACHMENTS:**

1. Communication Form from June 21, 2018 regarding 2017 PASER Ratings and Future Funding of Village Roads
2. Resolution 2008-01, a Resolution authorizing a referendum to exceed state imposed tax levy limits in 2009

**STAFF RECOMMENDATION:**

None at this time.

<table>
<thead>
<tr>
<th>APPROVED FOR SUBMITTAL BY</th>
<th>VILLAGE CLERK USE ONLY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Village Staff Member</td>
<td>BOARD ACTION TAKEN</td>
</tr>
<tr>
<td>Village Administrator</td>
<td></td>
</tr>
<tr>
<td>Resolution No.</td>
<td>Continued To:</td>
</tr>
<tr>
<td>Ordinance No.</td>
<td>Referred To:</td>
</tr>
<tr>
<td>Approved</td>
<td>Denied</td>
</tr>
<tr>
<td>Other</td>
<td>File No.</td>
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### NET NEW CONSTRUCTION 2018

<table>
<thead>
<tr>
<th>COMUN CODE</th>
<th>MUNICIPALITY</th>
<th>2017 EQUALIZED VALUE</th>
<th>2018 NET NEW CONSTRUCTION</th>
<th>PERCENT</th>
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<tbody>
<tr>
<td>66002</td>
<td>TOWN OF ADDISON</td>
<td>341,450,500</td>
<td>4,478,000</td>
<td>1.31%</td>
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<tr>
<td>66004</td>
<td>TOWN OF BARTON</td>
<td>311,359,900</td>
<td>3,259,200</td>
<td>1.05%</td>
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* Split districts are summed at the end of the report
Village Board Directs Staff to Prepare for November Referendum on Road Construction

For the last several months, the Village Board has been debating the "state of the Village's infrastructure". Early on, the Board made the policy decision that, consistent with the findings of the Village's Capital Improvement Plan (CIP) Subcommittee, potential funding options for increasing our road maintenance budget need to be explored. At the July Village Board meeting, the Board made the decision that they were not in favor of borrowing money to fix our roads due to the high cost of interest payments.

Direction was given to Village Staff that we are to prepare for a referendum in November. November was chosen rather than the upcoming August 14th election because the fall election will have the highest turnout of any election this year with the scheduled gubernatorial race rather than our scheduled Partisan Primary which, generally speaking, has lower voter turnout. The Board further directed Staff to advertise for a community meeting on August 21st at 7PM at the Richfield Volunteer Fire Station No. 2 on Hubertus Road. The purpose of the meeting will be to give residents an opportunity to have continued dialogue with the Village Board and Village Staff regarding our roads.

Although the exact language on the referendum has not been approved by the Wisconsin Department of Revenue, there are some aspects of the proposed language that are worth noting:

- **The amount of the proposed referendum is $750,000.**
- **The length of time the referendum would be in place for is 9 years.**
- **The requested $750,000 can only be used for road maintenance/construction.**

If residents choose to vote "Yes", the Village would be able to double the amount of money it allocates each year for road construction from approximately $750,000 to $1,500,000 which would equate to approximately 40% of our total budget. The result of which would equate to every road in the Village being paved in the next 30 years, which is the typical life span of a road in the State of Wisconsin.

If residents choose to vote "No", the Village will continue to spend approximately $750,000 to reconstruct roads at the pace of 1-2 miles a year which translates to the Village paving its 150 miles of road once every 75 years.
Smart Asset, a private online financial research company, named Richfield one of the State’s top tax-friendly places to retire last month. Without a doubt, this national recognition is something that our taxpayers can be extremely proud of. While the Village was edged out for the top community in the State by Mequon, the Village was shown as having the most favorable property tax rate in the State, which was one of the metrics the study was based on. For generations, the Village has prided itself on its core principles of fiscal responsibility, avoiding debt by paying cash for major expenditures, and managing tax dollars as if they truly are our own. Our common sense approach to taxation is something that we should be very proud of, but it likely will come at some added future cost if we do not address this quagmire with our 40-45 miles of road that are in dire need of repair while we are still in a position to rectify the problem and get back on-track.

As we did in our previous edition of this publication, I urge you to contact your elected officials here in Richfield. Their numbers are on the front page of every newsletter for a reason—they want to hear from YOU! Please also feel free to email me directly at Administrator@richfieldwi.gov or call Village Hall at (262)-628-2260 and register your opinion with the front office.

Let’s work on this problem, together!

Jim Healy, Village Administrator

RVFC Update

The Richfield Volunteer Fire Company has some new tools that can help improve an individual’s chance of survival from a medical emergency.

After recent approval from the Company’s membership, two (2) new Lifepak 15 monitor/defibrillators were purchased—one for each of its ambulances. The new units replaced monitors that were 12 years old and did not have the same capabilities.

The new machines not only offer advanced cardiac support, but also measure how well an individual is breathing, monitors a person’s oxygen saturation, automatically checks a person’s carbon monoxide level, conducts EKG monitoring, measures blood pressure, and more. Gaining the use of monitoring a person’s ability to breath effectively can help an EMS crew determine the appropriate treatment for someone exhibiting difficulty breathing, or help to determine if a treatment is working effectively enough for that patient.

The ability to transmit cardiac rhythm information directly to the hospital from the field was also included with these monitors. Additional information like a patient’s pulse rate and blood pressure can also be sent from inside of the home before even being moved to the ambulance, alerting staff at the Emergency Department of any possible cardiac problems. This heads-up can mean minutes saved at the hospital and may result in improved patient outcomes.

Along with the purchase of these monitors were 5 AED’s (automated external defibrillator) and 2 video laryngoscopes. The addition of the AED’s now places one in each of the front line engines and heavy rescues, should they reach a cardiac patient in need before an ambulance. The laryngoscopes give cutting-edge technology to the members to visualize airway obstructions, and an enhanced view for Advanced Life Support members to place an airway such as an ET (endotracheal tube) in patients that aren’t breathing.

The cost of the two (2) monitors, five (5) AED’s, and two (2) video laryngoscopes was approximately $60,000. This price included a Washington County group purchase discount, plus the trade-in value for the older monitors/defibrillators. All of the funding for these purchases was from proceeds from the last several years of Richfield Day’s profits, plus an EMS fund designated for equipment replacement. There was no added cost to the Richfield taxpayers for these purchases due to the hard work of the RVFC members. We would greatly appreciate your continued support for these projects by visiting the upcoming 2018 Richfield Days August 24th - 26th.

Captain Tony Burgard, RVFC

Donations for Fireman’s Park Outfield Fencing

The Village Trustees, Park Commissioners, and Staff would like to thank the local organizations who donated over $4,000 to assist in the replacement of the baseball field fencing at Fireman’s Park. During the week of July 23rd, the Village Public Works staff removed the fencing. Century Fence completed the project by installing the new fence just in time for Richfield Days!

Those who contributed to this project are: the Richfield Volunteer Company, the Richfield Lion’s Club, and the Richfield Rockets. These organizations have donated thousands of dollars to the Richfield community over the years. Please join us in showing them our gratitude for all that they do.
6b
POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO APPROVE THE PROPOSED AMENDMENT TO THE CONDITIONAL USE PERMIT SITE PLAN FOR LOGGER’S PARK LLC?

ISSUE SUMMARY:

John and Terry Bogue own the property generally located at 3210 STH 167 (Tax Key: V10_027600E) which is a unique property that has multiple uses. Operating from this site are Logger’s Park LLC, a recreational facility that hosts softball/baseball, sand volleyball, a bar/restaurant, ice skating in the winter time and mini golf. The other, larger component of their operation is Terrace 167 LLC, an event venue business which holds a separate federal tax ID, Wisconsin Seller’s Permit number, LLC management makeup, and independent liquor licensing. The last component of the operations on the property is Terrace Express LLC which provides shuttle services for individuals who utilize their event venue to take them to and from their hotel. This is also a separate LLC with different federal tax ID.

In 2004, the then Town Board approved a Conditional Use Permit for the petitioner for the operation of Logger’s Park LLC when it was zoned P-1, Parks and Recreation District. On April 2, 2015, the Village’s Plan Commission approved the modification of the site plan for the removal of the planned additional 10,000sqft building and related parking to be situated between Terrace 167 and the outfield fences of the baseball/softball diamond. Several months later, in the month of November, the Village Board adopted by ordinance the rezoning of the subject property from P-1, Parks and Recreation District to B-2, Community Business District, consistent with the Village’s adopted Comprehensive Plan and Future Land Use Map.

The intent of the rezoning change was to give the petitioner flexibility with the zoning to allow for the continued use of the already existing 10,000sqft facility on-site as an event/banquet hall, like other establishments in the Village (ie: Pioneer Bowl and Sterling Chalet) via an approved Conditional Use Permit which was also executed in November of 2015.

The property owners are before us tonight with a petition to construct a 40’x16’ (640sqft) detached accessory structure on their property to house wedding props, decorations, and lawn maintenance equipment related to their property. Old Hickory Buildings is a national firm that works with local Amish contractors to build prefabricated outbuildings that are constructed on-site. They are wood construction with corrugated metal roofs. Mr. and Mrs. Bogue are proposing to build a “lofted barn” structure directly behind the mini golf course so that it is partially obstructed from view. As proposed, the building will have two windows on the north and south end that are the “loft windows” and a single double door on the west elevation that will have the look and appearance of the lofted barn in the attached brochure picture. The siding is made of code compliant material called LP Dutch Lap Siding. The colors being proposed are “Dark Ebony Urethane” with a black metal roof and gray trim. Following a discussion by the Architectural Review Board back in late May, the following motion was made:

Motion to approve the proposed accessory building addition for Terrace 167 and Logger’s Park, located at 3210 STH 167 (Tax Key: V10-026700E) subject to the successful review and final approval of the established Conditional Use Permit by the Village Board. Motion passed without objection.

This property operates under a Conditional Use Permit. Subsection “F” states the following:

F. “Any change, addition, modification, alteration and/or amendment of any aspects of this Conditional Use, including
VILLAGE OF RICHFIELD

VILLAGE BOARD COMMUNICATION FORM

MEETING DATE: August 16, 2018

SUBJECT: Conditional Use Permit Amendment – Logger’s Park LLC (Tax Key: V10_026700E)

DATE SUBMITTED: August 6, 2018

SUBMITTED BY: Jim Healy, Village Administrator

but not limited to an addition, modification, alteration and/or amendment to the use, premises (including but not limited to any change to the boundary limits of the subject property), structures, lands or owners, other than as specifically authorized herein, shall require a new conditional use permit and all procedures in place at the time must be followed.”

