

# VILLAGE OF ELM GROVE

13600 Juneau Boulevard  
Elm Grove, WI 53122

BOARD OF TRUSTEES

Monday, October 24, 2016 \* 7:30 PM \* Court Room

## AGENDA

Roll Call  
Pledge of Allegiance

1. Public Hearing
2. Public comments on any subject without any action, except possible referral to a governmental body or staff member
3. Approval of Agenda
4. Approval of minutes

*Documents:*

[bt092616md.pdf](#)

5. Report of Village President - Neil H Palmer

6. Report of Fire Chief - William Selzer

*Documents:*

[fd sept 2016 report.pdf](#)

7. Report of Police Chief - James Gage

*Documents:*

[pd sept 2016 report.pdf](#)

8. Report of the EMS Director - Dr. Jon Robinson

*Documents:*

[aug 2016 ems report.pdf](#)  
[sept 2016 ems report.pdf](#)  
[ytd.pdf](#)

9. Report of Village Clerk - Mary S Stredni

**A. Review and act on change of date for December Board of Trustees meeting**

Change from December 26 to December 19

**10. Report of Village Manager - David De Angelis**

Update on ongoing projects.

**11. Report of Village Attorney - Hector de la Mora**

**12. Report of Standing Committees**

**A. Plan Commission - Trustee Michalski**

Report on discussion and any action at previous meetings, future agenda items, and upcoming scheduled meetings.

**B. Library Board - Trustee Kujawa**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming scheduled meetings.

**C. Public Works-Utilities - Trustee Kressin**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming scheduled meetings.

**D. Public Safety - Trustee Cornell**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming scheduled meetings.

**E. Legislative - Trustee Domaszek**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming scheduled meetings.

*Documents:*

[lc102016md.pdf](#)

**F. Park and Recreation - Trustee Kujawa**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming scheduled meetings.

*Documents:*

[rc101116md.pdf](#)

**G. Administrative and Personnel - Trustee Michalski**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming scheduled meetings.

*Documents:*

[ap101016md.pdf](#)

**H. Finance and Licensing - Trustee Haas**

Report on discussion and any action taken at previous meetings, future agenda

items, and upcoming scheduled meetings.

*Documents:*

[\*financial comparison 2015-2016 september.pdf\*](#)  
[\*financial report 9-2016.pdf\*](#)

**1. Review and act on operator license renewal and new operator license applications**

*Documents:*

[\*clerk memo 102116.pdf\*](#)

**2. Review and act on change of premise for Wall Street Drink Exchange**

**3. Review and act on change to purchase card policy**

*Documents:*

[\*memo pcard policy updated 10-16.pdf\*](#)  
[\*card policy updated 10-16.pdf\*](#)

**4. Review and act on vouchers**

*Documents:*

[\*voucher list 102416.pdf\*](#)  
[\*9-2016ach.pdf\*](#)  
[\*library sept 2016.pdf\*](#)  
[\*library 10 2016.pdf\*](#)  
[\*library chase 10 2016.pdf\*](#)  
[\*chase 10 2016.pdf\*](#)  
[\*ap 10 2016.pdf\*](#)

**13. Other Business**

**14. Adjourn**

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires that the meeting or materials for the meeting has to be in an accessible location or format must contact the Village Clerk, Mary S. Stredni, at 262-782-6700 or 13600 Juneau Boulevard by 3:00 PM Friday prior to the meeting so that any necessary arrangements can be made to accommodate your request.

NOTICE: It is possible that members of, and possibly a quorum of, other governmental bodies of the Village may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to in the above notice.

**VILLAGE OF ELM GROVE  
BOARD OF TRUSTEES  
September 26, 2016**

Present: President Palmer, Trustees Haas, Cornell, Michalski, Domaszek, Kressin, and Kujawa.

Also Present: Village Manager David De Angelis, Village Clerk Mary Stredni, Zoning/Planning Administrator Tom Harrigan, and Attorney de la mora, and press, members of the public.

Roll Call - President Palmer brought the meeting to order at 7:35 p.m. Mary Stredni took the roll.

Pledge of Allegiance - President Palmer led the Pledge of Allegiance.

1. No Public Hearing.

2. Public Comment

Mary Inden– 14745 Watertown Plank Rd. Elm Grove Business Association Holiday Open House is November 11 and 12.

Spencer Hutchinson – 1005 N 124<sup>th</sup> St. Voiced concern that the person who owns his building is renting out a room on a very short term. Basis; sometimes for one day. Opined being run as a motel and the Village should not allow. President Palmer verified that Mr. Hutchinson is requesting that the Village change the ordinance in regard to motels. Attorney de la mora stated that he is in the process of finalizing an ordinance amendment to go before the Legislative Committee. Urged Mr. Hutchinson to speak with the landowner.

As there were no more comments, President Palmer closed the public comments.

3. Agenda

Trustees Kujawa and Kressin moved and seconded to approve the agenda. Motion carried.

4. Minutes

Trustees Domaszek and Michalski moved and seconded to approve the August 22, 2016 minutes. Motion carried. Trustees Michalski and Kressin moved and seconded to approve the August 29, 2016 minutes. Motion carried.

5. Report of the Village President

A. President Palmer and Trustee Kressin moved and seconded to approve appointments: Administrative and Personnel – remove Trustee Cornell and add Trustee Domaszek; Plan Commission – remove Wayne Higgins and add James Jodie. Motion carried.

B. President Palmer and Trustee Michalski moved and seconded to approve Resolution 092616A Transportation Investment Coalition – JustFixitWI. Motion carried.

6. Fire Department – in binder

7. Police Department- in binder

8. EMS report - in binder

9. Report of the Village Clerk

Next Election is November 8, 2016. Absentee voting in person begins October 24, 2016 during regular business hours.

10. Report of the Village Manager

A. Trustee Kressin moved to approve the Services Agreement with the Elmbrook Humane Society with an addition to 3.11- Take into custody an animal if the owner has become incapacitated due to illness, accident, death, or abuse. Trustee Domaszek seconded. Motion carried.

- B. Trustees Haas and Kressin moved and seconded to approve Resolution 092616C Authorize Submittal for Forestry Grant. Motion carried.
- C. De Angelis noted that Watertown Plank Road Bridge will open at 8:00 a.m. on Tuesday September 27<sup>th</sup>.

11. No Report of the Village Attorney

12. Standing Committees

- A. Plan Commission  
Trustees Kujawa and Michalski moved and seconded to approve the CSM for 600 Kurtis Drive contingent upon signature of surveyor. Motion carried.
- B. Library Board  
Trustee Kujawa noted that FOEGL will sponsor the Elm Grove Reads program next year featuring the book *Ordinary Grace* by William Kent Krueger.
- C. Public Works/Utilities
  - 1. Trustees Kressin and Domaszek moved and seconded to approve the Declaration of Perpetual Easement for Public Sidewalk Purposes (EGV1111014). Motion carried.
  - 2. Trustees Kressin and Haas moved and seconded to approve the Cross Access Agreement for 13390 Watertown Plank Road with the correction of spelling for owner Tony RINK on page 3. Motion carried.
- D. No Public Safety
- E. No Legislative Committee
- F. Park and Recreation Committee  
Trustee Kujawa noted that the committee is reviewing plans for a potential splash pad.
- G. No Administrative and Personnel
- H. Finance and Licensing
  - 1. Dance Hall License – Trustees Haas and Michalski moved and seconded to approve a Dance Hall license for MDG Hospitality dba Wall Street Drink Exchange at 890 Elm Grove Road. Motion carried.
  - 2. New operator licenses – Trustees Haas and Kujawa moved and seconded to approve new licenses for Dawncia Shaw and Seth Rattan. Motion carried.
  - 3. Resolution amending 2016 budget – Trustees Haas and Michalski moved and seconded to approve Resolution 092616B Amending 2016 Budget. Motion carried.

4. Trustees Haas and Kressin moved and seconded to approve the following vouchers:

ACH – August	839,182.12
AP August	128,338.19
Library Sept 2016	6,785.19
Chase – Library Sept 2016	2,212.77
Chase – Sept 2016	18,990.56
AP Sept 2016	377,338.46
 Total	 1,372,847.29

Motion carried.

13. Other business  
None

14. Adjourn  
Trustees Kujawa and Domaszek moved and seconded to adjourn at 8:37 p.m. Motion carried.

Respectfully submitted,  
Mary S Stredni, Village Clerk

DRAFT

## Fire Department Village Board Report Narrative

Month: September 2016

Activities for the Month: The 18 activities for the month included meetings, equipment and station maintenance, records management, work details and trainings.

Training and maintenance:

- Meter training
- Extrication power unit training
- SCBA training
- Search and rescue training
- Equipment Maintenance

Projects and other events:

- Public Relations at the Methodist Church
- Fire Prevention presentation at the Lutheran School
- Fire Prevention presentation at St. Mary's School

Calls for Service: There were 7 calls for service comprised of: 2 vehicle accidents, 1 sparking electrical switch, 1 CO call – low battery, 1 arching power line, 1 overheated battery pack, and 1 false alarm caused by cooking.

Year to date the calls: Calls are 8 behind and false alarms are even compared to last year at this time.

