

NOTICE
VILLAGE OF OSCEOLA
PUBLIC HEARING & BOARD MEETING
(Board Meeting will immediately follow Public Hearing)

Date: November 9, 2021
Time: 6:00 pm CST
Place: Board Room (310 Chieftain Street) &
Virtual GoToMeeting

In an effort to support community health management initiatives surrounding the COVID-19 pandemic, this meeting is also available virtually through a web-based/telephone meeting platform called “GoTo Meeting”. Please follow the instructions on the posted agenda to listen and/or participate during the meeting.

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PUBLIC HEARING AGENDA

1. Call to order of the Public Hearing
2. Introduction of Item
 - a) Proposed 2022 Village Budget and 2022-26+ Capital Improvement Program
3. Public Comment
4. Adjourn

BOARD MEETING AGENDA

1. Call to order of Village Board Meeting
2. Approval of the agenda
3. Approval of the minutes:
 - a) Regular meeting dated October 12, 2021
4. Public input and ideas (Limit 5 minutes per speaker)
5. Reports:
 - a) Staff reports
 - i. Library
 - ii. Fire
 - iii. Building Inspection
 - iv. Administration
 - v. Police
 - vi. Public Works
 - vii. Utilities
 - b) Chamber of Commerce/Mainstreet

6. Other business – discussion and possible action re:
 - a) Resolution #21-11 Approval of the 2022 Village of Osceola Budget and 2022-26+ Capital Improvement Program
 - b) Approve Quote for Snow Removal Services 2021-2022 (J&S Contracting for \$16,400)
 - c) Ordinance #21-04 To Amend the Code of the Village of Osceola Chapter 207 Vehicles and Traffic (second read and adoption)
 - d) Ordinance #21-05 to Amend the Code of the Village of Osceola Chapter 6 Boards and Commissions (second read and adoption)
 - e) Ordinance #21-06 to Amend the Code of the Village of Osceola Chapter 59 Village Board (second read and adoption)
 - f) Grant request approval for State of Wisconsin Local Road Improvement Program 3rd Ave/River Street (Requesting \$1,549,365)
 - g) Grant request approval for WEDC Community Development Investment Grant for former hospital site (\$250,000 development incentive)
7. Permits and Licenses:
 - a) Operator Licenses
 - i. Jeanne Drimmel – Valley Spirits
 - b) Special Events Permit
 - i. Light Up Osceola December 4, 2021 – Café Nutrition/Osceola Chamber/Main Street
 - c) Conditional Obstruction Permit
 - i. 201 W 3rd Avenue (The Chocolate Gnome)
 - ii. 205 N. Cascade Street (The Secret Closet)
8. Board, Committee, Commission and Agency Reports:
 - a) Library Board September 9, 2021 (L. Board approved October 14, 2021)
 - b) Airport Commission September 20, 2021 (Commission approved October 18, 2021)
 - c) Historic Preservation September 29, 2021 (Commission approved October 09, 2021)
 - d) Admin & Finance October 1, 2021 (Committee approved November 5, 2021)
9. Approval of vouchers payable
10. Village Board will consider going into closed session pursuant to Wisconsin Statute §19.85(1)(e) & (g) for purposes of:

Reviewing potential developer incentives pertaining to Tax Increment District No 3 and issues related to property dispute.
11. The Board will come out of closed session proceedings and may take action on items discussed in closed session.
12. Discussion of and action on any other appropriate items
13. Adjourn

The Power of 10 are the 10 most significant assets in the community identified by the Board. They are listed below:

- | | | |
|--------------------|--|---|
| 1. Schools | 5. Falls | 9. |
| 2. Airport | 6. Downtown Businesses | 10. Medical Services |
| 3. Industrial Park | 7. Personalization/Historic of Downtown Feel | 11. Recreational opportunities and the Braves |
| 4. River | 8. Access to major population center | (tied ranking for number 10) |

NOTE: It is possible that members of other governmental bodies of the municipality may be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility. 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. Meetings may be recorded for public viewing and record retention.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Village Hall at (715) 294-3498.

VILLAGE OF OSCEOLA BOARD PROCEEDINGS

October 12, 2021

The Village of Osceola Board met for a Regular meeting on October 12, 2021 at Village Hall. Village President Jeromy Buberl called the meeting to order at 6:01 p.m.

Present: Buberl, Holly Walsh, Bruce Gilliland, Brad Lutz, Deb Rose, and remotely Van Burch

Excused: Joel West

Staff present: Benjamin Krumenauer, Frances Duncanson, Ron Pedrys, Paul Elfstrom, Todd Waters

Others present: Kyle Weaver, online was Tom Stangl, Justin Fischer & Brian Ruechel of Baird, Dan Hebert, Mark Yelchek, Ben Winnick Steg Stegner, and other members of the public.

Motion by Rose and seconded by Walsh to approve the agenda

Ayes-6

Nays-0

Motion carried

Motion by Gilliland and seconded by Lutz to approve the minutes of the Regular meeting dated September 14, 2021, Budget Workshop I dated September 14, 2021, and Budget Workshop II dated September 28, 2021

Ayes-6

Nays-0

Motion carried

Public input and ideas (Limit 5 minutes per speaker)

Kyle Weaver of 100 Depot Road spoke regarding his concern of traffic and pedestrian safety on Depot Road with the additional traffic due to the train attraction. Weaver had photos to illustrate the situation. People are parking on the grass, forcing pedestrians to walk on the road. Walsh asked what Weaver would like to see done on Depot Road. Weaver responded he would like to see curb & gutter to prevent people parking on the grass, on the north side of road and a sidewalk for people to walk on.

Reports

Staff reports (Materials only, not presented individually)

Utilities-Krumenauer for Caruso. The third quarter reading and billing is complete. They are working on sewer televising and cleaning and working on the large industrial park tower to draw down for maintenance. It was a busy but typical month for usage and flows. Lutz asks about the power outage in late September. Caruso reported the backup systems all worked.

Library-Buberl: The past month was spent preparing for the LTC Grant program to be held on October 26th. This will be a community conversation on how to become more involved with local government. They are also busy working on the proposed 2022 budget.

Fire-Elfstrom: The Dept. had five runs with three in Village and two in Farmington. They are working on the second round of business inspections. The Chevy pumper is repaired and back to full function. The new aerial has some warranty work issues pending. Three Dept. members gave educational fire safety presentations with local kids.

Building Inspection-Krumenauer: The permit numbers down a little but we are still above where we have been in other years. Included are three permits for one duplex and two single family dwellings. Total permit values are estimated at \$731,806 for the month.

Administration-Krumenauer: Gave a reminder we are looking for election workers. He has been working on finalizing the 2021 and 2022 budgeting and reporting needs and is pleased to report the Village is in a stronger financial position. Krumenauer attended the recent Town of Osceola meeting with Trustee Lutz regarding the reconstruction of Simmon Drive. Hopefully the Simmon Drive project will occur next year. Lutz asked about an MOU with the Township on the road and Krumenauer is hopeful it will get in place this year.

Police-Pedrys: Presented the September statistics with 10 custodial arrests, 49 traffic stops, with 17 traffic citations being issued. The recent community events went well. The Dept. appreciates the help with signage. Pedrys has been putting a lot of time into the police budget to get it accurate. Andrew Johnson is halfway through field training and is a great addition to the department. The OPDs Community Coffee is resuming after COVID and will be the last two Fridays of the month Caribou Coffee at Dick's Fresh Market.

Public Works-Waters: Special events have been at the forefront of the Dept. With 36 hours of street sweeping. The work starts weeks ahead to make things shine by sweeping, cutting ditches, and getting ready for vendors. The curb & sidewalk audit is underway with over 50 pieces repaired. The mowing contract was done in September with the Dept. increasing time spent mowing. The new 35-foot-tall flagpole was installed at the Village Hall/Discovery Center. Gristmill Park has a new fence and look. The Dept. is gearing up for seasonal transition. The leaf and brush programs are coming up.

Chamber of Commerce/Mainstreet-Rose: Director Germaine Ross is retiring at the end of the year and the Board is working hard on a transition plan and some guidance. The Main Street group made a great presentation at Finance.

Other business – discussion and possible action re:

Motion by Burch and seconded by Lutz to approve Tax Increment District development incentive agreement for Osceola Development LLC

Ayes-6

Nays-0

Motion carried

Krumenauer commented that over the years there have been several developers interested in the old hospital site, but none were successful. Krumenauer stated the Village can offer something appropriate through a developers agreement such as up to \$2.5 million in pay as you TIF go options, plus potential grant funding for infrastructure that would benefit more than just the proposed project. If the project moves forward the development agreement states that all appreciate approvals from various agencies like the National Park Service would be obtained. There have been no major changes since the last time the Board discussed it. We are excited to talk about the proposal today and Krumenauer introduced the representative of Gaughn Companies, Dan Hebert who gave a presentation for the Osceola site.

Hebert gave a history of the company and what they hope to bring to Osceola. Gaughan Companies have housing developments in Forest Lake, St. Paul, and Shakopee constituting 1,500 housing units across the metro. They have high density projects with amenities like a community room, fitness center, and restaurant. They are not a cookie cutter with all projects different, designing what is most appropriate for each site. The Osceola Hospital site is a basic plan with 85 units at market rate, non-restricted in age and income. Plans are for some commercial space for potentially a fitness center and expanded basin trail adjacent to the river. Plans are for a garage structured underneath and surface parking with the north side perhaps a restaurant. They will be waiting for public input. They plan for a flat roof and less impervious surface than current hospital site. Lutz asks about next steps. Krumenauer responds a TIF/Development agreement be put in place, then renderings produced, analysis, finish up design, and fine tuning of details. The Village is a critical part of that. They are looking at a 13–15-month construction window with dealing with the current building in Spring. The retaining has good structural integrity and will remain. They hope to be opened the fall of 2023. Krumenauer explains taxable value of \$10.5 million.

Village of Osceola Financial Management Plan

The highlights of the proposed Village Management Plan were reviewed by Justin Fisher and Brian Ruechel of Baird Inc. Issues examined were debt, bond rating factors, Village valuations, fund balances, how to fund necessary improvements, the long-term capital plan, property tax history, impact of TID closing, and utility projects and finances.

Motion by Rose and seconded by Gilliland to adopt the proposed Financial Management Plan.

Ayes-6 Nays-0 Motion carried

Ordinance #21-04 To Amend the Code of the Village of Osceola Chapter 207 Vehicles and Traffic (first read)

This amendment pertains to the language Jake Brakes being trademarked and raising legal issues. This term will need to be removed from our signs and ordinance.

Ordinance #21-05 to Amend the Code of the Village of Osceola Chapter 6 Boards and Commissions (first read)

This proposed amendment would let the Planning Commission select their own chair on an annual basis, rather than the Village President always being Chair. This would open opportunities for other Commission members and encourage involvement.

Ordinance #21-06 to Amend the Code of the Village of Osceola Chapter 59 Village Board (first read)

This proposed ordinance amendment addresses policy pertaining to remote meeting attendance through telephonic and other electronic means for Village Board and Commissions.

Motion by Rose and seconded by Gilliland to approve Resolution #21-09 “Designating Representative for West Central Wisconsin Biosolids Facility”

Ayes-6 Nays-0 Motion carried

Motion by Walsh and seconded by Burch to approve Resolution #21-10 “Affirmation of Admin & Finance Resolution #21-01 Urban Forestry Grant Application”

Ayes-6 Nays-0 Motion carried

Motion by Gilliland and seconded by Rose to endorsement of the 2022 Village of Osceola Budget and 2022-2026 Capital Improvement Program

Ayes-6 Nays-0 Motion carried

Krumenauer offered the following budget comments. The proposed budget figures for 2022 are at 95% certainty. Every Department had input into the budgeting process. We could not fund everything asked for. We are committed to a balanced budget and not raising the taxes. Debt service will decrease in 2022 and there will be a decrease of one half of a percent in the mill rate.

Permits and Licenses:

Motion by Walsh and seconded by Rose to approve operator licenses for Katelyn Nohava at Cascade BP and Jennifer Simon at Tippy Canoes

Ayes-6 Nays-0 Motion carried

Motion by Rose and seconded by Gilliland to approve Board, Committee, Commission and Agency Reports as follows:

a) Historic Preservation	August 11, 2021	(Commission approved September 29, 2021)
b) Library Board	August 12, 2021	(L. Board approved September 9, 2021)
c) Airport Commission	August 16, 2021	(Commission approved September 20, 2021)
d) Admin & Finance	September 3, 2021	(Committee approved October 1, 2021)
	Ayes-6 Nays-0	Motion carried

Motion by Burch and seconded by Lutz to approve vouchers payable

Ayes-6

Nays-0

Motion carried

Discussion of and action on any other appropriate items

Burch commented how nice it is to see the flagpole in front of the building donated from the Horst Foundation. Rose attended the Osceola Housing Authority 50th Anniversary, they are thankful for our support.

President Buberl adjourned the meeting at 7:58 p.m.

Respectfully submitted by

Frances Duncanson, MMC-WCPC
Village Clerk



Memo

To: Wilberg Memorial Library Board of Trustees

From: Library Director; Shelby Friendshuh

CC: Village Board of Osceola

Date: November 2021

DIRECTOR/ADMINISTRATION

Though, as many of you may know, October was a strange month for me as I was quarantined for two weeks with my family as we dealt with Covid, we were still able to accomplish quite a few things. We applied for and were awarded a grant from UW-Madison's East Asian Studies department to purchase materials that are representative of East Asian people and cultures. We also applied for an additional grant with other Wisconsin libraries that we hope to hear about soon, which may help with funding a book bike! I held our community conversation program at the end of the month that was very successful and led to some very thoughtful discussion and ideas. I hope to continue community conversations in the future! Lastly, I've also spent some of October on the final draft of the 2022 library budget which will go to the library board for discussion and action at the November meeting.

MATERIALS CIRCULATION

October 2021, Total Items Circulated: 2,821

Public Computer Uses for October 2021: 98

eBook Checkouts for October 2021: 953

New Patrons in October 2021: 22

COLLECTIONS

231 new items.

EVENTS & ACTIVITIES

October Events/Participation:



The library held our recurrent book clubs as well as another Big Fun Play Date which was once again successful with 19 attendees. As mentioned earlier we also held the community conversation program which saw 10 participants.

Keep an eye out for information regarding our “The Library Spices Up Your Life” program in which Anne will be sponsoring a recipe based around a specific seasonal spice and handing out the recipe and the spices for interested patrons- this month’s recipe is a Pumpkin Spice Muffin recipe! We hope to use this program to highlight specific collections, cultures, and programs throughout the year.

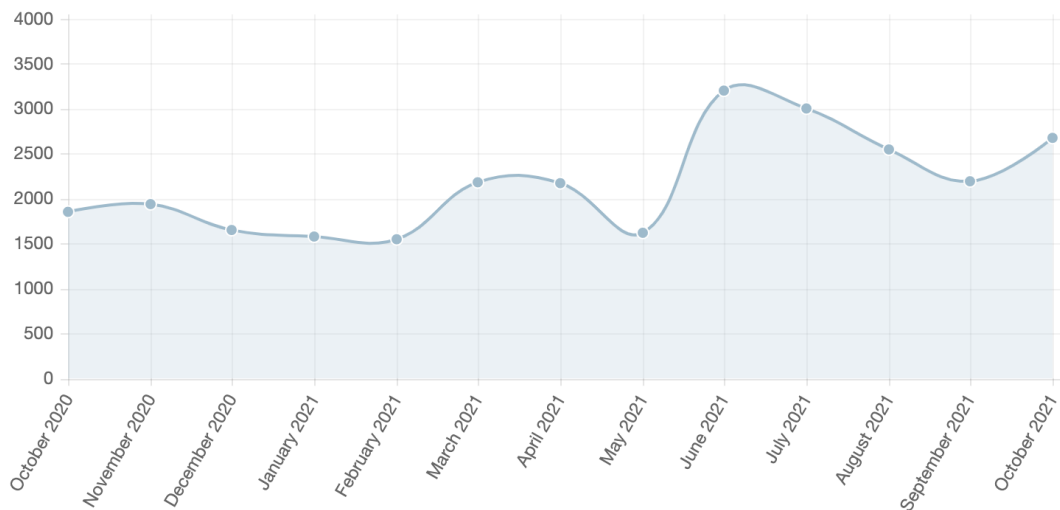
FACILITIES & STAFF

Library staff is doing well and working diligently to provide new and interesting programs that can help to boost our circulation. We are also preparing for our eventual change of our schedule and hours.

Additionally, our intern Kaylen will be finishing up her internship early next month and will be presenting her marketing program to me and other staff members at that time. We hope to share some of her awesome work next month!

Osceola Circulation Statistics

Past 13 Months - Checkouts



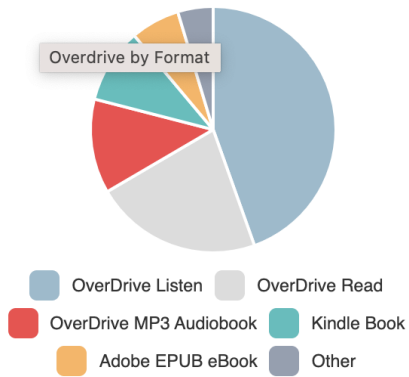
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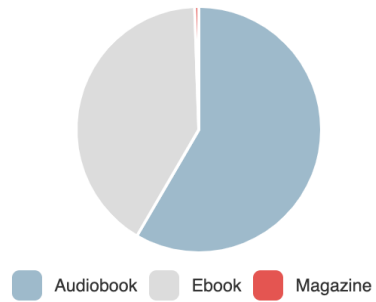
WILBERG MEMORIAL

PUBLIC LIBRARY of OSCEOLA

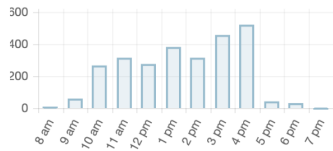
Overdrive by Format



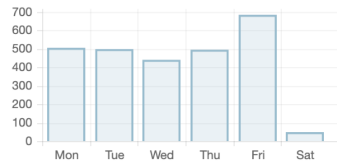
Overdrive by Type



Checkouts by hour



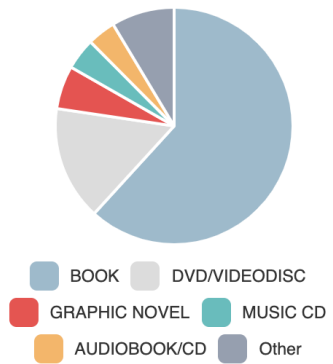
Checkouts by day



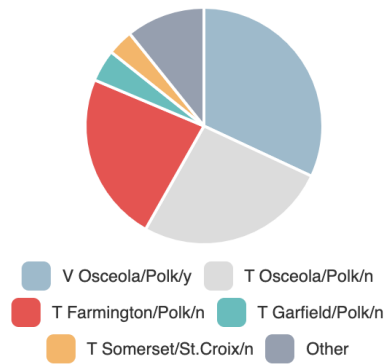
Checkouts by age



Checkouts by format



Checkouts by Act 150 Location





Municipality Permits Report

1/1/2021 to 10/31/2021

Permit Distribution

Fence=12
Electrical=1
Alteration=16
New Home=24
HVAC=4
Sign=6
Deck=9
Re-roof=9
Shed=2
Other=4
Porch=2
Addition=3
Siding=3
Acc. Building=1

Totals

Total Permits

89

Total Value

\$9,982,359.12

Admin

\$5,727.30

Impact

Plan Review

\$2,801.37

Inspection

\$48,683.70

State Permit Seal

\$840.00

House Number

Fines

Other

Total Fees

\$58,052.37

Municipality Permits Report

10/1/2021 to 10/31/2021

VILLAGE OF OSCEOLA		Total Value	Total Fees	Total Fines
VOS21-83	165-00267-0000	\$30,000.00	\$60.00	
Chris Bretheim				
410 GERALD ST		REROOF		
VOS21-84	165-00844-0015	\$200,000.00	\$1,259.70	
GRANDEMOORE HOMES INC GRANDEMOORE HOMES INC 1299539				
150 SPRING ST		NEW SINGLE FAMILY DWELLING		
VOS21-85	165-00844-0016	\$200,000.00	\$1,259.70	
GRANDEMOORE HOMES INC GRANDEMOORE HOMES INC 1299539				
160 SPRING ST		NEW SINGLE FAMILY DWELLING		
VOS21-86	165-00194-0000	\$9,000.00	\$60.00	
GREGORY CONTRACTING GREGORY CONTRACTING 977556				
720 CASCADE ST N		REROOF		
VOS21-87	165-00689-0000	\$4,000.00	\$130.00	
JOHN RENNINGER				
905 MARTYS WAY		DECK		

Municipality Permits Report

10/1/2021 to 10/31/2021

VOS21-88

165-00844-0074

\$4,560.00

\$60.00

AMANDA O'REGAN

1251 OAKLEY CT

Fence

Permit Distribution

Re-roof=2

New Home=2

Deck=1

Fence=1

Totals

Total Permits

6 Total Value

\$447,560.00

Admin

\$350.00

Impact

Plan Review

\$205.40

Inspection

\$2,204.00

State Permit Seal

\$70.00

House Number

Fines

Other

Total Fees

\$2,829.40



OSCEOLA POLICE DEPARTMENT

310 Chieftain Street – Lower Level

P.O. Box 217

Osceola, WI 54020

Phone: 715-294-3628 Fax: 715-294-2862

Ron Pedrys - Chief of Police

To: Village President Jeromy Buberl and Village of Osceola Trustees

CC: Administrator Benjamin Krumenauer

From: Police Chief Ron Pedrys

Date: Wednesday, November 3, 2021

Re: October 2021 Village Board Police Report

During October 2021, OPD Officers made 16 custodial arrests (7 felony arrests and 9 misdemeanor arrests). Officers made a total of 94 traffic stops that resulted in 41 traffic citations being issued. Additionally, 8 Municipal citations were also issued in October. 89 incident reports were processed and OPD Officers logged 531 total calls for service.

Some incidents OPD Officers responded to and investigated in October included 4 incidents of disorderly conduct, 1 death investigation, 4 possession of methamphetamine cases, 2 shoplifting complaints, 5 medical assists, 2 bail jumping violations, 23 suspicious activities, 1 Battery, 8 citizen assists, 7 vehicle lockouts and 5 trespassing complaints.