Previously, there has been discussion regarding the necessity of additional landscaping which may be required on the subject property. However, it is the interpretation of the Code by the Village Attorney and Staff that the applicant presently has the required amount of landscaping and parking on the subject property and that any additional parking does not equate to the necessity of planting additional landscaping materials.

On August 2, 2018 a public hearing was scheduled with appropriate notice published, pursuant to the terms and conditions of the established Conditional Use Permit. Notice was published in the Daily News for two consecutive weeks with the last date of publication being seven (7) days before the date of tonight’s meeting. Notice was sent to property owners within 300’ of the subject property 10 days before tonight’s hearing. There were no speakers present or individuals who provided written comment.

Subsequently, the Plan Commission made the following motion at the August 2nd meeting:

Motion by Commissioner Bartel to recommend to the Village Board the approval of the proposed accessory building addition for Logger’s Park LLC, located at 1751 STH 175 (Tax Key: V10-026700E) subject to the below listed General Conditions of Approval and the successful review and final approval of the established Conditional Use Permit by the Village Board:

General Conditions of Approval:

1. The Developer shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.

2. The Developer shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.

3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of this approval.

Seconded by Vice-Chair Berghammer; Motion passed without objection.

Tonight, the matter is before the Village Board for ratification of the Plan Commission’s recommendation.
### VILLAGE OF RICHFIELD

#### VILLAGE BOARD COMMUNICATION FORM

**MEETING DATE:** August 16, 2018

**SUBJECT:** Conditional Use Permit Amendment – Logger’s Park LLC (Tax Key: V10_026700E)

**DATE SUBMITTED:** August 6, 2018

**SUBMITTED BY:** Jim Healy, Village Administrator

---

**FISCAL IMPACT:**

- **Initial Project Costs:** None.
- **Future Ongoing Costs:** None.
- **Physical Impact (on people/space):** None.
- **Residual or Support/Overhead/Fringe Costs:** Administrative.

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**ATTACHMENTS:**

1. Class II Public Hearing Notice published in the Daily News
2. Old Hickory Buildings advertisement brochure
3. Washington County GIS Aerial Overview – Site Plan
4. “Lofted Barn” construction drawings
5. Amended Conditional Use Permit for Logger’s Park and Terrace 167 (Changes in MS Word Redline Feature)

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**STAFF RECOMMENDATION:**

Motion to approve the proposed accessory building addition and minor text amendments, as proposed, for Logger’s Park LLC, located at 1751 STH 175 (Tax Key: V10-026700E) subject to the below listed General Conditions of Approval listed below:

**General Conditions of Approval:**

1. The Developer shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.

2. The Developer shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.

3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of this approval.

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**APPROVED FOR SUBMITTAL BY:**

[Signature]

Village Staff Member

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**VILLAGE CLERK USE ONLY**

**BOARD ACTION TAKEN**

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NOTICE OF PUBLIC HEARING
VILLAGE OF RICHFIELD
Thursday, August 2, 2018

PLEASE TAKE NOTICE:

Notice is hereby given pursuant to Section 19.84, Wis. Stats., and provisions of the Village of Richfield Code of Ordinances, that the Village of Richfield Plan Commission will conduct one (1) public hearing on Thursday, August 2, 2018 at 7:00 p.m. at the Village Hall, located at 4128 Hubertus Road, Hubertus, WI 53033 to consider the following:

1) An amendment to an existing Conditional Use Permit for Logger’s Park LLC for the construction of an accessory structure at Logger’s Park, located at 3208 STH 167 (Tax Key: V10_027600E), and to amend the text of the Conditional Use Permit pursuant to Section 70.198(D) of the Zoning Code, B-2, Community Business District.

For information regarding this public hearing, please contact Jim Healy, Village Administrator at (262)-628-2260. A map showing the location of the subject property and building plans are available from the Village Clerk during normal business hours. All interested parties will be heard. 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 (262)-628-2260 with as much advanced notice as possible.

Dated this July 17, 2018

Publication Dates:
July 21, 2018
July 26, 2018

Jim Healy
Village Administrator
Village of Richfield
4128 Hubertus Road
Hubertus, WI 53033
(262)-628-2260
LOFTED BARN PRICING
TREATED & PAINTED

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Up to 16 ft of loft included in price, depending on size. Additional charges apply if over 16 ft. No discount for subtracting loft.

12' wide and over buildings are measured across the eaves due to DOT regulations (all others are measured from outside corners).

*Prices shown include 3% discount offered for purchases made with cash or check. Credit card purchases are not eligible for the discounted price and will be priced 3% higher.

**Not available at all locations—see dealer for details.

PAINTED GAP GRAY WITH BARN WHITE TRIM* ON DURATEMP SIDING

BARN

4' inside wall height

ENGINEER CERTIFIED

SEE PAGES 6-8 FOR SIDING, COLORS & BUILDING OPTIONS

ALL 6' WIDE BUILDINGS COME WITH A SINGLE DOOR | ALL 10', 12', 14' & 16' WIDE BUILDINGS COME WITH DOUBLE DOORS | EXCLUDING PACKAGES

BARN PRICING
TREATED & PAINTED

<table>
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<tr>
<th>SIZE</th>
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<th>RENT TO OWN (36 MO)</th>
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**Not available at all locations—see dealer for details.

One color paint/urethane/water sealer included in above price, second color trim extra.
**FLOORING OPTIONS**

- 4x6 Pressure treated skids are notched for floor joists which greatly increases strength and prevents twisting - standard
- 16 inch on center pressure treated floor joists - standard
- 12 inch on center pressure treated floor joists - optional (standard on garages)
- 2x4 Pressure treated floor joists - standard
- 2x6 Pressure treated floor joists - optional (standard on 14' and 18' wide buildings)

- 5/8" CDX grade square edge, Pressure treated plywood
  - Lifetime warranty against termites & fungal decay
  - Choose this flooring if you want a lifetime warranty against termites & fungal decay and are not concerned with small imperfections and knots in the appearance or seam gaps due to shrinkage from the pressure treating process
- 3/4" Pressure treated plywood - optional

**YOU CHOOSE: treated square edge or T&G - SAME PRICE**

- 5/8" Tongue and Groove, Engineered Panels
  - Exceptional strength and stiffness for a flatter, more stable floor
  - Free of knots and patches with a thermally fused face
  - Advanced resins are moisture resistant
  - Choose this if you want a seamless floor with a virtually flawless appearance
- 3/4" Tongue and Groove, Engineered Panels - optional

Standard floor designed for 40 lb/sq. ft. LIVE LOAD and 200 lb/sq. ft. POINT LOAD. Additional options are available - see dealer/website for more heavy duty options.

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**ENGINEER CERTIFIED BUILDINGS**

Engineer Certified buildings are certified for 50 psf Ground Snow Load and 90 mph winds (wind rating requires customer supplied anchors). Additional options are available - see dealer/website for more details. Standard set of engineered plans available with purchase of building upon request. Price does not include anchors, calculations or elevations. Extra charges apply for custom plans, calculations or elevations. Designed to meet IBC standards, not guaranteed for every local jurisdiction. Our buildings are classified as Minor Storage Facilities (Occupancy Category 1) and not intended for any other use. Economy style and Metal buildings are not certified as a standard. These can be built as certified for an additional charge.

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**ROOFING OPTIONS**

**METAL ADVANTAGES**

- 29 Gauge high quality metal.
- 30 YEAR LIMITED WARRANTY
  - All metal roofing and siding comes with a 30 year limited warranty against rust through.
  - Match your home or existing building(s) or offer a nice contrast or focal point.
  - Does not depend on foreign oil as a raw material.
  - Metal is 100% recyclable & virtually worry-free.

**SHINGLE ADVANTAGES**

- Residential grade architectural shingles.
- 30 year limited warranty.
- Match your home or existing building(s).

**YOU CHOOSE METAL OR SHINGLE ROOF**

SAME PRICE ON ALL BUILDINGS

(standard metal colors)

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**METAL ROOF**

**STANDARD METAL ROOF COLORS**

- Rustic Red
- Burnished Slate
- Hunter Green
- Charcoal
- Black

**SPECIAL ORDER METAL ROOF COLORS** +$45

- Brilliant White
- Alamo White
- Ash Gray
- Galvalume
- Light Stone
- Tan
- Taupe
- Pewter Gray
- Brown
- Burgundy
- Drite Red
- Fern Green
- Gallery Blue
- Ocean Blue

**SHINGLE ROOF**

- Weathered Wood
- Dark Brown
- Black
- Evergreen

*Actual colors may vary from those displayed in brochure. See dealer for actual color swatch. OMB is not responsible for colors not matching the brochure.
**WOODEN BUILDING OPTIONS**

| Option                                           | Price  
|------------------------------------------------|--------
| LOFT WINDOW (24" x 27") (IN LOFT ONLY)          | $650  
| 2x3 WINDOW                                      | $650  
| 2x3 DOUBLE PANE WINDOW                         | $1500 
| 3x3 WINDOW                                      | $750  
| TRANSMOM WINDOW                                 | $600  
| HOUSE - STYLE DOOR, NO WINDOW (OPENS IN B TO THE RIGHT) | $2250 
| HOUSE - STYLE DOOR, 9 LITE WINDOW (OPENS IN B TO THE RIGHT) | $2750 
| SINGLE WOODEN BARN DOOR                         | $500  
| DOUBLE WOODEN BARN DOORS                        | $1000 
| GARAGE DOOR (9' x 7') (WALL MUST BE AT LEAST 12' WIDE X 8' TALL) (12" ON CENTER FLOOR JOISTS INCLUDED) | $4500  
| 3/4" FLOORING (PRICED PER SQUARE FOOT)          | $3.35/sq ft  
| 2x8 FLOOR JOISTS (STANDARD ON 14' & 16' WIDE BUILDINGS) | $2.25/sq ft  
| 12" ON CENTER FLOOR-BOIST (STANDARD ON GARAGES) | $3.25/sq ft  
| 8 FOOT TALL WALLS (32" INSIDE) (UTILITIES)      | $100  
| SHELVES (3 TIER) (PRICED PER FOOT OF WIDTH)     | $7.75/ft  
| WORKBENCH (PRICED PER FOOT OF WIDTH)            | $10.98/ft  
| LOFT (PRICED PER FOOT OF DEPTH)                 | $15.98/ft  
| OPENING LOFT DOOR (LOFTED BARNs ONLY)           | $400  
| SPECIAL ORDER METAL ROOF COLOR                  | $450  
| PAINT (ONE COLOR)                               | FREE  
| URETHANE (ONE COLOR)                            | FREE  
| PAINTED TRIM (SECOND COLOR)                     | $450  
| 16" ON CENTER STUDS AND TRUSSES (TREATED ONLY)  | $6.00/sq ft  
| 16" ON CENTER TRUSSES (PAINTED ONLY)            | $2.25/sq ft  
| PORCH RAILING                                   | $10.00/ft  
| EXTRA PORCH POST                                | $30.00/each  
| VAPOR BARRIER (ON WALLS ONLY)                   | $7.00/sq ft  
| TAR PAPER (UNDER ROOFING ONLY)                  | $1.00/sq ft  
| SHUTTER TRIM                                    | $40.00 PER WINDOW  
| 1/2" DURATEMP SIDING (SEE PAGE 7)               | +5% ADDITIONAL CHARGE  
| LP DUTCH LAP SIDING (SEE PAGE 7)                | +16% ADDITIONAL CHARGE  