Respectfully Submitted,

William L. Selzer  
Fire Chief, Elm Grove Volunteer Fire Department

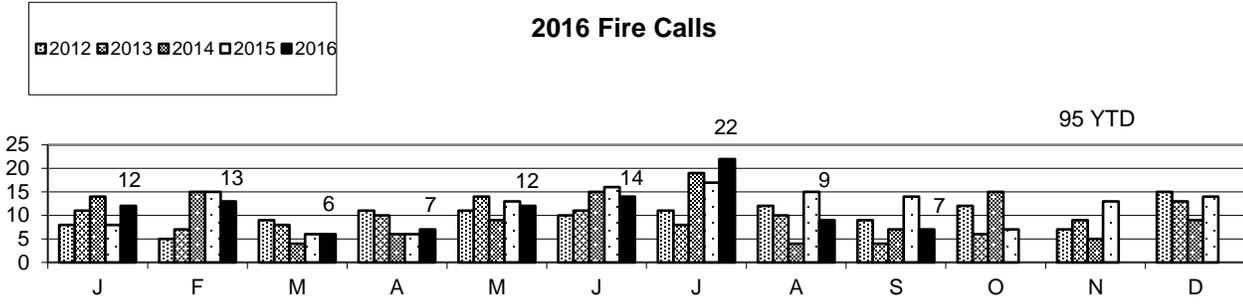
Elm Grove Fire Department Activities for Month								Month:	Sep-16
Activity No.	Activity Date	Day of the Week	Activity Time	Activity Hours	Type of Activity	Description of Activity	Members Attended	Man Hours	
1	9/1/16	Thursday	11:35	2.8	Database	Records Maintenance	1	2.75	
2	9/1/16	Thursday	14:15	1.3	Database	Records Maintenance	1	1.25	
3	9/2/16	Friday	9:30	1.0	Training	Gas Meter & Extrication Power Unit	2	2.00	
4	9/3/16	Saturday	16:30	1.5	Database	Records Maintenance	1	1.50	
5	9/4/16	Sunday	20:00	1.5	Database	Records Maintenance	1	1.50	
6	9/6/16	Tuesday	19:00	0.8	Meeting	Monthly Department Business Meeting	21	15.75	
7	9/7/16	Wednesday	7:00	3.3	Drill	New SCBA Use	7	22.75	
8	9/10/16	Saturday	15:30	1.3	Public Relations	Community Methodist Church	3	3.99	
9	9/12/16	Monday	10:15	1.6	Database	Records Maintenance	1	1.58	
10	9/13/16	Tuesday	19:00	1.5	Training	New SCBA	18	27.00	
11	9/17/16	Wednesday	17:15	1.8	Database	Records Maintenance	1	1.75	
12	9/20/16	Tuesday	20:00	0.5	Work Detail	Air Quality Test	1	0.50	
13	9/20/16	Tuesday	19:00	2.0	Training	New SCBA Search & Rescue, Ladders	16	32.00	
14	9/27/16	Tuesday	9:45	0.8	Fire Prevention	E.G. Lutheran School	1	0.75	
15	9/27/16	Tuesday	19:00	2.0	Work Detail	Equipment Maintenance	16	32.00	
16	9/28/16	Wednesday	8:45	1.5	Fire Prevention	St. Mary's School	3	4.50	
17	9/28/16	Wednesday	15:20	0.9	Database	Records Maintenance	1	0.92	
18	9/29/16	Thursday	11:50	1.6	Database	Records Maintenance	1	1.58	
<b>Total Activity Man Hours for the Month</b>									154.07
Department Activity Summary and Statistics									
Monthly	Year to Date	Month Act.	Av. Hours	Year to Date		Monthly Activity	Year to Date	Year to Date	
Activities	Activities	Hours	per Activity	Activity Hours		Attendance	Attendance	Man Hours	
18	157	27.4	1.52	325.0		96	1119	2271.78	
Elm Grove Fire Department Calls for Service for Month									
Call No.	Date of Call	Day of Week	Time of Call	Hours Out	Type of Alarm	Alarm Description and Incident Address	Members Responded	Members Man Hours	
1	9/6/16	Tuesday	10:02	0.47	Sparking Wall Switch	1045 Terrace Dr.	17	7.99	
2	9/13/16	Tuesday	18:22	0.22	False Alarm	14240 Hillside Rd.	17	3.74	
3	9/17/16	Saturday	12:22	0.57	Overheated Battery Pack	1250 Fairhaven Blvd.	9	5.13	
4	9/20/16	Tuesday	7:11	0.43	CO Alarm (Battery)	14605 Juneau Blvd.	13	5.59	
5	9/21/16	Wednesday	8:30	0.20	Arcing Power Lines	14905 Gebhardt Rd.	12	2.40	
6	9/23/16	Friday	17:15	0.47	Vehicle Accident	Pilgrim Pkwy. & Westover Rd.	13	6.11	
7	9/26/16	Monday	18:55	0.58	Vehicle Accident	Bluemound Rd. & Sunnyslope Rd.	10	5.80	
Department Call Summary and Statistics									
Alarms for the Month	Year to Date Alarms	Last Y.T.D. Alarms	Alarm Difference	Hours Out	Average Hours Per Call	Average Minutes per Call	Members Responded	Members Man Hours	
7	102	110	-8	2.9	0.42	25.2	91	36.76	
			-7%						
	Year to Date False Alarms	Last Y.T.D. False Alarms	False Alarms Diff.		Year to Date Activity + Alarm Man Hours	Current Membership Roster	Year to Date Responded	Year to Date Man Hours	
	30	30	0		3148.61	43	1232	876.83	
			0%						
					Monthly Average Response per Alarm	Monthly Average Man Hours per Alarm	YTD Av. Responded per Alarm	YTD Av. Man Hours per Alarm	
					13.00	5.25	12.08	8.60	
Current Month Calls For Service and Statistics									
No. of Alarms	Types of Alarm this Month			Alarm Times of Occurrence		Year to Date Alarm Times of Occurrence		% of YTD Alarm Times	
2	Vehicle Accident			3 Daytime Alarms 7:00am-3:30pm		39		38.2%	
1	Sparking Wall Switch			3 Week Night Alarms 3:30pm-7:00am		47		46.1%	
1	CO Alarm			1 Week End Alarms Sat. 7:00am-Mon. 7:00am		16		15.7%	
1	Arcing Power Lines			7 Total Alarms this Month		102		100%	
1	Overheated Battery Pack								
1	False Alarm								
7	Total Alarms this Month								

Fire Calls							Avg. Response Time						
M/Yr	2011	2012	2013	2014	2015	2016	M/Yr	2011	2012	2013	2014	2015	2016
J	7	8	11	14	8	12	J	12.00	6.55	6.46	5.97	8.92	6.37
F	16	5	7	15	15	13	F	5.23	4.87	4.77	8.48	6.30	6.87
M	9	9	8	4	6	6	M	6.20	4.30	5.75	5.45	7.00	6.20
A	10	11	10	6	6	7	A	5.43	6.57	8.53	5.93	6.28	9.35
M	9	11	14	9	13	12	M	7.15	7.23	5.83	5.91	7.05	6.53
J	15	10	11	15	16	14	J	4.83	7.50	8.00	6.03	5.92	6.52
J	10	11	8	19	17	22	J	4.00	5.33	5.72	5.80	5.90	9.06
A	12	12	10	4	15	9	A	9.12	5.08	8.05	6.15	6.17	7.37
S	10	9	4	7	14	7	S	4.87	4.07	5.00	6.05	7.38	6.34
O	5	12	6	15	7		O	4.70	5.43	5.14	6.36	6.50	
N	10	7	9	5	13		N	3.35	6.22	6.92	6.00	6.28	
D	8	15	13	9	14		D	5.85	7.40	6.90	5.97	6.32	
Total	121	120	111	122	144	102	Total	5.92	5.99	6.62	6.18	6.67	7.18

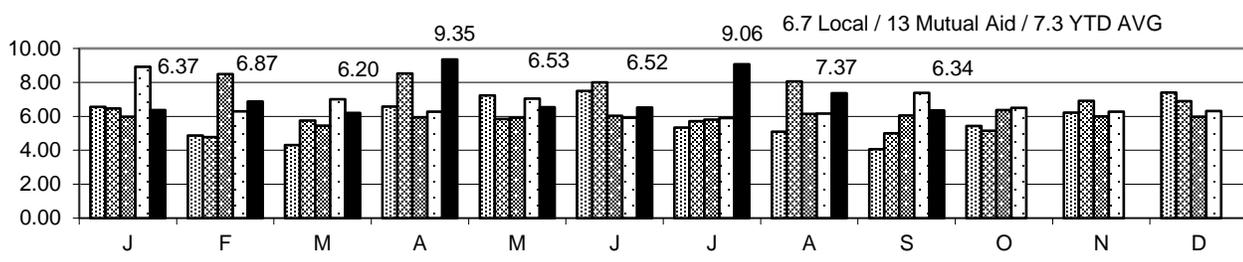
Average Turnout						
M/Yr	2011	2012	2013	2014	2015	2016
J	14.4	16.6	15.8	11.4	14.0	12.4
F	14.1	13.8	14.9	12.7	11.9	13.4
M	12.2	12.0	14.3	16.3	13.0	13.2
A	14.0	12.2	14.8	13.3	15.2	13.0
M	11.2	15.7	14.5	16.6	13.4	12.5
J	13.7	12.3	11.7	13.4	12.9	11.4
J	11.2	12.2	15.0	11.5	13.2	12.9
A	11.8	13.5	12.0	16.0	13.8	13.1
S	13.7	11.0	15.3	13.6	12.9	13.0
O	11.2	15.7	16.3	14.1	9.9	
N	12.6	18.1	16.0	11.8	13.2	
D	15.3	15.8	12.5	13.7	12.6	
Total	13.0	14.1	14.2	13.7	13.0	12.8

Activity Hours							Call Hours						
M/Yr	2011	2012	2013	2014	2015	2016	M/Yr	2011	2012	2013	2014	2015	2016
J	211.0	442.0	300.8	197.4	208.8	248.7	J	62.1	186.4	139.8	70.1	112.4	91.7
F	171.3	356.6	283.6	211.5	255.9	205.4	F	147.5	47.7	56.0	234.5	95.3	81.6
M	415.3	301.5	267.5	230.8	375.6	261.5	M	84.4	61.2	54.6	50.7	62.0	61.4
A	273.8	321.8	292.0	268.7	243.2	195.5	A	266.5	323.9	113.6	63.8	36.5	100.1
M	383.0	312.8	383.8	267.5	340.7	344.2	M	91.8	125.7	88.0	52.6	136.7	126.2
J	275.3	234.6	242.0	195.1	411.2	156.0	J	134.7	59.6	91.3	105.4	110.0	100.7
J	329.4	278.0	395.2	268.6	302.9	238.6	J	70.9	117.4	50.4	167.4	186.8	201.3
A	326.3	239.0	421.8	206.8	195.6	467.8	A	175.6	80.7	117.3	28.0	142.6	77.1
S	257.3	370.3	229.6	273.5	253.2	154.1	S	48.4	60.7	21.4	70.2	136.9	36.8
O	342.0	414.8	514.4	239.5	220.7		O	19.1	258.0	78.4	147.4	36.0	
N	276.6	152.5	321.4	200.5	236.7		N	54.3	161.8	80.3	48.6	103.1	
D	277.3	328.2	351.9	379.6	355.3		D	57.8	154.9	360.6	21.8	99.0	
Total	3538.6	3752.0	4003.9	2939.4	3399.7	2271.8	Total	1212.9	1638.0	1251.5	1060.4	1257.2	876.9

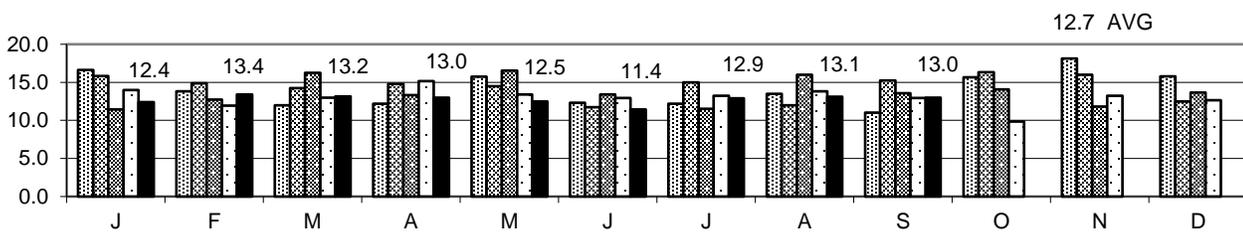
### 2016 Fire Calls



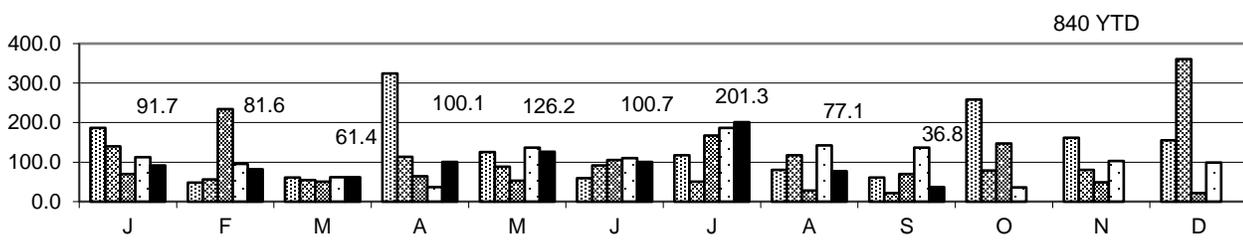
### Average Response Time (Minutes)