Administration:

In October and the first part of November, OPD will be participating in the ALICE drills held on different dates at all four Osceola schools. All the students and staff have done a great job so far during these drills. OPD's primary role is to monitor the drills and provide feedback, if necessary or requested.

In mid-October, there were reports of a juvenile coyote hanging out in the Kreekview neighborhood during the daytime hours. OPD Officers responded a few different times and was able to visually see the coyote, which appeared healthy. After consultation with the DNR, we were advised that the coyote would likely move on, on its own. We have not had any more coyote reports or Officer sightings, since the 3rd week in October, so it appears that the coyote has moved on.

On October 28th, the local Cub Scout troop, and many of the Cub Scout parents, took a tour of OPD. Officers Andrew Bach and Tanner Rebhan were the tour guides. The Scout troop and the Officers very much enjoyed the tour.

Osceola Officer Andrew Johnson will be finishing his Field Training the first week in November. He has been doing a great job and it is anticipated he will be ready for solo patrol operations beginning Monday, November 8th, 2021. Part-time Officer Jessica Daeffler will be done with her requested leave from work that same week and she will resume her field training mid-November.

Beginning November 15th, the Village's winter parking restrictions go into effect. Winter overnight parking restrictions will be in effect until April 15, 2022. OPD placed a winter parking reminder in the Village newsletter, and we will also post a reminder on the department Facebook page next week. Effective November 15th, Officers will also be placing warning letters on vehicles parked on Village streets or Municipal parking lots between the hours of 2:00 a.m. – 3:00 a.m. Weather permitting, Officers will issue these warning letters for the first two weeks. After that, parking citations will be issued.

Village Trustee Deb Rose visited with us during OPD's Community Coffee on Friday October 22nd. Our 1st event back, in over 18 months was a success. Officers had good conversations with several different individuals and some small groups. OPD's next Community Coffee events will be held on Friday, November 19th and Friday November 26th.

Thank You.

Respectfully Submitted,



Ron Pedrys – Police Chief
Village of Osceola



Memo

To: President Buberl and Village Board Members
From: Todd Waters (Public Works Coordinator)
CC: Fran Duncanson
Date: November 9th, 2021
Re: October 2021 Public Works Department Board Update

Streets:

- Storm sewer repairs to inlets and basins continued in October to stop infiltration and degradation to surrounding asphalt.
- In the first week of leaf bag removal efforts and chipping, Public Works picked up over 1,000 bags and chipped enough brush to accumulate 15 yards of mulch.
- Street lights were repaired in Gateway Meadows. Public Works is trying to procure more parts to continue repairs on failing lamps.
- A short term maintenance effort was put forth to repair 2nd Ave west parking lot to slow the degrading of the lot and take away the constant demand of filling potholes.
- Street sweeping continued as leaves fall and fill gutters and storm drain grates.

Parks:

- Seasonal park restrooms have been winterized along with irrigation systems and drinking fountains.
- Public Works continues to work on the completion of the fence in Gristmill Park as time allows.
- Seasonal equipment storage and changeover began in October and will continue as weather dictates.
- Tree trimming began to our parks and will continue through November.

Building Maintenance:

- The 4th Ave rental house has been winterized.
- The Discovery RTU's have new filters, winterized plumbing, and boiler systems have been ramped up to provide heat in the floor and wall fins.



Memo

To: President Buberl and Village Board Members
From: Rick Caruso, Utilities Coordinator
CC: Fran Duncanson
Date: November 9, 2021
Re: Utility Department November Board Update

Water Utility:

- Water produced in October totaled 7.815 million gallons.
- A dry tank inspection was performed on our high zone tower located off of County Road M. Water tank inspections are required by the Wisconsin DNR at a minimum of every five years. The purpose of this inspection is to identify interior coating failures and overall tank condition. The tank must remain out of service until two bacteriologically safe samples taken 24 hours apart are obtained. This process from start to finish takes approximately five days, excluding any preparation. During this time our Well 4 is run continuously to supply pressure to the water system. The interior coating was found to be in fair condition with less than five percent coating failures above the high water line and less than two percent coating failure below the high water line.
- Staff is currently performing hydrant flushing and fire flow testing in both the high and low zone areas. We anticipate completion in the low zone (north of the rail tracks) the week of November 8th.

Sewer Utility:

- Sewer Treated in October totaled 6.874 million gallons.
- Great Lakes TV Seal has completed the third and final year of our televising program. The area televised included Gateway Meadows, Kreekview, and the area through Meadowlark. The main 21" trunk sewer to the WWTP and lift stations were also cleaned. To clean the main lift station at the WWTP, we plugged the 21" line to the plant and coordinated a vacuum truck upstream of the plug to allow more time for cleaning.
- As the weather turns colder, we will continue our push to digitize our maps and as-built prints and get them hosted in the cloud. Our goal is to have digital access to all of our info in the field via mobile devices including our sewer televising reports and video. Access to this information can greatly improve efficiency and response time, not to mention the convenience of a searchable database.

Report from Chamber & Main Street Director for Village Board Nov 4th, 2021

PAST EVENTS:

Fall Social Mixer @ Bending Branches Thur. Oct. 14th- Complimentary burgers, beverages and bonfire. Attendance 75- most ever at a social mixer.

Valley Brew Fest- Sat, Oct 16, 1-5 PM - Attendance 580- Record breaking. 50 volunteers put in estimated 600+ hours. Social media reach 30,000+. Raised est. \$14,000 for Trails(final TBD).

Ribbon Cutting Ceremony- Wisconsin Milk House Sat. Oct 16th 5:30 PM



DIRECTOR NOTES

Director is resigning effective Dec. 31st, 2021. In addition to director leaving, several of our Board members' terms are up. Exiting Board members are Lisa Erickson, Nancy Beck, Jane Maki, and Anna Lund. Remaining Board members are Shawn Kammerud, Ruth Sattler, Pam Talmage, Pete Kammerud, and Deb Rose. Board is looking to recruit an interim director and five board members. [See job description here.](#)

Wrapping up projects that need to be completed. Assisting board in preparing for and planning for leadership transition and financial sustainability for the future.



Memo

To: Village Board
From: Benjamin Krumenauer, Administrator
CC: Board Packet
Date: 11/5/2021
Re: Item 6a Resolution #21-11 Approval of the 2022 Village of Osceola Budget and 2022-26+ Capital Improvement Program

ITEM DESCRIPTION:

On October 12, 2021 the Village Board endorsed the proposed 2022 general budget and corresponding 2021 tax levy. The Board also endorsed the proposed 2022-26+ Capital Improvement Program. Per local and state requirements the Village has published and posted the proposed budget documentation at our regularly cited posting locations as well as the local newspaper. The annual budgeting process is an important step in Village planning as it provides direct insight into what priorities are planned for 2022 and beyond. In order to complete the required county and state paperwork, the 2022 budget will need to be passed.

ATTACHMENTS:

1. Proposed Resolution #21-11
2. Endorsed 2022 budget summary supplement
3. Endorsed 2022-26+ Capital Improvement Program Summary

RECOMMENDATION:

Administrator recommends passing the 2021 payable 2022 local tax levy and 2022 budget as proposed. Administrator further recommends approval of the 2022-26+ CIP.

RESOLUTION #21-11

**TO APPROPRIATE FUNDS FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2022 AND
TO AUTHORIZE THE LEVY OF A SUFFICIENT TAX UPON THE TAXABLE
PROPERTY WITHIN THE VILLAGE OF OSCEOLA**

WHEREAS, Osceola Village Board held a public hearing November 9, 2021, on the 2022 Village Budget and 2022-26+ Capital Improvement Program as submitted by the Administration & Finance Committee pursuant to §9-2C of the Village Code.

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Osceola to make the 2022 budget appropriations and 2022-26+ Capital Improvement Program as shown and described:

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Village Board of the Village of Osceola to levy a tax on all taxable property within the Village of Osceola for the year beginning January 1, 2022 to the fullest extent of law, and for following purposes:

GENERAL FUND/DEBT SERVICE	
PROPERTY TAX LEVY	\$1,539,597

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Village Board of the Village of Osceola to make the following 2022 budget appropriations for capital projects for the following objects and purposes and said appropriations shall remain in force until the purpose for which it was made shall have been accomplished or abandoned pursuant to §9-4 of the Village Code and subject to future Board authorization:

CAPITAL PROJECTS AND SIDEWALKS	\$15,000
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Adopted the 9th day of November, 2021.

Jeromy Buberl, Village President

ATTEST: I hereby certify that the foregoing resolution was duly adopted by the Village of Osceola at a legal meeting held on this 9th day of November, 2021.

Frances Duncanson, Village Clerk

Benjamin Krumenauer, Administrator

<div>6:00 pm on November 9, 2021, Village Board meeting to follow</div> <div>Village Hall/Discovery Center - Large Meeting Room 205 - 310 Chieftain Street, Osceola WI</div>					
GENERAL FUND	2020 Actual	2021 Budget	2021 Amended	2021 Projected	2022 Proposed Budget
REVENUES					
Taxes					
Property Taxes	\$ 553,718	\$ 593,643	\$ 593,643	\$ 593,643	\$ 608,675
Property Taxes-Debt Service	934,725	960,875	960,875	960,875	930,922
Other Taxes	172,177	164,500	164,500	158,804	165,000
Intergovernmental Revenues	532,119	542,165	542,165	550,176	566,063
Licenses and Permits	70,898	81,748	81,748	89,850	84,600
Fines, Forfeits, and Penalties	24,100	24,100	24,100	24,000	24,100
Charges for Public Service	287,414	323,754	323,754	307,338	341,900
Intergovt. Charges for Services	141,232	151,881	151,881	151,881	163,284
Interest		-	-	-	-
Miscellaneous	521,282	97,693	97,693	111,787	102,294
Transfers from other funds	115,000	115,000	115,000	115,000	115,000
Total Revenue	\$ 3,352,665	\$ 3,055,359	\$ 3,055,359	\$ 3,063,354	\$ 3,101,838
EXPENDITURES					
General Government	\$ 248,543	\$ 209,406	\$ 209,406	\$ 204,938	\$ 248,418
Public Safety	1,089,259	1,193,286	1,193,286	1,212,809	1,217,617
Public Works	312,381	373,683	373,683	374,928	387,255
Health & Human Services	-	-	-	-	-
Culture, Recreation, and Education	100,073	105,407	105,407	108,506	110,506
Conservation & Development	11,818	18,048	18,048	14,550	18,048
Transfer to Debt service	934,725	960,875	960,875	960,875	930,922
Transfer to Library	139,000	139,000	139,000	139,000	139,000
Transfer to other funds	461,170	49,500	49,500	43,750	43,500
Total Expenditures	\$ 3,296,969	\$ 3,049,205	\$ 3,049,205	\$ 3,059,357	\$ 3,095,266
Revenue Over/(Under) Expenditures	\$ 55,696	\$ 6,154	\$ 6,154	\$ 3,998	\$ 6,572
	2020 Actual	2021 Budget	2021 Amended	2021 Projected	2022 Proposed Budget
Revenues	\$ 3,352,665	\$ 3,055,359	\$ 3,055,359	\$ 3,063,354	\$ 3,101,838
Expenses	\$ 3,296,969	\$ 3,049,205	\$ 3,049,205	\$ 3,059,357	\$ 3,095,266
Revenue Over/(Under)Expenditures	\$ 55,696	\$ 6,154	\$ 6,154	\$ 3,998	\$ 6,572
Revenue w/o Debt Service	\$ 2,417,940	\$ 2,094,484	\$ 2,094,484	\$ 2,102,479	\$ 2,170,916
Expense w/o Debt Service	\$ 2,362,244	\$ 2,088,330	\$ 2,088,330	\$ 2,098,482	\$ 2,164,344
Revenue Over/(Under)Expenditures	\$ 55,696	\$ 6,154	\$ 6,154	\$ 3,998	\$ 6,572
FUND	2021 Receipts	2021 Expenditures	Surplus (Deficit)	Balance 1/1/2021	2021 Projected
General Fund	\$ 3,063,354	\$ 3,059,357	\$ 3,998	\$ 205,192	\$ 209,190
Special Revenue	\$ 23,805	\$ -	\$ 23,805	\$ 85,528	\$ 109,333
Debt Service	960,875	960,875	-	-	-
General Capital	200,000	137,689	62,311	(527,775)	(465,464)
Tax Increment District #2	168,986	106,600	62,386	1,075,782	1,138,168
Tax Increment District #3	-	-	-	-	-
Water Utility	792,788	734,109	58,679	-	58,679
Sewer Utility	1,215,960	1,175,891	40,069	1,718	41,787
IMPACT FEE BALANCES	2021 Receipts	2021 Expenditures	Surplus (Deficit)	Balance 1/1/2021	2021 Projected
Parks	\$ 10,120	\$ -	\$ 10,120	\$ 41,480	\$ 51,600
Public Buildings	13,685	-	\$ 13,685	17,255	30,940
Sewer	26,450	-	\$ 26,450	33,770	60,220
Water	9,660	-	\$ 9,660	11,760	21,420
EQUALIZED VALUE			Tax Levy and Rate per \$1,000 of Assessed Value		
			Levy	2020 Pay 2021	2021 Pay 2022
	2020	2021	General Fund	\$ 593,643	\$ 608,675
Total Equalized Value	\$ 236,492,300	\$ 261,336,800	Debt	960,875	930,922
Tax Increment Districts #2	\$ 23,187,600	\$ 29,246,500	Other	-	
Equalized value (TIF out)	\$ 213,304,700	\$ 232,090,300	TID	168,986	194,010
			Total Levy	\$ 1,723,504	\$ 1,733,607
			Approx. Tax Rate Per \$1,000 of Assessed Value	9.17399871	9.13641159
Note: 2021 Pay 2022 Mill Rate subject to change per WisDOR approvals				Mill Rate Change	-0.4097%
Note: The indebtedness of the Village at December 31, 2019 totals \$8,841,161.					
<div>Benjamin K Krumenauer, Village Administrator</div> <div>Village of Osceola a municipality wholly within Polk County, Wisconsin</div> <div>Endorsed October 12, 2021</div>					

Village of Osceola - 2022 Budget Summary - General Fund

Report Date: 11/5/2021

Account Number	Description	2020 Approved	2020 End of Year Projected	2021 Approved	2021 Actuals Thru 8/30/2021	2021 %	2021 End of Year Projected	2022 Proposed
SUMMARY								
	REVENUE	3,342,115	3,352,665	3,055,359	2,270,365	74.31%	3,063,354	3,101,838
	EXPENSES	3,327,841	3,296,969	3,049,205	1,812,559	59.44%	3,059,357	3,095,631
	BALANCE (REVENUE OVER EXPENSES)	14,274	55,696	6,154	457,805		3,998	6,207
REVENUES (Categorical Breakdown)								
Taxes								
100-00-41110-000-000	Levy for General Fund	553,718	553,718	593,643	593,643	100.00%	593,643	608,675
300-00-41110-000-000	Levy for G.O. Debt Service	934,725	934,725	960,875	960,875	100.00%	960,875	930,922
	Additional G.O. Debt (fire truck)	425,000	425,000	-	-			
100-00-41140-000-000	Mobile Home Taxes	12,000	23,083	24,500	1,222	4.99%	17,756	24,500
100-00-41310-000-000	Taxes from Utility	135,000	144,094	135,000	-	0.00%	135,000	135,000
100-00-41320-000-000	Payment in Lieu of Taxes	3,000	3,000	3,000	4,416	147.19%	4,416	4,000
100-00-41900-000-000	Other Taxes	-	2,000	2,000	1,632	81.61%	1,632	1,500
	Total Taxes	2,063,443	2,085,620	1,719,018	1,561,788	90.85%	1,713,322	1,704,597
Intergovernmental Revenues								
100-11-43211-001-000	Police - State Aid in Training	1,200	1,200	1,200	-	0.00%	1,200	1,200
100-00-43410-001-000	WI State Shared Revenue	324,304	324,304	324,289	48,643	15.00%	324,289	324,296
100-00-43410-002-000	Expenditure Restraint	-	-	-	-	#DIV/0!	-	34,718
100-12-43420-000-000	Fire Insurance Fee	7,500	2,406	7,500	9,828	131.04%	9,828	9,828
100-00-43430-000-000	Exempt Computer Aid	801	801	11,854	11,854	100.00%	11,854	11,854
100-15-43529-000-000	EMS Funding Assistance Program	-	-	-	-	#DIV/0!	2,139	2,100
100-21-43531-000-000	WI State Transportation Aid Revenue	203,684	203,408	197,322	147,798	74.90%	197,063	181,584
100-21-43531-000-001	Personal Property Aid	3,610	-	-	-	#DIV/0!	88	483
100-00-43534-000-000	LRIP Grant	-	-	-	-	#DIV/0!	-	-
100-11-43271-000-000	Other Federal Grant - Police	-	-	-	-	#DIV/0!	-	-
100-11-43271-000-001	Other State Grant	-	-	-	-	#DIV/0!	-	-
100-00-43690-000-000	Other State Grant	-	-	-	3,715	#DIV/0!	3,715	-
	Total Intergovernmental Revenues	541,099	532,119	542,165	221,838	40.92%	550,176	566,063
Licenses and Permits								
100-00-44110-001-000	Liquor Licenses	4,000	4,500	5,000	5,000	100.00%	5,000	5,000
100-00-44110-002-000	All non-liquor licenses	3,000	4,000	4,000	3,438	85.95%	3,438	4,000
100-00-44300-000-000	Planning and Zoning Fees	500	150	500	695	139.00%	695	500
100-14-44300-000-000	Building Permits	50,000	40,000	50,000	52,150	104.30%	55,000	50,000
100-14-44300-000-001	Rental Licensing Fees	-	-	-	-	#DIV/0!	-	-
100-00-44300-001-000	Escrow - Engineering Review	-	-	-	1,819	#DIV/0!	1,819	3,500
100-00-44900-000-000	Cable Franchise Fees	20,848	20,848	20,848	11,512	55.22%	22,848	20,000
100-21-44900-000-000	Street Opening Permits	1,000	1,000	1,000	1,050	105.00%	1,050	1,000
100-00-44900-000-001	Downtown Parking Permits	200	400	400	-	0.00%	-	600
	Total Licenses and Permits	79,548	70,898	81,748	75,663	92.56%	89,850	84,600

Village of Osceola - 2022 Budget Summary - General Fund

Report Date: 11/5/2021

Account Number	Description	2020 Approved	2020 End of Year Projected	2021 Approved	2021 Actuals Thru 8/30/2021	2021 %	2021 End of Year Projected	2022 Proposed
Public Charges for Service								
100-00-46210-001-000	Dog Licenses	1,000	926	1,000	35	3.50%	35	1,000
100-11-46210-006-000	Charges for Public Service - Police	1,200	600	1,000	849	84.89%	849	1,000
100-11-46210-008-000	Other - COPS Grant	-	17,500	47,500	-	0.00%	47,500	40,000
100-12-46220-001-000	Minor Revenues	-	-	2,800	-	0.00%	-	2,800
100-12-46220-002-000	Other Revenue	15,000	-	15,000	-	0.00%	-	15,000
100-00-44300-000-001	Admin Assesst Search	-	-	-	2,125	#DIV/0!	2,250	1,000
100-00-44300-000-002	Zoning Compliance Letters	-	-	-	25	#DIV/0!	250	100
100-12-46220-003-000	Public Fire Protection	239,454	234,138	239,454	239,454	100.00%	239,454	240,000
100-01-46850-000-000	RDA Administrative Fee	34,000	34,000	17,000	-	0.00%	17,000	41,000
100-12-47323-000-000	Fire Revenue from Townships	141,232	141,232	151,881	-	0.00%	151,881	163,284
Public Charges for Service		431,886	428,646	475,635	243,084	51.11%	459,219	505,184
Misc. General Revenue								
100-00-48110-000-000	Interest Income	-	-	-	-	#DIV/0!	1,350	2,000
100-00-48200-001-000	CTH M Tower Rent - Alltel	14,858	14,858	14,858	10,896	73.33%	14,858	14,858
100-00-48200-002-000	Bluff Tower Rent - T-Mobile	13,687	13,687	15,741	11,806	75.00%	15,741	13,200
100-00-48200-005-000	CTH M Tower Rent - Verizon	34,696	34,696	34,696	13,225	38.12%	34,696	34,696
100-00-48200-006-000	Bluff Tower Rent- Cingular / ATT	20,158	20,158	20,158	14,258	70.73%	21,158	16,800
100-00-48200-009-000	CTH M Tower Cedar Cliff	3,240	3,240	3,240	2,430	75.00%	3,240	3,240
100-00-48310-000-000	Sale of Assets	-	-	-	-	#DIV/0!	-	-
100-00-48440-000-000	Recoveries and Reimbursements	-	79	-	832	#DIV/0!	832	-
100-11-48440-000-000	Recoveries and Reimbursements	-	500	-	9,394	#DIV/0!	9,394	7,500
100-12-48440-000-000	Recoveries and Reimbursements	-	-	-	-	#DIV/0!	-	-
100-21-48440-000-000	Recoveries and Reimbursements	-	75	-	(75)	#DIV/0!	-	-
100-00-48900-000-000	Misc. Revenues	-	8,989	9,000	225	2.50%	10,518	10,000
100-00-48990-000-000	Refund Prior Year Expense	-	-	-	-	#DIV/0!	-	-
Misc. General Revenue		86,639	96,282	97,693	62,991	64.48%	111,787	102,294
Other Financing Sources								
100-00-49200-000-280	Transfer In - Room Tax Fund	5,000	5,000	5,000	5,000	100.00%	5,000	5,000
100-00-49200-000-510	Transfer In - Water Fund	55,000	55,000	55,000	50,000	90.91%	55,000	55,000
100-00-49200-000-520	Transfer In - Sewer Fund	55,000	55,000	55,000	50,000	90.91%	55,000	55,000
Subtotal Other Financing Sources		115,000	115,000	115,000	105,000	91.30%	115,000	115,000
TOTAL REVENUES		3,342,115	3,352,665	3,055,359	2,270,365	74.31%	3,063,354	3,101,838
EXPENSES (CATEGORIAL BREAKDOWN)								
	Legislative	71,515	67,432	70,795	34,452	48.66%	64,822	70,600
	Administration	113,001	137,447	99,211	102,015	102.83%	100,716	111,218
	Police	650,390	646,243	734,418	464,073	63.19%	730,188	760,566
	Fire	141,344	135,250	142,244	55,604	39.09%	158,136	146,744
	Streets	218,069	199,569	228,471	93,326	40.85%	226,913	226,161
	Street Lights	42,940	41,440	43,497	14,316	32.91%	44,500	44,500

Village of Osceola - 2022 Budget Summary - General Fund

Report Date: 11/5/2021

Account Number	Description	2020 Approved	2020 End of Year Projected	2021 Approved	2021 Actuals Thru 8/30/2021	2021 %	2021 End of Year Projected	2022 Proposed
	Storm Water	8,804	8,894	11,455	2,546	22.22%	5,810	11,475
	Street Signs	4,380	11,393	9,610	1,621	16.87%	6,300	10,725
	Garage	39,964	41,400	63,225	56,469	89.31%	76,605	77,444
	Sanitation	9,135	9,685	17,425	15,915	91.33%	14,800	16,950
	Parks	98,807	100,073	105,407	70,992	67.35%	108,506	110,506
	Economic Development	16,250	11,818	18,048	13,158	72.91%	14,550	18,413
	General Fund Transfers	627,000	600,170	188,500	31,500	16.71%	182,750	182,500
	Debt Relief	934,725	934,725	960,875	520,295	54.15%	960,875	930,922
100-12-52201-330-001	Public Fire Protection (Hydrants)*	233,251	233,251	239,454	239,454	100.00%	239,454	235,000
100-15-52300-340-000	Ambulance*	34,515	34,515	37,170	35,031	94.24%	35,031	35,307
100-14-52400-340-000	Building Inspection*	40,000	40,000	40,000	44,261	110.65%	50,000	40,000
100-04-51938-730-000	Insurance*	-	-	2,500	5,000	200.00%	2,500	2,500
100-00-51938-730-000	Insurance Highway*	-	-	2,500	-	0.00%	2,500	2,500
100-02-51500-343-000	Auditor	30,000	30,000	20,000	3,000	15.00%	20,000	20,000
100-02-51500-349-003	Assessor	11,250	11,600	11,900	9,531	80.09%	11,900	39,100
100-02-51500-349-004	Assessor Manufacturing	2,500	2,064	2,500	-	0.00%	2,500	2,500
TOTAL GENERAL FUND OPERATING EXPENDITURES		3,327,841	3,296,969	3,049,205	1,812,559	59.44%	3,059,357	3,095,631
TOTAL EXPENSES		3,327,841	3,296,969	3,049,205	1,812,559	59.44%	3,059,357	3,095,631
SUMMARY								
REVENUE		3,342,115	3,352,665	3,055,359	2,270,365	74.31%	3,063,354	3,101,838
EXPENSES		3,327,841	3,296,969	3,049,205	1,812,559	59.44%	3,059,357	3,095,631
BALANCE (REVENUE OVER EXPENSES)		14,274	55,696	6,154	457,805		3,998	6,207
					REVENUES OVER 2021 PROJECTED:		38,484	
							1.26%	



Memo

To: President Jeromy Buberl and Village Board Trustees
From: Todd Waters, Public Works Coordinator
CC: Fran Duncanson
Date: November 9th, 2021
Re: **Item 6b: Approve Quote for Snow Removal Services 2021-2022 (\$16,400)**

GENERAL INFORMATION

Background

The 2021-2022 Public Works Maintenance budget allows for contracted snow removal services to provide additional support to the Public Works Department. Any snow removal actions are coordinated by the Public Works Department to maintain public safety within the Village. A legal notice was posted for Requests for Quotes publicly.