**COLOR CHOICES**

- Barn White
- Gap Gray
- Gray Shadow
- Clay
- Black
- Evergreen
- NavaJO
- Beige
- Buckskin
- Brown
- Pinnacle Red
- Chestnut Brown
- Honey Gold
- Mahogany
- Scarlet Red
- Driftwood
- Dark Bronze

**URETHANE COLORS**

- Solid Color Appearance
- Stained Color Appearance

10 YEAR GUARANTEE AGAINST FADEING

*Actual colors may vary from those displayed in brochure. See dealer for actual color swatch. OHB is not responsible for colors not matching the brochure.*
LOFTED BARN--WISCONSIN--SNOW=60PSF--IBC 2012

OLD HICKORY BUILDINGS - BUILDINGS

PROJECT NO.: 00-00-00
DATE: 09-09-2017
DRAWN BY: KJN
CHECKED BY: KJN
REVISION: S-0-LB

SCALE: NONE

ITEMS BY OTHERS:
1. THE COMPLETE FOUNDATION AND TIE-DOWN SYSTEM
2. RAMPS, STAIRS, AND GENERAL ACCESS
3. ELECTRICAL SERVICE HOOKUP

NOTE: ALL ENGINEERING AND DESIGN WORK PERFORMED BY KEVIN NOTAN, PE, 43-485, MURFREESBORO, TN.

PIERS (IF REQUIRED):
1. PIERs ARE NOT REQUIRED WHEN THE SKIDS CAN BE SUPPORTED ON FIRM, LEVEL, GROUND. PIERs ALONG INTERIOR SKIDS SHALL BE ORIENTED WITH THE LONG SIDE PERPENDICULAR TO THE SKID. PIERs ALONG THE OUTSIDE SKIDS OF BUILDINGS WITH 2 SKIDS ARE PERMITTED TO BE ORIENTED WITH THE LONG SIDE PARALLEL TO THE SKID PROVIDED THAT THE PIERs ALONG THE INTERIOR SKID ARE ORIENTED PERPENDICULAR TO THE SKID.
2. PIERs SHALL TYPICALLY BE 16"X16" OPEN CELL OR SOLID CONCRETE BLOCKS, DRY STACKED TO A MAXIMUM HEIGHT OF 36'. THE BLOCK IN CONTACT WITH THE GROUND AT EACH PIER SHALL BE A 4"X4"X16" SOLID BLOCK. OPEN CELL BLOCKS AND 2" THICK SOLID BLOCKS ARE NOT TO BE USED AS THE BASE OF ANY PIER. OPEN CELL BLOCKS ARE TO BE PLACED ON TOP OF SOLID BLOCKS AS NEEDED WITH THE OPEN CELLS RUNNING VERTICALLY AND MUST NOT BE PLACED ON THEIR SIDE.
   CORNER PIERs OVER 20' TALL SHALL BE DOUBLE STACKED CONCRETE BLOCKS. THE DOUBLE STACKED BLOCKS BY ALTERNATING THE DIRECTION OF BLOCKS ON EACH ROW.
3. OLD HICKORY BUILDINGS IS NOT RESPONSIBLE FOR THE PREPARATION OF THE PROPOSED SITE OR DETERMINATION OF THE SITE'S SUITABILITY TO SUPPORT THE PROPOSED STRUCTURE. IT IS THE PROPERTY OWNER'S RESPONSIBILITY TO DETERMINE IF SITE CONDITIONS ARE SUITABLE TO SUPPORT THE STRUCTURE.
4. PIERs SHOWN ON SHEET S-A ARE CONCEPTUAL AND MAY NOT REFLECT ACTUAL CONDITIONS. THE PIER LAYOUT MAY BE ADJUSTED AS NEEDED BASED ON SITE CONDITIONS PROVIDED THAT THE MAXIMUM SPACING SHOWN IS NOT EXCEEDED.
# Uplift Anchorage Schedule

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<th>Bldg Length</th>
<th>9' Wide Bldgs</th>
<th>10' Wide Bldgs</th>
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**Notes:**

1. Tie-downs and earth anchors are to be supplied and installed by the customer. Old Hickory Buildings is not responsible for the tie-down system. Refer to note sheet S-6.

2. The schedule indicates the recommended number of building tie-downs to be installed by the customer. Each tie-down has two earth anchors. Each earth anchor is to be rated for at least the capacity shown in the schedule.

3. At a minimum, provide a tie-down near each end of the building. Remaining tie-downs (if required) should be evenly spaced along the entire length of the building.

**Lofted Barn -- Wisconsin -- Snow = 60 psf -- IBC 2012**

---

**Scale:** none
BUILDING SECTIONS

1/4" OSB DECKING W/ FIBERGLASS/ASPHALT SHINGLES OR 28 GA. METAL ROOFING

2x4 COLLAR TIES @ 72" O.C. MAX (NON-LOFT AREA ONLY) RAISED 8" MAX ABOVE WALL TOP PLATE

2x4 RAFTERS @ 24" O.C. MAX

3/8" OSB DECKING @ LOFT AREAS

2x4 LOFT JOIST @ 24" O.C. MATCH RAFTER SPACING.

2x4 BOTTOM PLATE

5/8" OR 3/4" PLYWOOD FLOOR DECKING

2x4 TRIP FLOOR JOIST @ 18" O.C. MAX

(2) 4x6 TRIP SKID

8' WIDE

5'-4½" MIN
6'-4½" MAX

7'-8" MAX

9'-8½" MAX

7'-8½" MAX

10'-8½" MAX

5'/8" OR ¾" PLYWOOD FLOOR DECKING

2x4 TRIP FLOOR JOIST @ 18" O.C. MAX

(2) 4x6 TRIP SKID

10' WIDE

NOTES: 1. PROVIDE A DOUBLE TOP PLATE ALONG THE SIDE WALLS WHEN THE RAFTER SPACING DOES NOT MATCH THE WALL STUD SPACING.
2. ACTUAL STUD SPACING MAY VARY PROVIDED THAT THE CENTER TO CENTER SPACING IS WITHIN THE MAXIMUM SPACING STATED.

BUILDING SECTIONS

LOFTED BARN--WISCONSIN--SNOW=60PSF--IBC 2012

OLD HICKORY

BUILDINGS

PROJECT NO: SHEET NUMBER

DATE: 09-05-2017 S-3.0-LB

DRAWN BY: KLM

CHECKED BY: KLM

SCALE: 1"=1'-0"

45
NOTES:
1. PROVIDE A DOUBLE TOP PLATE ALONG THE SIDE WALLS WHEN THE RAFTER SPACING DOES NOT MATCH THE WALL STUD SPACING.
2. ACTUAL SPACING MAY VARY TO MATCH VERTICAL CENTER SPACING WITHIN THE MAXIMUM SPACING STATED.

BUILDING SECTIONS

LOFTED BARN--WISCONSIN--SNOW=60PSF--IBC 2012
NOTES: 1. PROVIDE A DOUBLE TOP PLATE ALONG THE SIDE WALLS WHEN THE RAFTER SPACING DOES NOT MATCH THE WALL STUD SPACING.
  2. ACTUAL STUD SPACING MAY VARY PROVIDED THAT THE CENTER TO CENTER SPACING IS WITHIN THE MAXIMUM SPACING STATED.

BUILDING SECTIONS

LOFTED BARN--WISCONSIN--SNOW=60PSF--IBC 2012

OLD HICKORY BUILDINGS

PROJECT NO: SHEET NUMBER
DRAWN BY: KLN SCALE: 1/4" = 1'-0"
CHECKED BY: KLN
REVISED:

WL/09-17
LOFTED BARN -- WISCONSIN -- SNOW = 60PSF -- IBC 2012

DETAIL @ ENDWALL

DETAIL @ SIDEWALL

1-TYP WINDOW/DOOR FRAMING

HEADERSCHEDULE

NOTE: END OF LOAD BEARING HEADERS NOT REQUIRED AT END WALLS.

WALL TOP PLATE NAILED TO HEADER.

SIDEWALL HEADER FOR OPENINGS UP TO 6'-0".

(2) 2x4 w/ 3/4" OSB SPACER

SIDEWALL HEADER FOR OPENINGS UP TO 6'-0".

SIDEWALL HEADER FOR OPENINGS UP TO 8'-0".

(18" WIDE BUILDINGS)

SIDEWALL HEADER FOR OPENINGS UP TO 8'-0".

(18" WIDE BUILDINGS)

PROJECT NO: SHEET NUMBER

DRAWN BY: KLH

REVISED:

SCALE: 1"=1'-0"

49
The Village Board of the Village of Richfield, Washington County, Wisconsin DO ORDAIN AS FOLLOWS:

Whereas, John & Terry Bogues ("petitioner") own the property generally located at, 1751 STH 175 designated as Tax Key V10-0276-00E ("subject property"); and

Whereas, the subject property is designated B-2, Community Business District on the Village's official zoning map and contains approximately 15.44 acres; and

Whereas, in 2004 the then Town Board approved a Conditional Use Permit for the petitioner for the operation of Logger's Park LLC, a use allowed pursuant to the then zoning on the subject property as P-1, Parks and Recreation District; and

Whereas, since that time, the petitioner has operated his business as a four (4) season sports complex with a bar/restaurant, sand volleyball, softball/baseball, recreational sports like kickball, ice skating, and mini golf; and

Whereas, in the original Conditional Use Permit from March 11, 2004, was the following passage:

"Phase III (project to be built in 2008) is to include a new specialty event/banquet hall to be used for special indoor recreation and other events and activities. Although the site grading, landscaping, storm water facilities, lighting and parking improvements to be included in Phase II will be constructed in anticipation for Phase II development, Bogues is NOT (original emphasis) seeking approval for the uses and facilities proposed for Phase III at this time. Further details about the building and associated features for Phase II are not available at this time."