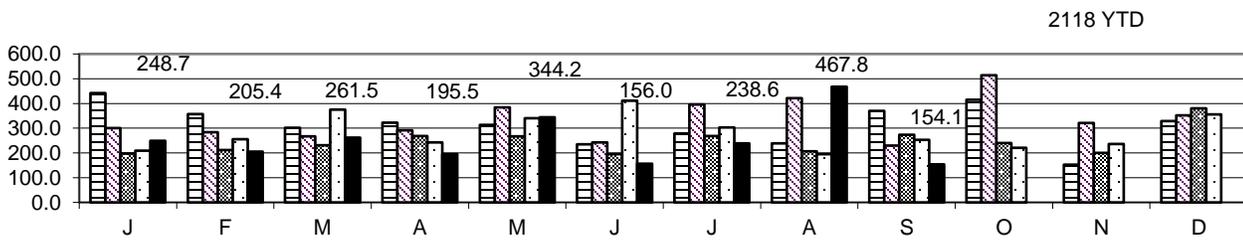
### Average Turnout



### Fire Call Man Hours



### Activity Man Hours



# ELM GROVE POLICE DEPARTMENT

## Monthly Report

September 2016

	THIS MONTH	THIS YEAR TO DATE	LAST YEAR TO DATE
<b>MISCELLANEOUS ACTIVITY:</b>			
BUSINESS CHECKS	1,201	15,343	19,797
TAVERN CHECKS	15	51	23
VACANT HOME CHECKS	41	740	771
FORFEITURES & FEES COLLECTED	\$18,982.35	\$220,422.81	\$222,051.76
<b>K-9 DEPLOYMENT:</b>			
Searches and Tracks	0	0	0
Public Relations	0	0	0
DEPLOYMENT TOTAL	0	0	0
<b>OVERTIME HOURS EXPENDED:</b>			
Dispatcher Carryover	117.25	564.25	290.50
Officer Carryover	48.00	804.50	620.00
Court	2.00	84.00	87.50
Meetings/Conferences	5.00	15.50	31.50
Report Writing	19.50	40.00	62.00
Training	48.50	347.00	507.00
Investigation	6.50	61.00	150.00
Prisoner Process	5.50	34.50	33.00
Crime Prevention	0.00	61.00	57.00
Miscellaneous	0.00	33.50	27.00
OVERTIME HOURS TOTAL	252.25	2,045.25	1,865.50
<b>911 CALLS RECEIVED:</b>			
EMERGENCY	26	207	169
NON-EMERGENCY	15	123	152
MALFUNCTIONS	0	0	2
VERIFICATIONS	13	170	113
TESTS	1	29	45
TOTAL	55	529	481



**ELM GROVE POLICE DEPARTMENT  
MONTHLY REPORT  
Call for Service Total Activity**



**1/1/2016 - 9/30/2016**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
911 Verify	9	17	14	18	29	30	30	31	23	201
911/TDD Test	12	5	4	3	2	2	1	2	1	32
Abandoned Vehicle	1	1	2	0	1	0	0	1	0	6
Accident-Deer/F/PI/PDO	0	0	0	0	0	2	2	1	0	5
Accident-Pedestrian F/PI/PDO	0	0	0	0	0	0	0	2	0	2
Accident-Personal Injury	3	1	1	4	2	4	5	2	6	28
Accident-Property Damage On	12	10	21	8	15	12	14	17	10	119
Accident-Unknown	0	1	0	1	1	0	0	1	2	6
Alarm Business	5	3	8	8	11	9	7	7	6	64
Alarm Residential	5	3	3	3	5	3	9	10	8	49
Ambulance Request	14	18	18	18	24	30	19	23	22	186
Animal Bite Dog/Cat	1	1	0	0	0	2	0	0	1	5
Animal Complaint	10	9	15	15	16	16	10	11	4	106
Area Check	3	4	6	8	5	4	9	12	6	57
Assist Invalid	1	0	1	2	6	0	3	7	2	22
Assist Other Ambulance Servic	1	2	1	0	1	2	1	0	1	9
Assist Other Fire Department	1	0	1	2	1	0	2	3	0	10
Burglary	1	0	1	0	1	1	2	0	0	6
Burning Complaint	0	2	0	3	0	1	1	0	0	7
CDTP	1	0	1	1	2	2	2	3	2	14
Community Relations	14	8	18	18	13	2	2	6	3	84
Court Order Vios/TRO/DOM/IN	0	0	0	0	0	2	0	1	1	4
Death Investigation	1	0	0	1	0	0	0	1	0	3
Disabled Vehicle	19	14	15	11	24	20	18	16	17	154
Disorderly Conduct	3	1	0	1	2	4	4	0	4	19
Domestic Dispute	0	1	1	1	0	0	2	0	0	5
Duty Injury	1	0	0	0	0	0	0	2	0	3
Extra Patrol Request	0	4	3	5	4	6	5	5	7	39
Fight	0	0	1	0	1	1	0	0	0	3



# ELM GROVE POLICE DEPARTMENT

## MONTHLY REPORT

### Call for Service Total Activity



**1/1/2016 - 9/30/2016**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
Fire Alarm	4	6	1	4	3	4	3	1	0	26
Fire Department Call	4	4	4	2	3	8	10	0	4	39
Fireworks Complaint	0	0	0	0	0	1	4	0	0	5
Fugitive Warrants All	0	1	0	1	2	0	1	0	0	5
Gas Skip	0	0	0	1	0	0	0	0	0	1
Harassment	0	0	0	2	1	4	1	1	1	10
Help-Miscellaneous	0	0	0	0	0	0	1	0	3	4
Liquor Law	0	0	0	0	0	0	1	0	0	1
Lockout	7	3	2	7	7	7	4	8	3	48
Lost Property	0	0	2	1	1	4	0	0	1	9
Missing Person	0	1	0	1	1	1	1	1	0	6
Mutual Assist to other PD	7	7	3	6	5	5	10	10	4	57
Noise Complaint	0	0	0	0	1	4	2	1	1	9
Open Door/Window Business	7	7	4	10	16	14	8	18	13	97
Open Door/Window Residence	0	1	6	3	1	1	1	4	0	17
Ordinance Violation	6	6	3	11	10	4	5	10	3	58
Parking Complaint	9	1	2	1	3	6	2	3	3	30
Patrol Info	4	4	7	2	4	3	5	8	3	40
Prisoner Transport	0	0	0	0	1	0	0	0	0	1
Public Accident	0	0	0	0	1	0	1	0	0	2
Public Service	45	35	35	36	56	58	55	57	48	425
Recovered Property	2	4	5	3	4	5	7	4	2	36
Request Mutual Aid for Fire De	0	0	0	0	0	0	1	0	0	1
Request Mutual Aid for Police	8	2	9	6	4	7	10	8	9	63
Request Mutual Aid-Ambulanc	3	0	0	0	0	0	1	1	0	5
Robbery	0	1	0	0	0	0	0	0	0	1
Sex Offense	0	0	0	0	1	0	1	0	0	2
Speed Trailer Deployment	0	0	0	0	1	2	2	1	1	7
Suspicion-General	12	12	15	12	14	19	19	7	27	137
Suspicious Person	5	4	3	5	6	9	11	11	12	66



**ELM GROVE POLICE DEPARTMENT  
MONTHLY REPORT  
Call for Service Total Activity**



**1/1/2016 - 9/30/2016**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
Suspicious Phone Call	1	2	5	2	2	2	3	1	2	20
Suspicious Vehicle	7	10	9	8	10	23	17	24	11	119
Tavern/Tobacco Check	0	1	1	1	14	13	3	3	15	51
Test Call	0	0	1	0	0	0	0	0	1	2
Theft	14	16	10	16	12	7	12	3	9	99
Traffic Complaint	6	11	4	8	7	11	11	16	9	83
Traffic Counter Deployment	0	0	0	0	1	0	1	0	0	2
Traffic Hazard	8	10	19	17	15	19	24	7	3	122
Traffic Stop	208	320	267	303	244	285	244	396	385	2,652
Trespassing	0	0	1	0	1	1	0	2	0	5
Weather Alert/Warning	0	0	0	4	1	1	4	3	3	16
Zoning Complaint	0	0	0	0	0	0	0	1	0	1
<b>Total</b>	<b>485</b>	<b>574</b>	<b>553</b>	<b>604</b>	<b>619</b>	<b>683</b>	<b>634</b>	<b>774</b>	<b>702</b>	<b>5,628</b>

<u>CAD Dispositions</u>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
	0	0	0	1	0	0	1	0	1	3
<b>All Other Dispos</b>	<b>387</b>	<b>452</b>	<b>442</b>	<b>446</b>	<b>494</b>	<b>518</b>	<b>484</b>	<b>580</b>	<b>485</b>	<b>4,288</b>
<b>Verbal Warning</b>	<b>98</b>	<b>122</b>	<b>111</b>	<b>157</b>	<b>125</b>	<b>165</b>	<b>149</b>	<b>194</b>	<b>215</b>	<b>1,336</b>
<b>Written Warning</b>	<b>0</b>	<b>1</b>	<b>1</b>							
<b>Total</b>	<b>485</b>	<b>574</b>	<b>553</b>	<b>604</b>	<b>619</b>	<b>683</b>	<b>634</b>	<b>774</b>	<b>702</b>	<b>5,628</b>



# Elm Grove Police Department

## MONTHLY REPORT



### Case Activity based on CFS Management Codes

**\*\* For official use only \*\***

<b>CASES by CFS CODES</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
Assault	0	0	0	0	0	0	0	1	1	2
Attempt Burglary-Residence UNKNOWN	0	0	0	0	0	0	0	0	1	1
Bail-Personal Recog	0	0	0	0	0	0	0	1	0	1
Burglary No Force Residence UNKNOWN	0	0	0	0	1	0	0	0	1	2
Burglary-Forced Residence NIGHT	0	0	1	0	0	0	0	0	0	1
Burglary-No Force NonResidence DAY	1	0	0	0	0	0	0	0	0	1
Burglary-No Force Residence DAY	0	0	0	0	0	0	2	0	0	2
Burglary-No Force Residence NIGHT	0	0	0	0	0	1	0	0	0	1
Carry Concealed Weapon	1	0	0	1	0	0	0	1	0	3
Cocaine-Possession	0	0	0	0	1	1	0	0	1	3
Commitment:Chapt 51	1	3	0	0	0	0	0	0	1	5
Damage Property	0	0	0	0	0	0	0	1	0	1
Damage Property-Business	0	0	0	0	0	0	0	1	0	1
Damage Property-Private	0	0	1	0	0	0	0	1	1	3
Death:Natural/Accidental	2	1	0	1	0	1	0	1	0	6
Disorderly Conduct	0	0	0	2	2	0	3	0	0	7
Disorderly Conduct:Fighting	0	0	0	0	0	1	0	0	0	1
Drive Under Influence-Drugs	1	0	1	1	1	0	0	1	1	6
Drive Under Influence-Liquor	5	3	3	0	2	2	2	3	3	23
Flight to Avoid	0	0	1	0	0	0	0	0	0	1
Forgery of Checks	1	0	0	0	0	0	0	0	2	3
Fraud	1	1	3	4	1	2	0	1	4	17
Fraud-By Wire	0	1	0	0	0	0	0	0	0	1
Fraud-Illeg Use Credit Card	1	5	0	2	1	3	3	1	0	16
Fraud-Imperson	0	1	1	1	0	0	0	0	0	3
Hit and Run	0	1	2	1	2	1	2	2	1	12
Informational Report/All Other	7	5	3	4	6	6	7	3	4	45



# Elm Grove Police Department

## MONTHLY REPORT



### Case Activity based on CFS Management Codes

**\*\* For official use only \*\***

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
Liquor Laws: Tavern Violatons (Bartender, Ope	0	0	0	0	4	3	0	0	3	10
Liquor: Underage Possession	0	1	0	0	0	0	0	0	0	1
Lost Property	0	0	0	1	1	1	0	1	0	4
Marijuana-Possession	1	0	2	3	0	2	3	1	1	13
Missing Person:Adult	0	0	0	0	0	1	0	0	0	1
Missing Person:Juvenile	0	0	0	0	1	0	0	0	0	1
Mutual Aid	1	0	1	0	0	1	0	1	1	5
MV Accident-Personal Injury	4	1	1	3	2	5	4	2	4	26
MV Accident-Property Damage Only	7	7	13	6	13	10	13	14	11	94
Narcotic Equip-Possession	1	0	0	0	0	0	0	0	0	1
Obstructing Police	1	1	0	1	0	0	0	2	0	5
Ordinance/Zoning Violation	2	0	0	0	0	4	1	0	1	8
Parole Violation	0	0	1	0	0	0	0	0	0	1
Passing Counterfeit	0	0	0	0	1	1	0	0	0	2
Probation Violation	0	0	1	0	0	0	0	0	0	1
Recovered Property	3	3	4	5	4	4	8	4	2	37
Resisting Officer	0	0	1	0	0	0	0	1	1	3
Retail Theft \$50-\$200	2	1	2	0	0	0	2	0	0	7
Retail Theft <\$50	1	0	0	3	1	0	0	0	0	5
Retail Theft >\$200	0	0	0	0	0	0	0	0	2	2
Robbery-Banking Type Institution	0	1	0	0	0	0	0	0	0	1
Sex Asslt	0	0	0	0	1	0	0	0	0	1
Stat Rape-No force	0	0	0	0	0	0	1	0	0	1
Theft-All Other \$50-\$200	1	2	1	1	0	0	3	0	0	8
Theft-All Other<\$50	2	0	1	2	2	1	0	1	1	10
Theft-All Other>\$200	4	1	0	1	1	1	0	0	1	9
Theft-Bicycle>\$200	0	0	0	0	0	0	1	0	0	1
Theft-From Building \$50-\$200	0	0	1	0	0	0	0	0	0	1