RFQ Number	Company	Bid Quote
1	J&S Contracting	\$7,400
2	J&S Contracting	\$9,000

Staff reviewed the bid and determined that J&S Contracting in Osceola, WI meets all requirements and is the only bid received. Billable hours or rates are in line with most contracted services utilizing heavy equipment. Please keep in mind the quotes attached could either go up or down during the winter season based on snow falls. I have attached billable rates for all snow removal services available to the Village of Osceola.

Account Number	Description	Budget
100-21-53311-340-001	Contracted Snow Removal	\$25,000.00

Action(s) Requested

Action 1: At this time staff is respectfully requesting that the Village Board approve the budgeted maintenance expenditure for the Snow Removal Contract.

Attachment(s)

1. RFQ Documentation, Billable Rates

RECOMMENDATION(S)

Village Staff recommend approval



J & S General Contracting

651 State Rd 35

PO Box 27

Osceola WI 54020-0027

Office: 715-294-2748 Fax: 715-294-2748

www.jsgeneralcontracting.com

Estimate

DATE	ESTIMATE #
9/22/2021	9285

Name and Address
Village of Osceola 310 Chieftain St PO Box 217 Osceola WI 54020

PROJECT
Snow2021-22

DESCRIPTION	QTY	COST	TOTAL
Street Plowing: Snow removal using our front-end loader, per hour	0	185.00	0.00
~~~~~			
Osceola Discovery Center: Snow removal using our Bobcat, per hour	0	130.00	0.00
Snow shoveling, per hour	0	85.00	0.00
Snow removal with walk behind snow thrower, per hour, 1/2 hour minimum	0	95.00	0.00
Sanding services, per hour, 1/2 hour minimum	0	130.00	0.00
Salt, de-icing salt, per ton, 1/4 ton minimum	0	138.00	0.00
Salt Sand, per ton, 1/4 ton minimum	0	96.00	0.00
If needed for sidewalks. Calcium chloride or Magnesium chloride ice melter, per bag	0	34.00	0.00
Contact Numbers: Bob Meyer Cell: (715) 497-9296			
Matt Adam Cell: (715) 417-2117			
Steve Mueller Cell: (612) 987-1389			
<b>TOTAL</b>			\$0.00

If this estimate is acceptable and you would like us to proceed with your project, please e-mail us or call our office at 715-294-2748 so we can add you to our schedule.

***Please note that if you plan to pay for this via credit card or debit card, we do charge a 3% convenience fee for use of a credit/debit card.***



# VILLAGE OF OSCEOLA REQUEST FOR QUOTATION

**Village of OSCEOLA**  
310 Chieftain Street,  
(Lower Level)  
Osceola WI 54020-0217

Contact Person: <b>Todd Waters, Public Works Coordinator</b>		Phone: <b>715 294-3498 or 715-417-0973</b>	
FAX ( 715 ) 294-2210	<input checked="" type="checkbox"/> Fax quotes accepted	<input type="checkbox"/> Fax quotes not accepted	

## REQUEST FOR QUOTATION

THIS IS NOT AN ORDER

*J & S General Contracting*  
*Po Box 27*  
*Osceola WI 54020*

Price quoted must be firm for thirty (30) days. Alternatives may be quoted but must be identified. It will be the responsibility of the vendor to show product equivalency. The Village shall be the sole judge of equivalency.

The Village of Osceola is exempt from payment of all federal and Wisconsin state and local taxes on its purchases except Wisconsin excise or occupation taxes on beer, liquor, wine, cigarettes, tobacco products, motor vehicle fuel, and general aviation fuel. However, it is exempt from payment of Wisconsin sales or use tax on these purchases. The Village of Osceola may be subject to other states' taxes on its purchases in that state depending on the laws of that state. Contractors performing construction activities are required to pay state use tax on the cost of materials.

The Village of Osceola reserves the right to accept or reject any or all quotations, to waive any technicality in any quotation submitted, and to accept any part of a quotation as deemed to be in the best interests of the Village of Osceola.

All replies must refer to Request for Quotation No. <b>PW 18-001</b>	Date: <b>10/21/2021</b>	Quotation should be received in this office: <b>noon on 11/1/2021</b>	Quote price and delivery: <b>FOB Destination. Terms: Net 30.</b>
-------------------------------------------------------------------------	----------------------------	--------------------------------------------------------------------------	-------------------------------------------------------------------------

Item No.	Estimated Quantity and Unit	Description of Equipment to be provided	Price Per Hour	Total
1	40 hours	Snow removal using our Frontend Loader for downtown snow removal services.	185.00	\$7400.00
A	40 hours	ALTERNATE:		

In signing this quotation we also certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a quotation; that this quotation has been independently arrived at without collusion with any other bidder, competitor or potential competitor; that this quotation has not been knowingly disclosed prior to the opening of quotations to any other bidder or competitor; that the above statement is accurate under penalty of perjury.

Name of Authorized Company Representative (Type or Print) <i>Mindy Burrows</i>	Title <i>Chief Financial Officer</i>	Phone ( 715 ) 294-2748
Signature of Above <i>Mindy B</i>		Fax (      )
Date <i>10/29/21</i>	Federal Employer Identification No. <i>39-1936272</i>	Social Security No. if Sole Proprietor (Voluntary)



# VILLAGE OF OSCEOLA REQUEST FOR QUOTATION

**Village of OSCEOLA**  
310 Chieftain Street,  
(Lower Level)  
Osceola WI 54020-0217

Contact Person: <b>Todd Waters, Public Works Coordinator</b>		Phone: <b>715 294-3498 or 715-417-0973</b>	
FAX ( 715) 294-2210	<input checked="" type="checkbox"/> Fax quotes accepted	<input type="checkbox"/> Fax quotes not accepted	

## REQUEST FOR QUOTATION

THIS IS NOT AN ORDER

*J&S General Contracting*  
*PO Box 27*  
*Osceola, WI 54020*

Price quoted must be firm for thirty (30) days. Alternatives may be quoted but must be identified. It will be the responsibility of the vendor to show product equivalency. The Village shall be the sole judge of equivalency.

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All replies must refer to Request for Quotation No.  
**PW 18-001**

Date:  
**10/21/2021**

Quotation should be received in this office:  
**noon on 11/01/2021**

Quote price and delivery:  
**FOB Destination.**  
**Terms: Net 30.**

Item No.	Estimated Quantity and Unit	Description of Equipment to be provided	Price Per Hour	Total
1	40 hours	<i>Snow removal using our Bobcat Skidster for Discovery Center snow removal services.</i>	<i>\$ 130.00</i>	<i>\$ 5,200.00</i>
		<i>Snow removal with walk behind snow blower.</i>	<i>\$ 95.00</i>	<i>\$ 3,800.00</i>
A	40 hours	ALTERNATE:		

In signing this quotation we also certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a quotation; that this quotation has been independently arrived at without collusion with any other bidder, competitor or potential competitor; that this quotation has not been knowingly disclosed prior to the opening of quotations to any other bidder or competitor; that the above statement is accurate under penalty of perjury.

Name of Authorized Company Representative (Type or Print) <i>Mindy Burrows</i>		Title <i>Chief Financial Officer</i>		Phone ( <i>715</i> ) <i>294-2748</i>	
Signature of Above <i>Mindy Burrows</i>		Date <i>10/29/21</i>		Fax (     )	
		Federal Employer Identification No. <i>39-1936272</i>		Social Security No. if Sole Proprietor (Voluntary)	



# Memo

To: Village Board  
From: Benjamin Krumenauer, Administrator  
CC: Board Packet  
Date: 11/5/2021  
Re: **Item 6c: Ordinance #21-04 to Amend the Code of the Village of Osceola Chapter 207 Vehicles and Traffic (second read)**

## **ITEM DESCRIPTION:**

The Village was notified by an outside entity that a copyrighted term is present in our Village Code. Chapter 207 Vehicles and Traffic states the term “Jake Brake” as a viable substitute to “engine braking”. To remove any concern of copyright infringement or other legal issues, the proposed ordinance will remove jake brake and better identify the appropriate language. There is no fiscal impact to the Village as all signage references the appropriate language.

## **ATTACHMENT(S):**

1. Proposed Ordinance #21-04

## **RECOMMENDATION(S)**

As this is the second reading, the Administrator recommends a discussion and adoption.

**OSCEOLA CODE**  
**ORDINANCE # 21-04**

**To Amend the Code of the Village of Osceola Chapter 207 Vehicles and Traffic**

The Village Board of the Village of Osceola do ordain as follows:

**SECTION I: PURPOSE.**

The Village of Osceola finds that it is in the public interest to repeal a portion Chapter 207 Vehicles and Traffic, Section 18 Use of Compression Brakes Prohibited and further replace it with updated language. Therefore, Code of the Village of Osceola is adjusted as such.

**SECTION II: PROPOSED CODE AMENDMENTS.**

Chapter 207, Section 18, Paragraph A is hereby replaced with

- A. Compression braking prohibited. No person shall, in the operation of any motor vehicle within the corporate limits of the Village, use brakes on that motor vehicle which are in any way activated by or operated by the compression of the engine of the motor vehicle or of any unit or part thereof. For the purposes of this section, the term "~~jake-braking~~" **ENGINE BRAKE OR ENGINE BRAKING** may be used interchangeably with that of compression braking and shall refer to the same practice of braking a motor vehicle **THROUGH NON MAGNETIC OR HYDROLIC METHODS.***

**SECTION III: EFFECTIVE DATE.**

This ordinance shall be in force after its introduction and publication as provided by statute.

First read on 12th day of October 2021.

Adopted the 9th day of November 2021.

---

Jeromy Buberl, Village President

ATTEST: I hereby certify that the foregoing Ordinance was duly adopted by the  
Village of Osceola at a legal meeting held on this 9th day of November 2021.

---

Frances Duncanson, Village Clerk



# Memo

To: Village Board  
From: Benjamin Krumenauer, Administrator  
CC: Board Packet  
Date: 11/5/2021  
**Re: Item 6d: Ordinance #21-05 to Amend the Code of the Village of Osceola Chapter 6  
Boards and Commissions (second read)**

## **ITEM DESCRIPTION:**

The Village Plan Commission and Village President are proposing a small change to the Village of Osceola Code Chapter 6 where the chair of the Plan Commission becomes an annual appointment by the Plan Commission members by majority vote. It will be further verified by the Village Board at a later date. The intent of this alteration is to encourage more involvement from the Plan Commission. As stated, any appointment will need to be verified by the Village Board and the chair could still be a Village Board Trustee with no penalty.

## **ATTACHMENT(S):**

1. Proposed Ordinance #21-05

## **RECOMMENDATION(S)**

As this is the second reading, the Administrator recommends discussion and adoption.

**OSCEOLA CODE**  
**ORDINANCE # 21-05**

**To Amend the Code of the Village of Osceola Chapter 6 Boards and Commissions**

The Village Board of the Village of Osceola do ordain as follows:

**SECTION I: PURPOSE.**

The Village of Osceola finds that it is in the public interest to repeal a portion Chapter 6 Boards and Commissions, Section 3 Plan Commission and further replace it with updated language. Therefore, Code of the Village of Osceola is adjusted as such.

**SECTION II: PROPOSED CODE AMENDMENTS.**

Chapter 6, Section 3, Paragraph A is hereby replaced with the following paragraphs and language therein:

- A. The Plan Commission shall consist of the Village President, a member of the Village Board, who shall be appointed annually by the Village President with Village Board affirmation, and five citizens appointed for three-year terms. Appointments of citizen members shall be staggered so that no more than two members are appointed each year. All appointments made by the Village President and to the Plan Commission shall be approved by a majority vote of the members of the Village Board present and voting. The Plan Commission shall have the powers and duties prescribed by § 62.23, Wis. Stats., and such other powers as are delegated to it by the Village Board.*
- B. Plan Commission shall nominate, second and approve by majority vote a Plan Commission Chair. The Plan Commission Chair will be responsible for managing the meeting and ensuring that proper powers and duties as prescribed by § 62.23, Wis. Stats., and such other powers as are delegated to it by the Village Board are maintained. The Plan Commission Chair will be an annual appointment and further reviewed immediately following overall member appointments/reaffirmations by the Village Board.*

**SECTION III: EFFECTIVE DATE.**

This ordinance shall be in force after its introduction and publication as provided by statute.

First read on 12th day of October 2021.

Adopted the 9th day of November 2021.

---

Jeromy Buberl, Village President

ATTEST: I hereby certify that the foregoing Ordinance was duly adopted by the  
Village of Osceola at a legal meeting held on this 9th day of November 2021.

---

Frances Duncanson, Village Clerk



# Memo

To: Village Board

From: Frances Duncanson, Village Clerk

CC: Benjamin Krumenauer, Village Administrator

Date: 11/5/2021

**Re: Item 6e: Ordinance #21-06: To Amend the Chapter 59 of Village Code "Village Board"**

**ITEM DESCRIPTION:**

The COVID-19 pandemic has brought issues of remote meeting attendance to the forefront for the Village. This is the second read through of the proposed amendment to Chapter 59 of Village Code to address remote meeting attendance and includes the edits suggested last month.

The League of Wisconsin Municipalities has provided guidance in this process through their legal staff and offer the following information and suggestions:

State law does not address remote meeting attendance directly, but over the years the WI Attorney General has concluded that open meetings laws do not prohibit remote meeting attendance as long as it is authorized by the governing body.

Remote attendance does count towards meeting a quorum, and members can vote remotely.

Care must be taken to be sure the public can also attend remotely, with instructions on how to do so included in the meeting notice.

The League also recommends adopting an ordinance to outline the specifics of remote meeting attendance policies by the governing body.

**RECOMMENDATION:**

Village Staff recommends the Board review and adopt the proposed ordinance.

## OSCEOLA CODE

### ORDINANCE #21-06

#### AN ORDINANCE RELATING TO REMOTE ATTENDANCE AT MEETINGS

The Village Board of the Village of Osceola, Wisconsin, does hereby ordain as follows:

##### SECTION I: PURPOSE.

The Village of Osceola finds that it is in the public interest to update a portion of Chapter 59 Village Board, Section 2 Meetings so as to better clarify the use of remote meeting equipment and how it pertains to meeting attendance. Therefore, Code of the Village of Osceola is adjusted as such.

##### SECTION II: PROPOSED CODE AMENDMENTS.

Chapter 59, Section 2, Paragraph D is hereby proposed as follows:

##### D. Remote Attendance

- (1) **Remote attendance permitted.** When a meeting is held in-person, the Village President or designee may allow one or more members of the body, or any Village employee, Officer, consultant, contractor, or any other person to appear at the meeting, as defined in Wis. Stats. § 19.82, by telephonic, video conference, or other remote method of participation. Upon direction of the Village President or designee, the body may on a case-by-case basis conduct an entirely virtual meeting, in which no member of the body is present at Village Hall, subject to the requirements of this section. This includes a state of emergency or public health emergency being proclaimed by a federal, state, or local authority; a lack of quorum being able to be physically present in a Village owned building, or other unique circumstance.
- (2) **Notice required.** Any member who is unable to be physically present at an in-person meeting of the Board may notify the Village Clerk no later than four p.m. on the day prior to the meeting that he or she intends to participate in a meeting by telephonic or electronic means unless advance notice is impractical due to an emergency. If the Village Clerk receives the member's request in a timely manner, he or she shall attempt to facilitate the request by contacting the member in a manner during the Board meeting that allows the member to participate in the proceedings. The member shall be entitled to participate and vote and shall count toward a quorum.
- (3) **Limits on utilization.** No member shall utilize the participation methods referenced in subsection (a) of this section for two or more meetings consecutively unless the member demonstrates, in writing, good cause, as determined in the Village President or designee's sole discretion; or, if the Village President is the member requesting, the Chair of the Administration & Finance committee's sole discretion; or if a state of emergency has been proclaimed by a federal, state, or local authority.
- (4) **Virtual meeting.** The public shall be given access to the system implementing the virtual meeting platform. Information about access to the meeting shall be provided to citizens in a timely manner as part of the meeting agenda notice in a specific and conspicuous manner. Best efforts shall be used to ensure that members of the public lacking access to the virtual meeting platform are provided alternative reasonable methods to attend.
  - (a) **Technical requirements and malfunctions.** Each person attending remotely is

responsible for his or her audio and Internet connections; no action shall be invalidated on the grounds that the loss of, or poor quality of, a member's individual connection prevented participation in the meeting.

- (b) **Forced disconnections.** The Village President may cause or direct the disconnection or muting of a member's connection if it is causing undue interference with the meeting. The President's decision to do so, which is subject to debatable appeal that can be made by any member, shall be announced during the meeting, and recorded in the minutes.
- (c) **Proper equipment.** Appropriate equipment shall be used so that the attending public can readily observe or hear such person's participation in the meeting.
- (5) **References.** This ordinance shall also apply to other Village Committees and Commission as defined and outlined in Chapter 6 "Boards and Commissions".
- (6) **Severability.** The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

### SECTION III: EFFECTIVE DATE.

This ordinance shall be in force after its introduction and publication as provided by statute.

First read on 12th day of October 2021.

Adopted the 9th day of November 2021.

---

Jeromy Buberl, Village President

ATTEST: I hereby certify that the foregoing Ordinance was duly adopted by the Village of Osceola at a legal meeting held on this 9th day of November 2021.

---

Frances Duncanson, Village Clerk





# Memo

To: Admin & Finance Committee

From: Benjamin Krumenauer, Administrator

CC: Files

Date: 11/5/2021

**Re: ITEM 6f: GRANT REQUEST APPROVAL FOR STATE OF WISCONSIN LOCAL ROAD IMPROVEMENT PROGRAM 3RD AVE/RIVER STREET (REQUESTING \$1,549,365)**

## **GENERAL INFORMATION**

### **Background**

The Village is seeking approval to submit a funding request through the State of Wisconsin DOT Local Road Improvement Program. The LRIP-S program provides funding at an 80/20 program for qualified infrastructure programs. The program has a multi-year timeline and the proposed 2022-26+ CIP provides adequate funding for the local match with no additional allocations anticipated.

### **Action(s) Requested**

1. Approval of the attached grant narrative.

### **Attachment(s)**

1. Proposed application and narrative

### **Grant Budget**

Project Component	Estimated Cost
Engineering	\$279,818
Right-of-way Acquisition	\$0
Construction	\$1,269,547
Total Eligible Costs	\$1,549,365
Ineligible Improvement Costs*	\$595,908
<b>Subtotal</b>	<b>\$2,145,273</b>

*Ineligible costs include Sewer/Water enhancements

### **Recommendation(s)**

1. Village Staff recommend approval of the proposed LRIP-S Grant

To submit this application/request online, visit the [LRIP Website](#) for more information on how to access the Web-based LRIPWeb Application.



## LOCAL ROAD IMPROVEMENT PROGRAM APPLICATION

Wisconsin Department of Transportation  
DT2350 09/2021

Check Only One Funding Year

☐ State FY 2022 (Receive State/Municipal Agreement **by** 3/15/22– target date)

☒ State FY 2023 (Receive State/Municipal Agreement **after** 7/1/22)

Program Type:

☐ CHI ☐ TRI ☐ MSILT ☐ MSIGT ☐ CHID ☐ TRID ☒ MSID

Applications for TRID, MSID and CHID will automatically be considered for the LRIP-Supplement.

☐ select box if only willing to accept LRIP-S funding at greater than 50% cost share

County of

Polk

☐ City ☒ Village ☐ Town

Osceola

Head of Government

Village President

Clerk Village Admin.

Treasurer/Clerk

Jeromy Buberl

Benjamin Krumenauer

Fran Duncanson

Project Improvement

CHECK ONE IMPROVEMENT TYPE

**IN ADDITION, CHECK THE CORRESPONDING "PURCHASE HOT MIX ASPHALT ONLY" BOX IF THE LRIP REIMBURSEMENT WILL ONLY BE USED FOR HOT MIX ASPHALT MATERIALS PURCHASE.**

☐ Pavement Replacement

Purchase Hot Mix Asphalt – **ONLY** ☐

☐ Reconditioning

Purchase Hot Mix Asphalt – **ONLY** ☐

☐ Resurfacing

Purchase Hot Mix Asphalt – **ONLY** ☐

☒ Reconstruction

Purchase Hot Mix Asphalt – **ONLY** ☐

☐ Yes ☒ No Does this improvement include new bicycle and pedestrian facilities?

If Yes:

☐ Yes ☐ No Has the local municipality involved in the project adopted a resolution for these facilities?