Whereas, on April 2, 2015 the Village's Plan Commission approved the modification of the site plan for the removal of the planned additional 10,000 sqft building. It is attached herein and incorporated as Attachment "A"; and

Whereas, on November 19, 2015, the Village Board adopted by ordinance the rezoning of the subject property from P-1, Parks and Recreation District to B-2, Community Business District, consistent with the Village's adopted Comprehensive Plan and Future Land Use Map. The Ordinance is attached herein and incorporated as Attachment "B"; and

Whereas, the intent of the ordinance change was to give the petitioner flexibility with zoning to allow for the continued use of the already existing 10,000 sqft facility on-site as an event/banquet hall, named Terrace 167, similar to other establishments in the Village (ex: Pioneer Bowl and Sterling Chalet); and
Whereas, in 2014, upon receipt of the written petition for a Conditional Use Permit amendment to build an accessory structure, the Village Clerk properly referred such petition to the Architectural Review Board which recommended approval on May 30th; and,

Whereas, upon receipt of the recommendation of approval by the Architectural Review Board, the petition was then forwarded to the Village’s Plan Commission for a scheduled a public hearing thereon as soon as practical; and

Whereas, the petitioner has segregated his business operations into three (3) different limited liability companies organized in the State of Wisconsin. Rather than have three (3) separate documents for each business, the desire of the petitioner was to include them all into a single permit – Logger’s Park LLC, Terrace 167 LLC, and Terrace Express LLC whose operations are described below; and

Whereas, upon publication of the required “Notice of Public Hearing” and mailing of said “Notice of Public Hearing” to all property owners within 300 feet of the subject property, the Plan Commission for the Village of Richfield held a public hearing on August 2, 2014, as required by section 70.241 of the zoning code for the Village of Richfield; and

Whereas, members of the public at the public hearing were given ample opportunity to provide comment; and

Whereas, the Plan Commission for the Village of Richfield passed a motion recommending that the Village Board approve the amendment to the Conditional Use Permit to allow for the construction of an accessory structure and delineated between the three (3) operating LLC’s the subject property has – Terrace 167, Logger’s Park, and Terrace Express; and

Whereas, the Village Board for the Village of Richfield, having carefully reviewed the recommendation of the Plan Commission for the Village of Richfield, having given the matter due consideration, and having based its determination on the effect of granting such conditional use permit on the health, general welfare, safety and economic prosperity of the Village and specifically of the immediate neighborhood in which said use will be located, and having given due consideration to the municipal problems involved, as well as impact on the surrounding properties as to noise, dust, smoke, odor or other similar factors, hereby determines that the use will not violate the spirit or intent of the zoning ordinance for the Village of Richfield, will not be contrary to the public health, safety or general welfare of the Village of Richfield, will not be hazardous, harmful, noxious, offensive or a nuisance by reason of smoke, dust, odor or other similar factors and will not be contrary to the public health, safety or general welfare of the Village of Richfield, and having given due consideration to the municipal problems involved, as well as impact on the surrounding properties as to noise, dust, smoke, odor or other similar factors, hereby determines that the use will not violate the spirit or intent of the zoning ordinance for the Village of Richfield, will not be hazardous, harmful, noxious, offensive or a nuisance by reason of smoke, dust, odor or other similar factors and will not for any other reason cause a substantial adverse effect on the property values and general desirability of the neighborhood as long as the conditional use is operated pursuant to the following conditions and in strict compliance with the same; and
Whereas, it is understood by the petitioner that this conditional use permit amendment shall repeal and recreate the conditional use permit previously granted in 2004 and 2016, and shall supersede any previously granted approvals and as currently drafted will be the sole document which controls the uses allowed on the subject property; now

THEREFORE IT IS ORDERED AS FOLLOWS:

Commencing upon the date of signature of this approval by Village officials and the property owner, whichever occurs last, the Conditional Use Permit as set forth herein is approved.

The Conditional Use Permit shall continue in existence only so long as the conditional use is operated in compliance with this permit. This Conditional Use Permit is subject to initial and continued compliance with each and every one of the following conditions, restrictions, and limitations.

A. This conditional use approval is granted for the petitioner subject to the following conditions:

1. Subject Property. This Conditional Use Permit is limited to the subject property as identified by Tax Key: V10-0276-00E.

2. Presentation Compliance. The use of the subject property shall be in substantial conformity with the presentation at the public hearing before the Village of Richfield Plan Commission held on June 2, 2016. The minutes of said meeting will be attached herein and incorporated as Attachment “C”;

3. Use Restricted. The use of the subject property is limited to (1) an event/banquet hall, (2) recreational facilities (mini golf, sand volleyball, ice skating, baseball/softball diamonds), (3) three (3) accessory structures related to the principal uses (administrative offices, public restroom, and a shed for storage), a (4) bar/restaurant and a single commercial van used for the transportation of guests to and from the event venue located on tax parcel V10-0276-00E, as further defined and restricted herein.

4. Site Plan. All operations on the subject property shall be consistent with the attached site plan, marked Attachment “A”, which is incorporated herein by reference. The subject property has access off of both STH 175 and STH 167 as permitted by the Wisconsin Department of Transportation. One the east side of the subject property is the existing building the petitioner uses for his “Logger’s Park” operation, meaning the bar/restaurant. That side of the property has two (2) baseball fields and several sand volleyball courts along with an unimproved gravel parking lot. In the winter time the sand volleyball courts are oftentimes converted into an ice skating rink. On the west side of the property is the existing 10,000 sqft facility to be subsequently known as “Terrace 167” and to be described below, a mini golf complex, batting cage, and accessory structure used for administrative office purposes and public restrooms. In 2018, an amendment to the Site Plan was granted by the Plan Commission and Village Board to authorize the construction of
a 14’x40 accessory structure was also permitted. The paved parking area on the west will be primarily utilized by those patrons attending events at “Terrace 167” and those utilizing the mini golf course and/or the batting cages. In the event the petitioner has a large recreational event or hosts a large event on the property (ex: wedding), it is understood that they may utilize all available parking areas on the subject property for that purpose. The petitioner is entitled to amend or change the site plan subject to the aforementioned conditions and subject to approval by the Plan Commission, which may be granted without a public hearing if such amendment or change is not a substantial change from the original plan as approved and as allowed herein. If the petitioner would like to expand the scope of the operations, the zoning administrator is authorized to review such petition and approve the same in writing if he or she determines that the activity is in keeping with the spirit and intent of this conditional use approval and is compatible with existing land uses. If the zoning administrator denies the proposed amendment, the petitioner may appeal the administrator’s determination to the Plan Commission for a final determination. Any amendment or change in any plan contemplated herein that the Plan Commission finds, in its sole discretion, to be substantial will require a new permit and all Village procedures in place at the time must be followed.

5. Specific Conditions of Approval. In addition to other requirements as may be contained herein, the following conditions of approval must be satisfied:

   a. Approval Required. Within four (4) months of when the Village Board approves this conditional use permit, the petitioner/property owner is required to accept the terms and conditions of this approval in writing. If a signature is not obtained this approval becomes null and void.

   b. Permits Required. The petitioner is required to obtain any and all necessary permits and licenses from the Federal Government, State of Wisconsin (ex: Seller’s Permit, etc.), County of Washington (ex: Health and Sanitation Permit, etc.) and Village of Richfield (ex: Intoxicating beverage licenses, building, plumbing, electrical, etc.). If any license or permit is issued, any and all conditions of the same are incorporated herein and made part of this Conditional Use Permit.

   c. Hours of Operation for the Logger’s Park. The petitioner is allowed to operate Logger’s Park based on hours of operation pursuant to State Law due to their previously granted Combination Class “B” Intoxicating Liquor License. Their bar/restaurant is open Monday-Sunday from 4:30PM to Close. Mini golf is open Fridays from 4-8PM, Saturdays from 12PM-8PM, and Sundays from 12PM-6PM. Recreational activities such as baseball/softball, sand volleyball, kickball, etc. have general hours of operation from 8AM-10:30PM, Monday-Sunday.

   d. Logger’s Park. Logger’s Park is a diversified and multi-faceted sports complex with mini golf, sand volleyball, softball/baseball, ice skating, and pub fare food for its patrons to enjoy operating under the ownership of Logger’s Park LLC. The subject property employs approximately 25 employees and has approximately 200-300 customers per day during its peak times of April-October, because of that, they are generally considered a ‘seasonal business’, although they are permitted to operate 365 days a year. They have
approximately 300 parking stalls on-site as illustrated on the aforementioned site plan incorporated herein.

e. **Hours of Operation for Terrace 167.** The petitioner does not intend to have any events prior to 9AM. However, the petitioner is allowed to operate Terrace 167 based on hours of operation pursuant to State Law due to their previously granted Combination Class “B” Intoxicating Liquor License.

f. **Signage Regulated.** All signage must comply with Chapter 309 of the Village Code.

g. **Terrace 167.** Terrace 167 is an event/banquet hosting facility operating under the ownership of Terrace 167 LLC. The types of events they intend to host are including, but not limited to, weddings, ceremonies, wedding receptions, educational classes, professional seminars, bridal/baby showers, book clubs, and commercial/private photo shoots. The subject property employs approximately 25 employees and is a space that has a variable maximum occupancy rate, depending on the type of event hosted, pursuant to the terms and conditions of the National Fire Protection Agency and/or International Building Code. The maximum occupancy of the building shall in no case exceed 600 occupants per the Village’s Building Inspector and the Richfield Volunteer Fire Company.

h. **Terrace Express.** Terrace Express is a shuttle service operating under the ownership of Terrace Express LLC. The types of events they intend to service the transportation for are for those life events described above in subsection (g). Terrace Express does not provide any transportation services to the general public, other than those which are booked through Terrace 167. They have a single vehicle which is a commercial van which seats approximately 15 people. It has a designated parking spot next to Terrace 167. Its hours of operation coincide with that of Terrace 167.

6. **Laws.** The petitioner shall comply with all federal, state, county, and local rules, codes, ordinances, and regulations in the construction, operation, and maintenance of the subject property as amended from time to time.

7. **Junk.** No junk as defined in Chapter 263 of the Village code of ordinances or disassembled, inoperable, junked or wrecked boats, motor vehicles, truck bodies, tractors, trailers also defined in Chapter 46 shall be accumulated or stored on the subject property. No burying or burning of junk is permitted on the subject property.