# Elm Grove Police Department

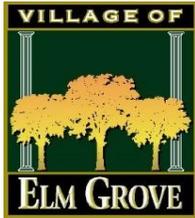
## MONTHLY REPORT



### Case Activity based on CFS Management Codes

**\*\* For official use only \*\***

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
Theft-From Building<\$50	0	0	0	0	0	1	0	0	0	1
Theft-From Building>\$200	0	0	0	0	1	0	0	0	0	1
Theft-From Motor Vehicle<\$50	0	0	0	0	4	0	0	0	0	4
Theft-From Motor Vehicle>\$200	1	0	0	0	0	0	0	0	0	1
Traffic Offense	2	5	0	2	0	2	3	3	3	20
Trespassing	1	0	0	0	0	0	0	1	0	2
Vehicle Theft	0	1	0	1	0	0	0	0	2	4
Void	3	4	1	0	0	0	3	1	0	12
Void:No Case	0	0	0	1	0	1	1	0	1	4
Warrant-Local	0	0	0	0	1	0	0	0	0	1
Warrant-Other Dept Pickup	9	4	5	3	5	3	3	4	3	39
<b>Total</b>	<b>67</b>	<b>53</b>	<b>51</b>	<b>50</b>	<b>59</b>	<b>59</b>	<b>65</b>	<b>54</b>	<b>58</b>	<b>516</b>



# VILLAGE OF ELM GROVE

## AUGUST 2016 REPORT

	MEDICAL CALLS	FIRE STANDBY	MUTUAL AID GIVEN	CURRENT TOTAL
Number of calls	27	0	4	31
Time on calls (hours)	27.9	0	0.72	28.62
Number of personnel	134	0	15	149

Type of Run	
No transport required	6
Standby/Cancel- No Patient Contact	6
Treated & Transported	19
<b>Total Runs</b>	<b>31</b>

Transported to	
Elmbrook	5
Froedtert	11
Childrens	1
Waukesha	1
Other	1
No transport	12
<b>Total</b>	<b>32</b>

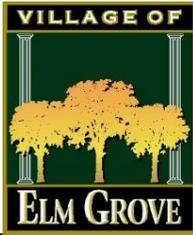
Times without crew -	Minimum	Mean	Max
En route to station	1	6	12
Times with crew -			
En route to station	2	7	11

On scene time	Minimum	Mean	Max
with transport -	10	19	28
without transport -	11	22	41

Resident Total	21
Non-resident total	10

Mutual Aid Requested	Reason
none	

Ambulance #2451	31
Ambulance #2452	0
On call at same time	0



VILLAGE OF ELM GROVE

SEPTEMBER 2016 REPORT

	MEDICAL CALLS	FIRE STANDBY	MUTUAL AID GIVEN	CURRENT TOTAL
Number of calls	27	2	1	30
Time on calls (hours)	32.1	0.5	1	33.6
Number of personnel	116	4	4	124

Type of Run	
No transport required	2
Standby/Cancel- No Patient Contact	2
Treated & Transported	24
<b>Total Runs</b>	<b>28</b>

Transported to	
Elmbrook	6
Froedtert	14
Childrens	2
Waukesha	2
Other	0
No transport	4
<b>Total</b>	<b>28</b>

Times without crew -	Minimum	Mean	Max
En route to station	3	9	16
Times with crew -			
En route to station	6	9	10

On scene time	Minimum	Mean	Max
with transport -	7	19	29
without transport -	18	30	41

Resident Total	15
Non-resident total	17

Mutual Aid Requested	Reason

Ambulance #2451	30
Ambulance #2452	1
On call at same time	1

**VILLAGE OF ELM GROVE - EMS REPORT - YTD**

EMS Calls			Avg Response Time with Crew			Avg Response Time no Crew		
M/Yr	2015	2016	M/Yr	2015	2016	M/Yr	2015	2016
Jan		25	Jan		8.500	Jan		9.00
Feb		22	Feb		11.00	Feb		11.50
Mar		21	Mar		7.00	Mar		12.00
Apr		19	Apr		7.00	Apr		8.00
May		29	May		10.50	May		6.00
June		38	June		8.5	June		7
July	26	34	July	8.5	7.5	July	8.5	11
Aug	29	31	Aug	7	6.5	Aug	7.5	6.5
Sept	29	30	Sept	5.5	8	Sept	8.5	9.5
Oct	24		Oct	9		Oct	7	
Nov	15		Nov	7.5		Nov	6	
Dec	28		Dec	11		Dec	11.5	
Total			Total			Total		
Avg Turnout			Total Hours					
M/Yr	2015	2016	M/Yr	2015	2016			
Jan		4.84	Jan		14.64			
Feb		5.50	Feb		31.22			
Mar		4.62	Mar		25.33			
Apr		5.63	Apr		22.62			
May		5.24	May		29.87			
June		4.92	June		37.94			
July	3.76	4.3	July	29.46	32.73			
Aug	4.3	4.9	Aug	25.56	28.62			
Sept	4.7	4.3	Sept	27.92	33.6			
Oct	4.33		Oct	23.08				
Nov	4.6		Nov	16.1				
Dec	5.39		Dec	31.21				
Total			Total					
Mutual Aid Given			Mutual Aid Received					
M/Yr	2015	2016	M/Y	2015	2016			
Jan		3	Jan		0			
Feb		1	Feb		0			
Mar		2	Mar		0			
Apr		2	Apr		0			
May		1	May		0			
June		1	June		0			
July	1		July	0				
Aug		4	Aug	0	0			
Sept	4	1	Sept	1	0			
Oct	2		Oct	0				
Nov	1		Nov	0				
Dec	1		Dec	0				
Total			Total					

**VILLAGE OF ELM GROVE  
LEGISLATIVE COMMITTEE MINUTES  
Thursday, October 20, 2016**

Present: Chairman Domaszek, Trustee Haas, Angie Jodie, and John Collins. President Palmer excused. Mary Stredni, Village Clerk, Thomas Harrigan, Zoning & Planning Administrator, David De Angelis Village Manager, and Village Attorney Hector de la Mora Residents

1. Call meeting to order

Chairman Domaszek brought the meeting to order at 7:11 p.m. Mary Stredni took the roll.

2. Minutes

Trustee Haas and Collins moved and seconded to approve the April 21, 2016 minutes. Motion carried.

3. Review, discussion, and possible action to amendment to Chapter 335.14 Zoning

Attorney de la mora gave background on airbnb and reasoning behind the Village wanting to regulate the rental of residential property for less than 30 days. Also gave background on his research into other municipalities regulations.

Domaszek questioned the penalty provision; instead of 'nor more than \$2000' could it be based on the rental amount. de la mora stated that the Village may have a difficult time finding out what the rental actually is.

Spencer Hutchinson, 1005 N. 124<sup>th</sup> Street, asked de la mora if he was taking into consideration the State bill regarding airbnb's. Domaszek stated that at this time there is no bill before the State; if at some time in the future the State makes a change regarding this type of rental the Village will address the issue.

Cheryl Duffrin, owner of 1005 N. 124<sup>th</sup> Street, explained that the building is a three unit apartment building. Hutchinson rents one unit month to month, another unit is rented long term, and the third unit is rented typically one to three months at a time. Explained that she does advertise on airbnb, but does not rent for less than 30 days.

Committee reviewed the draft ordinance. Definitions should be capitalized throughout. Village of Elm Grove should be consistent throughout as Village. Lines 70 – 72 should include 'zoning' before the word district and include 'zoning districts' at the end of the sentence.

Line 77 – word resident should be changed to residence.

Line 80 – add 'by any person' between property and for. Delete the word motel before resort.

Reword lines 85 – 86.

de la mora will redraft and bring before the committee in November.

4. Other Business

None

5. Adjourn

Jodie and Collins moved and seconded to adjourn at 8:37 p.m. Motion carried.

Respectfully submitted,

Mary S. Stredni, Village Clerk

RECREATION COMMITTEE  
MEETING MINUTES

October 11, 2016, 5:30 P.M., Park View Room

1.) Call meeting to order

Trustee Patty Kujawa called the meeting to order at 5:31pm.

Present: Trustee Patty Kujawa, Trustee Katy Cornell, Dr. Sue Retzack, Mr. Dick Hinchcliffe, Ms. Allison Kelly, and Ms. Rebekah Schaefer

Also Present: Mr. David DeAngelis, Village Manager, Ms. Monica Hughes, Finance Director, and Ms. Erin Cross, Recreation Director, Mr. Ron Romens, President of Commercial Recreation Specialists

2.) Approval of minutes from September 15, 2016 meeting

Trustee Katy Cornell moved and Ms. Allison Kelly seconded approval of the September 15, 2016 meeting minutes. The motion carried 5-0.

3.) Discuss Splash Pad

Ms. Erin Cross introduced Mr. Ron Romens who walked the committee through two different systems/designs of a potential splash pad. These included a flow through system, which would take water from a potable water source (the well), pump the water through the splash pad and drain it off to a retention area, and a recirculating system, which would function much like the pool, recirculating treated water through the system. Dr. Sue Retzack raised concerns about whether our current pump & well would be able to support the higher use of the flow through system. This will be looked into before moving forward with either design. With regards to when a splash pad would be able to be implemented, it would largely depend on fundraising efforts and donations.

4.) Other Business

A request for a donation of pool use was submitted by Tonawanda Elementary School for their fifth grade farewell. This was presented to the committee and will be discussed further at the next Recreation Committee Meeting.

5.) Adjourn

Dr. Sue Retzack moved and Ms. Rebekah Schaefer seconded approval to adjourn. The motion carried 5-0. The meeting adjourned at 6:52pm

Respectfully Submitted,

Erin M. Cross, Recreation Director

**VILLAGE OF ELM GROVE  
ADMINISTRATIVE AND PERSONNEL COMMITTEE  
October 10, 2016**

Present: Chairperson Michalski, President Palmer, Trustees Haas, Kressin and Domaszek..  
Also Present: Village Manager David De Angelis, Village Clerk Mary S Stredni, Finance Director Monica Hughes,  
and Thomas Harrigan Planning/Zoning Administrator and Fire Chief William Selzer.

1. **Call to Order**  
Chairman Michalski brought the meeting to order at 7:30 a.m.
2. **Minutes**  
President Palmer and Trustee Kressin moved and seconded to approve the January 11, 2016 minutes.  
Motion carried.
3. **Review and act on fire department by-law proposed changes**  
Originally written in 1969 with an amendment in 1980. As the committee did not have a complete packet of the changes, the item was tabled.
4. **Closed Session**  
By roll call vote at 7:45 a.m. the Committee went into closed session as permitted under Wisconsin §19.85(1)(c) to consider employment, compensation data or performance evaluation data of any public employee over which the governmental body has jurisdiction and exercises responsibility more specifically negotiation of contract with police union.
6. **Move back into open session**  
The Committee went back into open session at 8:17a.m.
7. **Adjourn**  
Trustees Haas and Domaszek moved and seconded to adjourn at 8:18 a.m. Motion carried.