If bicycle and pedestrian facilities are included in an LRIP *reconstruction* improvement project, each municipality* involved in the reconstruction project must adopt an official resolution authorizing the establishment of those facilities as part of the improved project. This requires consensus amongst all the governing bodies in which a portion of the project will occur. A resolution is not required when bicycle and pedestrian facilities already exist and are to be replaced as part of the reconstruction or if bicycle and pedestrian facilities are not part of the improvement project. (pursuant to s.84.01(35), Wis. Stats.)

*According to the State Statute 990.01(22) a municipality is defined as a city, village, or town. A county is not a municipality and county resolutions are not required when bicycle and pedestrian facilities are included in an LRIP project.

☐ Structure

Check Structure Type

☐ Replacement  
☐ Rehabilitation

Check Structure Size

☐ Greater than 20 feet in length  
☐ Less than or equal to 20 feet in length

Surface Type

Asphalt

Thickness

3.5 (inches)

Travel Width (Per Lane)

12 (feet) 0 (inches)

Left Shoulder Varies (feet)

(inches)

☒ Curb and Gutter

Right Shoulder Varies (feet)

(inches)

☒ Curb and Gutter

☒ Yes ☐ No

Is this project part of the *Improvement Plan*  
(minimum of 2 years for towns and 5 years for city, village or county)?

☒ Yes ☐ No

Does this project meet the appropriate standards? (Trans 204, Trans 205 and FDM Chapter 11-20-1)

**Note:** If project does not meet road standards, community understands an Exception to Standards will be required prior to any construction on this project.

**2022-2023 LOCAL ROAD IMPROVEMENT PROGRAM APPLICATION (continued)**

Wisconsin Department of Transportation DT2350

☒ Yes ☐ No Will the existing pavement be removed/alterd?  
If **Yes**, identify the method: Reclaimed

☒ Yes ☐ No Will the base, subbase, or substandard soils be removed?  
If **Yes**, identify which base work will be added following removal:

- ☐ Breaker Run _____ in  
☒ Base Course (gravel) 8 in  
☒ Granular Subbase

*Base work will include grading, shaping and compacting.*

If applicable, check all other work that is needed to complete this project. Options marked with an asterisk (*) are not eligible for reimbursement. For additional eligibility requirements, please refer to the LRIP Program Guidelines.

- |                                                        |                                                                           |                                                     |
|--------------------------------------------------------|---------------------------------------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> Add or Lengthen Turn Lanes    | <input type="checkbox"/> Geotextile Grid Fabric                           | <input type="checkbox"/> Right-of-Way               |
| <input checked="" type="checkbox"/> Adjust Manholes    | <input type="checkbox"/> Install Guardrail                                | <input checked="" type="checkbox"/> Sanitary Sewer* |
| <input type="checkbox"/> Binder Mat                    | <input checked="" type="checkbox"/> Lighting*                             | <input checked="" type="checkbox"/> Street Signs*   |
| <input type="checkbox"/> Clearing and Grubbing         | <input type="checkbox"/> Patching                                         | <input checked="" type="checkbox"/> Storm Sewer     |
| <input type="checkbox"/> Culverts                      | <input checked="" type="checkbox"/> Pavement Marking                      | <input type="checkbox"/> Undercutting               |
| <input type="checkbox"/> Cut Hills                     | <input type="checkbox"/> Realign Roadway (vertically and/or horizontally) | <input checked="" type="checkbox"/> Water Main*     |
| <input type="checkbox"/> Drain Tiles                   | <input type="checkbox"/> Reconstruct Intersection                         | <input type="checkbox"/> Wedge                      |
| <input checked="" type="checkbox"/> Driveway Joints    | <input checked="" type="checkbox"/> Re-establish Crown                    | <input type="checkbox"/> Widening Roadway           |
| <input checked="" type="checkbox"/> Establish Drainage | <input type="checkbox"/> Re-grade Ditches                                 |                                                     |

**Proposed Improvement Description – OPTIONAL**

This is an optional field to list any additional work on the project other than what has already been selected in previous steps. Please note: Entries in this field will be included on the State/Municipal Project Agreement (SMA).

**2022-2023 LOCAL ROAD IMPROVEMENT PROGRAM APPLICATION (continued)**

Wisconsin Department of Transportation

DT2350

ADT values and pavement ratings should be corrected in WISLR prior to project submittal.

**LOCATION**

On Route – Road to be Improved <b>River Street</b>	
At Route – Beginning Point <b>3rd Ave</b>	Toward Route – Ending Point <b>Termini</b>
<b>Offset below only required if this project does not begin at the At Route intersection.</b> To identify a project location that ends before the Toward Route intersection, please adjust the section length accordingly.	
At Offset: (ft)	Section Length: <b>1,848</b> (ft)
Need for Improvement	
<b>Deteriorated pavement, poor drainage</b>	
Average Daily Traffic: <b>594</b>	Pavement Condition Rating (number): <b>4</b>

**LOCATION**

On Route – Road to be Improved <b>3rd Ave</b>	
At Route – Beginning Point <b>STH 35</b>	Toward Route – Ending Point <b>River St.</b>
<b>Offset below only required if this project does not begin at the At Route intersection.</b> To identify a project location that ends before the Toward Route intersection, please adjust the section length accordingly.	
At Offset: (ft)	Section Length: <b>317</b> (ft)
Need for Improvement	
<b>Deteriorated pavement, poor drainage</b>	
Average Daily Traffic: <b>709</b>	Pavement Condition Rating (number): <b>5</b>

**LOCATION**

On Route – Road to be Improved	
At Route – Beginning Point	Toward Route – Ending Point
<b>Offset below only required if this project does not begin at the At Route intersection.</b> To identify a project location that ends before the Toward Route intersection, please adjust the section length accordingly.	
At Offset: (ft)	Section Length: (ft)
Need for Improvement	
Average Daily Traffic:	Pavement Condition Rating (number):

☒ Yes ☐ No Have the ADT values and Pavement Ratings shown above been updated in WISLR?If No, please contact the WISLR Helpline at [WISLRinfo@dot.wi.gov](mailto:WISLRinfo@dot.wi.gov) or call (608) 266-2865

**2022-2023 LOCAL ROAD IMPROVEMENT PROGRAM APPLICATION (continued)**

Wisconsin Department of Transportation DT2350

**Other Funding**

- ☐ Yes ☒ No Has the county/municipality requested or been approved for other federal or state funding from the Wisconsin Department of Transportation (WisDOT) for the improvement?  
If Yes, please CHECK ALL THAT APPLY below:

PROGRAM	REQUESTED	APPROVED	PROJECT ID (e.g. 8897-20-00)
<input type="checkbox"/> Congestion Mitigation and Air Quality Program (Eligible areas only)	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Highway Safety Improvement Program	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Local Bridge Improvement Assistance Program	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Scenic Byways Program	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Surface Transportation Program—Rural	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Surface Transportation Program—Urban	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Transportation Alternatives Program	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Transportation Economic Assistance Program	<input type="checkbox"/>	<input type="checkbox"/>	

The LRIP program does not allow other federal or state funding to be used on an LRIP project.  
Make certain that the LRIP route termini does not overlap other federal or state project termini.

Estimated Project Cost:		Hot Mix Asphalt ONLY:	
Engineering:	\$ 279,818	Hot Mix Asphalt Cost:	\$
Right-of-Way Acquisition:	\$	Total Eligible Costs:	\$
Construction:	\$ 1,269,547	Ineligible Improvement Costs:	\$
Total Eligible Costs:	\$ 1,549,365	Total Improvement Costs:	\$
Ineligible Improvement Costs:	\$ 595,908		
Total Improvement Costs:	\$ 2,145,273		

**Attachments**

Attach the following documents:

- ☒ Improvement Plan
- ☒ WISLR Map showing project location
- ☒ Discretionary Supporting Documentation (discretionary projects only)

**2022-2023 LOCAL ROAD IMPROVEMENT PROGRAM APPLICATION (continued)**

Wisconsin Department of Transportation

DT2350

**Terms and Conditions**

1. The initiation and accomplishment of the improvement will be subject to the applicable federal, state and local laws, administrative policy and program rules, ordinances, standards, and contract bidding requirements. Please note that if any portion of an improvement is funded using federal funds (including design, real estate, or other related work activities), the entire improvement will be subject to federal requirements. All components of the improvement must be defined in the environmental document if any portion of the project is federally funded.
2. The construction of the improvement will be in accordance with the appropriate standards unless an exception to standards is granted by the state prior to construction. The entire cost of the improvement not constructed to standards will be the responsibility of the Municipality/County unless such exception is granted.
3. The Municipality/County will assume all responsibility for complying with all applicable environmental requirements for the improvement.
4. The work, which is eligible for state participation will be administered by the Municipality/County. The authority for the state to delegate this responsibility is described in *ch. Trans 206*.
5. All contracts will be let by competitive bid and awarded to the lowest responsible bidder in accordance with the provisions of *s.86.31 Wis. Stats.* and all other municipal/county bidding requirements.
6. State financing will be limited to up to 50 percent (%) participation in eligible items or to the limit approved for the improvement – whichever is less – except for LRIP-S projects, which can be funded to a maximum of 90 percent (%) participation in eligible items or to the limit approved for the improvement, whichever is less.
7. Payments to the Municipality/County will be made after the improvement is completed, and the contractor(s) fully reimbursed.
8. In order to guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to setoff and withhold the required reimbursement amount as determined by the State from any moneys otherwise due and payable by the State to the Municipality.
9. The Municipality/County will keep records of the cost of the improvement together with letting documents and will have them available for inspection by representatives of the state and will furnish copies when requested.
10. The design and construction of the improvement must be certified by a registered professional engineer, if the cost of the improvement exceeds \$65,000.
11. Federal Single Audits of Local Government Units:
  - a) The Municipality/County shall have a single organization audit performed by a qualified independent auditor if required to do so under federal law and regulations. (See Federal Circular No. A-133)
  - b) This audit shall be performed in accordance with Federal Circular A-133 issued by the Federal Office of Management and Budget (OMB) and state single audit guidelines issued by the Wisconsin Department of Administration (DOA).
  - c) The Municipality/County will keep records of costs of construction, inspection tests and maintenance done by it to enable the State to review the amount and nature of the expenditure for those purposes. Such accounting records and any other related records shall be subject to a project review or audit as directed by the Department within ten (10) years of project closing.
12. The Municipality/County will maintain, at its own cost and expense, all portions of the project that lie within its jurisdiction and will make ample provision of such maintenance as long as the road remains open to traffic.
13. This agreement is subject to the availability of State funds appropriated for this program. The continuance of this agreement beyond the limits of funds already available to the Wisconsin Department of Transportation is contingent upon appropriation of the necessary funds by the Wisconsin Legislature and the Governor. (Reference 66 OAG 408; *State ex rel. LaFollette v. Reuter*, 36 Wis. 2d 96, 119 [1967])
14. In accordance with the State's sunset policy for LRIP projects, the subject improvement must be constructed and submitted for reimbursement within three biennium.

Submitting this application indicates that the Requestor is authorized to conduct official business for the Municipality/County identified below and upon acceptance by the State shall constitute agreement between the Municipality/County and the State, subject to the terms and conditions above.

☐ City ☒ Village ☐ Town ☐ County

County of

Polk

X

(Head of Government/Designee Signature)

Jeromy Buberl

(Print Name)

Village President

(Title)

10/28/2021

(Date – mm/dd/yyyy)



# 3rd Avenue and River Street Project

## INTRODUCTION

3rd Avenue and River Street in the Village of Osceola serve as a feeder to STH 35 and the downtown district. River Street is primarily a residential street while 3rd Avenue is the connection and transition between the residential and commercial district. Significant redevelopment of the former hospital located at corner of River Street and 3rd Avenue will have



a major impact on the traffic and pedestrian movement on these two streets. Improvements will be necessary given the existing pavement deterioration, poor drainage and lack of pedestrian connections and ADA compliance. Also, River Street is one block west of STH 35 and the downtown district. We anticipate that the traveling public may use River Street as a “bypass” off of STH 35 to a new mixed-use redevelopment site. While this will alleviate congestion on STH 35, it may not bode well given the current condition of River Street.

The redevelopment of the former hospital will create a new 85-unit mixed density residential development with a commercial use on portions of the first floor. Also included are new parking areas, a substantial public component on the river side and trails connecting to adjacent roadways. The developer has stated that the cost to develop the site is \$15,827,146. This is a very large investment into the community; therefore, the Village must improve adjacent infrastructure to successfully support this development. Currently, 3rd Avenue and River Street cannot support the development in a reliable way. There is significant pavement deterioration, very poor drainage served by an undersized storm sewer system, and degraded sidewalks.

3rd Avenue currently serves an apartment complex and a connection alleyway that services the backdoors and delivery areas for businesses in the downtown district. River Street is home to a church, a bed and breakfast and 35 residential homes. They also feel the impacts of the poor

roadway and pedestrian system. Full reconstruction will be required to make the necessary utility and subgrade improvements on this roadway.

Actual traffic counts have not been performed on these streets and with the current health crisis and pending development, the traffic counts will not reflect actual values, so we have calculated traffic based on the number of residential units, commercial gross square footage, church seats and rooms at the bed and breakfast. We calculated ADT is 594 vehicles per day on River Street and 709 vehicles per day on 3rd Avenue. We have not accounted for any potential bypass from STH 35 or for deliveries to the backs of businesses in the downtown district; therefore, the ADT calculated are conservative. It should be known that adjacent businesses that rely on 3rd Avenue and River Street require daily delivery of product including general retail, services, grocery and restaurants in addition to typical sanitation and employee needs. The condition of these access ways is in question and continued deterioration will limit access to this critical service area.

## **DISCUSSION**

### **Existing Conditions**

3rd Avenue is 317 feet long and 40 feet wide. River Street is 1,848 feet long and 38 feet wide. There are areas of concrete curb, areas of bituminous curb, and areas with no curb. Drainage is handled by undersized storm sewer pipes with only a few inlets (the photo to the right illustrates the location of a catch basin that protrudes into the roadway and is not aligned with the curb and gutter). There is a sidewalk along both sides of 3rd Avenue and primarily along the west side of River



Street with incomplete sections along the east side. Given the adjacent trees and age of the sidewalk, the sidewalk is very uneven and several cracked panels. There also are no ADA-compliant pedestrian ramps to access the sidewalk beyond the intersection with STH 35. This is evident by the adjacent photo where you see the sidewalk has abrupt ends and is not continuous.



The current rating in WisLR for River Street is a “4” and for 3rd Avenue is a “5” given the severely deteriorated pavement and drainage issues.

River Street provides for some parking adjacent to the church; however, as you can see in the photo to the right, the designated ADA parking stall is not compliant and provides no ramp to access the sidewalk or church entrance.



### **Proposed Improvements**

The Village of Osceola proposes to improve 3rd Avenue and River Street by:

- Reclaiming the existing pavement, using the material generated to supplement base corrections.
- Replacing all sanitary sewer and water main under 3rd Avenue and River Street (not funded by the grant).
- Reconstructing the subgrade and base with 12-inches of sand and 8-inches of gravel.
- Paving 3.5-inches of asphalt material.
- Replace curb and gutter and valley gutter to improve drainage.
- Upgrading storm sewer infrastructure to capture, hold and treat the drainage.
- Replace sidewalk and provide ADA-compliant design for pedestrian ramps and handicap parking stalls.
- Re-stripe parking stalls.
- Add strategic bump-outs and pedestrian signals to help calm traffic and provide safety measures at pedestrian crossings.
- Add street lighting at intersections for added safety.

As mentioned, the width of 3rd Avenue is 40 feet wide. This portion of the street will remain at the current width to support two 12-foot travel lanes and parallel parking on both sides of the street.

We are proposing to replace River Street at the same width, 38-feet, between 3rd Avenue and 4th Avenue to accommodate parking needs for the commercial and church uses along that block. However, the remainder of River Street would be narrowed to a width of 34-feet to accommodate two 12-foot drive lanes and an 8-foot parking lane. Narrowing River Street from 4th Avenue to the termini would allow for the reduction of pavement and impervious surface and would give more room for pedestrian improvements and drainage improvements such as raingardens or bio-swales. These changes will improve safety for existing residents and businesses as well as for the new residents and commercial businesses.

The estimated cost of the project is estimated to be \$2,145,272; however, \$595,908 is attributed to sanitary sewer, water main and lighting upgrades that are ineligible for funding under this grant. Therefore, the grant request is \$1,549,365. Attached is a layout of the street that highlights the need for improvements.

## **Summary of MSID Selection Criteria**

### **Reconstruction**

3rd Avenue and River Street is in dire need of reconstruction. The poor conditions of the existing pavement and subgrade as well as improvements to the public utilities and drainage infrastructure have prompted the need for full reconstruction. We plan to do full replacement of sanitary and water utilities within the street right-of-way, upgrade the storm sewer pipes, ponding and outlets to handle the runoff, and rebuild the road section to include a 12" sand subbase, 8" gravel base and 3.5" asphalt pavement. The reconstruction will also allow for traffic and pedestrian safety improvements such as bump-outs, lighting and ADA-compliant parking stalls and ramps.

### **Economic Development**

For roughly 14 years, the building that previously served as the Osceola hospital has sat vacant at the intersection of River Street and Third Avenue. The 4.2-acres has turned into a blight area. Luckily, redevelopment is slated to begin in 2022. The old building will be removed in April and the new 104,000 sq ft building that includes the 85 residential units along with 4,000-7,000 sf of commercial space at the street level will begin construction in July of 2022. This significant

investment into the community will revitalize the entire downtown. But to make the necessary vehicle and pedestrian connections, the Village needs to improve River Street. These improvements will accommodate the existing traffic as well as the new traffic that the development will bring. If the Village doesn't provide safe, reliable connections, the development may not be successful. The street deterioration and drainage issues has also been hard on the existing bed and breakfast along River Street. This family-owned business has endured the poor parking and pedestrian conditions as well as the overall appeal that the broken pavement has on their building. With the impetus of the new development and the potential assistance of LRIP grant funds, we can foresee the significant economic impact that these funds will bring to the Village of Osceola.