8. **Fees and Expenses.** Upon issuance of this conditional use permit, the petitioner shall reimburse the Village for all expenses incurred by the Village including all professional and technical assistance expenses, realized by the Village in reviewing, approving, and granting this conditional use permit. The Village Clerk shall provide the petitioner with copies of all itemized invoices.

9. **Cost of Enforcement.** Any attorney fees incurred by the Village of Richfield to enforce any of the conditions or requirements of this conditional use permit must be paid by the petitioner.
10. Revocation or Modification of Approval. Whenever the Village Board has reasonable cause to believe that any of the conditions herein imposed are being or have been violated, or any use of the subject property related to the operation becomes hazardous, harmful, noxious, offensive, or a nuisance to surrounding properties, the Village Board shall have the right to revoke or modify this permit, including, but not limited to, imposing stricter conditions upon the use and/or operation through a revised permit by following the process as set forth in Section 70.241(D)(2) of the Village code of ordinances.

11. Right of entry for inspection. The petitioner and the property owner hereby give village officials, employees, and authorized agents the right to enter the subject property with reasonable notice for purposes of inspecting the premises to ensure compliance with the terms of this permit.

12. Effect of Approval and Heirs, Successors, and Assigns. The terms of this conditional use approval shall be binding on the owners of the subject property, and their heirs, successors, and assigns.

B. Any use not specifically listed as permitted in the applicable sections of the zoning code shall be considered to be prohibited except as may be otherwise specifically provided herein. In case of a question as to the classification of use the question shall be submitted to the Plan Commission for determination.

C. No use is hereby authorized unless the use is conducted in a lawful, orderly, and peaceful manner. Nothing in this order shall be deemed to authorize any public or private nuisance or to constitute a waiver, exemption or exception to any law, ordinance, order or rule of either the municipal governing body, the County of Washington, the State of Wisconsin, the Federal government, or other duly constituted authority, except only to the extent that it authorizes the use of the subject property above described in any specific respects described herein. This order shall not be deemed to constitute a building permit, nor shall this order constitute any other license or permit required by Village ordinance or other law.

D. This conditional use hereby authorized shall be confined to the subject property described, without extension or expansion other than as noted herein, and shall not vary from the purposes herein mentioned unless expressly authorized in writing by the Plan Commission as being in compliance with all pertinent ordinances.

E. Should the permitted conditional use be abandoned in any manner, or discontinued in use for twelve (12) months, or continued other than in strict conformity with the conditions of the original approval, or should the petitioner be delinquent in payment of any monies due and owing to municipality, or should a change in the character of the surrounding area or the use itself cause it to be no longer compatible with the surrounding area or for similar cause based upon consideration of public health, safety or welfare, the conditional use may be terminated by action of the Plan Commission, pursuant to the enforcement provisions of this conditional use permit.
F. Any change, addition, modification, alteration and/or amendment of any aspect of this conditional use, including but not limited to an addition, modification, alteration and/or amendment to the use, premises (including but not limited to any change to the boundary limits of the subject property), structures, lands or owners, other than as specifically authorized herein, shall require a new conditional use permit and all procedures in place at the time must be followed.

G. Unless this conditional use permit expressly states otherwise, plans that are specifically required by this conditional use permit may be amended upon the prior approval of the Plan Commission if the Plan Commission finds the plan amendment to be minor and consistent with the conditional use permit. Any change in any plan that the Plan Commission feels, in its sole discretion, to be substantial shall require a new permit, and all procedures in place at the time must be followed.

H. Should any paragraph or phrase of this conditional use permit be determined by a Court to be unlawful, illegal or unconstitutional, said determination as to the particular phrase or paragraph shall not void the rest of the conditional use and the remainder shall continue in full force and effect.

I. If any aspect of this conditional use permit or any aspect of any plan contemplated and approved under this conditional use is in conflict with any other aspect of the conditional use or any aspect of any plan of the conditional use, the more restrictive provision shall be controlling as determined by the Plan Commission.

J. This conditional use permit may be reviewed by the Plan Commission at any time upon complaint or upon Plan Commission initiative as provided in Section 70.241(D)(2) of the Village of Richfield Village Code and as amended from time to time.

K. All buildings housing patrons and/or vendors associated with this conditional use must be inspected by the Village Building Inspector to ensure compliance with all relevant building codes, and such defects as may be noted by the Village Building Inspector shall be remedied to the satisfaction of the Village Building Inspector, prior to commencement of the use in such buildings.

L. This conditional use permit does not authorize the construction of any building or structure not otherwise approved or allowed in the underlying zoning district.

Passed this 19th day of July, 2018.

John Jeffords, President

ATTEST:
Jim Healy, Village Administrator

ACCEPTANCE

I, John Bogues, verify that I acknowledge that Logger’s Park LLC shall be bound by the terms of this conditional use approval in its entirety.

Dated this ___ day of ___________, 2014.

John Bogues, Petitioner

I, Terry Bogues, verify that I acknowledge that Logger’s Park LLC shall be bound by the terms of this conditional use approval in its entirety.

Dated this ___ day of ___________, 2018.

Terry Bogues, Petitioner

Personally came before me this ___ day of ___________, 2013, the above named person, John & Terry Bogues, to me known to be the person who executed the foregoing instrument and acknowledged the same.

NOTARY PUBLIC

My Commission Expires:
AN ORDINANCE TO REZONE A SUBJECT PARCEL OF LAND IN THE VILLAGE OF RICHFIELD AND TO AMEND THE ZONING MAP OF THE VILLAGE OF RICHFIELD PURSUANT TO SECTION 70.163 OF THE MUNICIPAL CODE

WHEREAS, Logger's Park LLC is acting as the petitioner to rezone the property at 3208 STH 167 shown in Attachment 1, otherwise described by Tax Key: V10 027600E from P-1, Parks and Recreation District to B-2, Community Business District; and

WHEREAS, the subject property contains 15.44 acres; and

WHEREAS, the rezoning petition has been submitted to the Village of Richfield Plan Commission for report and recommendation; and

WHEREAS, the required public notice of the public hearing has been provided consistent with Section 62.23 of the Wisconsin Statutes and the Village's zoning regulations; and

WHEREAS, the Plan Commission conducted a public hearing on November 5, 2015; and

WHEREAS, the Plan Commission has recommended to the Village Board that the rezoning change be made; and of the recommendation of the Plan Commission, having determined that all procedural requirements and notice requirements have been satisfied, having given the matter due consideration, having determined that the rezoning is substantially conforming to the Village's Comprehensive Plan, and having based its determination on the effect of granting of said rezoning on the health, safety, and welfare for the community, and the immediate neighborhood in which said use will be located, and having given due consideration to the municipal problems involved, as well as the impact on the surrounding properties as to the noise, dust, smoke, odor and others, has hereby determined that the rezoning will not violate the spirit or intent the zoning ordinance for the Village of Richfield, will not be hazardous, harmful, noxious, offensive or a nuisance by reason of noise, dust, smoke odor or other similar factors and will not for any other reason cause a substantial adverse effect on the property values and general desirability of the neighborhood as long as the development is conducted pursuant to the following conditions and is in strict compliance with the same.

NOW, THEREFORE, the Village of Richfield Village Board, Washington County, Wisconsin ordains as follows:

Section 1. Zoning Map Change
The subject property is hereby rezoned as described above and depicted in Attachment 1, attached hereto, and the zoning map of the Village of Richfield is hereby amended to incorporate the zoning of the subject properties.

Section 2. Effective Date
This ordinance shall be in full force and effect from and after its passage and posting or publication as provided by law.

Adopted this 19th day of November, 2015

Attest:

John Jeffords, Village President

Attest: Jim Healy, Village Administrator/Clerk
Plan Commission Meeting  
Village of Richfield, 4128 Hubertus Road  

6/2/2016  
7:00 p.m.  

1. Call to order/determination of quorum  
Chairman Jim Otto called the meeting to order at 7:03 p.m.  

In attendance were Chairman Jim Otto, Vice-Chairman Berghammer, Commissioners Melzer, Bartel, Coté, Lalk, Trustee Collins, Village Administrator Jim Healy and Administrative Services Coordinator KateLynn Schmitt.  

2. Verification of Open Meetings Law compliance  
Administrator Healy stated that the agendas were posted at the Richfield, Hubertus, and Colgate U.S. Post Offices as well as 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. Approval of Minutes  
a. May 5, 2016 – Regular Meeting  
Motion by Commissioner Metier to approve the minutes of the regular May 5, 2016 Plan Commission meeting; Seconded by Vice-Chairman Berghammer; Motion passed without objection.  

5. Appointment of Vice-Chairman  
a. Discussion/Action regarding the appointment of a Vice-Chairman  
Current Vice-Chairman, Mr. Berghammer asked if the Commission's most senior member, Commissioner Bartel was interested in the position. He declined.  

Motion by Commissioner Lalk to elect Commissioner Berghammer to the position of Vice-Chairman of the Plan Commission for a term of one (1) year; Seconded by Commissioner Melzer; Motion passed without objection, Vice-Chairman Berghammer abstained.  

6. PUBLIC HEARING  
a. Discussion regarding Conditional Use Permit (CUP) application submitted for property located at 1953 STH 175 (Tax Key: V10_0272) pursuant to Section 70.200.5(D) – “Richfield Roadhouse”  
b. Discussion regarding CUP application submitted for property located at 3208 STH 167 (Tax Key: V10_027600E) pursuant to Section 70.198(D) – “Terrace 167 & Logger’s Park”  
Commissioner Lalk made a motion to open the Public Hearing; Seconded by Commissioner Coté; Motion passed without objection.  

No one from the public spoke for either Public Hearing.  

Trustee Collins made a motion to close the Public Hearing; Seconded by Vice-Chairman Berghammer; Motion passed without objection.
7. DISCUSSION/ACTION

a. Discussion and possible recommendation to the Village Board regarding a CUP application submitted for property located at 1953 STH 175 (Tax Key: V10_0272) pursuant to Section 70.200.S(D) —“Richfield Roadhouse”

Commissioner Coté asked if the parking on site now would be adequate for the business operations.

Administrator Healy stated that it was adequate, but parking in general is something that may still need to addressed in the future by the Village.