Respectfully submitted,

Mary S Stredni, Village Clerk

Village of Elm Grove  
Year-to-date Comparison 2015-2016  
As of September 30, 2016

General Fund	2015 Budget	2016 Budget	2015-2016 Difference	2015 YTD amount	2016 YTD amount	2015-2016 Difference
<b>Revenues</b>						
Property taxes	\$ 3,837,855	\$ 3,907,795	69,940	3,837,855	3,907,795	69,940
Intergovernmental	672,465	629,100	(43,365)	512,139	492,117	(20,022)
Licenses and permits	144,250	167,250	23,000	129,516	138,111	8,595
Fines, forfeitures,	154,500	159,000	4,500	154,488	151,666	(2,822)
Public charges for services	511,675	511,300	(375)	499,942	518,554	18,612
Recreation	170,085	163,710	(6,375)	159,144	164,651	5,507
Commercial	248,650	252,400	3,750	226,953	215,231	(11,722)
Repayment of Advance	60,675	60,675	-			
Fund Balance applied	135,000	140,300	5,300			
<b>Total Revenue</b>	<b>\$ 5,935,155</b>	<b>\$ 5,991,530</b>	<b>\$ 56,375</b>	<b>\$ 5,520,037</b>	<b>\$ 5,588,125</b>	<b>68,088</b>
<b>Expenditures:</b>						
General government	1,157,050	1,177,000	19,950	892,376	994,115	101,739
Court	93,200	91,845	(1,355)	59,106	68,161	9,055
Dispatch	447,315	485,950	38,635	337,119	352,713	15,594
Police	2,121,700	2,135,625	13,925	1,515,200	1,535,041	19,841
Fire	272,670	274,340	1,670	121,934	127,899	5,965
Inspections	81,500	92,465	10,965	69,195	70,550	1,355
Public works	797,425	797,550	125	490,623	481,513	(9,110)
Solid Waste	491,540	499,250	7,710	313,280	284,310	(28,970)
Forestry	132,700	125,225	(7,475)	74,180	99,744	25,564
Recreation	190,455	189,680	(775)	170,704	173,228	2,524
New Equipment	14,600	800	(13,800)	2,078		(2,078)
Contingency	100,000	121,800	21,800			-
Contingency -HRA	35,000		(35,000)			-
transfer to other funds			-		7,000	7,000
<b>Total Expenditures</b>	<b>\$ 5,935,155</b>	<b>\$ 5,991,530</b>	<b>\$ 56,375</b>	<b>\$ 4,045,795</b>	<b>\$ 4,194,274</b>	<b>148,479</b>
<b>Sewer Fund</b>						
Revenue	2,445,585	2,436,300	(9,285)	2,353,736	2,392,176	38,440
Expenditures	2,445,585	3,184,535	738,950	1,878,222	2,805,224	927,002
<b>Storm Water Operations</b>						
Revenue	602,300	622,500	20,200	561,365	606,527	45,162
Expenditures	606,300	617,320	11,020	665,453	561,521	(103,932)
<b>Library Fund</b>						
Revenue	605,600	392,380	(213,220)	372,543	374,841	2,298
Expenditures	590,920	407,625	(183,295)	291,774	308,840	17,066
<b>EMS Fund</b>						
Revenue-	271,075	286,100	15,025	263,039	263,171	132
Expenditures	281,075	295,700	14,625	176,146	183,987	7,841
<b>Five Year Capital Fund</b>						
Revenue-	622,000	618,050	(3,950)	619,962	624,155	4,193
Expenditures	267,600	1,016,743	749,143	149,618	844,715	695,097
<b>Municipal Water Project</b>						
Revenue	-	-	-	67,706		(67,706)
Expenditures	-	-	-	1,147		(1,147)
<b>Debt Service Fund</b>						
Revenue	1,053,127	1,111,046	57,919	773,425	1,107,568	334,143
Expenditures	\$ 1,052,076	\$ 1,109,544	57,468	775,552	1,109,544	333,992

Village of Elm Grove  
 Monthly Financial Report  
 Revenue and Expense-Budget to Actual Comparison  
 as of September 30, 2016

General Fund					
Revenues	2016 Budget	MTD Amt	YTD Amt	Budget Balance	% of Budget Available
Property taxes	\$ 3,907,795		3,907,795	-	0%
Intergovernmental	629,100		492,117	136,983	22%
Licenses and permits	167,250	18,205	138,111	29,139	17%
Fines, forfeitures, and penalties	159,000	17,762	151,666	7,334	5%
Public charges for services	511,300	2,104	518,554	(7,254)	-1%
Recreation Fees	163,710	5,296	164,651	(941)	-1%
Commercial	<u>252,400</u>	<u>8,855</u>	<u>215,231</u>	<u>37,169</u>	15%
Total Revenue	5,790,555	52,222	5,588,125	202,430	
Repayment of Advance	60,675				
Fund Balance applied	140,300				
Total	<u>\$ 5,991,530</u>	<u>\$ 52,222</u>	<u>\$ 5,588,125</u>	<u>\$ 202,430</u>	3%
Expenditures:					
General government	1,177,000	132,911	994,115	182,885	16%
Court	91,845	21,877	68,161	23,684	26%
Dispatch	485,950	42,976	352,713	133,237	27%
Police	2,135,625	206,549	1,535,041	600,584	28%
Fire	274,340	29,187	127,899	146,441	53%
Inspections	92,465	10,219	70,550	21,915	24%
Public works	797,550	31,388	481,513	316,037	40%
Solid Waste	499,250	23,321	284,310	214,940	43%
Forestry	125,225	17,995	99,744	25,481	20%
Recreation	189,680	14,353	173,228	16,452	9%
New Equipment	800			800	100%
trf to capital			7,000		
Contingency	<u>121,800</u>	<u>-</u>	<u>-</u>	<u>121,800</u>	100%
Total Expenditures	<u>\$ 5,991,530</u>	<u>530,776</u>	<u>\$ 4,194,274</u>	<u>\$ 1,804,256</u>	30%

Village of Elm Grove  
 Monthly Financial Report  
 Revenue and Expense-Budget to Actual Comparison  
 as of September 30, 2016

Special Revenue Funds					
<u>Library Fund</u>					
Revenue	392,380	1,204	374,841	17,539	4%
Expenditures	407,625	43,216	308,840	98,785	24%
<u>EMS Fund</u>					
Revenue	286,100	10,019	263,171	22,929	8%
Expenditures	295,700	11,422	183,987	111,713	38%
<u>Sewer Fund</u>					
Revenue	2,436,300	51,533	2,392,176	44,124	2%
Expenditures	3,184,535	298,051	2,805,224	379,311	12%
<u>StormWater Operations Fund</u>					
Revenue	622,500	38,611	606,527	15,973	3%
Expenditures	617,320	43,262	561,521	55,799	9%
<u>TIF Fund</u>					
Revenue -Tax Increment levy	496,660		504,453	(7,793)	-2%
Expenditures- -debt pymt	517,908		530,677	(12,769)	-2%
<u>Library Gift Fund</u>					
library gift revenue		59	38,848		
library gift expense		3,775	24,542		
				<i>Total Funds</i>	<i>\$ 64,289</i>
<b>Capital Project Funds</b>					
<u>Five Year Capital Fund</u>					
Revenue-Tax Levy and Interest	618,500	6,000	624,155	(5,655)	-1%
Expenditures	1,016,743	190,212	844,715	172,028	17%
<u>Municipal Water</u>					
Revenue				-	
Expenditures				-	
				<i>funds advanced</i>	<i>\$ 817,664</i>
<u>Debt Service Fund</u>					
Revenue-transfers	1,111,046	267,517	1,107,568	3,478	0%
Expenditures	\$ 1,109,544	267,517	1,109,544	-	0%



**DATE:** October 21, 2016  
**TO:** Village of Elm Grove Board of Trustees  
**FROM:** Village Clerk Mary S Stredni  
**RE:** Licensing

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**The following are all ok to approve:**

**Operator License Renewal**

*Wine Cellar* Nicole Duamel

**Operator License New**

*Penelope's* Marjorie Francis - Annette Pampuch - Jennifer Gardner – Donna Gagliano

*Tom & Chee* Jesse Held - Alice Stringer – Antraun Jordan

*Walgreens* Colin Linscot

*Wall Street Drink Exchange* Charae Bicoy - Samuel Hanson

*Wine Cellar* Kimberly Ousley

*Western Racquet Club* Joshua Gierlich

**The following are new operator license applicants who are to appear. Background checks show at least two OWI's:**

*Penelope's* Sandra Beals

*Western Racquet Club* Ashley Pfaff Ramon Rivera

**Change of premise for Wall Street Exchange**

Myren Grosenick, owner, has had his Plan of Operation changed. That now allows him to use the outdoor court yard. He would like to extend his premise to include the court yard for alcohol service and consumption. He currently is allowed to serve on the outside patio area.



# MEMO

**October 21, 2015**

**To: Finance Committee**  
**From: Monica Hughes**  
**RE: Purchase Card Policy**

---

The village began issuing and using purchase cards (credit cards) in 2012. The cards are issued to employees who have purchasing functions and allows easier and more efficient completion of this task. The dollar volume processed on the card is not substantial but is used frequently to access product from smaller businesses and on-line. Public works employees have the most transaction volume as they use local vendors for parts and supplies.

The cards are a product of JP Chase Morgan and on-line software is available to track and monitor card usage. When the cards were implement we also anticipated integration into our accounting software and the policy was drafted to include employee maintenance using the on-line program. The product does not integrate with our software and there would be a cost to create this integration. Staff has found it easier for employees to submit receipts and process the same as other payables. The software is still available and can be used to review transactions at any time.

Attached is a draft policy updated by staff for the committee's consideration and action to remove reference to using the software for transaction review, approval, account distribution and integration. Other card processes will remain the same.

**Village of Elm Grove**  
**Purchase Card Policy**

(Effective 8/1/12- policy will be up-dated as needed)

**Policy**

The Village has determined it is beneficial to use a Purchase Card Program. A purchase card (P-card) program will issue credit cards to individual employees whose job function includes making purchases on a routine basis by phone, in person, or via the internet. The cards will be issued to individuals and will include their name on the card and the Village of Elm Grove. The employee will be responsible for all purchases made on the card. The program will also include an accounts payable card which the village will use to pay certain A/P vendors. The village will earn a rebate for purchases through the system.

**Program.**

The Village has elected to use a program operated by JP Morgan Chase Bank that is available to government units in the state of Wisconsin through the VALUE system. The program:

- Card issued will be MasterCard
- Cards to be issued to those employees that department heads and accounting personnel determine have a job that includes routine purchasing responsibilities and would benefit by doing so through a credit card
- Cards will be controlled per individual for spending limits and merchant limits
- Cardholder will be responsible for the safekeeping and proper usage of the card
- Includes a reporting/ accounting system, Smartdata, which will provide summary information ~~and integration to accounting records.~~
- Individuals will have on-line access to reporting to monitor and approve their purchases
- System allows supervisor/audit access to closely monitor accounts and immediately respond to access and usage concerns or needs.
- Allows the Village to participate in the rebate program based on total purchases of all municipalities

**Benefits**

Cardholders-The P-card program will allow village departments and employees to obtain supplies, repair parts, small equipment items, to register for seminars and pay for travel expenses more efficiently. The card use streamlines the purchasing process and improves turnaround time on the placement/receipt of orders.

Village-The Purchasing Card provides a cost-efficient, alternative method for purchasing low-dollar items. The use of cards will allow employees to use the most cost effective vendors, assume primary responsibility for their purchases, reduce paperwork and processing costs and allow departments to focus their energies on core aspects of their jobs.

Vendors- The Purchasing Card is welcomed by vendors who accept MasterCard. When they accept MasterCard they will no longer need to send monthly invoices to the Village. They will receive payment directly from the MasterCard provider within 48 hours.