### **Safety and Traffic**

3rd Avenue and River Street mostly have served their purpose until recently. The poor street, sidewalk and drainage conditions are taking their toll on the traveling public and adjacent residents and businesses. Now with the new development, these concerns will only be exacerbated. It is anticipated that vehicles traveling south on STH 35 will use River Street as the "bypass" to get to the new residential and commercial development and avoid the delay commonly experienced on STH 35. With the currently 38-foot-wide street, we also anticipate that River Street will become a speedway. Therefore, the reconstruction of the street will be designed with traffic calming measures such as reduced width, bump-outs at intersections, improved signage, street lighting and pedestrian warning devices.

The pedestrian network must also be improved. Incomplete connections heaved and broken sections, and lack of ADA ramps do not allow for safe use. Given the limited parking at the new development as well as downtown, we need to promote other means of travel besides vehicles. Therefore, the project will also focus on the pedestrian routes as a means for safely getting from the residential areas to the commercial areas.

See attached project layout that identifies the project area and adjacent uses. It will also illustrate the ease of bypassing STH 35.

## Summary

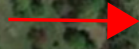
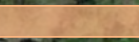
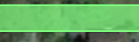
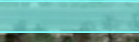
The Village of Osceola requests for consideration for MSID or LRIP-S funding. The reconstruction of 3rd Avenue and River Street will significantly boost the impact to the economy of the village and make a safe and reliable connection that serves the residents, businesses, and traveling public. We thank you for your consideration.





# RIVER STREET & 3RD AVENUE



-  Bypass of STH 35
-  Residential
-  Existing Business
-  Redevelopment Area

800 ft





# Memo

To: Admin & Finance Committee

From: Benjamin Krumenauer, Administrator

CC: Files

Date: 11/5/2021

**Re: ITEM 6g: GRANT REQUEST APPROVAL FOR WEDC COMMUNITY DEVELOPMENT INVESTMENT GRANT FOR FORMER HOSPITAL SITE (\$250,000 DEVELOPMENT INCENTIVE)**

## **GENERAL INFORMATION**

### **Background**

The Village of Osceola is a local hub of commerce, industry, tourism and living. Osceola benefits from a vibrant downtown setting that supports over 52 different businesses in eight unique categories. The community also has two vibrant industrial parks that alone provide over 1,000 jobs. These two focus areas have a combined impact of 2,110 people coming to work in our community from outside the area (*Source: 2017 Longitudinal Employer-Household Dynamics*). Osceola has a 2020 population of 2,739 and supports a local airport, regional medical center, successful tourism, Mainstreet state designation and is one of only two bridge crossings within Polk County. This direct conduit to the Minneapolis/St Paul Metro area provides direct developability and sustainability to the community.

Osceola has a firm belief in community support and thoughtful development. In all our success, one long vacant site holding a derelict building dulls the community momentum. The River Street Redevelopment area, locally known as the old OMC hospital site is a longtime vacant building and property that once served as a local medical and community outreach hub. Vacated in 2008, the property has steadily deteriorated to the point where the only users are vandals and the occasional raccoon. The River Street Redevelopment area focuses on the 5 acre focus area and how to successfully remove old, remediate and prepare for future.

The proposed project, a planned partnership with property owners and Gaughan Companies, will realize this goal of complete rehabilitation. Proposed work includes a multi-story mixed use development with lower-level commercial components, public access to the National Historical St. Croix River Parkway, additional site specific and community parking. The site will also support substantial residential components to help combat the extreme workforce and traditional housing needs in the community. If even 40 working families can live in the community instead of commuting, they have the potential to save nearly 30,000 vehicle trips.

The project success is dependent on a partnered approach between the Developer, the Village and outside funding supporters such as WEDC. This partnership when successful will realize a complete redevelopment of the property over the next 24-36 months. Anticipated construction of the project

through 2023 can only commence when the former building is removed. These efforts are currently being explored and with luck begin within the next 6-12 months.

To help facilitate this effort, the Village is seeking approval to apply for a Community Development Investment grant for \$250,000 in pass through funds.

The significance of this project cannot be understated. With all that is vibrant and beautiful in this community, the River Street Redevelopment area sucks the wind out of the sails. The opportunity to provide additional housing, additional rentable commercial space and clean up a major safety issue have been and continue to be the primary redevelopment goal of this community.

**Action(s) Requested**

1. Approval to finalize and submit a 2022 CDI Grant for \$250,000 in pass through funds.

**Recommendation(s)**

1. Village Staff recommend approval of the proposed Wisconsin Economic Development Corporation CDI Grant request.



# Memo

To: Village Board  
From: Frances Duncanson, Village Clerk  
CC: Benjamin Krumenauer, Village Administrator  
Date: 11/5/2021  
Re: Item 7a (i-): Regular Operator Licenses

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The Village has accepted applications for Regular Operator licenses from the following:

Jeanne Drimmel – Valley Spirits

## **RECOMMENDATION**

The applicants have completed educational requirements and background checks and Village staff recommends approval with no additional conditions.





## APPLICATION FOR OPERATOR'S LICENSE

I, the undersigned, do hereby respectfully make application to the Village Board of the Village of Osceola, Polk County, for an Operator's License as provided by Village Code Section 137.3 and Wisconsin Statutes Section 125.17 for a two year period ending June 30th.

I certify that I am      years of age. I am familiar with the laws, ordinances and regulations and I hereby agree if granted said license, to obey all provisions of said laws. I am applying for (check one):  
Provisional License (\$15)      New License (\$40) X Renewal of a Current License (\$40)     .

Telephone #:	
Street Address: <u>200 Seminole Ave Lot 59</u>	
City, State, Zip: <u>Osceola, WI 54020</u>	
Date of Birth:	County/State of Birth: <u>    </u>
Driver's License # (Please provide copy)	Employer Name & Phone # <u>Valley Spirits 715-294-4240</u>

Operators licenses held in last 2 years (list communities) <b>OR:</b>	
Training course completed in last 2 years (provide documentation):	<u>360 Training Learn to Serve</u>

Have you previously been denied an operator's permit?	YES or <u>NO</u>
Have you ever had an operator's permit revoked?	YES or <u>NO</u>
Have you been issued a provisional permit in the previous 12 months?	YES or <u>NO</u>
Have you been charged with an offense in last 2 years?	YES or <u>NO</u>
Have you had an alcohol offense?	YES or <u>NO</u>
Have you been convicted of a crime?	YES or <u>NO</u>

Explain any Yes answers (use back if necessary)     

Jeanne Drimmel Gamer  
Print Name Maiden or Previous Names Used  
Jeanne S  
Signature

Application Recv'd by:       
Date Application Recv'd:       
Police Recommendation: OK BWP/jg  
Provisional Lic Recpt #       
Provisional License #     

Date School Attended: 9-4-2021  
Date Village Board Approval:       
Operator's Receipt # pl. \$40 Ref 1504  
Operator License #



## CERTIFICATE OF COMPLETION

This certifies that

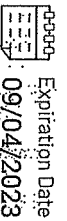
Jeanne Drimmel

is awarded this certificate for

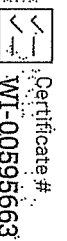
**Wisconsin Responsible Beverage Server Training**



Completion Date  
09/04/2021



Expiration Date  
09/04/2023



Certificate #  
WI-00595663

Official Signature

A handwritten signature in black ink, appearing to read "Jeanne Drimmel".

This certificate is non-transferable and represents the successful completion of an approved Wisconsin Department of Revenue Responsible Beverage Server Course in compliance with secs. 125.04(5)(a)5., 125.17(6), and 134.66(2m), Wis. Stats.

6801 N Capital of Texas Hwy, Bldg 1, Suite 250 | Austin, TX 78731 | 877.881.2235 | [www.360training.com](http://www.360training.com)

# OSCEOLA POLICE DEPARTMENT

## 310 CHIEFTAIN STREET

PO BOX 217  
OSCEOLA WI 54020

Page

1

# Incident

Incident #

**21-010921**

Crime / Incident (Primary, Secondary, Tertiary) <b>Operators License Operators License</b>	Beat <b>NA</b>	Rpt Dist	Type <b>Background Check</b>			Seq <b>1</b>
	Attempt <input type="checkbox"/>	Occurred	Date	Time	Day	
	<input type="checkbox"/>	On or From	<b>11/01/2021</b>	<b>14:00</b>	<b>Mon</b>	
	<input type="checkbox"/>	To	<b>11/01/2021</b>	<b>:</b>	<b>Mon</b>	
	<input type="checkbox"/>	Reported	<b>11/01/2021</b>	<b>14:00</b>	<b>Mon</b>	

Location of Incident **310 CHIEFTAIN ST, OSCEOLA, WI**

Cross Street	County
--------------	--------

Dispo "V" = Victim "RP" = Reporting Party "W" = Witness "S" = Suspect "O" = Other

<b>O</b>	Last, First, Middle (Firm if Business) <b>DRIMMEL, JEANNE M</b>	Race <b>W</b>	Sex <b>F</b>	Age	HT	WT	Hair <b>BRO</b>	Eyes <b>BRO</b>	Home Phone <b>(715)</b>
Address <b>200 SEMINOLE AV # 59</b>		DOB		DL Number			State <b>WI</b>	Work Phone <b>0</b>	
City, State, Zip Code <b>OSCEOLA WI 54020</b>		SSN		Local ID #		State #	FBI #	Cell Phone <b>0</b>	

<b>O</b>	Last, First, Middle (Firm if Business) <b>VALLEY, SPIRITS LIQUOR</b>	Race	Sex	Age <b>0</b>	HT	WT	Hair	Eyes	Home Phone <b>(715) 294-4240</b>
Address <b>209 CHIEFTAIN ST</b>		DOB <b>/ /</b>		DL Number			State <b>WI</b>	Work Phone <b>0 -</b>	
City, State, Zip Code <b>OSCEOLA WI 54020</b>		SSN <b>- -</b>		Local ID #		State #	FBI #	Cell Phone <b>0</b>	

	Last, First, Middle (Firm if Business)	Race	Sex	Age	HT	WT	Hair	Eyes	Home Phone
Address		DOB		DL Number			State	Work Phone	
City, State, Zip Code		SSN		Local ID #		State #	FBI #	Cell Phone	

	Last, First, Middle (Firm if Business)	Race	Sex	Age	HT	WT	Hair	Eyes	Home Phone
Address		DOB		DL Number			State	Work Phone	
City, State, Zip Code		SSN		Local ID #		State #	FBI #	Cell Phone	

Synopsis **Jeanne Drimmel applied for an Operator's License for Valley Spirits. No Wisconsin or Minnesota criminal histories were found. License recommended by Chief Pedrys.**

S O L V A B I L I T Y	Continuation Attached <input type="checkbox"/>	Property List Attached <input type="checkbox"/>	Property Damage \$
	UCR <b>9999</b>	Press Release <input type="checkbox"/>	Domestic Violence Case <input type="checkbox"/>
	Gang Related <b>N</b>	Hate Crime <input type="checkbox"/>	Victim Senior Citizen <input type="checkbox"/>
	Pursuit <input type="checkbox"/>	Force Used <input type="checkbox"/>	Child Abuse <input type="checkbox"/>
	County Code		Disposition <b>CLSD</b>
	Connecting Case #		
	Report Complete/Ready for Review <input checked="" type="checkbox"/>		CAD/CFS Event #

Assigned To _____ Date _____

Officer ID <b>Assistant J. Giller</b>	<b>J</b>	Reviewed By	Approved	Date
---------------------------------------	----------	-------------	----------	------



Village of Osceola  
310 Chieftain St. Osceola, WI 54020  
715 294-3498

## **SPECIAL EVENT PERMIT APPLICATION**

1. **EVENT TITLE:** Light Up Osceola

2. **EVENT DATE:** 12/4/21

3. **EVENT DESCRIPTION**

community gathering (santa, fire pits  
w/smores, free lighting, childrens Activities

4. **APPLICANT**

Applicant's Name Brett Harvey Title Organizer

Address 201 N cascade St

Phone 612-710-6534 Evening/cell phone _____

Affiliation _____

Are you an authorized applicant for this organization? Yes X No _____

Will this person be present at the event area or areas and in charge of the event at all times? Yes X No _____

5. **EVENT PRINCIPALS**

If applicable, submit a list of principals involved in the proposed special event, including professional organizers, promoters, financial underwriters, commercial sponsors, charitable agencies for whose benefit the event is being produced or advertised, etc. Attach additional pages if necessary.

Name Brett Harvey

Organization/Business/Agency/Affiliation Cascade Nutrition

Name _____

Organization/Business/Agency/Affiliation _____

Will this person(s) have authority to cancel or greatly modify event plans?

Yes X No _____

**6. EVENT COMPONENTS**

- A. Date requested 12/4/21
- B. Requested hours of operation, from 9⁰⁰ AM / PM to 9 AM / PM
- C. Set up - beginning date and time 12/4/21  
Dismantle by - date and time 12/5/21 6pm
- D. Anticipated number of participants 600 spectators
- E. If there is a fee or donation required as a condition of attendance or participation of this event, please describe the amounts to be collected from various categories of participants or spectators: Free for kids; nominal for Adults
- F. Rain date, if applicable N/A

**7. ENTERTAINMENT**

Describe entertainment plans; if there will be music, sound amplification or any other noise impact, please describe, including the intended hours

DJ providing Music 4-7pm  
Caroling, Santa, crafts, animals

The applicant hereby acknowledges that it is their responsibility to comply with all applicable copyright laws and obtain all necessary licenses for any music played for this event. Further, the applicant agrees to hold the Village of Osceola harmless and indemnify the Village for any action against the Village arising from failure to comply with all applicable copyright laws. Yes NO / No

**8. FOOD AND BEVERAGES**

- A. Will alcoholic beverages be served? Yes _____ No X (Please note that a separate license is required for sale or serving of alcoholic beverages)

Describe how, where, when and by whom the alcoholic beverages will be served

N/A

Describe what method will be used to ensure that alcoholic beverages will be consumed only by persons 21 years of age and older

N/A

If yes, describe what method will be used to ensure that alcoholic beverages will be restricted to the designated area.

N/A

- B. Will food and/or non-alcoholic beverages be served? Yes X No

If yes, describe sanitation measures, food handling procedures and the nature of the food such as pre-packaged foods, hot dogs, pre-mixed soda, raw meats, fish, vegetables, unpeeled fruit, or peeled and cut fruit

Hot dogs, chips, cookies, cocoa

Describe any plans you have for cooking food in the event area including fuel or electrical source to be used

Propane & electric

- C. Have you obtained the necessary permit from the Polk County Health Department  
Yes      No

9. **VENDORS OR CONCESSIONAIRES**

- A. Describe what vendors or concessionaires you will allow in conjunction with the event, and the purpose of these concessions

NONE

- B. Describe how you intend to regulate, monitor, and control the type, number, and quality of vendors/concessionaires whom you may permit to operate in conjunction with the event

N/A

10. **SECURITY AND SAFETY PROCEDURES**

- A. Describe your proposed procedures for set-up, operation, internal security, and crowd control

Volunteers, barriers in street  
cones in street

- B. If the event is to occur at night, describe how you are going to light the event area in order to increase the safety of participants and spectators coming to and leaving the event

bringing in additional Lighting for Event

- C. Describe plans to provide first aid, if needed

Notifying EMS - Left details with Robin

- D. Describe the involvement of any vehicles or animals in the event

Food Trailers, Petting Zoo, tractor pulling Wagon

#### 11. SANITATION PLAN

- A. Describe your plan for clean up and material preservation. Include number, type, and location of trash and recycling containers to be provided for the event. Indicate who will be responsible for clean-up activities during and after the event

need additional 10 trash cans  
volunteers clean up next day

- B. Describe the number, type, and location of portable and/or permanent toilets to be provided for the event and the maintenance throughout the event

City Bathrooms at Mill pond Park

## 12. VILLAGE FACILITIES, SERVICES AND EQUIPMENT

- A. Describe location, timing, and requirements for any proposed street closure.

4 barricades; 12 cones to close  
street by Library

- B. Describe number and location for all signs to be placed on Village property or road right-of-way. Note that all signs may be erected 72 hours before an event and must be removed within 48 hours of the event

Banners hung by Event Volunteers  
Light Up Osceola Banner to be hung  
over street starting 11/24/2024  
anytime 11/22 → 11/24 (~~11/22-11/24~~)

- C. Describe Village services and/or equipment requested for this event. This includes, but is not limited to, barricades, cones, signs, tables, and other equipment.

Additional 4 → 8 picnic tables  
Power Pedestal unlocked for additional 1 power  
Public Restrooms unlocked & needed  
stocked Saturday morning

## 13. LOCATION MAP

Please attach a map or plans for your event land design. At minimum, the following items should be included. Please place a check mark (✓) by those included.

- ☒ A. If a route is involved, the beginning and finish area with arrows, and the places where buses, autos, or other motorized vehicles need to be considered
- ☒ B. Size and location of any tents or structures
- ☒ C. Entertainment or stage locations
- ☐ D. Alcoholic beverage concession area
- ☒ E. Non-alcoholic concession area
- ☒ F. Food concession area (cooking, serving, and consumption areas)
- ☐ G. General merchandise or concession areas
- ☐ H. Portable toilet facilities (indicate number) _____
- ☐ I. First aid facilities
- ☐ J. Event participant and/or spectator parking areas
- ☐ K. Event organizer's command post
- ☐ L. Fireworks or pyrotechnics site
- ☐ M. Fencing or others for securing event area
- ☐ N. Site of electrical wiring to be installed for the event
- ☒ O. Trash receptacles (indicate number) 10

## 14. INSURANCE

You must provide proof of insurance coverage for your. Attach to this application either an insurance policy or a certificate of insurance including the policy number, amount, and the




provision that the Village of Osceola is included as an additional insured. All sponsors of events at which alcoholic beverages are served must supply the Village with a Certificate of Insurance with coverage not less than \$1,000,000 combined single limit per event and naming the Village as an additionally insured party. The applicant shall hold the Village, its employees and agents, harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney's fees) incurred by the Village for any damage or injury to person or property caused by or resulting from the activities for which the permit is granted. The applicant shall also be required to notify the Village in the event there is a modification or termination of any of the terms of the insurance coverage. Such notification shall be provided not less than two weeks prior to the effective date of the modification or termination.

---

*NOTE: The listed sponsor and responsible person will be responsible for the conduct of the group and for the condition of the public area. The permit is subject to all municipal codes in addition to all rules governing street right-of-ways. The applicant agrees that during use of the public area, the sponsor will not exclude any person from participation in, deny anyone the benefits of, or otherwise subject anyone to discrimination because of race, color, national origin, or handicap. The sponsor agrees to indemnify and save the Village harmless from and against all liabilities, claims, demands, judgments, losses, and all suits of law or in equity, costs, and expenses, including reasonable attorney fees, for injury or death of any person, or damage to any property arising from the holding of such special event. The sponsor will be responsible for the reimbursement of all costs incurred by the Village in the repair of damages to Village property directly arising from during the conduct of the event and any additional costs incurred by the Village that are deemed necessary for the safe conduct of the event*

**ANY FALSIFICATION OF ANSWERS TO THE PROCEEDING QUESTIONS WILL RESULT IN DENIAL OF THE APPLICATION.**

  
_____  
Signature of Applicant

_____  
Date

List emergency contact telephone numbers for applicant, event principals, and volunteer coordinator on the day of the event:

<u>NAME</u>	<u>ORGANIZATION</u>	<u>EMERGENCY CONTACT NUMBER</u>
Brett Harvey	Cascade Nutrition	612 710-6534
Niki Harvey	Cascade Nutrition	612 280-9228

## Fran Duncanson

---

**From:** Germaine <germaine@myosceolachamber.org>  
**Sent:** Thursday, November 4, 2021 10:57 AM  
**To:** Fran Duncanson  
**Subject:** RE: insurance for Light Up event

Technically we are handing off this event to Cascade Nutrition but are willing to cover the insurance for them for 2021 in the transition year.

Germaine

---

**From:** Fran Duncanson [mailto:villageclerk@vil.osceola.wi.us]  
**Sent:** Thursday, November 4, 2021 10:56 AM  
**To:** Germaine  
**Subject:** RE: insurance for Light Up event

Hi Germaine

I just want to verify this is a Chamber/Main Street event. The application does not list either one, but Cascade Nutrition.

Thanks

Fran

**From:** Germaine <germaine@myosceolachamber.org>  
**Sent:** Thursday, November 4, 2021 10:12 AM  
**To:** Fran Duncanson <villageclerk@vil.osceola.wi.us>  
**Cc:** bharvey@creative-pages.net  
**Subject:** insurance for Light Up event

Fran,