Motion by Commissioner Lalk to recommend approval of the Conditional Use Permit to the Village Board for the Richfield Roadhouse, located at 1953 STH 175 (Tax Key: V10_0272); Seconded by Commissioner Melzer; Motion passed without objection.

b. Discussion and possible recommendation to the Village Board regarding a CUP application submitted for property located at 3208 STH 167 (Tax Key: V10_027600E) pursuant to Section 70.198(D) —“Terrace 167 & Logger’s Park”

Motion by Vice-Chairman Berghammer to recommend approval of the proposed Conditional Use Permit to the Village Board for “Logger’s Park” & “Terrace 167”, located at 3208 STH 167 (Tax Key: V10_0276-00E); Seconded by Commissioner Lalk; Motion passed without objection.

c. Discussion/Action regarding a Site, Building, and Plan of Operation for Chase Electric, located at 1923 STH 175 (Tax Key: V10_0306 & V10_030500Z)

Trustee Collins stated he liked the design and he was excited about the opportunity this business presented for the area.

Architectural Renderings

Motion by Vice-Chairman Berghammer to accept the recommendation of the Architectural Review Board for the approved accessory structure design and facade upgrade to Chase Electric, located at 1923 STH 175 subject to the Specific Condition of Approval listed below:

1. The property owner receives a building permit from the Village’s Inspection Department.

Lighting Plan

To accept the recommendation of the Village’s Consultant Planner for the approval of the proposed lighting plan prepared by The Custom House for Chase Electric, located at 1923 STH 175 subject to the Specific Condition of Approval listed below:

1. The property owner receives an electrical permit from the Village’s Inspection Department.

Site Plan

To approve the proposed Site Plan for Chase Electric, located at 1923 STH 175, subject to the Specific Conditions of Approval listed below:

1. The proposed Plat of Survey be formally recorded at the Washington County Register of Deeds and the Village be provided with a copy of the same.

2. The Wisconsin Department of Transportation verify to the Village, in writing, that the We Energies pole required to be relocated by the property owner has been done.

Plan of Operation

To approve the proposed Plan of Operation for Chase Electric, located at 1923 STH 175, as presented;
d. Discussion/Action regarding the scheduling for the regular July Plan Commission
No action was taken to move the regularly scheduled Plan Commission date.

e. Discussion regarding proposed concept Rs-1b, single-family cluster/open space residential
district subdivision indicated by Tax Key: V10_0355912001 – Neumann Companies, Inc.
Mr. Ron Carlson, court-appointed receiver for the property, discussed the proposal and stated that if the Plan
Commission were to request Neumann Companies to finalize the connection to Town Line Road it would
cause their deal to fall through.

After discussion, the Plan Commission members stated they would be interested in seeing road connectivity to
Town Line Road for safety purposes. However, if the developer did not construct a connection point directly to
Town Line Road now, a ‘temporary t-turnaround’ near the southernmost property boundary line should be
constructed so it would be known the road would in the future connect through.

f. Discussion regarding building development proposal for Sloppy Joe’s Saloon and Spoon,
located at 3723 Hubertus Road (Tax Key: V10_0828)
Administrator Healy gave an overview of legal non-conforming uses, structures, and lots. Staff has been
working with property owner Joe Hennes regarding the development of his property for the last several
months. Ideally he would like to expand his business to the west, but because his building is considered
legal non-conforming, he does not have that opportunity. Staff discussed a proposed ordinance
amendment which could be made to give property owners and the Plan Commission greater flexibility in
considering these types of cases. The model ordinance proposed is taken from the Village of Sussex, a
community represented by Village Attorney John Macy.

8. ADJOURNMENT
Motion by Commissioner Lalk to adjourn; Seconded by Commissioner Coté; Motion passed without
objection at 8:46 p.m.

Respectfully Submitted,

Jim Healy
Village Administrator
VILLAGE OF RICHFIELD

VILLAGE BOARD COMMUNICATION FORM

MEETING DATE: August 16, 2018

SUBJECT: Adoption of Final Plat for Bark Lake Estates Subdivision

DATE SUBMITTED: August 6, 2018

SUBMITTED BY: Jim Healy, Village Administrator

POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO ACCEPT THE RECOMMENDATION OF THE PLAN COMMISSION FOR THE APPROVAL OF THE PROPOSED FINAL PLAT FOR BARK LAKE ESTATES SUBDIVISION?

ISSUE SUMMARY:

The Board and Plan Commission previously reviewed a Preliminary Plat for Bark Lake Estates in 2008 and 2013, respectively. Although the Village formally approved the Preliminary Plat both times, the Developer did not submit a Final Plat within the required statutory timeframe or handle the necessary infrastructure improvements. As such, those approvals with the Village have subsequently lapsed. The Wisconsin Department of Administration’s Plat Review and Washington County’s review and approval of the same does not expire, and the Village has received satisfaction the approvals previously granted by those governmental bodies are still in good-standing. These have been submitted to the respective organizations for Final Plat review and approval and is why this matter is before you tonight.

This design, prepared by Baudhuin Engineering, is no different than what was previously approved. The Final Plat includes eight (8) Lots and one (1) Out Lot. Unlike most residential developments, many of these lots currently exist as legal lots of record, although not in the dimensions laid out on the Plat. The parcels range from 2.97 acres to 0.90 acres. The property is zoned Rs-3, Single Family Residential District. At the April 6, 2017, Plan Commission meeting, the Commission recommended approval to the Village Board of the Preliminary Plat subject to several Specific and General Conditions of Approval.

To date, the developer, Ogden Midwest Funding II, LLC. has memorialized a Developer’s Agreement with the Village of Richfield, established a letter of credit in an amount deemed appropriate by the Village Engineer and in a form deemed appropriate by the Village Attorney, prepared a Stormwater Management Agreement, installed all of the required public improvements to the satisfaction of the Village Engineer ([road, curb, stormwater management features, and restoration) binder course and final lift in successive years], paid all professional fees, and has registered the required documents at the County Register of Deeds. The only remaining outstanding items are the Deed Restrictions and the approval of the Final Plat. Once approved, the letter of credit will be reduced to 15% of the total cost of the improvements to be in place for one year after “Final Acceptance” as defined in the Developer’s Agreement.

It should be noted that the subject land is also complex, in that, there are floodplain regulations and wetlands which have been delineated. During the construction phase of this project the Village worked closely with the Village Engineer and ultimately the Wisconsin DNR regarding the grading limits to ensure compliance with Natural Resources Codes. On the night of August 2nd, the Plan Commission made the following motion:

Motion by Trustee Collins to recommend to the Village Board to the approval of the Final Plat for Bark Lake Estates Subdivision, subject to the following Specific and General Conditions of Approval listed below:

**Specific Conditions of Approval:**

1. The developer shall submit deed restrictions for the subdivision to the Village Board for review and approval. Such deed restrictions shall address rights of the property owners to access Bark Lake. Any such use shall be in compliance with all State laws and in particular all laws regarding the joint use of lake frontage by multiple property owners. In no event shall pyramiding or joint use by any or all of the lot owners of the lake frontage be allowed. With regard to the piers on Bark Lake, the developer shall provide details regarding the number of
Weir/VILLAGE OF RICHFIELD
VILLAGE BOARD COMMUNICATION FORM

MEETING DATE: August 16, 2018

SUBJECT: Adoption of Final Plat for Bark Lake Estates Subdivision

DATE SUBMITTED: August 6, 2018
SUBMITTED BY: Jim Healy, Village Administrator

1. Piers allowed by State law, their location and length, usage, and other matters deemed appropriate by the Plan Commission.
2. The developer shall provide all necessary dedications to the Village as may be required by the Village Engineer.
3. The Final Plat shall include the boundary of the 100-year floodplain in effect on the date of this approval along with the notation as to the source and basis for establishing the base flood elevation.
4. The final plat shall show public access from the end of Tranquility Court to Bark Lake as required in s. 236.16(3), Wis. Stats.

General Conditions of Approval:

1. The subdivider shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.
2. The subdivider shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of this approval.

Seconded by Commissioner Melzer; Motion passed without objection.

Since that time, the Developer has resubmitted the Deed Restrictions which have been reviewed by the Village Attorney.

FISCAL IMPACT:

Initial Project Costs: None.
Future Ongoing Costs: Street maintenance.
Physical Impact (on people/space): Creation of new single-family residential subdivision.
Residual or Support/Overhead/Fringe Costs: Administrative.

ATTACHMENTS:

1. Letter dated July 10, 2018 from Village Engineer Craig Kunkel RE: Final Plat for Bark Lake Estates
2. Bark Lake Estates Final Subdivision Plat dated June 28, 2018

Reviewed by: [Signature]
Village Deputy Treasurer
STAFF RECOMMENDATION:

Motion to approve the Final Plat for Bark Lake Estates Subdivision, subject to the following Specific and General Conditions of Approval listed below:

Specific Conditions of Approval:

1. The developer shall submit deed restrictions for the subdivision to the Village Board for review and approval. Such deed restrictions shall address rights of the property owners to access Bark Lake. Any such use shall be in compliance with all State laws and in particular all laws regarding the joint use of lakefrontage by multiple property owners. In no event shall pyramiding or joint use by any or all of the lot owners of the lakefrontage be allowed. With regard to the piers on Bark Lake, the developer shall provide details regarding the number of piers allowed by State law, their location and length, usage, and other matters deemed appropriate by the Plan Commission.

2. The developer shall provide all necessary dedications to the Village as may be required by the Village Engineer.

3. The Final Plat shall include the boundary of the 100-year floodplain in effect on the date of this approval along with the notation as to the source and basis for establishing the base flood elevation.

4. The final plat shall show public access from the end of Tranquility Court to Bark Lake as required in s. 236.16(3), Wis. Stats.

General Conditions of Approval:

1. The subdivider shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.

2. The subdivider shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.

3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of this approval.
July 10, 2018

Mr. Pete Hurth PE
312 N. 5th Ave.
Sturgeon Bay, WI 54235

RE: Bark Lake Estates-Village of Richfield (Final Plat Review)

Dear Pete,

The Village has requested that we review the Final Plat submitted for the Bark Lake Estates subdivision. In general, the Final Plat appears to conform to the Preliminary Plat as submitted and conditionally approved by the Village of Richfield. However, the Village Subdivision Ordinance, Section 66.04 Final Plat data and preparation, sets forth additional requirements that yet need to be addressed.

Pete, please see attached the Final Plat, as submitted, with annotations of issues that require resolution to facilitate Village approval of the instrument. Please review, modify the Final Plat and resubmit to the Village of Richfield at your earliest convenience. In addition, should you have any questions please contact me. From my perspective the corrections required are minor. I look forward to receiving the amended Final Plat for Bark Lake Estates.