A card program can...

- Reduce costs
- Empower employees
- Gain efficiencies in operation
- Optimize cash flow

- Improve vendor relations

### Cardholders

- P-Cards will be issued to individuals, upon recommendation of your department head, who as part of their routine job functions make frequent, low dollar purchases.
- The card should make purchasing easier for frequent small purchases at local vendors, infrequent purchases with vendors, seminar registration and travel arrangements, and internet transactions.
- Using the card is similar to using a personal credit card and will be accepted by merchants that accept MasterCard.
- Cards will be issued to an individual employee and will include the individual's and Village's name. The cards are the property of the Village and will not affect an employee's individual credit.
- The cards will be issued with specific transaction and monthly spending limits and may be limited access to vendor categories. Card limits may be set according to:
  - dollars per transaction
  - dollars per month
  - commodity exclusions per card for all transactions in a category
  - number of transactions per day
  - number of transactions per month
- All transactions must have proper supporting documentation for each purchase.

### Cardholder Responsibilities

- The person whose name appears on the card is responsible for protecting the card and is accountable for all purchases made using the card number. Ensure the physical security of the purchasing card and protect the account number.
- The cardholder is responsible for **all** charges on his or her monthly statement, including resolution of charges in error.
- Submit sufficient documentary evidence including **original detailed receipts** and explanation to support the business purpose of each purchase on your card. Receipts without detail are unacceptable.
- The Village is a tax-exempt entity. It is important that employees insure that the vendor does not include sales tax on a purchase. Inform the vendor that your purchase is exempt from sales tax and provide the tax-exempt number which will be on the card.
- The cardholder is responsible for ensuring receipt of materials and services and for resolving with the supplier any delivery problems, discrepancies and damaged goods
- Review and verify all transactions on your account through your month end statement or the on-line software- Smartdata, on a timely basis
- Identify disputed items and contact merchant directly to resolve disputes
- Immediately report lost or stolen cards to JPMorgan, cardholder's approving official, and Accounting.
- Never "split" the cost of one single item (whether good or service) into multiple payments in order to circumvent the per transaction limit.
- All purchases processed against a P- Card must be made by, or under the immediate direction of, the person to whom the card is issued.

- When the cardholder signs the Village of Elm Grove Cardholder Agreement Form, they are agreeing to protect the card and adhere to the policies and procedures of the P- Card Program.
- The cardholders and P- Card Auditor (usually the department head) within each department are responsible for the integrity and accuracy of their department's Card purchases.
- Purchases must be for the use and benefit of the Village. No personal purchases are allowed — regardless of intent to reimburse the Village. If you fail to comply with the policies and procedures associated with the P- Card, the Village reserves the right to cancel your P-Card at any time. Fraudulent or misuse of the P- Card may result in disciplinary action, up to and including termination of employment
- P-Cards are audited regularly for appropriate use as well as the frequency of use. P-Cards may be canceled anytime at the discretion of Village.

### **Department Auditor Approval**

Each cardholder's purchases will be reviewed and approved by an 'auditor' identified per the card system hierarchy. This will normally be the department head or their designated employee. The process is similar to the approval of a paper invoice for payment through the check system.

#### Auditor Responsibilities

- Routinely monitor purchasing card activity of cardholders. Ensure compliance with purchasing card policies and procedures. Immediately report any abuse or misuse of purchasing cards to Accounting.
- Each cardholder will review and approve their purchases ~~through the on-line system, Smartdata~~
- The cardholder will then submit ~~the statement with~~ all supporting document and their signature to their designated auditor for review and approval.
- The auditor will review and reconcile all transactions for complete supporting invoices, business purpose, budget account to be charged to and proper usage.
- The auditor will be responsible to insure that the transactions are processed in a timely manner.
- The auditor will have the ability through the on-line system to 'accept' a card transaction, which will identify it as an acceptable Village purchase ~~that can be paid and uploaded into the accounting software. The auditor must reconcile the individual receipts to the on-line transaction file~~
- ~~Departmental Approver may not process his/her transaction(s).~~
- The system ~~will be is~~ set up with specific monthly billing cycles (example- 20<sup>th</sup> of the month) and automatic payment on a specific due date (example- 5<sup>th</sup> of following month)
- ~~It is important that cardholders and auditors process their transactions in a timely manner to insure processing for month end board review and correct account posting. through Smartdata to insure timely payment of the card and avoid finance charges~~
- After review- ~~statement should be signed by the auditor and forwarded with receipts and~~ all supporting documents should be submitted to the Village Clerk for payment processing.

## Purchasing Card Cardholder Agreement

The Village of Elm Grove is pleased to present you with this purchasing card. It represents the Village's trust in you and your empowerment as a responsible agent to safeguard and protect our Village assets.

Name:

I hereby acknowledge receipt of a Village of Elm Grove

JP Morgan Chase MasterCard, number.

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As a cardholder of a Village card, I agree to comply with all terms and conditions of this Agreement, including the Village's Purchasing Card Policy.

I acknowledge

1. Receipt of said Agreement and Policy and confirm that I have read and understand the terms and conditions.
2. I understand that by using the card I will be making financial commitments on behalf of the Village of Elm Grove
3. I agree to use the card only for authorized business purposes and in an appropriate manner.
4. I understand that I am personally responsible for purchases made with this card.
5. I understand that I am responsible for the safekeeping of this card.
6. I understand that I should immediately report a lost or stolen card to JP Morgan Chase and the Village.
7. I understand that all purchases need to be supported by the proper detailed documentation.
8. I understand that the Village will monitor and audit the use of the card.
9. I further understand that improper use of this card may result in disciplinary action, up to and including termination of employment.
10. I understand that the Village may terminate the use of this card at any time for any reason.
11. I agree to return the card immediately upon request or upon termination of employment.

Signature \_\_\_\_\_

Department \_\_\_\_\_

Date \_\_\_\_\_

Last 4 digit of Social Security # \_\_\_\_\_

**Village Purchasing Card Program  
Request for Purchasing Card Issuance**

Department: \_\_\_\_\_

Date: \_\_\_\_\_

As Department Head of the above named department I am requesting the issuance of a purchasing card to the following individual under my span of control. As part of this individual's job he/she makes purchases for the Village and a purchasing card will facilitate the most efficient and cost-effective process. I understand that the individual must know how to use the card properly including providing supporting documents.

Requested Cardholder \_\_\_\_\_

Job Title \_\_\_\_\_

Normal types of purchases made (example- supplies, seminar registration) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Specific vendors (or type of vendors) needed (if any) \_\_\_\_\_

\_\_\_\_\_

Single transaction dollar amount range for normal business \_\_\_\_\_

Maximum transaction dollar amount requested \_\_\_\_\_

Maximum monthly transaction dollar amount requested \_\_\_\_\_

Department Head Approval \_\_\_\_\_

**Village of Elm Grove  
Voucher List**

**10/24/2016**

BATCH NAME	AMOUNT
ACH - September	355,348.49
AP - Library September	80.00
AP - Library October	6,073.07
Chase - Library October	2,603.27
Chase - October	20,208.58
AP October 2016	444,676.46
total	<u>828,989.87</u>



# ELMGROVE, WI

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Page 1

## Payments

Current Period: SEPTEMBER 2016

Batch Name	9-2016ACH	User Dollar Amt	\$355,348.49
Payments		Computer Dollar Amt	\$355,348.49

\$0.00 In Balance

Refer	171	<u>WI RETIREMENT SYSTEM</u>	<u>Ck# 002610E 9/29/2016</u>	
Cash Payment	G 001-2110510	Accr Monthly WRS liability	monthly retirement pymt	\$34,772.03
Invoice	083116	8/31/2016		
Transaction Date	9/29/2016	Town Bank	1110300	<b>Total</b> \$34,772.03
Refer	172	<u>DELTA DENTAL</u>	<u>Ck# 002611E 9/29/2016</u>	
Cash Payment	G 001-2111150	Dental Insur Payable	dental insurance	\$1,337.80
Invoice	093016	9/30/2016		
Transaction Date	9/29/2016	Town Bank	1110300	<b>Total</b> \$1,337.80
Refer	173	<u>DIVERSIFIED BENEFIT SERVICES I</u>	<u>Ck# 002612E 9/29/2016</u>	
Cash Payment	G 001-2111190	FSA Payable	FSA and HRA reimbursements	\$2,022.80
Invoice	093016	9/30/2016		
Cash Payment	G 001-2110370	Accr HRA	FSA and HRA reimbursements	\$366.50
Invoice	093016	9/30/2016		
Transaction Date	9/29/2016	Town Bank	1110300	<b>Total</b> \$2,389.30
Refer	174	<u>TOWN BANK</u>	<u>Ck# 002613E 9/29/2016</u>	
Cash Payment	E 001-5524901	credit card fees	credit card processing fees	\$65.84
Invoice	090616	9/6/2016		
Cash Payment	R 001-4364000	Court Fines-credit card exp	credit card processing fees	\$102.05
Invoice	090616	9/6/2016		
Cash Payment	E 001-5193701	credit card fees	credit card processing fees	\$3.08
Invoice	090616	9/6/2016		
Transaction Date	9/29/2016	Town Bank	1110300	<b>Total</b> \$170.97
Refer	175	<u>TOWN BANK</u>	<u>Ck# 002614E 9/29/2016</u>	
Cash Payment	E 001-5524901	credit card fees	rec on-line cc processing	\$64.65
Invoice	090216	9/2/2016		
Transaction Date	9/29/2016	Town Bank	1110300	<b>Total</b> \$64.65
Refer	176	<u>UNITED HEALTH CARE OF WI</u>	<u>Ck# 002615E 9/29/2016</u>	
Cash Payment	E 001-5142015	GG- Health/dental insuranc	health insurance	\$6,830.11
Invoice	0041426743	8/18/2016		
Cash Payment	E 001-5202015	Dispatch Health/dental Ins	health insurance	\$5,781.80
Invoice	0041426743	8/18/2016		
Cash Payment	E 001-5212015	Police Health Insurance	health insurance	\$24,459.81
Invoice	0041426743	8/18/2016		
Cash Payment	E 001-5412015	DPW Health/dental insuran	health insurance	\$10,118.15
Invoice	0041426743	8/18/2016		
Cash Payment	G 001-2111530	M Champan Insur	health insurance	\$232.74
Invoice	0041426743	8/18/2016		
Cash Payment	G 001-2111560	Krahn insurance	health insurance	\$232.74
Invoice	0041426743	8/18/2016		
Cash Payment	E 001-5522015	Recreation health/dental in	health insurance	\$524.08
Invoice	0041426743	8/18/2016		
Cash Payment	E 006-5512015	Library health/dental insura	health insurance	\$524.08
Invoice	0041426743	8/18/2016		



# ELMGROVE, WI

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## Payments

Current Period: SEPTEMBER 2016

Transaction Date	9/29/2016	Town Bank	1110300	<b>Total</b>	<b>\$48,703.51</b>
Refer	177 EPIC LIFE INSURANCE CO		Ck# 002616E 9/29/2016		
Cash Payment	E 001-5142025 GG-disability insurance	long term disability			\$55.00
Invoice	090116	9/1/2016			
Cash Payment	E 001-5202025 Dispatch-disability insurance	long term disability			\$39.60
Invoice	090116	9/1/2016			
Cash Payment	E 001-5212025 Police Disability	long term disability			\$132.00
Invoice	090116	9/1/2016			
Cash Payment	E 001-5412025 DPW Disability Insurance	long term disability			\$48.40
Invoice	090116	9/1/2016			
Cash Payment	E 001-5612025 Forestry Disability	long term disability			\$6.60
Invoice	090116	9/1/2016			
Cash Payment	E 001-5522025 Recreation-Disability insurance	long term disability			\$7.33
Invoice	090116	9/1/2016			
Cash Payment	E 006-5512025 Library Disability Insurance	long term disability			\$19.80
Invoice	090116	9/1/2016			
Transaction Date	9/29/2016	Town Bank	1110300	<b>Total</b>	<b>\$308.73</b>
Refer	178 SUN LIFE FINANCIAL		Ck# 002617E 9/29/2016		
Cash Payment	E 001-5142040 Administration-st disability	disability administration			\$84.00
Invoice	090116	9/1/2016			
Transaction Date	9/29/2016	Town Bank	1110300	<b>Total</b>	<b>\$84.00</b>
Refer	180 DEPOSITORY TRUST COMPANY		Ck# 002618E 9/30/2016		
Cash Payment	E 010-5913100 Debt Retirement-Principal	P&I on sewer debt			\$265,000.00
Invoice	100116	10/1/2016			
Cash Payment	E 010-5923100 Debt Retirement-Interest	P&I on sewer debt			\$2,517.50
Invoice	100116	10/1/2016			
Transaction Date	9/30/2016	Town Bank	1110300	<b>Total</b>	<b>\$267,517.50</b>