I just discovered that the Chamber had already paid for the insurance for Light Up Osceola event.

Do you need a certificate of insurance from us again?

The Village should have one on file from Harvest Bazaar event but can ask Noah Insurance to provide one if needed.

Just let me know.

**Germaine Ross**

*In the virtual office Tue- Thur and by appointment.*

Director Osceola Area Chamber and Main Street

715 755 3300

[www.myosceolachamber.org](http://www.myosceolachamber.org)

Visit:



[www.visitosceolawi.com](http://www.visitosceolawi.com)

FOR OFFICE USE ONLY

[Signature] 10-26-2021 Approved: ☒ Yes ☐ No  
Police Chief Date

# Of Police hours (Approximate): 0 Total Labor cost: 0

Comments: NO OPP CONCERNS.

See attached 11-2-21 Approved: ☒ Yes ☐ No  
Fire Chief Date

# Of Fire hours (Approximate): 0 Total Labor cost: 0

Comments: -

[Signature] 11/4/2021 Approved: ☒ Yes ☐ No  
Public Works Director Date

# Of Public Works hours (Approximate): 10 Total Labor cost: \$252.00

Comments: DPW will provide 4 barricades, 12 cones, extra power outlets, 4 tables, cleaned restroom, 6 trash cans and banner hung by the 24th of November. Permit holder must supply banner.

[Signature] 11/5/21 Approved: ☒ Yes ☐ No  
Village Administrator Date

Grand Total Labor cost: 257.00

Comments: INSURANCE FOR LIABILITY THROUG CHAMBER OF COMMERCE.

Village Board action: Approved: Yes No Date: _____

## Benjamin Krumenauer

---

**From:** Paul Elfstrom <pelfstrom@gmail.com>  
**Sent:** Tuesday, November 2, 2021 12:08 PM  
**To:** Carie Krentz  
**Cc:** Todd Waters; Osceola Fire Dept. (osceolafireandrescue@gmail.com); Benjamin Krumenauer  
**Subject:** Re: FW: Special Events Application - Light Up Osceola

Yes, I approve.

On Tue, Nov 2, 2021, 11:13 AM Carie Krentz <[OfficeAssistant@vil.osceola.wi.us](mailto:OfficeAssistant@vil.osceola.wi.us)> wrote:

Good morning! I sent out an email on 10/26/21 for you to review a Special Event Permit – Light Up Osceola and have not hear back from you. Please review and either stop in the sign your remarks on the application or email them back to me by tomorrow please.

Thanks,

Carie

**From:** Carie Krentz  
**Sent:** Tuesday, October 26, 2021 1:12 PM  
**To:** Ron Pedrys <[ronpedrys@vil.osceola.wi.us](mailto:ronpedrys@vil.osceola.wi.us)>; Osceola Fire & Rescue <[osceolafireandrescue@gmail.com](mailto:osceolafireandrescue@gmail.com)>; Todd Waters <[toddwaters@myosceola.com](mailto:toddwaters@myosceola.com)>; Benjamin Krumenauer <[benjaminkrumenauer@vil.osceola.wi.us](mailto:benjaminkrumenauer@vil.osceola.wi.us)>  
**Subject:** Special Events Application - Light Up Osceola

Good afternoon everyone!

Attached is a special events permit for Light Up Osceola. Please review and send back by November 3rd to be included in the board meeting that month.

Let me know if you have any questions.

Thanks,

**8/25/2021**

## CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

CONTACT Jodi Swenson

this certificate does not confer rights to the certificate holder in the event of a		CONTACT NAME: Jodi Swenson	
PRODUCER		PHONE (A/C, No, Ext): (715) 294-2510	FAX (A/C, No): (877) 662-4329
Noah Insurance Group Inc. 102 Cascade St. PO Box 699 Osceola, WI 54020		E-MAIL ADDRESS: jodi@noahinsurancegroup.com	
INSURED  Osceola Area Chamber Of Commerce Po Box 251 Osceola, WI 54020		INSURER(S) AFFORDING COVERAGE	
		INSURER A : West Bend Mutual	
		INSURER B : Hartford Casualty Insr Co	
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

## COVERAGES

**CERTIFICATE NUMBER:**

**REVISION NUMBER:**

COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>		
	POLICY EFF	POLICY EXP
LIMITS		

CERTIFICATE OF INSURANCE COVERAGE														
EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY TARIFFS														
INSR LTR	TYPE OF INSURANCE			ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS					
A	X	COMMERCIAL GENERAL LIABILITY				A169637	6/21/2021	6/21/2022	EACH OCCURRENCE	\$ 1,000,				
			CLAIMS-MADE	X					OCCUR	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,			
									MED EXP (Any one person)	\$				
									PERSONAL & ADV INJURY	\$ 1,000,				
									GENERAL AGGREGATE	\$ 1,000,				
									PRODUCTS - COMP/OP AGG	\$ 1,000,				
GEN'L AGGREGATE LIMIT APPLIES PER:														
	POLICY	X	PRO-JECT		LOC									
	OTHER:													
		AUTOMOBILE LIABILITY							COMBINED SINGLE LIMIT (Ea accident)	\$				
			ANY AUTO OWNED AUTOS ONLY						SCHEDULED AUTOS	BODILY INJURY (Per person)	\$			
			HIRED AUTOS ONLY						NON-OWNED AUTOS ONLY	BODILY INJURY (Per accident)	\$			
									PROPERTY DAMAGE (Per accident)	\$				
										\$				
										\$				
		UMBRELLA LIAB							EACH OCCURRENCE	\$				
			EXCESS LIAB							OCCUR CLAIMS-MADE	AGGREGATE	\$		
			DED							RETENTION \$		\$		
										\$				
B		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			N/A	83WECBF8028	7/14/2021	7/14/2022	X	PER STATUTE		OTH-ER		
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)							Y/N				E.L. EACH ACCIDENT	\$ 100
		If yes, describe under DESCRIPTION OF OPERATIONS below										E.L. DISEASE - EA EMPLOYEE	\$ 100	
												E.L. DISEASE - POLICY LIMIT	\$ 500	
A						A169637	6/21/2021	6/21/2022	Liquor Liability	\$ 1,000				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)									
--------------------------------------------------------------------------------------------------------------------------------------	--	--	--	--	--	--	--	--	--

**CERTIFICATE HOLDER**

FOR INFORMATIONAL PURPOSES

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED ACCORDANCE WITH THE POLICY PROVISIONS.

**AUTHORIZED REPRESENTATIVE**

*Ting Hsing*

This is your Temporary Event Certificate.

Please display in *Plain Public View*.

- This certificate is valid for ONE event, up to seven days in duration.
- For further info call: 715-485-8500




## POLK COUNTY TEMPORARY EVENT CERTIFICATE

*Issued By the*  
Polk County Health Department  
100 Polk County Plaza, Suite 180  
Balsam Lake, WI 54810  
(715) 485-8500

*The establishment whose name appears on this certificate has complied with the requirements of the Polk County Health Department and is hereby authorized to engage in the activity as indicated below.*

LIGHT-UP OSCEOLA  
201 N CASCADE ST  
OSCEOLA, WI 54020  
CONTACT: BRETT HARVEY

TEMPORARY ID NUMBER: T-2021-51  
CERTIFICATE TYPE: LOW RISK FOOD \$50  
EVENT NAME: LIGHT-UP OSCEOLA  
CERTIFICATE PERIOD: DECEMEBER 3-10, 2021

  
Authorized Signature

11-1-21  
Date



# Memo

To: Village Board  
From: Frances Duncanson, Village Clerk  
CC: Benjamin Krumenauer, Village Administrator  
Date: 11/5/2021  
Re: Item 7b(i): Special Events Permits: Cascade Nutrition Light Up Osceola - December 4, 2021

---

The Village has accepted an application from Brett Harvey at Cascade Nutrition for a Special Events Permit for the Light Up Osceola Event to be held on December 4th, 2021

## **RECOMMENDATION**

The application was reviewed by Village Department Heads and I would recommend approval with any recommended conditions.

Village of Osceola  
310 Chieftain St. Osceola, WI 54020  
715 294-3498

## **SPECIAL EVENT PERMIT APPLICATION**

1. **EVENT TITLE:** Light-Up Osceola

2. **EVENT DATE:** 12/4/21

3. **EVENT DESCRIPTION**

community gathering (santa, fire pits  
w/smores, tree lighting, childrens Activities

4. **APPLICANT**

Applicant's Name Brett Harvey Title Organizer

Address 201 N cascade St

Phone 612-710-6534 Evening/cell phone _____

Affiliation _____

Are you an authorized applicant for this organization? Yes X No _____

Will this person be present at the event area or areas and in charge of the event at all times? Yes X No _____

5. **EVENT PRINCIPALS**

If applicable, submit a list of principals involved in the proposed special event, including professional organizers, promoters, financial underwriters, commercial sponsors, charitable agencies for whose benefit the event is being produced or advertised, etc. Attach additional pages if necessary.

Name Brett Harvey

Organization/Business/Agency/Affiliation Cascade Nutrition

Name _____

Organization/Business/Agency/Affiliation _____

Will this person(s) have authority to cancel or greatly modify event plans?  
Yes X No _____



6. **EVENT COMPONENTS**

- A. Date requested 12/4/21
- B. Requested hours of operation, from 9⁰⁰ AM / PM to 9 AM (PM)
- C. Set up - beginning date and time 12/4/21  
Dismantle by - date and time 12/5/21 6pm
- D. Anticipated number of participants 600 spectators
- E. If there is a fee or donation required as a condition of attendance or participation of this event, please describe the amounts to be collected from various categories of participants or spectators: Free for kids; nominal for Adults
- F. Rain date, if applicable N/A

7. **ENTERTAINMENT**

Describe entertainment plans; if there will be music, sound amplification or any other noise impact, please describe, including the intended hours

DJ providing Music 4-7pm  
Caroling, Santa, crafts, animals

The applicant hereby acknowledges that it is their responsibility to comply with all applicable copyright laws and obtain all necessary licenses for any music played for this event. Further, the applicant agrees to hold the Village of Osceola harmless and indemnify the Village for any action against the Village arising from failure to comply with all applicable copyright laws. Yes NO No

8. **FOOD AND BEVERAGES**

- A. Will alcoholic beverages be served? Yes _____ No X (Please note that a separate license is required for sale or serving of alcoholic beverages)

Describe how, where, when and by whom the alcoholic beverages will be served

N/A

Describe what method will be used to ensure that alcoholic beverages will be consumed only by persons 21 years of age and older

N/A

If yes, describe what method will be used to ensure that alcoholic beverages will be restricted to the designated area.

N/A

- B. Will food and/or non-alcoholic beverages be served? Yes X No

If yes, describe sanitation measures, food handling procedures and the nature of the food such as pre-packaged foods, hot dogs, pre-mixed soda, raw meats, fish, vegetables, unpeeled fruit, or peeled and cut fruit

Hot dogs, chips, cookies, cocoa

Describe any plans you have for cooking food in the event area including fuel or electrical source to be used

Propane & Electric

- C. Have you obtained the necessary permit from the Polk County Health Department, Yes      No

9. **VENDORS OR CONCESSIONAIRES**

- A. Describe what vendors or concessionaires you will allow in conjunction with the event, and the purpose of these concessions

NONE

- B. Describe how you intend to regulate, monitor, and control the type, number, and quality of vendors/concessionaires whom you may permit to operate in conjunction with the event

N/A

10. **SECURITY AND SAFETY PROCEDURES**

- A. Describe your proposed procedures for set-up, operation, internal security, and crowd control

Volunteers, Barriers in Street  
cones in Street

- B. If the event is to occur at night, describe how you are going to light the event area in order to increase the safety of participants and spectators coming to and leaving the event

bringing in additional Lighting for Event

- C. Describe plans to provide first aid, if needed

Notified Ems - Left details with Robin

- D. Describe the involvement of any vehicles or animals in the event

Food Trailers, Petting Zoo, tractor pulling Wagon

## 11. SANITATION PLAN

- A. Describe your plan for clean up and material preservation. Include number, type, and location of trash and recycling containers to be provided for the event. Indicate who will be responsible for clean-up activities during and after the event

need additional 10 trash cans  
volunteers clean up next day

- B. Describe the number, type, and location of portable and/or permanent toilets to be provided for the event and the maintenance throughout the event

City Bathrooms at Mill Pond Park

## 12. VILLAGE FACILITIES, SERVICES AND EQUIPMENT

A. Describe location, timing, and requirements for any proposed street closure.

4 barricades; 12 cones to close  
street by Library

B. Describe number and location for all signs to be placed on Village property or road right-of-way. Note that all signs may be erected 72 hours before an event and must be removed within 48 hours of the event

Banners hung by Event Volunteers  
Light Up Osceola Banner to be hung  
over street starting 11/24/24  
anytime 11/22 → 11/24 (11/22-11/24)

C. Describe Village services and/or equipment requested for this event. This includes, but is not limited to, barricades, cones, signs, tables, and other equipment.

Additional 4 → 8 picnic tables  
Power Pedestal unlocked for additional power needed  
Public Restrooms unlocked & stocked Saturday morning

## 13. LOCATION MAP

Please attach a map or plans for your event land design. At minimum, the following items should be included. Please place a check mark (✓) by those included.

- ☒ A. If a route is involved, the beginning and finish area with arrows, and the places where buses, autos, or other motorized vehicles need to be considered
- ☒ B. Size and location of any tents or structures
- ☒ C. Entertainment or stage locations
- ☐ D. Alcoholic beverage concession area
- ☒ E. Non-alcoholic concession area
- ☒ F. Food concession area (cooking, serving, and consumption areas)
- ☐ G. General merchandise or concession areas
- ☐ H. Portable toilet facilities (indicate number) _____
- ☐ I. First aid facilities
- ☐ J. Event participant and/or spectator parking areas
- ☐ K. Event organizer's command post
- ☐ L. Fireworks or pyrotechnics site
- ☐ M. Fencing or others for securing event area
- ☐ N. Site of electrical wiring to be installed for the event
- ☒ O. Trash receptacles (indicate number) 10

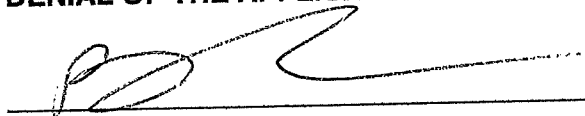
## 14. INSURANCE

You must provide proof of insurance coverage for your. Attach to this application either an insurance policy or a certificate of insurance including the policy number, amount, and the

provision that the Village of Osceola is included as an additional insured. All sponsors of events at which alcoholic beverages are served must supply the Village with a Certificate of Insurance with coverage not less than \$1,000,000 combined single limit per event and naming the Village as an additionally insured party. The applicant shall hold the Village, its employees and agents, harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney's fees) incurred by the Village for any damage or injury to person or property caused by or resulting from the activities for which the permit is granted. The applicant shall also be required to notify the Village in the event there is a modification or termination of any of the terms of the insurance coverage. Such notification shall be provided not less than two weeks prior to the effective date of the modification or termination.

**NOTE:** The listed sponsor and responsible person will be responsible for the conduct of the group and for the condition of the public area. The permit is subject to all municipal codes in addition to all rules governing street right-of-ways. The applicant agrees that during use of the public area, the sponsor will not exclude any person from participation in, deny anyone the benefits of, or otherwise subject anyone to discrimination because of race, color, national origin, or handicap. The sponsor agrees to indemnify and save the Village harmless from and against all liabilities, claims, demands, judgments, losses, and all suits of law or in equity, costs, and expenses, including reasonable attorney fees, for injury or death of any person, or damage to any property arising from the holding of such special event. The sponsor will be responsible for the reimbursement of all costs incurred by the Village in the repair of damages to Village property directly arising from during the conduct of the event and any additional costs incurred by the Village that are deemed necessary for the safe conduct of the event

**ANY FALSIFICATION OF ANSWERS TO THE PROCEEDING QUESTIONS WILL RESULT IN DENIAL OF THE APPLICATION.**

  
_____  
Signature of Applicant

_____  
Date

List emergency contact telephone numbers for applicant, event principals, and volunteer coordinator on the day of the event:

<u>NAME</u>	<u>ORGANIZATION</u>	<u>EMERGENCY CONTACT NUMBER</u>
Brett Harvey	Cascade Nutrition	612 710-6534
Niki Harvey	Cascade Nutrition	612 280-9228

FOR OFFICE USE ONLY

7/26/2021 10-26-2021 Approved: ☒ Yes ☐ No  
Police Chief Date

# Of Police hours (Approximate): 0 Total Labor cost: 0

Comments: NO OPP CONCERNS.

See attached 11-2-21 Approved: ☒ Yes ☐ No  
Fire Chief Date

# Of Fire hours (Approximate): _____ Total Labor cost: _____

Comments: _____

11/4/2021 Approved: ☒ Yes ☐ No  
Public Works Director Date

# Of Public Works hours (Approximate): 16 Total Labor cost: \$252.00

Comments: DPW will provide 4 barricades, 12 cones, extra power outlets, 4 tables, cleaned restroom, 6 trash cans and banner hung by the 24th of November. Permit holder must supply banner.

Approved: Yes ☐ No ☐  
Village Administrator Date

Grand Total Labor cost: _____

Comments: _____

Village Board action: Approved: Yes ☐ No ☐ Date: _____

## **FINAL APPROVAL AND SIGN OFF**

_____  
*Signature*

_____  
*Title*

_____  
*Date*

## **OFFICE USE ONLY**

### **Check or use N/A (not applicable) where appropriate**

- _____ 1. Final check has been made of application requirements
- _____ 2. Event is approved by Village Board
- _____ 3. All required permits are issued and on file
- _____ 4. Refundable clean up fee has been paid, if applicable
- _____ 5. Insurance Certificate and Hold Harmless Agreement is on file
- _____ 6. Application is complete
- _____ 7. Special conditions are attached

**Power to Act, Modify, or Revoke.** The Village Administrator, or designees, shall have all powers and authority necessary to enforce the terms and conditions of any Special Event Permit, which may be issued. The Village, through its Village Administrator, may modify or revoke a permit whenever the applicant fails to comply with any provisions of the permit or when it is determined to be in the best interest of the Village. The Village reserves the right to shut down a special event that is in progress if it is deemed a public safety hazard and /or there is a violation of Village ordinances or policy, State Statutes, or the terms of the Applicant's permit

### **Permit is hereby revoked.**

_____  
*Signature*

_____  
*Title*

_____  
*Date*

_____  
*Time*

Reason(s) for revocation: _____  
_____  
_____  
_____

# CERTIFICATE OF LIABILITY INSURANCE

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PRODUCER Noah Insurance Group Inc. 102 Cascade St. PO Box 699 Osceola, WI 54020	CONTACT NAME: Jodi Swenson	FAX (A/C, No): (877) 662-4329
	PHONE (A/C, No, Ext): (715) 294-2510	
	E-MAIL ADDRESS: jodi@noahinsurancegroup.com	
INSURED  Osceola Area Chamber Of Commerce Po Box 251 Osceola, WI 54020	INSURER(S) AFFORDING COVERAGE	
	INSURER A: West Bend Mutual	NAIC # 15350
	INSURER B: Hartford Casualty Insr Co	29424
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			A169637	6/21/2021	6/21/2022	EACH OCCURRENCE \$ 1,000, DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100, MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000, GENERAL AGGREGATE \$ 1,000, PRODUCTS - COMP/OP AGG \$ 1,000, COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ EACH OCCURRENCE \$ AGGREGATE \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						OCCUR CLAIMS-MADE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	83WECBF8028	7/14/2021	7/14/2022	<input checked="" type="checkbox"/> PER STATUTE E.L. EACH ACCIDENT \$ 100 E.L. DISEASE - EA EMPLOYEE \$ 100 E.L. DISEASE - POLICY LIMIT \$ 500 Liquor Liability \$ 1,000
A				A169637	6/21/2021	6/21/2022	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

## CANCELLATION

FOR INFORMATIONAL PURPOSES

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Tim Haining*



This is your Temporary Event Certificate.

Please display in *Plain Public View*.

- This certificate is valid for ONE event, up to seven days in duration.
- For further info call: 715-485-8500



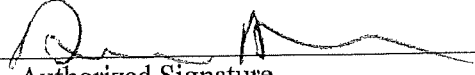
## POLK COUNTY TEMPORARY EVENT CERTIFICATE

*Issued By the*  
Polk County Health Department  
100 Polk County Plaza, Suite 180  
Balsam Lake, WI 54810  
(715) 485-8500

*The establishment whose name appears on this certificate has complied with the requirements of the Polk County Health Department and is hereby authorized to engage in the activity as indicated below.*

LIGHT-UP OSCEOLA  
201 N CASCADE ST  
OSCEOLA, WI 54020  
CONTACT: BRETT HARVEY

TEMPORARY ID NUMBER: T-2021-51  
CERTIFICATE TYPE: LOW RISK FOOD \$50  
EVENT NAME: LIGHT-UP OSCEOLA  
CERTIFICATE PERIOD: DECEMEBER 3-10, 2021

  
Authorized Signature

11-1-21  
Date



# Memo

To: Village Board  
From: Benjamin Krumenauer, Administrator  
CC: Files  
Date: 11/5/2021  
**Re: Item 7c: Conditional Obstruction Permit**

---

## **GENERAL INFORMATION**

### **Applicants & Locations**

- i. 201 E 3rd Avenue (The Chocolate Gnome)
- ii. 205 N. Cascade Street (The Secret Closet)

### **Action(s) Requested**

**Action 1:** Applicants are requesting approval of outdoor signage displays on sidewalk through June 2022.

### **Applicable Regulations**

1. Code of the Village of Osceola
  - a) Chapter 130 – Historic Preservation
  - b) Chapter 219 – Zoning Article IV – Signs

## **ANALYSIS**

Village Staff have reviewed the proposed signs and have found no inconsistencies with prior submitted designs and locations for items 7ci and 7cii.

## **RECOMMENDATION(S)**

Historic Preservation Commission: recommend approval of all Conditional Obstruction Permits.

## Conditional Obstruction Permit Application

Return completed application and supporting documentation to: Village of Osceola, 310 Chieftain St, P.O. Box 217, Osceola, WI 54020. For assistance, please call 715-294-3498.