Sincerely,

Craig J Kunkel PE
KEG

CC. James Healy, Village of Richfield Administrator
Mitch Leisses, Kunkel Engineering Group
What is the Right-of-Way width? per S.S. 235.25(2)
Bark Lake Estates

Certificate of Title

[Table with detailed information about the property, including parcel numbers, boundaries, and legal descriptions.]

[Stamp and signatures indicating the authenticity of the document.]

[Address and contact information for the property owner or agent.]

[Note: The image contains a document with detailed legal and property information, which is not transcribed here.]
6d
POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO DIRECT THE VILLAGE PRESIDENT TO ENTER INTO AN AGREEMENT WITH INTEGRITY ROOFING, LLC. TO PERFORM THE WORK NECESSARY TO REPAIR ROOFING AT VILLAGE HALL?

ISSUE SUMMARY:

During the week of July 16th staff noticed leak damage in the ceiling of the Northwest office of the Deputy Clerk in the upstairs level of Village Hall. At the time, the Building Inspector reached out to Integrity Roofing, LLC., the company that originally installed the roof over a decade ago.

The work to be done includes the removal of the shingles in two areas on the north side of the building where there is lifting taking place on the roof deck. Once the roof is opened, the affected areas will be looked over and potentially receive replacement decking and shingles. Integrity Roofing, LLC. has estimated the cost of repairs to be $700.

FISCAL IMPACT:

Initial Project Costs: $700
Future Ongoing Costs: None
Physical Impact (on people/space): None
Residual or Support/Overhead/Fringe Costs: None

ATTACHMENTS:

1. Quote from Integrity Roofing, LLC dated July 20, 2018 to perform roof repair work.

STAFF RECOMMENDATION:

Motion to authorize the Village President to enter into an agreement with Integrity Roofing, LLC. to repair the roof leak at Village Hall for the quoted price of $700.
We Include:

Remove two areas of shingles on the north side of the building where roof deck appears to be lifting. Cut a relief cut in existing roof deck to see if that alleviates the buckling. If the decking is just warped, we will cut out the affected area and replace with new OSB decking. Replace torn off shingles with new ones.

NOTE: Due to the age of the roof, shingles color will not be an exact match. This is an attempt to solve a very intermittent leak that occurs sometime when there is heavy rain and/or driving rain. This is our best educated guess and does not guarantee 100% success.

Total price for above specified work:

($ 700.00 )

Payment due in full upon completion.
3% Surcharge to credit card payments
Financing bid available upon request
All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the specifications above involving extra costs will be executed only upon written orders, and will become an extra charge over and above the contract. All agreements contingent upon strikes, accidents, or delays beyond our control.

All workmanship is guaranteed for 5 years from the date of completion of work. All manufacturers' warranties for materials shall be passed on to the owner at time of completion of work. (Homeowner attains shingle warranty from manufacturer.)

As required by the Wisconsin Construction Lien Law, Contractor hereby notifies owner that persons or companies furnishing labor or materials for construction on owner's land may have lien rights on Owner's land and buildings if not paid. Those entitled to lien rights, in addition to the undersigned contract, are those who contract directly with the owner or who give the owner notice within 60 days after they first furnish materials or labor for the construction. Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice received to his mortgage holder, if any. Contractor agrees to co-operate with the owner and his lender, if any, to see that all potential claimants are duly paid.

Authorized Signature: __________________________ Date: 7/20/18
This proposal may be withdrawn by Integrity Roofing, LLC if not accepted within 60 days.

ACCEPTANCE OF PROPOSAL:

The above prices, specifications, and conditions are satisfactory and hereby accepted. You are contracted to do the work as specified. Payment will be made as outlined in proposal. A 1.5% monthly finance charge will be added to past due accounts.

Signature: __________________________ Date of Acceptance: __________________________

E-mail Address ____________________________________________
6e
VILLAGE OF RICHFIELD

VILLAGE BOARD COMMUNICATION FORM

MEETING DATE: August 16, 2018

SUBJECT: Dump Body — Burke

DATE SUBMITTED: August 6, 2018

SUBMITTED BY: Jim Healy, Village Administrator

POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO AUTHORIZE PUBLIC WORKS SUPERVISOR SCHMITT TO ENTER INTO AN AGREEMENT WITH BURKE TRUCK AND EQUIPMENT FOR THE PURCHASE OF A DUMP BODY PACKAGE PURSUANT TO OUR ADOPTED 2018 VILLAGE BUDGET?

ISSUE SUMMARY:

Attached is the pricing and specs for the design and installation of the stainless-steel dump body for our new 1 Ton cab and chassis. Burke Truck is the same company who does our 5 Yard Patrol Truck builds. Village Staff has been focusing on making our fleet more streamlined to cut back on the need of having multiple part suppliers and inventory. In the future, when our other 1 Ton unit is due for replacement, Staff hopes that we can continue with our single-sourced philosophy. The Village Mechanic and Public Works Supervisor Schmitt had an opportunity to get “hands on” with a Burke built 1 Ton and they were impressed. Design and build were simple, yet rugged using quality parts without the unnecessary items.

At the previous Village Board meeting, the Village Board authorized the purchase of a new 2018 Chevrolet Silverado 3500HD for the quoted price of $27,378 from Ewald Automotive Group, LLC. At that time, Village Staff made note that we would be coming back during the month of August to seek authorization for the purchase of the dump body package in the estimated amount of $13,000. The quoted price the Village received was $13,820.

FISCAL IMPACT:

Reviewed by: Village Deputy Treasurer

Initial Project Costs: $13,820
Future Ongoing Costs: Maintenance
Physical Impact (on people/space): None
Residual or Support/Overhead/Fringe Costs: Variable

ATTACHMENTS:
1. Quote from Burke Truck and Equipment for Dump Body package

STAFF RECOMMENDATION:

Motion to authorize Public Works Supervisor Schmitt to execute an agreement with Burke Truck and Equipment for a 1-ton dump body package in the amount of $13,820.
Village of Richfield  
4128 Hubertus Road  
Hubertus, WI 53033  

Attn: Village Board Members  

Subject: 1 ton packages  

- J-Craft 10 foot Stainless Steel dump body with 14 inch stationary sides, scissors hoist, and side boards and rear screen  
- Led light package, Large strobe mounted on cab shield, strobes on both corner post rear and stop turn in both corner post.  
- Electric hoist with in cab control.  
- Rear hitch plate with 8 ton combo and 2 D-rings.  

Total package price............................................................................................................................................$13,820.00  

Sincerely  

Jeff Smith  
Burke Truck & Equipment Inc.
6 f
VILLAGE OF RICHFIELD

VILLAGE BOARD COMMUNICATION FORM

MEETING DATE: August 16, 2018

SUBJECT: Total Mechanical – Heating Elements in Public Works Building

DATE SUBMITTED: August 6, 2018

SUBMITTED BY: Jim Healy, Village Administrator

POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO DIRECT STAFF TO ENTER INTO AN AGREEMENT WITH TOTAL MECHANICAL FOR THE INSTALLATION OF HEATING ELEMENTS IN THE VILLAGE’S PUBLIC WORKS BUILDING?

ISSUE SUMMARY:

Approximately 18 months ago the Village started working on making much needed maintenance improvements to the Village’s Public Works Building. The first was to repair the mastic roofing which was known to leak water in several locations. Next, was to repair the failed masonry joints by routing, caulking, and tuckpointing failed joints. Vertical control joints were then installed based on the recommendation of a structural engineer. Control joints help with the building moving during the spring time with the heaving of the ground as the winter thaw comes out of the ground. Third, the exterior of the building was painted for the first time since 1998. Several months back, the most recent step towards the sustainability of this building was taken, there was an awarding of a contract for the interior painting of the building. That has yet to be completed.

The last step in the process that we identified as a needed improvement was to install east-west heating element runs in the building over the area where our Shop Foreman and Mechanic Bob ordinarily works. At present, the only heating elements in our DPW garage are north-south runs over drive through bays and where the vehicles park. There are not any heating elements over the area where the Village’s Mechanic ordinarily works. While for the last 20 years this situation has “worked”, the conditions are less than ideal for an employee who spends the majority of his time in a building that is only partially temperature controlled.

As proposed, Total Mechanical, the company who last year fixed the Village’s previously installed infrared tube heaters, would install one 50’ tube heater to cover the truck repair bay. This would be a gas-fed utility which will require the contractors to tie-in from the piping of the north-center tube heater. A thermostat would be installed as well as all required venting and intake air through the concrete masonry unit block wall.

The total cost of the installation is $7,490. The labor is covered by a one-year warranty.

FISCAL IMPACT:

Initial Project Costs: $7,490
Future Ongoing Costs: Routine Maintenance
Physical Impact (on people/space): None
Residual or Support/Overhead/Fringe Costs: None

ATTACHMENTS:
1. Quote from Total Mechanical dated August 27, 2018

STAFF RECOMMENDATION:

Motion to authorize the Village President to enter into an agreement with Total Mechanical for the installation of one 50’ infrared tube heater over the Mechanic Bays in the Village’s Public Works Building.
# VILLAGE OF RICHFIELD

## VILLAGE BOARD COMMUNICATION FORM

**MEETING DATE:** August 16, 2018

**SUBJECT:** Total Mechanical – Heating Elements in Public Works Building

**DATE SUBMITTED:** August 6, 2018

**SUBMITTED BY:** Jim Healy, Village Administrator

### APPROVED FOR SUBMITTAL BY:

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August 27, 2018

Adam Schmitt
Village of Richfield
4128 Hubertus Road
Hubertus, Wisconsin 53033

Re: Adding Infrared Tube Heater for Highway Department Repair Bay

Total Mechanical proposes to install one 50' infrared tube heater to cover the truck repair bay:

- Provide and install (1) Superior Radiant 50' 125 MBH tube heater.
- Provide all required hanging material needed to install the heater.
- Provide all required gas piping tied in from piping at North-Center tube heater.
- Provide and install (1) line voltage thermostat.
- Provide and install all required venting and intake air through block wall.
- Provide all required electrical.
- Provide scissors lifts to complete work.
- Start up and first year warranty.
- Provide all labor required to complete the above work during normal working hours.

Total Installation Cost: $7,490.00

Notes:
- All work will be done during normal working hours.
- Unit is currently 7-10 days out from the vendor.
- Permits by customer.

Please sign and return this proposal as authorization to proceed to fax (262) 522-2951 or email mnank@total-mechanical.com

Should you have any questions please feel free to contact me (262) 522-7143.