### Fund Summary

	1110300 Town Bank	
001 General Fund		\$87,287.11
006 Library Operating Fund		\$543.88
010 Debt Service Fund		\$267,517.50
		<u>\$355,348.49</u>

Pre-Written Checks	\$355,348.49
Checks to be Generated by the Computer	\$0.00
<b>Total</b>	<u>\$355,348.49</u>



# ELMGROVE, WI

10/03/16 12:04 PM

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## Payments

Current Period: **SEPTEMBER 2016**

Batch Name Lib2-0916  
Payments

User Dollar Amt \$80.00  
Computer Dollar Amt \$80.00  
\$0.00 **In Balance**

Refer 179 LUCK, KATHY Ck# 091917 9/29/2016

Cash Payment E 006-5513103 SD Children/Young Adult Storytime Sept 29 and Sept 30 \$80.00

Invoice

Transaction Date 9/29/2016 Town Bank 1110300 **Total** \$80.00

### Fund Summary

1110300 Town Bank  
006 Library Operating Fund \$80.00  
\$80.00

Pre-Written Checks	\$80.00
Checks to be Generated by the Computer	\$0.00
<b>Total</b>	<b>\$80.00</b>



# ELMGROVE, WI

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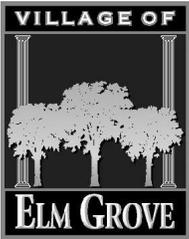
Page 1

## Payments

Current Period: OCTOBER 2016

Batch Name	Lib1016	User Dollar Amt	\$6,073.07
Payments		Computer Dollar Amt	\$6,073.07
			\$0.00
			<b>In Balance</b>

Refer	181	<i>BAKER &amp; TAYLOR COMPANY</i>		-
<b>Cash Payment</b>	E 004-5513500	Lib Gift Expenses	Books	\$474.91
Invoice	2032303279	9/19/2016		
<b>Cash Payment</b>	E 004-5513500	Lib Gift Expenses	Books	\$290.17
Invoice	2032292839	9/13/2016		
<b>Cash Payment</b>	E 006-5513105	SM Adult Audiobooks	Books	\$32.98
Invoice	2032305381	9/19/2016		
<b>Cash Payment</b>	E 006-5513105	SM Adult Audiobooks	Books	\$258.43
Invoice	2032291588	9/12/2016		
<b>Cash Payment</b>	E 004-5513500	Lib Gift Expenses	Books	\$12.59
Invoice	2032290437	9/12/2016		
<b>Cash Payment</b>	E 006-5513103	SD Children/Young Adult	Books	\$157.82
Invoice	2032290437	9/12/2016		
<b>Cash Payment</b>	E 006-5513134	NW Books NF	Books	\$38.35
Invoice	2032305380	9/19/2016		
<b>Cash Payment</b>	E 006-5513133	AL Books NF	Books	\$18.79
Invoice	2032305379	9/19/2016		
<b>Cash Payment</b>	E 006-5513135	LK Books NF	Books	\$96.01
Invoice	2032305378	9/19/2016		
<b>Cash Payment</b>	E 006-5513133	AL Books NF	Books	\$93.11
Invoice	2032291033	9/13/2016		
<b>Cash Payment</b>	E 006-5513131	SM Books Adult Fiction	Books	\$507.09
Invoice	2032291716	9/13/2016		
<b>Cash Payment</b>	E 006-5513137	SM Books NF 800	Books	\$25.97
Invoice	2032287248	9/12/2016		
<b>Cash Payment</b>	E 006-5513131	SM Books Adult Fiction	Books	\$30.26
Invoice	2032287247	9/12/2016		
<b>Cash Payment</b>	E 006-5513134	NW Books NF	Books	\$181.33
Invoice	2032288556	9/12/2016		
<b>Cash Payment</b>	E 006-5513103	SD Children/Young Adult	Books	\$558.95
Invoice	2032308235	9/20/2016		
<b>Cash Payment</b>	E 004-5513500	Lib Gift Expenses	Books	\$103.57
Invoice	2032329508	9/27/2016		
<b>Cash Payment</b>	E 004-5513500	Lib Gift Expenses	Books	\$86.35
Invoice	B26428720	9/19/2016		
<b>Cash Payment</b>	E 006-5513131	SM Books Adult Fiction	Books	\$242.30
Invoice	2032317284	9/23/2016		
<b>Cash Payment</b>	E 006-5513135	LK Books NF	Books	\$18.51
Invoice	2032326345	9/26/2016		
<b>Cash Payment</b>	E 006-5513133	AL Books NF	Books	\$16.27
Invoice	2032326346	9/26/2016		
<b>Cash Payment</b>	E 006-5513134	NW Books NF	Books	\$173.74
Invoice	2032326347	9/26/2016		
<b>Cash Payment</b>	E 006-5513131	SM Books Adult Fiction	Books	\$35.87
Invoice	2032326348	9/26/2016		

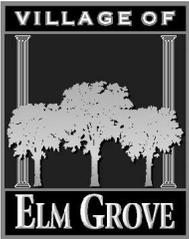


# ELMGROVE, WI

## Payments

Current Period: OCTOBER 2016

Cash Payment	E 006-5513137 SM Books NF 800	Books		\$26.05
Invoice	2032326349	9/26/2016		
Cash Payment	E 006-5513105 SM Adult Audiobooks	Books		\$16.49
Invoice	2032317283	9/23/2016		
Cash Payment	E 004-5513500 Lib Gift Expenses	Books		\$161.87
Invoice	2032344117	10/5/2016		
Cash Payment	E 006-5513103 SD Children/Young Adult	Books		\$16.25
Invoice	2032329718	9/28/2016		
Cash Payment	E 006-5513133 AL Books NF	Books		\$145.38
Invoice	5014279629	9/27/2016		
Cash Payment	E 006-5513136 NW Books Travel	Books		\$13.59
Invoice	5014279629	9/27/2016		
Cash Payment	E 006-5513103 SD Children/Young Adult	Books		\$8.83
Invoice	5014279629	9/27/2016		
Cash Payment	E 006-5513137 SM Books NF 800	Books		\$34.19
Invoice	2032322426	9/26/2016		
Cash Payment	E 006-5513133 AL Books NF	Books		\$11.78
Invoice	2032337462	9/30/2016		
Cash Payment	E 006-5513131 SM Books Adult Fiction	Books		\$465.87
Invoice	2032337463	9/30/2016		
Cash Payment	E 006-5513131 SM Books Adult Fiction	Books		\$17.38
Invoice	2032337464	9/30/2016		
Cash Payment	E 006-5513131 SM Books Adult Fiction	Books		\$31.40
Invoice	2032337465	9/30/2016		
Cash Payment	E 006-5513137 SM Books NF 800	Books		\$9.42
Invoice	2032337466	9/30/2016		
Cash Payment	E 006-5513134 NW Books NF	Books		\$17.39
Invoice	2032343519	10/3/2016		
Cash Payment	E 006-5513136 NW Books Travel	Books		\$15.20
Invoice	2032343520	10/3/2016		
Cash Payment	E 006-5513131 SM Books Adult Fiction	Books		\$92.28
Invoice	2032343521	10/3/2016		
Transaction Date	10/4/2016	Town Bank	1110300	<b>Total</b> \$4,536.74
Refer	182 <i>BRODART, INC.</i>		-	
Cash Payment	E 006-5513300 Library Supplies	Library Supplies		\$150.00
Invoice	448251	9/16/2016		
Transaction Date	10/4/2016	Town Bank	1110300	<b>Total</b> \$150.00
Refer	183 <i>DEMCO</i>		-	
Cash Payment	E 006-5513300 Library Supplies	Label Protectors		\$130.23
Invoice	5957002	9/12/2016		
Cash Payment	E 004-5513500 Lib Gift Expenses	Sign Holder		\$257.43
Invoice	5966690	9/22/2016		
Transaction Date	10/4/2016	Town Bank	1110300	<b>Total</b> \$387.66
Refer	184 <i>GALE/CENGAGE LEARNING</i>		-	
Cash Payment	E 004-5513500 Lib Gift Expenses	Books		\$31.15
Invoice	58894357	9/9/2016		
Cash Payment	E 004-5513500 Lib Gift Expenses	Books		\$27.87
Invoice	58953074	9/13/2016		



# ELMGROVE, WI

## Payments

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<b>Cash Payment</b>	E 004-5513500 Lib Gift Expenses	Books		<b>\$28.69</b>
Invoice	58934216	9/12/2016		
<b>Cash Payment</b>	E 004-5513500 Lib Gift Expenses	Books		<b>\$25.41</b>
Invoice	59077160	9/23/2016		
Transaction Date	10/4/2016	Town Bank	1110300	<b>Total</b> <b>\$113.12</b>
Refer	185 <u>LIBRARY STORE, INC. THE</u> -			
<b>Cash Payment</b>	E 006-5513300 Library Supplies	Headphone		<b>\$24.58</b>
Invoice	225482	9/19/2016		
<b>Cash Payment</b>	E 006-5513300 Library Supplies	Label Protectors		<b>\$308.20</b>
Invoice	225304	9/16/2016		
Transaction Date	10/4/2016	Town Bank	1110300	<b>Total</b> <b>\$332.78</b>
Refer	186 <u>OFFICE MAX</u> -			
<b>Cash Payment</b>	E 006-5513300 Library Supplies	Toner		<b>\$123.84</b>
Invoice	988779	9/14/2016		
Transaction Date	10/4/2016	Town Bank	1110300	<b>Total</b> <b>\$123.84</b>
Refer	187 <u>WORLD BOOK SCHOOL &amp; LIBRAR</u> -			
<b>Cash Payment</b>	E 004-5513500 Lib Gift Expenses	Books		<b>\$150.00</b>
Invoice	1539801	9/12/2016		
Transaction Date	10/4/2016	Town Bank	1110300	<b>Total</b> <b>\$150.00</b>
Refer	235 <u>BEYERS HOPE UNLIMITED, LLC</u> -			
<b>Cash Payment</b>	E 004-5513500 Lib Gift Expenses	Books		<b>\$38.93</b>
Invoice		9/14/2016		
Transaction Date	10/11/2016	Town Bank	1110300	<b>Total</b> <b>\$38.93</b>
Refer	236 <u>RIEHLE, CHERI</u> <u>Ck# 091927 10/11/2016</u>			
<b>Cash Payment</b>	E 006-5513103 SD Children/Young Adult	Library Programs (6)		<b>\$240.00</b>
Invoice		10/6/2016		
Transaction Date	10/11/2016	Town Bank	1110300	<b>Total</b> <b>\$240.00</b>

### Fund Summary

	1110300 Town Bank	
004 Library Gift Fund	\$1,688.94	
006 Library Operating Fund	\$4,384.13	
	\$6,073.07	

Pre-Written Checks	\$240.00	
Checks to be Generated by the Computer	\$5,833.07	
Total	\$6,073.07	