1. Requested Approval Period: From _____ To _____ (dates)  
☒ Full Year ☐ Single Event ☐ Series of Events

Business Name: COFFEEHARK LLC DBA The Chocolate Gnome

Contact Name: SANDRA L BOYD

Business Address: 201 Third Ave Lower Level Osceola WI

Telephone: 612-212-4441 cell 651-257-7018 home

E-Mail: SANDYLEONA @ GMAIL . COM

2. Applications will not be accepted without the following:

1. Site Plan: A dimensioned drawing showing the existing building, street lights, street trees, curbs, benches and trash containers along with the proposed location of the fixtures (tables, chairs, benches, planters) and/or signs. The drawing shall be suitable to allow determination of the distance between the proposed fixture/sign and the curb, and the width of the clear passageway remaining on the sidewalk with the proposed fixture/sign in place.

2. Proof of Insurance or a Signed Hold Harmless Agreement: A certificate of insurance for general liability in the amount of \$500,000 naming the Village of Osceola as additional insured or a Hold Harmless Agreement signed by the business owner indemnifying the Village from any and all claims related to the fixtures and/or signs.

**Where Applicable, Provide:**

3. Drawing of Proposed Sign: Photo or drawing must show sign appearance, indicate sign dimensions, materials of construction, colors, ad copy, lettering and other pertinent information. For a changeable sign, note whether slate or plastic and whether chalk or grease pencil is to be used. (see addition sign requirements on reverse side of this application)

4. Photos or Drawings and Description: Include for any proposed fixtures (tables, chairs, benches, or planters). Size and material construction must be included.

* will send in photos via email to BENJAMIN KRUMENAUER e  
vil.osceola.wi.us

3. Signature: Sandra Boyd

Date: 10/1/21

**OFFICIAL USE ONLY:**

Action by Village Board: _____ Date: _____

**HOLD HARMLESS AGREEMENT  
(Conditional Obstruction Permit)**

In consideration of being issued a permit for the use of the public right-of-way (hereinafter referred to as the "property") for a temporary obstruction, the undersigned applicant (hereinafter referred to as the "permittee") agrees to indemnify, defend, save and hold harmless the Village, its officers and employees, from any and all claims, lawsuits, damages, and cause of action, which may arise out of the permittee's use of the public right-of-way or the discontinuance of any use.

The undersigned agrees and understands that the use of the property is temporary, on a day to day basis; that the undersigned does not acquire any right, title or interest in such property, that the undersigned may be required by the Village at any time to vacate all or any part of the property, that the undersigned has been given permission to use; that upon demand to vacate such property, the undersigned agrees to promptly remove any personal property placed thereon by the undersigned and to return the property to the same condition that it was in prior to commencement of such use or to reimburse the Village for the cost of removing such property and restoring the property to its prior condition and that the undersigned has no recourse against either the Village or its officers, employees or agents, either for any loss or damage occasioned by his or her being required to vacate all or any part of the property which the undersigned has been granted permission to use.

The undersigned further agrees at all times hereafter to comply with all municipal ordinances, rules and regulations of the Village of Osceola, Wisconsin.

Dated this 1st day of OCTOBER, 2021

Name of Business: COFFEEBARK LLC DBA The Chocolate Gnome

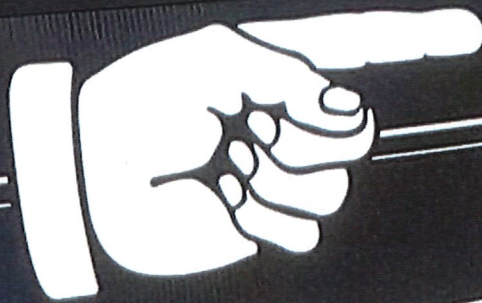
Signature of Business Representative: Sandra L. Boyd

Printed Name of Business Representative: SANDRA L. BOYD

Title of Business Representative: OWNER

Insurance copy on file at SF Insurance / Midwest 1 Bank





**CHOCOLATES  
CARAMELS  
FUDGE  
& GIFTS**

*The  
Chocolate  
Gnome*







CHOCOLATES  
CARAMELS  
FUDGE  
& GIFTS

The  
Chocolate  
Gnome



BOOK SALE  
Saturday 10-3  
DISCOVERY CENTER



Village of Osceola , 310 Chieftain St., P.O. Box 217, Osceola, WI 54020  
715-294-3498 www.vil.osceola.wi.us

## Conditional Obstruction Permit Application

Return completed application and supporting documentation to: Village of Osceola, 310 Chieftain St, P.O. Box 217, Osceola, WI 54020. For assistance, please call 715-294-3498.

1. **Requested Approval Period:** From _____ To _____ (dates)  
X Full Year _____ Single Event _____ Series of Events

**Business Name:** The Secret Closet  
**Contact Name:** Chris Powell / Tony Powell  
**Business Address:** 205 N. Cascade St  
**Telephone:** (612) 867-4958  
**E-Mail:** 697734@hotmail.com / Homesbypowell@gmail.com

2. **Applications will not be accepted without the following:**
- Site Plan:** A dimensioned drawing showing the existing building, street lights, street trees, curbs, benches and trash containers along with the proposed location of the fixtures (tables, chairs, benches, planters) and/or signs. The drawing shall be suitable to allow determination of the distance between the proposed fixture/sign and the curb, and the width of the clear passageway remaining on the sidewalk with the proposed fixture/sign in place.
  - Proof of Insurance or a Signed Hold Harmless Agreement:** A certificate of insurance for general liability in the amount of \$500,000 naming the Village of Osceola as additional insured or a Hold Harmless Agreement signed by the business owner indemnifying the Village from any and all claims related to the fixtures and/or signs.  
**Where Applicable, Provide:**
  - Drawing of Proposed Sign:** Photo or drawing must show sign appearance, indicate sign dimensions, materials of construction, colors, ad copy, lettering and other pertinent information. For a changeable sign, note whether slate or plastic and whether chalk or grease pencil is to be used. (see addition sign requirements on reverse side of this application)
  - Photos or Drawings and Description:** Include for any proposed fixtures (tables, chairs, benches, or planters). Size and material construction must be included.

3. **Signature:** [Signature]  
**Date:** 9/20/21

### OFFICIAL USE ONLY:

Action by Village Board: _____ Date: _____

#### **Village Code Section 186-4. Obstructions and Encroachments**

A. Obstructions and encroachments prohibited. No person shall encroach upon or in any way obstruct or encumber any street, alley, sidewalk, public grounds or lands dedicated to public use, or any part thereof, or permit such encroachment or encumbrance to be placed or remain on any public way adjoining the premises of which he or she is the owner or occupant, except as provided in Subsection B.

B. Exceptions. The prohibition of Subsection A shall not apply to the following:

- Goods, wares, merchandise or fixtures being loaded or unloaded which do not extend more than three feet on a sidewalk, provided that such goods, wares, etc., do not remain thereon for more than three (3) hours.
- Racks or platforms for the display of merchandise at least 18 inches above the sidewalk and extending not more than 24 inches from the building to which it is attached.
- Merchandise displays are permitted for a period of up to 48 hours, provided that a clear path of at least five feet in width must be maintained at all times.

C. Conditional obstruction permits.

- Benches, tables, chairs and other fixtures may be placed on sidewalks subject to approval by the Village Board.
- The conditional use may be revoked by the Board at any time for the failure to maintain clear passage or failure to maintain the obstructed sidewalk area.

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#### **Rules/Regulations:**

1. A minimum of 5 feet of sidewalk must be clear at all times.
2. No fixtures or signs may obstruct an entrance to a building or any steps.
3. Fixtures, sidewalk signs and merchandise shall only be displayed during daylight hours when business is open.
4. All fixtures, sidewalk signs and merchandise must be promptly removed when strong winds arise that could threaten stability of said items.
5. All fixtures, sidewalk signs and merchandise must be cleaned and maintained on a daily basis.
6. Fixtures, sidewalk signs and merchandise must not interfere with cross walks or the opening of car doors or with the operation of loading zones.
7. No fixtures may be chained or in any way fastened to boulevard trees, tree guards, signs, street lights or any Village streetscape fixtures.
8. No fixtures, sidewalk signs or merchandise shall interfere with the removal of snow.
9. Sidewalk signs may not contain "dispensing pockets" or be used in any other way to dispense materials such as, but not limited to, menus, sales flyers, advertising brochures, etc.
10. All applicable Village and Building Codes must be followed.



## HOLD HARMLESS AGREEMENT (Conditional Obstruction Permit)

In consideration of being issued a permit for the use of the public right-of-way (hereinafter referred to as the "property") for a temporary obstruction, the undersigned applicant (hereinafter referred to as the "permittee") agrees to indemnify, defend, save and hold harmless the Village, its officers and employees, from any and all claims, lawsuits, damages, and cause of action, which may arise out of the permittee's use of the public right-of-way or the discontinuance of any use.

The undersigned agrees and understands that the use of the property is temporary, on a day to day basis; that the undersigned does not acquire any right, title or interest in such property, that the undersigned may be required by the Village at any time to vacate all or any part of the property, that the undersigned has been given permission to use; that upon demand to vacate such property, the undersigned agrees to promptly remove any personal property placed thereon by the undersigned and to return the property to the same condition that it was in prior to commencement of such use or to reimburse the Village for the cost of removing such property and restoring the property to its prior condition and that the undersigned has no recourse against either the Village or its officers, employees or agents, either for any loss or damage occasioned by his or her being required to vacate all or any part of the property which the undersigned has been granted permission to use.

The undersigned further agrees at all times hereafter to comply with all municipal ordinances, rules and regulations of the Village of Osceola, Wisconsin.

Dated this 20 day of September, 2021

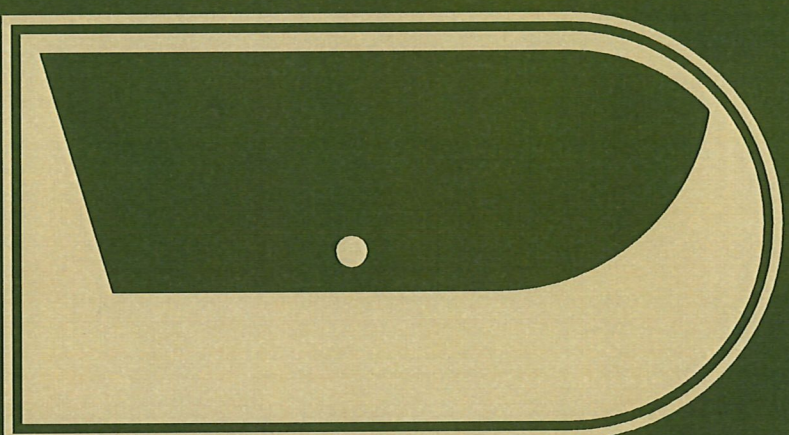
Name of Business: The Secret Closet

Signature of Business Representative: [Signature]

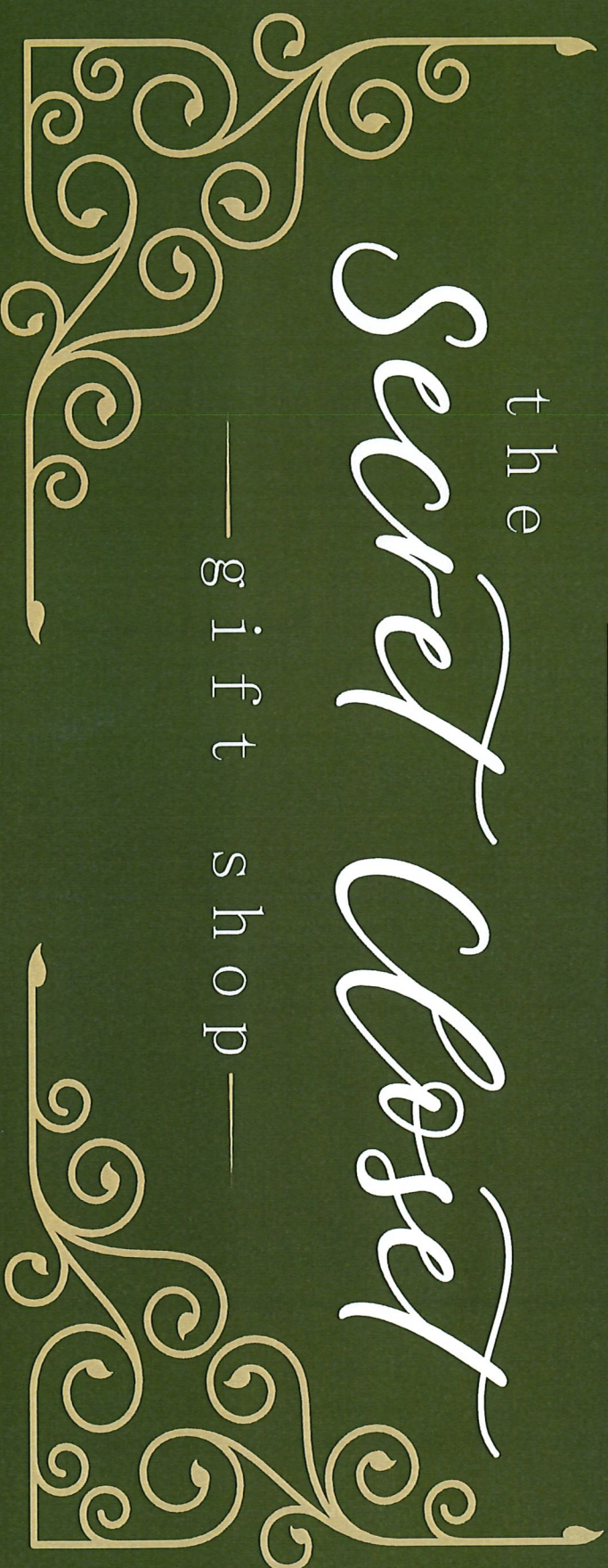
Printed Name of Business Representative: Tony Powell

Title of Business Representative: Owner





the  
*Secret Closet*  
— gift shop —







## Village of Osceola Sign Permit Application

### General Information

Owner's Name <u>Anthony Powell</u>	Owner's Address <u>2021 W Church Rd Star Prairie WI 54026</u>					Phone <u>(763) 238-1344</u>
Project Address <u>205 North Cascade St Osceola</u>	New Sign Setbacks:	Front	Rear	Left	Right	Street Frontage
						Building frontage

### Existing Signs

<input type="checkbox"/> Awning area _____ sq. ft.	<input type="checkbox"/> Canopy area _____ sq. ft.	<input type="checkbox"/> Mansard area _____ sq. ft.
<input type="checkbox"/> Projecting area _____ sq. ft.	<input type="checkbox"/> Wall area _____ sq. ft.	<input type="checkbox"/> Wall area _____ sq. ft.
<input type="checkbox"/> Window area _____ sq. ft.	<input type="checkbox"/> Other area _____ sq. ft.	

Total Area _____ sq. ft.

☐ Pole Mounted Sign area _____ sq. ft.    ☐ Ground Sign area _____ sq. ft.

### Religious, Fraternal or Private Educational Facilities

☐ Ground Sign area _____ sq. ft. (32 sq. ft. limit, limit 2 on corner lot with >175 ft. street frontage)  
Height _____ ft. (6 ft. limit)

☐ Wall Sign area _____ sq. ft. (24 sq. ft. limit, one/building)

### Agricultural

Sign area _____ sq. ft. (Limit of 2 signs, 8 sq. ft. per sign)

### Residential

☐ Subdivision Sign area _____ sq. ft. (32 sq. ft. limit, one per principle entrance, limit 2)

☐ Multi-Family Unit Sign area _____ sq. ft. (24 sq. ft. limit, min. 10 ft. setback, limit 2 on corner lot with >175 ft. street frontage)  
Height _____ ft. (6 ft. limit)

☐ Home Occupation Sign area _____ sq. ft. (limit 2 sq. ft., mount flat against building)

### General B1, B2, I1 & I2

☒ Wall Sign area 32 sq. ft. (must not extend above 2nd story windowsill or roof line - whichever is less)  
Projection _____ in. (limit 10 in.)

☐ Mansard Roof Sign area _____ sq. ft. (no wall sign allowed, May not extend above roof line)

☐ Canopies & Awnings area _____ sq. ft. Extension _____ ft. (limit 5 ft.)  
Distance from curb _____ ft. (minimum 2 ft.)  
Height _____ ft. (min. 8 ft, max. ave. 10 ft.)

☐ Column-mounted area _____ sq. ft. (limit 60 sq. ft., limit 1, no ground sign or projecting sign allowed)  
Clearance _____ ft. (minimum 10 ft.)

☐ Projecting Sign area _____ sq. ft. (limit 9 sq. ft., must not extend above 2nd story windowsill or above roof line - whichever is less)  
Distance from curb _____ ft. (minimum 2 ft.)  
Projection _____ ft. (limit 5 ft.)  
Clearance _____ ft. (minimum 10 ft.)

☐ Ground Sign area _____ sq. ft. (limit 32 sq. ft., no column-mounted or projecting sign allowed)

☒ Window Sign area 8 sq. ft.

Total Area _____ sq. ft.

Total Sign Area = Total existing sign area 0 sq. ft. + Total New Sign Area 32 sq. ft. = 32 sq. ft.



**B1**Sign Height 14 ft. (Not to exceed building height or 45 ft. - whichever is less) Building Height 20 ft.

Total Allowed Area = 3 x Building Frontage _____ ft. + (if corner lot) .25 x (3 x Building Frontage _____ ft.) = _____ sq. ft.

**B2**

Sign Height & Setback Limits	Height 45 ft.	Side 20 ft.	Rear 20 ft.	Front 50 ft.
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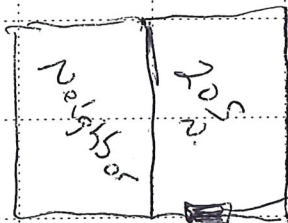
☐ Shopping Center Sign area _____ sq. ft. (limit 150 sq. ft. per face, limit 2 faces, limit 2 per street, one with center name only)

Total Allowed Area = Total allowed area for B1 + area of column-mounted and ground signs = _____ sq. ft.

**I1 & I2**☐ Column-mounted area _____ sq. ft. (limit 150 sq. ft., limit one, no ground sign allowed)☐ Ground Sign area _____ sq. ft. (limit 100 sq. ft., limit one, no column-mounted sign allowed)

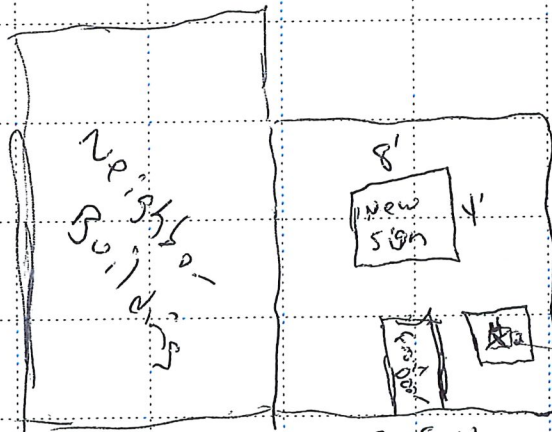
Total Allowed Area = Total allowed area for B1 + area of column-mounted and ground signs = _____ sq. ft.

I agree to comply with all applicable codes, statutes and ordinances and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, expressed or implied on the Village of Osceola or it's agents; and certify that all the above information is accurate. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.

Applicant's Signature [Signature]Date Signed 9/22/21

Sign on front wall over door

Cascade St



2x4 sign in window

205 N. Cascade St

Front Elevation

## Village of Osceola Sign Permit Application Instructions

1. Fill in General Information section.
2. Fill in Existing Signs section.
3. If sign is for a religious, fraternal or private educational facility, fill in the Religious, Fraternal or Private Educational Facilities section.
4. Determine the zoning district the sign will be located in. A zoning map may be obtained at the village hall or on the forms page at [www.hcinspection.com](http://www.hcinspection.com).
5. If zoned agricultural, fill in the Agricultural and Residential sections as they apply.
6. If zoned business, fill in the General B1, B2, I1 & I2 section and the B1 or B2 section.
7. If zoned Industrial, fill in the General B1, B2, I1 & I2 section and the I1 & I2 section.
8. Provide a plot plan showing the location of buildings, existing sign(s) and new sign(s). Make location of new sign(s) clearly distinguishable from existing sign(s).
9. Provide elevation drawings showing location and size of all signs.
10. Provide a clear picture or drawing of new signs indicating size, height, color and design.
11. Return completed application to the Osceola Village Hall:

PO Box 217  
Osceola, WI 54020

If there are any questions please call the Village Hall, 715-294-3498, or the building inspector, 715-268-9233.

**Note: Permit is conditionally approved based on the information provided in the permit application. If inaccuracies in permit application result in a code violation, the permit holder is responsible for any corrections.**









**Library Board of Trustees**  
**Minutes of Regular Meeting September 9th, 2021**

**Trustees Present:** Stephen Bjork, Jeromy Buberl, Amber Krumenauer, Jessica Buberl, Amanda Wicklund, Michele Merritt.

**Trustees Absent:** Betsy Kresmer

**Also present:** Library Director Shelby Friendshuh

President Bjork **called the meeting to order** at 5:32 p.m.

Motion to approve the agenda by Jessica Buberl. Seconded by Wicklund. Motion carried unanimously.

A motion to approve the **Minutes for the August 2021 regular meeting** by Jeromy Buberl. Seconded by Merritt. Carried unanimously.

**Citizens' Comments** – None to report.

**Director's report-** August standard month. Friendshuh has been working on LTC grants. She has taken a community conversation course online. It will be a conversation with Village Board and community to learn more at the village level. Has been working on the Budget. We are applying for a grant for the Center of East Asian Studies. Won't hear back until mid October. Material circulation saw a dip (back to school, last minute vacations). We have added 204 new items to our collection. We were able to place a large book order from a donation from the late Mary Clare Huberty. Book clubs were held this month. Rebekah has an outdoor program for kids called the Wild Kids Big Fun Play Date at Millpond on September 28th. Shelby and Rebekah will also be at Wheels and Wings to promote the library. In August, Cora left and is now working at St. Croix Falls HS. Our intern Kaylen has been working on marketing for the library and will be attending the next board meeting with Shelby.

**Monthly financials-** Slow month as purchasing goes due to employee vacations. Expect to see a big jump. Jeromy Buberl made a motion to approve the monthly financial results, seconded by Jessica Buberl. Carried unanimously.

**Audit and Approved Bills-** Motion to pay the bills by Jeromy Buberl, second by Merritt. Carried unanimously.

**Budget Projection and Draft:** Projection looking good. Looking to put a little extra towards programming and books. Shelby needs to talk over with Ben Krumenauer for employee benefits





### **Library Board of Trustees**

#### **Minutes of Regular Meeting September 9th, 2021**

to clarify why numbers differ from what she estimated. Additional money from Act 150 to go towards our 2022 Budget. Wages include 3% raise mentioned in last meeting. Benefits come from a spreadsheet that Shelby gets from Ben. Equipment and Operating is pretty standard except for MORE contract, more money towards books, \$3,000 in miscellaneous fund (book bike maybe).

**Accessibility Audit Results-** Review of facility to see if it meets ADA standards. Overall, everything looked really good. They noted pipes under the sink that should be padded for wheel chair users. Podium desks, at least to have one lowered to make it more usable for those who may use a wheelchair. Website needs some updating to help with the visually impaired.

**Library Board Representation at Village Budget Meetings:** Friendshuh mentioned that if any board member is interested in any budget meetings any library board members can attend. Next meeting is Tuesday, September 14th after 6:00 PM meeting.

Next regularly scheduled meeting will be October 14th at 5:30 PM virtually and/or in person.

Meeting adjourned at 6:11 PM.

Respectfully submitted by,

Amber Krumenauer  
Library Board Secretary

## Osceola Airport Commission Minutes September 20, 2021

Present: Joel West, Dick Johnson, Pat Lee & Joe Greene

Absent: Max Waddell

Others Present: Benjamin Krumenauer

1. Call the meeting to order - West called the Osceola Airport Commission to order at 4:07 p.m.
2. Approval of the agenda – Motion by Johnson and seconded by Greene to approve the agenda.  
(Vote: Yes – 3, No – 0. Motion Carried)
3. Approval of the August 16, 2021 minutes – Motion by Greene and seconded by Johnson to approve the minutes of the August 16, 2021 meeting.  
(Vote: Yes – 3, No – 0. Motion Carried)

Lee arrived to the meeting at 4:12 pm

4. Invoices for payment – West asked for a brief clarification on one disbursement.
5. Review of Airport Financial Statements – Krumenauer provided an update on the current airport finances.  
No additional action.
6. Airport Manager's Report – Johnson stated that all updates are incorporated into the business items.
7. Other Business
  - a) Wheels & Wings 2021 Update – Lee updated the Commission on the success of the annual event. Items of particular excitement include the ease of installation and dismantling of individual pieces. He was happy that they were all able to close out the event within a few hours. Lee finished up by saying that the event was a bit quieter, but still very well received.  
  
No additional action taken.
  - b) Water/Weeding cart agreement – After additional review, it was felt that the airport should not look into a water cart provided by Phil Mattison. While appreciated, the cart would be difficult to store and the concerns over regular upkeep may cause expenses that are not affordable. The Board directed the airport manager/village to hold off on the use of the cart.  
  