Respectfully Submitted,
Total Mechanical, Inc.

Mike Nank
Account Manager, Environmental Services

If the above proposal, subject to the terms and conditions on the reverse side is acceptable, please sign and return. Total Mechanical will proceed with the work.
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VILLAGE OF RICHFIELD

VILLAGE BOARD COMMUNICATION FORM

MEETING DATE: August 16, 2018

SUBJECT: Jurisdictional Road Transfer Agreements

DATE SUBMITTED: August 9, 2018

SUBMITTED BY: Jim Healy, Village Administrator

POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO AUTHORIZE THE VILLAGE PRESIDENT AND VILLAGE ADMINISTRATOR TO EXECUTE A MULTI-JURISDICTIONAL ROAD TRANSFER AGREEMENT WITH WASHINGTON COUNTY AND THE TOWNS OF POLK, ERIN, AND HARTFORD?

ISSUE SUMMARY:

In November of 2017, the Village Board discussed the potential of entering into a multi-jurisdictional agreement with Washington County and the Towns of Erin, Hartford, and Polk. After a Closed Session discussion, Resolution R2017-11-02 was passed by the Board with no objections. It is attached herein for your convenience. The proposed agreement involves the Village transferring 0.5 miles of Pioneer Road, east of STH 175 towards County Highway FD and receiving 2.0 miles of County Trunk Highway CC. In consideration for taking the additional mileage of CTH CC, the County has agreed to pay the Village $250,000, crack fill the 2.0 miles of CTH CC, chip seal the 2.0 miles of CTH CC, and stripe the 2.0 miles of CTH CC. In return, the Village has agreed to turn over approximately $34,000 in escrow fees (ie: non-tax dollars) accumulated through its public/private partnerships with area companies for the on-going maintenance of this area of Pioneer Road. The County has agreed to fully maintain this area of road until it transfers the road to the Wisconsin DOT and it is renamed STH 145. Of importance with this proposed agreement is the fact that the Village will need to formally proceed through the annexation process with the Town of Erin for the actual, physical, roadway and nothing else. The Town of Erin has agreed to this proposal, in principle, but it cannot simply be executed through a contractual agreement. It must be done according to the procedures laid out in Wisconsin State Statutes.

Village Staff has been working with County Highway Commissioner Scott Schmidt and representatives from the Towns of Erin, Polk and Hartford to finalize the contractual agreement. The latest revision of the agreements was provided to Village Staff on August 8, 2018. Said draft has been forwarded to Washington County for their review. It is anticipated the night of the Village Board meeting that Staff will be able to present the proposed agreements.

FISCAL IMPACT:

Initial Project Costs: Variable
Future Ongoing Costs: Variable
Physical Impact (on people/space): Variable
Residual or Support/Overhead/Fringe Costs: Variable

ATTACHMENTS:

1. R2017-11-02, Jurisdictional Road Transfers between Washington County and Village – County Trunk Highway CC and Pioneer Road east of STH 175
2. Attorney John Macy correspondence dated August 8, 2018 RE: Jurisdictional Transfer Agreements Pioneer Road and County Trunk Highway “FD”
3. Attorney John Macy correspondence dated August 8, 2018 RE: Jurisdictional Transfer Agreements County Trunk Highway “CC”
4. DRAFT Jurisdictional Transfer Agreement Town of Polk, Village of Richfield, and Washington County-Pioneer Road and County Trunk Highway “FD” FORTHCOMING
5. DRAFT Jurisdictional Transfer Agreement Town of Erin, Town of Polk, Town of Hartford, Village of Richfield and Washington County- County Trunk Highway “CC” FORTHCOMING
**VILLAGE OF RICHFIELD**

**VILLAGE BOARD COMMUNICATION FORM**

**MEETING DATE:** August 16, 2018

**SUBJECT:** Jurisdictional Road Transfer Agreements

**DATE SUBMITTED:** August 9, 2018

**SUBMITTED BY:** Jim Healy, Village Administrator

**STAFF RECOMMENDATION:**

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WHEREAS, the Village of Richfield is authorized to make additions and deletions to the Roadway System with the approval or consent of the Department of Transportation and the governing bodies in which the proposed change is located; and

WHEREAS, the Village of Richfield and Washington County, have agreed in concept concerning the transfer of jurisdiction upon the following terms, which will be further specified within the jurisdictional transfer agreement, and subject to such jurisdictional transfer agreements being negotiated and entered:

A. County to Village. Washington County will transfer to the Village approximately 2.0 miles of County Trunk Highway "CC" from the Northwest corner of the Village of Richfield (Approximately 1 mile south of County Trunk Highway "E") south to State Highway "167" from the County Trunk Highway System to the Village System; and

B. Conditions of Village Acceptance. Washington County agrees to give the Village 1) a lump-sum cash amount of $250,000, 2) Traffic-bond shoulder improvements along the 2.0 miles of County Trunk Highway "CC" on the designated right-of-way in the north-south travel lanes, 3) Crack-filling along the 2.0 miles of County Trunk Highway "CC", 4) Pea-gravel seal coating along the 2.0 miles of County Trunk Highway "CC", and 5) Traffic line painting along the 2.0 miles of County Trunk Highway "CC"; and

C. Village to County. The Village will transfer approximately 0.50 miles of Pioneer Road from STH 175 to Mayfield Road to Washington County.

WHEREAS, the final form of the agreement between Washington County and the Village of Richfield will be negotiated and executed as part of the transfer; and

WHEREAS, the agreement will address, among other important points, the transferring of corresponding rights-of-way and interests by a detailed description and the designation of the transferred highways;

NOW, THEREFORE, BE IT RESOLVED by the Village of Richfield Village Board that Village Staff is directed to proceed to negotiate and draft the jurisdictional transfer agreement described in the preamble, above.

BE IT FURTHER RESOLVED that this transfer be effective on the date provided in the Jurisdictional Transfer Agreement which shall be subject to the final review and approval of the Village Attorney.
PASSED THIS 16th DAY OF NOVEMBER 2017, BY THE VILLAGE BOARD OF THE VILLAGE OF RICHLFIELD, WASHINGTON COUNTY, WISCONSIN.

Jim Healy, Administrator/Clerk

John Jeffords, Village President
August 8, 2018

Jim Healy, Village Administrator
Village of Richfield
4128 Hubertus Road
Hubertus, WI 53033

Re: Jurisdictional Transfer Agreements
Pioneer Road and County Trunk Highway “FD”
Legal Review

Dear Mr. Healy:

Enclosed please find a revised draft of the Jurisdictional Transfer Agreement that we have received from Washington County regarding the above-note matter. I have had an opportunity to carefully consider this matter.

Based upon my review, I hereby approve the form of the same subject to the following comments, questions, concerns and recommendations in this regard:

1. As I noted previously, I cannot confirm that the legal description shown in paragraph 1 is accurate or is as intended, and I recommend that you have your Village Engineer review this issue if that has not previously been done.

2. Please closely review the changes shown at the top of page 4 to ensure that this is consistent with your intent. In response to my concern that the jurisdictional transfer was expected to take place in 2020, but Washington County would be performing certain work on the road prior to the transfer, Washington County has proposed certain changes. The changes would move the transfer date to October 31, 2018, and would add a payment from Richfield to the County of $34,000. I know from conversations with the Washington County Corporation Counsel, that the County believes a payment is warranted if the date is moved up to account for maintenance costs that the Village would have incurred if the transfer had been in 2020 as originally proposed. I am not aware of whether you have considered this changed or whether this is consistent with your intent.

3. The document will need to be put in final form, with my notes removed and the redline and strike out removed.

4. This Agreement is contingent upon a separate agreement being entered regarding the transfer of CTH CC, which I will address by separate correspondence.
If you have any questions or concerns regarding this matter, please do not hesitate to contact me.

Yours very truly,

MUNICIPAL LAW & LITIGATION GROUP, S.C.

John P. Macy

EJL/egm
Enclosure
c: Donna Cox, Village Deputy Clerk
Craig Kunkel, Village Engineer
C:\MyFiles\JPM\Richfield\Jurisdictional Transfer\Healy ltr 8.8.18.docx
August 8, 2018

Jim Healy, Village Administrator
Village of Richfield
4128 Hubertus Road
Hubertus, WI 53033

Re: Jurisdictional Transfer Agreements
County Trunk Highway CC
Legal Review

Dear Mr. Healy:

I am in receipt of a revised draft of the above-noted Agreement. I have had an opportunity to carefully consider this matter.

Based upon my review, I hereby approve the form of the same subject to the following comments, questions, concerns and recommendations in this regard:

1. On page 2, I still am not able to confirm that the legal description is accurate or as intended as I noted in my initial review. Moreover, the first two phrases of the legal description shown in the first full paragraph on page 2, repeats itself and is probably not as intended and should be corrected. Moreover, I continue to have concerns about the document saying that the Town of Hartford will have jurisdiction over lands located in the Town of Polk, as I am not aware of the legal authority that is being relied upon in this regard. I do not represent the Town of Hartford nor the Town of Polk, so I have not further researched the issue, but I would not want the Village to be a party to an Agreement that is unlawful in this regard.

2. At the top of page 3, there is a legal description that is more relevant to the Village of Richfield which concerns the road that will be transferred to the Village. Again, I recommend that this be reviewed by the Village Engineer review to be sure that this is consistent with your intent if that has not previously been done.

3. On page 3, in Section 4. C., the document continues to indicate that the Village of Richfield must annex the lands of CTH CC prior to the transfer on October 31, 2018. The note that follows has been modified to say that the County doesn't care when the annexation occurs as long as the Village takes over maintenance on October 31, 2018. What are your intentions in this regard? Have you considered how this annexation will be accomplished and when? Would you like...
me involved in this issue? I recommend against entering the Agreement until these issues are resolved.

4. The Agreement makes a number of statements about work that the County says has been done on CTH CC. You will want to confirm that this work is actually completed to your satisfaction before entering the Agreement.

5. On page 4 there are two blanks regarding the names of the transferred highway, for the segments located in the Town of Hartford and the Village of Richfield. This will need to be completed before the Agreement can be entered.

6. The document will need to be put in final form, with my notes removed and the redline and strike out removed.

If you have any questions or concerns regarding this matter, please do not hesitate to contact me.

Yours very truly,

MUNICIPAL LAW & LITIGATION GROUP, S.C.

John P. Macy

John P. Macy

EJL/egm
Enclosure
cc: Donna Cox, Village Deputy Clerk
    Craig Kunkel, Village Engineer

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