No additional action taken.
  - c) 2022 Budget Discussion – Krumenauer updated the Commission on the 2022 budget process and said that the Village is likely to endorse a budget with the standard \$7,500 allotment for capital expenses. Johnson and Krumenauer will be working on the airport's 2022 budget prep with a planned October approval.  
  
No additional action taken.

- d) 2022 crack fill/seal coat petition to join state contract – West said that he received positive feedback from the state and that a program is feasible. Johnson said that a BOA rep would be coming up to the airport to complete an audit. The site visit will include a detailed review of conditions and look towards various options to maintain the paved surfaces.

Greene asked how the procedure worked within the BOA contract and if the airport/Village would have control over the details. Johnson provided historical context and said that the project has been successful in the past.

No additional action taken.

- e) General discussion on Custom Fire lease agreement & annual snow – a brief discussion was held on local lease contracts with Custom Fire and maintenance agreements with J&S Construction. It was felt that the Village should continue to pursue a new contract with Custom and continue services with J&S.

No additional action taken.

- 8. Other business as permitted by law – Greene mentioned concerns over potential criminal activity on the airport. Johnson stated that there are increasing numbers of coyotes observed in the area. Krumenauer mentioned that the Village will be learning more on a potential event/sports complex discussion and will relay any relevant information as required.
- 9. Adjourn - There being no further items West adjourned the meeting at 5:18 p.m.

Respectfully submitted.

Benjamin Krumenauer, Village Administrator

**VILLAGE OF OSCEOLA  
HISTORIC PRESERVATION COMMISSION SUMMARY OF PROCEEDINGS  
September 29, 2021**

The Historic Preservation Commission of the Village of Osceola met via video and in person on September 29, 2021. Rose called the meeting to order at 6:02 p.m.

Present: Rose, Burch, Rice, Lorenz & Helgeson  
Absent: Viebrock  
Staff present: Administrator Krumenauer

**Approval of agenda**

Motion by Burch and seconded by Rice to approve the agenda.  
(Vote: Yes-5, No-0. Motion Carried)

**Approval of minutes August 11, 2021 meeting**

Motion by Lorenz and seconded by Rice to approve the minutes of the August 11, 2021, meeting.  
(Vote: Yes-5, No-0. Motion Carried)

**Certificate of Appropriateness review for 205 N. Cascade Street (The Secret Closet)**

Krumenauer outlined the discussion which included three components: 1. proposed façade improvements, 2. a proposed 4' x 8' wall and 2' x 4' window sign and 3. a new A-frame sidewalk sign.

After a brief discussion, it was felt that the proposed façade treatment colors of tan, dark tan and muted green would be compliant.

Motion by Rose and seconded by Rice to approve the proposed façade color enhancements  
(Vote: Yes-5, No-0. Motion Carried)

Rice stated that he is concerned over the proposed sign as it is too busy and does not compliment the overall design of the proposed improvements. He went on to state that the color choices do not match.

Rose agreed with that sentiment and went on to say that the sign is too busy and does not clearly define the location.

The signs were reviewed within context of Village Code and were found to be out of alignment with the downtown aesthetic and historic feel of the building and its surroundings.

Lorenz stated his concerns over the sign design including the door feature. He felt that the sign does not fit with the architecture of the building. He also said that if the proposed sign matched the design of the building, he would understand the ask, but as it stands, he is not in support.

Motion by Burch and seconded by Rice to deny the proposed wall/window signage and the A-frame sign with the following findings: 1. The signs do not compliment the aesthetics of the building or downtown, 2. The proposed signs do not properly advertise the use as the name of the business is not the prominent feature, and 3. The proposed A-frame sign, while compliant in design does will not be approved until the overall signage matches the proposed wall/window signs.  
(Vote: Yes-5, No-0. Motion Carried)

The Commission directed Krumenauer to work with the applicant and have them bring back a new proposal for expedited review.

**Conditional Obstruction Permit review for 201 3rd Avenue (The Chocolate Gnome)**

Krumenauer stated that the Chocolate Gnome has purchased a new (compliant) sign and that it will be discussed at a future meeting. He explained that the sign they are proposing is compliant and will hopefully be a formality during the next meeting.

No additional action taken.

**Certificate of appropriateness review for 102 Chieftain Street (Cedar Bend Church)**

Krumenauer described the proposed improvements. Improvements include new front entrance location with awning, improved concrete approach (public and private property) and eventually, a repair of the older entrance and roof line.

A lengthy discussion was had on whether or not the new area would be allowed to have the awning as proposed. Krumenauer stated that the new entrance was originally denied due to the footing requirement and had to be reduced to match the existing features. He stated that the Village Building Inspector is reviewing the proposal and will provide feedback to the Village.

Helgeson showed her appreciation for the proposal and asked what sort of Village concerns there would be for the public area. Krumenauer stated that the proposed paved areas will be maintained by the applicant with the village completing the main walkway areas. He also said that the Village is working with the applicant on proper protection of Village assets including signs, hydrants and services.

After other technical questions and reviews, Rose opened the item for a vote.

Motion by Burch and seconded by Helgeson to approve the Certificate of Appropriateness with the condition that all appropriate building inspector and village permits be acquired.

(Vote: Yes-5, No-0. Motion Carried)

**Any Other Appropriate Items to Discuss**

Krumenauer stated that he will be developing a few guides to help applicants review signage and also an administrative review option for regular, no change, permits.

**Adjourn**

Rose adjourned the meeting at 7:10 pm

Respectfully submitted by:

Benjamin Krumenauer, Administrator

## **ADMIN & FINANCE COMMITTEE PROCEEDINGS**

### **October 1, 2021**

The Administration & Finance Committee of the Village of Osceola met on October 1, 2021 at Village Hall. Chair Bruce Gilliland called the meeting to order at 10:30 a.m.

Present: Gilliland, Deb Rose, Joel West

Staff present: Benjamin Krumenauer, Frances Duncanson

Others present: Lisa Erickson and Ruth Sattler

Motion by West and seconded by Rose to approve the agenda

Ayes-3

Nays-0

Motion carried

#### **Public Forum**

Lisa Erickson, President and Ruth Sattler, Secretary of the Chamber of Commerce/Main Street group gave a presentation on the organization. The pandemic has hurt members and it is difficult to find employees. Chamber membership was reviewed and is currently at 111 for 2021. They are not requesting funding for the Chamber, but for the Main Street organization. Attendance at the Harvest Bazaar was estimated at 2500-2700 people, and it is hard to find volunteers for events like this. There were nine new businesses in Osceola last year and only one store front open downtown right now. \$240,000 in grant and pandemic relief funds went to businesses through the Main Street program. They are trying to create Osceola as a destination resulting in increased property values in the downtown and the Village. They need local support and tourism to develop the downtown. The average municipal contributions (not in kind) is about \$10,000 of communities our size. Osceola does not have a BID. They are seeking adequate annual funding from \$7,500 to \$20,000. This would allow an increase in the position from .7 to 1.00 FTE as it is recommended that for each 100 members, there is one FTE employee. They are asking for an MOU with the Village and funding increased to \$20,000. They may have to decrease events without additional staff and funding.

West asks about what businesses say about creating a BID. Erickson says they are supportive, but it is a scary time for them. It takes time to meet with each business one on one. Rose commented a BID deal with building owners, not necessarily the business owner and to offset owners could raise the rent. Krumenauer estimates \$30-\$40,000 in revenue to those in the district. It is too late to put a BID in place for this tax collection cycle but could be for 2023 revenues. Sattler asks about the process. Krumenauer responds the state has very clear steps. The process would take about three months and needs to get done by August. The BID requires a board which could be comprised of Chamber or Main Street members. The Village could facilitate and provide technical support and guidance; but it is not our initiative. Money generated from the BID goes to the district. They submit work plan and budget to City for what they request. Monies carry forward from year to year. The money needs a purpose, but earmarks are fine.

#### **Discussion and possible action re:**

Motion by Rose and seconded by West to approve the minutes of the September 3, 2021 meeting

Ayes-3

Nays-0

Motion carried

#### **Business Items: discussion and possible action re:**

Motion by West and seconded by Rose to approve A&F Resolution #21-01 in Support of Urban Forestry Grant for \$5,000

Ayes-3

Nays-0

Motion carried

### Village accounting software update

Krumenauer states we are moving forward and have met with Granicus and Civic Systems. Granicus doesn't offer what we are looking for. Civic Caselle can do what we need. We also got a proposal from Workhorse for \$150 an hour for an accounting software reset, but they don't offer what we are looking for. Civic is more state of the art and flexible. If we wanted to, we could add enhancements down the road such as phone apps. It will be more expensive, but we don't have quotes yet. The next step is finish up the RFQ and post. If selected, we could implement by mid to late 2022. There is \$50,000 budgeted in the capital improvement program. Krumenauer reviewed various features of the Civic software.

### Village financial management plan discussion

Krumenauer discussed the charts from Baird that addressed various hypothetical needs of the CIP. This keeps debt capacity at 20% of our borrowing level, about \$2.5 million. The plan features stable mill rates and stable debt service. Utilities were also charted with potential GO bonds. This may be needed due to a large project pending at WCR Biosolids.

### 2022 budget discussion

Krumenauer reviewed changes from the last budget discussion. There is about \$3,168 in the general fund for contingencies. We are waiting for the third quarter utility billing to firm up the utility budget. We have a final payment next year on water debt, this will free up required reserve account held at RCU. We are not anticipating any rate changes in the utility for 2022 and are not looking at impact fees for potential new development in the budget.

Discussion was held on the Main Street request for additional funding. West suggested reviewing the exiting agreement at the next meeting. The previous funding level of \$20,000 in years past was reduced to \$10,000 to allow for in kind contributions. The Village contributes much more than the \$7,500 in the budget, with in kind donations valued at about \$22,000. Going to \$20,000 next year is not possible with our very tight budget. We may be able to use to ARPA funds to slowly increase the contribution. With a new contract or MOU we may be able to achieve consistency regardless of changes in leadership. Main Street is very valuable to the downtown. Other methods to increase their funding possibly could be grants, or formation of a BID instead of transitioning to the budget. The consensus was to discuss if we offer anything more the \$7,500 after reviewing the current contract.

Any other business as permitted by law There was none.

Chair Gilliland adjourned the meeting at 12:19 p.m.

Respectfully submitted by

Frances Duncanson, MMC-WCPC  
Village Clerk

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## GENERAL FUND CHECKING

## ALL Checks

Posted From: 10/08/2021 From Account:  
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Check Nbr	Check Date	Payee	Amount
SWH	10/12/2021	MTA-MY TAX ACCOUNT	2,107.22
62076	5/03/2021	UMB BANK	-9,000.00
62076	5/03/2021	UMB BANK	9,000.00
62251	6/15/2021	UMB BANK	-250.00
62251	6/15/2021	UMB BANK	250.00
62677	10/13/2021	AFLAC	432.04
62678	10/13/2021	BENJAMIN KRUMENAUER	70.00
62679	10/13/2021	BILL'S ACE HARDWARE	75.21
62680	10/13/2021	CAMPION, BARROW & ASSOCIATES	440.00
62681	10/13/2021	CENTURYLINK	1,410.71
62682	10/13/2021	CINTAS	867.69
62683	10/13/2021	CORPORATE WAREHOUSE	499.85
62684	10/13/2021	DICK'S FRESH MARKET	56.57
62685	10/13/2021	DIGGERS HOTLINE	76.56
62686	10/13/2021	ERIC LEHMAN	200.00
62687	10/13/2021	JENNIFER GILLER	150.00
62688	10/13/2021	JENNIFER ROYTEK	30.00
62689	10/13/2021	MIDWEST ONE BANK	1,992.39
62690	10/13/2021	NATIONWIDE TRUST COMPANY, FSB	150.00
62691	10/13/2021	PDI	69.93
62692	10/13/2021	PETERS, BRADLEY	15.22
62693	10/13/2021	REBEKAH PALMER	150.00
62694	10/13/2021	RONALD PEDRYS	138.00
62695	10/13/2021	SHELBY FRIENDSHUH	25.00
62696	10/13/2021	STEVENS ENGINEERS, INC.	175.00
62697	10/13/2021	TANNER REBHAN	50.00
62698	10/13/2021	THE OSCEOLA SUN	485.63
62699	10/13/2021	TIMOTHY GADA	38.46
62700	10/13/2021	VERIZON	354.18
62701	10/20/2021	5 ALARM FIRE AND SAFETY EQUIPMENT, LLC	153.72
62702	10/20/2021	AMAZON.COM	495.29
62703	10/20/2021	BAKER & TAYLOR	2,436.64
62704	10/20/2021	BENJAMIN KRUMENAUER	443.52



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Check Nbr	Check Date	Payee	Amount
62705	10/20/2021	BILL'S ACE HARDWARE	142.48
62706	10/20/2021	COMMERCIAL TESTING LAB.	1,060.00
62707	10/20/2021	CORE & MAIN LP	1,158.94
62708	10/20/2021	DEMCO	846.37
62709	10/20/2021	EMC INSURANCE COMPANIES	8,003.17
62710	10/20/2021	ENERGENECS, INC.	300.00
62711	10/20/2021	EO JOHNSON	264.00
62712	10/20/2021	EO JOHNSON LEASING	213.40
62713	10/20/2021	GERALDINE E ANDERSON VILLAGE LIBRARY	9.00
62714	10/20/2021	GUARDIAN PEST SOLUTIONS, INC.	115.00
62715	10/20/2021	HACH COMPANY	229.89
62716	10/20/2021	HAWKINS INC	9,811.50
62717	10/20/2021	ICMA MEMBERSHIP RENEWALS	738.00
62718	10/20/2021	INDUSTRIAL HEALTH SERVICES NETWORK, INC.	91.80
62719	10/20/2021	JOHNSON BLOCK AND COMPANY, INC.	24,150.00
62720	10/20/2021	MICROMARKETING, LLC	111.98
62721	10/20/2021	MIDWEST ONE BANK	1,400.10
62722	10/20/2021	NORTHERN LAKE SERVICE, INC.	459.50
62723	10/20/2021	RASKA SEWER SERVICE	330.00
62724	10/20/2021	RIVER FALLS PUBLIC LIBRARY	24.99
62725	10/20/2021	SPECTRUM	124.98
62726	10/20/2021	STERICYCLE, INC.	120.87
62727	10/20/2021	TIM BUTTERFIELD DRILLING, INC.	24.00
62728	10/20/2021	VISA	307.01
62729	10/20/2021	WE ENERGIES	487.98
62730	10/20/2021	WEST CENTRAL BIOSOLIDS COMMISSION	28,626.26
62731	10/27/2021	ABT MAILCOM	800.00
62732	10/27/2021	AMAZON CAPITAL SERVICES	2,813.65
62733	10/27/2021	AUTOMATIC SYSTEMS CO	1,184.60
62734	10/27/2021	AXON ENTERPRISE, INC.	71.06
62735	10/27/2021	BILL'S ACE HARDWARE	97.25
62736	10/27/2021	BOYDS OUTDOOR POWER	86.70
62737	10/27/2021	CAPITAL ONE COMMERCIAL	2,642.95

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Check Nbr	Check Date	Payee	Amount
62738	10/27/2021	CARQUEST	37.34
62739	10/27/2021	DAVID D. DANIELSON	300.00
62740	10/27/2021	DELTA DENTAL PLAN OF WISCONSIN	1,368.12
62741	10/27/2021	ERIC LEHMAN	198.52
62742	10/27/2021	FEDERATED CO-OPS, INC.	123.99
62743	10/27/2021	MINNESOTA TRANSPORTATION MUSEUM	40.00
62744	10/27/2021	NEWMAN TRAFFIC SIGNS	748.43
62745	10/27/2021	OFFICE DEPOT	263.73
62746	10/27/2021	OSCEOLA TOWING & REPAIR	200.00
62747	10/27/2021	POLK BURNETT	52.64
62748	10/27/2021	RYAN KENNY	50.00
62749	10/27/2021	SEAL KING	400.00
62750	10/27/2021	STREICHER'S	110.00
62751	10/27/2021	THE POLICE AND SHERIFFS PRESS	32.58
62752	10/27/2021	THOMSON REUTERS - WEST	126.00
62753	10/27/2021	TOWN OF FARMINGTON	500.00
62754	10/27/2021	WISC. DEPT. OF REVENUE	2,100.83
62755	11/02/2021	5 ALARM FIRE AND SAFETY EQUIPMENT, LLC	8,111.95
62756	11/02/2021	ABM	1,360.45
62757	11/02/2021	AFLAC	432.04
62758	11/02/2021	ASSOCIATED BANK GREEN BAY, N.A.	950.00
62759	11/02/2021	ASSOCIATED BANK GREEN BAY, N.A.	402,440.00
62760	11/02/2021	BENJAMIN KRUMENAUER	70.00
62761	11/02/2021	COMMAND CENTRAL	410.00
62762	11/02/2021	DILLON ANNIS	520.00
62763	11/02/2021	EASYITGUYS	4,959.22
62764	11/02/2021	ERIC LEHMAN	200.00
62765	11/02/2021	FRANKIE'S LIVE BAIT & MARINE	718.75
62766	11/02/2021	GENERAL TEAMSTERS UNION	369.00
62767	11/02/2021	GOVOFFICE	3,330.00
62768	11/02/2021	JENNIFER GILLER	150.00
62769	11/02/2021	JENNIFER ROYTEK	30.00
62770	11/02/2021	KIRVIDA FIRE, INC.	12,454.58

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62771	11/02/2021	REBEKAH PALMER	150.00
62772	11/02/2021	RONALD PEDRYS	138.00
62773	11/02/2021	SAFE-FAST, INC.	2,051.40
62774	11/02/2021	SHELBY FRIENDSHUH	25.00
62775	11/02/2021	TANNER REBHAN	50.00
62776	11/02/2021	TIMOTHY GADA	38.46
62777	11/02/2021	UMB BANK	14,000.00
62778	11/02/2021	WEST WISCONSIN INSPECTION AGENCY, LLC	4,174.52
62779	11/02/2021	WI PROFESSIONAL POLICE ASSOCIATION	168.00
62780	11/05/2021	CULLIGAN OF RICE LAKE	9.00
62781	11/05/2021	EO JOHNSON LEASING	208.61
62782	11/05/2021	JENNIFER ROYTEK	637.96
62783	11/05/2021	KWIK TRIP	4,017.86
62784	11/05/2021	LUDVIGSON LAW OFFICE 2014	1,300.00
62785	11/05/2021	OSCEOLA AEROSPORT, LLC	2,208.34
62786	11/05/2021	RALPH TRACY	1,230.30
62787	11/05/2021	SECURIAN FINANCIAL GROUP, INC.	388.91
62788	11/05/2021	WISCONSIN STATE LABORATORY OF HYGIENE	26.00
INV18574	10/14/2021	STATE OF WI - ENVIRONMENTAL IMPROVEMENT FUND	18,404.99
V10132101	10/13/2021	ALBERTS, AMANDA	720.17
V10132102	10/13/2021	BACH, ANDREW	1,917.68
V10132103	10/13/2021	BURROWS, HANNAH	76.41
V10132104	10/13/2021	CARUSO, RICHARD T.	1,586.21
V10132105	10/13/2021	DUNCANSON, FRANCES	1,615.95
V10132106	10/13/2021	FELDTMOSE, MARIE K.	379.16
V10132107	10/13/2021	FRIENDSHUH, SHELBY	1,139.60
V10132108	10/13/2021	GADA, TIMOTHY	1,693.53
V10132109	10/13/2021	GILLER, JENNIFER	1,027.23
V10132110	10/13/2021	HOVERMAN, RICHARD D.	192.20
V10132111	10/13/2021	JACOBS, MICHELLE	320.23
V10132112	10/13/2021	JOHNSON, ANDREW	739.79
V10132113	10/13/2021	KENNY, RYAN	1,609.28
V10132114	10/13/2021	KRENTZ, CARIE	700.33

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Check Nbr	Check Date	Payee	Amount
V10132115	10/13/2021	KRUMENAUER, BENJAMIN	2,457.71
V10132116	10/13/2021	LEHMAN, ERIC M.	1,530.38
V10132117	10/13/2021	LEHMAN, JENNIFER T.	196.65
V10132118	10/13/2021	MALLIN, MICHAEL	1,420.58
V10132119	10/13/2021	MILLER, ANNE	634.19
V10132120	10/13/2021	OLINGER, KAYLEN	180.08
V10132121	10/13/2021	PALMER, REBEKAH S.	725.24
V10132122	10/13/2021	PEDRYS, RONALD W.	2,202.66
V10132123	10/13/2021	PETERS, BRADLEY	1,309.81
V10132124	10/13/2021	REBHAN, TANNER	1,550.43
V10132125	10/13/2021	ROYTEK, JENNIFER L.	1,207.15
V10132126	10/13/2021	SCHILL, JUSTIN	1,252.22
V10132127	10/13/2021	TRACY, DAWN	356.52
V10132128	10/13/2021	TRACY, RALPH E.	1,411.64
V10132129	10/13/2021	WATERS, TODD	1,582.61
V10132130	10/27/2021	ALBERTS, AMANDA	816.72
V10132131	10/27/2021	BACH, ANDREW	1,739.26
V10132132	10/27/2021	BURROWS, HANNAH	76.41
V10132133	10/27/2021	CARUSO, RICHARD T.	1,657.21
V10132134	10/27/2021	DORN CUTLER, PRISCILLA R	231.65
V10132135	10/27/2021	DUNCANSON, FRANCES	1,615.95
V10132136	10/27/2021	FELDTMOSE, MARIE K.	409.05
V10132137	10/27/2021	FRIENDSHUH, SHELBY	1,139.60
V10132138	10/25/2021	GADA, TIMOTHY	1,599.94
V10132139	10/25/2021	GILLER, JENNIFER	1,027.23
V10132140	10/27/2021	HOVERMAN, RICHARD D.	285.46
V10132141	10/27/2021	JACOBS, MICHELLE	228.10
V10132142	10/25/2021	JOHNSON, ANDREW	739.79
V10132143	10/27/2021	KENNY, RYAN	1,561.77
V10132144	10/27/2021	KRENTZ, CARIE	750.72
V10132145	10/27/2021	KRUMENAUER, BENJAMIN	2,457.71
V10132146	10/25/2021	LEHMAN, ERIC M.	1,573.67
V10132147	10/27/2021	LEHMAN, JENNIFER T.	152.95

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V10132148	10/27/2021	MALLIN, MICHAEL	1,453.33
V10132149	10/27/2021	MILLER, ANNE	666.87
V10132150	10/25/2021	MORGEL, JOSHUA J.	41.08
V10132151	10/27/2021	OLINGER, KAYLEN	184.70
V10132152	10/27/2021	PALMER, REBEKAH S.	725.24
V10132153	10/25/2021	PEDRYS, RONALD W.	2,202.66
V10132154	10/25/2021	REBHAN, TANNER	1,512.43
V10132155	10/27/2021	ROYTEK, JENNIFER L.	1,207.15
V10132156	10/27/2021	SCHILL, JUSTIN	1,306.21
V10132157	10/27/2021	TRACY, DAWN	410.13
V10132158	10/27/2021	TRACY, RALPH E.	1,570.96
V10132159	10/27/2021	WATERS, TODD	1,624.67
LNPM35866	10/29/2021	MIDWESTONE	7,634.33
STMT100621	10/18/2021	BP	304.77
WRS Sept 21	10/15/2021	WRS-EFT	19,568.61
SWH 10-27-21	10/27/2021	MTA-MY TAX ACCOUNT	2,019.18
WDC 10-13-21	10/13/2021	GREAT WEST	794.46
WDC 10-27-21	11/01/2021	GREAT WEST	785.62
Grand Total			686,633.01

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Total Expenditure from Fund # 100 - GENERAL	138,041.93
Total Expenditure from Fund # 221 - LIBRARY	18,406.16
Total Expenditure from Fund # 250 - AIRPORT	2,515.27
Total Expenditure from Fund # 275 - OSCEOLA MUNICIPAL COURT	3,652.31
Total Expenditure from Fund # 280 - ROOM TAX	3,330.00
Total Expenditure from Fund # 300 - DEBT SERVICE FUND	253,834.33
Total Expenditure from Fund # 410 - GENERAL CAPITAL FUND	3,623.61
Total Expenditure from Fund # 430 - TIF #2 FUND	2,000.00
Total Expenditure from Fund # 510 - WATER UTILITY	200,720.37
Total Expenditure from Fund # 520 - SEWER UTILITY	60,509.03
Total Expenditure from all Funds	686,633.01