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## Payments

Current Period: OCTOBER 2016

Batch Name	LibChase1016	User Dollar Amt	\$2,603.27	
	Payments	Computer Dollar Amt	\$2,603.27	
				\$0.00 In Balance

Refer	231 AMAZON			
Cash Payment	E 004-5513500 Lib Gift Expenses	Books		\$12.99
Invoice	8/26/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD		\$5.99
Invoice	8/26/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	Books - refund		-\$4.00
Invoice	9/21/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD		\$50.40
Invoice	9/12/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVDs		\$191.60
Invoice	9/12/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD's		\$19.92
Invoice	10/12/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD's		\$19.51
Invoice	9/14/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD's		\$173.77
Invoice	9/14/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD's		\$75.58
Invoice	9/14/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD		\$9.79
Invoice	9/12/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD's		\$18.88
Invoice	9/15/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD's		\$24.62
Invoice	9/16/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD		\$3.99
Invoice	9/17/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD		\$4.17
Invoice	9/18/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD		\$28.51
Invoice	9/19/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD		\$35.95
Invoice	9/25/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD		\$72.63
Invoice	9/30/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD's		\$61.17
Invoice	9/30/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD's		\$14.79
Invoice	10/1/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD's		\$209.80
Invoice	10/3/2016			
Cash Payment	E 004-5513500 Lib Gift Expenses	DVD		\$14.99
Invoice	10/3/2016			
Transaction Date	10/11/2016	Town Bank	1110300	<b>Total</b> \$1,045.05

Refer 232 AQUATICS UNLIMITED



# ELMGROVE, WI

## Payments

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<b>Cash Payment</b>	E 004-5513500 Lib Gift Expenses	aquarium supplies	<b>\$340.54</b>
Invoice	9/12/2016		
Transaction Date	10/11/2016	Town Bank 1110300	<b>Total \$340.54</b>
Refer	259 <i>MUENCH, SARAH</i>		
<b>Cash Payment</b>	E 004-5513500 Lib Gift Expenses	Chase card - should be personal. Paid Village	<b>\$50.00</b>
Invoice			
Transaction Date	10/13/2016	Town Bank 1110300	<b>Total \$50.00</b>
Refer	255 <i>OFFICE MAX</i>		
<b>Cash Payment</b>	E 004-5513500 Lib Gift Expenses	Office supplies	<b>\$189.92</b>
Invoice	9/23/2016		
Transaction Date	10/13/2016	Town Bank 1110300	<b>Total \$189.92</b>
Refer	233 <i>SENDIKS</i>		
<b>Cash Payment</b>	E 006-5513103 SD Children/Young Adult	Story time	<b>\$14.97</b>
Invoice	9/16/2016		
<b>Cash Payment</b>	E 006-5513103 SD Children/Young Adult	Story time	<b>\$21.32</b>
Invoice	9/9/2016		
<b>Cash Payment</b>	E 004-5513500 Lib Gift Expenses	supplies	<b>\$39.95</b>
Invoice	9/23/2016		
Transaction Date	10/11/2016	Town Bank 1110300	<b>Total \$76.24</b>
Refer	234 <i>TARGET</i>		
<b>Cash Payment</b>	E 004-5513500 Lib Gift Expenses	lego club	<b>\$7.52</b>
Invoice	9/28/2016		
Transaction Date	10/11/2016	Town Bank 1110300	<b>Total \$7.52</b>
Refer	251 <i>WISCONSIN LIBRARY ASSOC, INC</i>		
<b>Cash Payment</b>	E 006-5513200 Dues/Memberships	P Brooks membership	<b>\$81.00</b>
Invoice			
<b>Cash Payment</b>	E 006-5513220 Training/Conferences	P Brooks conference registration	<b>\$233.00</b>
Invoice			
<b>Cash Payment</b>	E 006-5513200 Dues/Memberships	S Muench membership	<b>\$180.00</b>
Invoice			
<b>Cash Payment</b>	E 006-5513220 Training/Conferences	S Muench conference registration	<b>\$164.00</b>
Invoice			
<b>Cash Payment</b>	E 006-5513200 Dues/Memberships	N Weckwerth membership	<b>\$75.00</b>
Invoice			
<b>Cash Payment</b>	E 006-5513220 Training/Conferences	N Weckwerth conference	<b>\$161.00</b>
Invoice			
Transaction Date	10/13/2016	Town Bank 1110300	<b>Total \$894.00</b>

### Fund Summary

	1110300 Town Bank
004 Library Gift Fund	\$1,672.98
006 Library Operating Fund	\$930.29
	\$2,603.27

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$2,603.27
Total	\$2,603.27



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## Payments

Current Period: OCTOBER 2016

Batch Name	Chase1016	User Dollar Amt	\$20,208.58		
Payments		Computer Dollar Amt	\$20,208.58		
			\$0.00	<b>In Balance</b>	
Refer	<u>297 4 IMPRINT</u>	-			
Cash Payment	E 001-5193699 Community Relations	100 Umbrellas for Volunteer Recognition			\$1,879.81
Invoice	12693223				
Cash Payment	E 001-5193699 Community Relations	30 Umbrellas for V olunteer Recognition event			\$596.64
Invoice	12701978				
Transaction Date	10/17/2016	Town Bank	1110300	<b>Total</b>	\$2,476.45
Refer	<u>269 AIRGAS USA LLC</u>	-			
Cash Payment	E 008-5223230 AMBO MEDICAL SUPPLI	EMS cylinders			\$326.58
Invoice	9054096566 8/5/2016				
Cash Payment	E 008-5223230 AMBO MEDICAL SUPPLI	EMS cylinder			\$45.00
Invoice	9054139857 8/5/2016				
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	\$371.58
Refer	<u>270 AMAZON</u>	-			
Cash Payment	E 001-5173300 Building Supplies	building supplies			\$51.98
Invoice					
Cash Payment	E 001-5173300 Building Supplies	building supplies			\$45.08
Invoice					
Cash Payment	E 001-5173300 Building Supplies	building supplies			\$179.44
Invoice					
Cash Payment	E 001-5523198 Building/Grounds Mainena	Recreation building supplies			\$18.00
Invoice					
Cash Payment	E 001-5173200 GG Bldg maintenance	PD garage door closers			\$74.62
Invoice					
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	\$369.12
Refer	<u>271 ANY PROMO</u>	-			
Cash Payment	G 001-3260200 FB-PD designated	PD Glowsticks-paid by CPA			\$293.85
Invoice					
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	\$293.85
Refer	<u>272 BATTERIES PLUS</u>	-			
Cash Payment	E 001-5173200 GG Bldg maintenance	12V and recessed			\$34.90
Invoice					
Cash Payment	E 001-5173200 GG Bldg maintenance	Recessed lighting			\$68.14
Invoice					
Cash Payment	E 001-5173200 GG Bldg maintenance	Return			-\$131.70
Invoice					
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	-\$28.66
Refer	<u>273 BEST BUY</u>	-			
Cash Payment	E 001-5233205 Fire-supplies&maintenance	FD - display port			\$29.99
Invoice					
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	\$29.99
Refer	<u>284 BOUCHER FORD, GORDIE</u>	-			
Cash Payment	E 001-5213210 Police-vehicle repair/maint	repair PD squad 144			\$359.53
Invoice	419378				



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## Payments

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Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	<b>\$359.53</b>
Refer	<u>274 BOUND TREE MEDICAL LLC</u>				
Cash Payment	E 008-5223230 AMBO MEDICAL SUPPLI	EMS supplies			\$275.80
Invoice					
Cash Payment	E 008-5223230 AMBO MEDICAL SUPPLI	EMS supplies			\$467.80
Invoice					
Cash Payment	E 008-5223230 AMBO MEDICAL SUPPLI	EMS supplies			\$107.98
Invoice					
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	<b>\$851.58</b>
Refer	<u>275 CDW GOVERNMENT, INC</u>				
Cash Payment	E 001-5193100 GG office supplies	Adobe Acrobat - GG			\$251.36
Invoice	FKV2769				
Cash Payment	E 007-5970200 5 yr Capital Police	911 Project			\$749.13
Invoice	FKS9274				
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	<b>\$1,000.49</b>
Refer	<u>276 COMPLETE OFFICE OF WISCONSI</u>				
Cash Payment	E 001-5523198 Building/Grounds Mainena	Park garbage bags			\$139.96
Invoice	654013				
	9/15/2016				
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	<b>\$139.96</b>
Refer	<u>277 COMPLIANCESIGNS.COM</u>				
Cash Payment	E 001-5423100 Signs/posts/line painting	4 custom signs			\$122.00
Invoice	513601				
	9/15/2016				
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	<b>\$122.00</b>
Refer	<u>278 CUMMINS NPOWER, LLC</u>				
Cash Payment	E 002-3230400 Repair and Maintenance	Repair generator system			\$500.12
Invoice	805-28278				
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	<b>\$500.12</b>
Refer	<u>332 DOMINOS PIZZA</u>				
Cash Payment	G 001-3260450 FB-Fire Drill Funds	FD			\$34.54
Invoice					
Transaction Date	10/19/2016	Town Bank	1110300	<b>Total</b>	<b>\$34.54</b>
Refer	<u>279 EARTHLINK BUSINESS</u>				
Cash Payment	E 002-3230800 Miscellaneous	Sept charges			\$25.58
Invoice	Sept				
Cash Payment	E 001-5173100 GG utilities	Sept charges			\$25.72
Invoice	Sept				
Cash Payment	E 001-5143331 Internet Expense	Sept charges			\$25.58
Invoice	Sept				
Cash Payment	E 001-5203310 Dispatch Comm-Telephon	Sept charges			\$51.26
Invoice	Sept				
Cash Payment	E 001-5413000 Telephone,alarms PW	Sept charges			\$20.28
Invoice	Sept				
Cash Payment	E 001-5523100 Recreation -Telephone	Sept charges			\$39.29
Invoice	Sept				
Cash Payment	E 006-5513400 Telephone	Sept charges			\$25.84
Invoice	Sept				



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## Payments

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Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	<b>\$213.55</b>
Refer	323 <i>ELLIOTT ACE HARDWARE</i>				-
Cash Payment	E 001-5173200 GG Bldg maintenance				\$33.24
Invoice					
Cash Payment	E 001-5413210 PW equip maint & supplies				\$14.99
Invoice					
Cash Payment	E 001-5413210 PW equip maint & supplies				\$18.87
Invoice					
Cash Payment	E 001-5423100 Signs/posts/line painting				\$11.45
Invoice					
Cash Payment	E 001-5433100 Pavement Maintenance				\$0.99
Invoice					
Cash Payment	E 001-5233205 Fire-supplies&maintenance				\$3.59
Invoice					
Cash Payment	E 001-5613400 Forestry-Village Landscapi				\$13.35
Invoice					
Cash Payment	E 001-5523198 Building/Grounds Mainena				\$7.38
Invoice					
Cash Payment	E 001-5523198 Building/Grounds Mainena				\$12.87
Invoice					
Cash Payment	E 001-5423100 Signs/posts/line painting				\$61.55
Invoice					
Cash Payment	E 001-5413210 PW equip maint & supplies				\$3.99
Invoice					
Cash Payment	E 001-5433100 Pavement Maintenance				\$24.12
Invoice					
Cash Payment	E 001-5413210 PW equip maint & supplies				\$23.96
Invoice					
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b>	<b>\$230.35</b>
Refer	280 <i>EVENTBRITE</i>				-
Cash Payment	E 001-5423200 conference,training PW	R Paul registration - Winter Maintenance Workshop			\$82.00
Invoice	557452329				
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	<b>\$82.00</b>
Refer	281 <i>FACTORY MOTOR PARTS</i>				-
Cash Payment	E 001-5213210 Police-vehicle repair/maint	Oil filters - PD squads			\$39.39
Invoice	13-1332773	9/29/2016			
Cash Payment	E 001-5213210 Police-vehicle repair/maint	Parts for PD squad 744			\$242.91
Invoice	13-1328919	9/12/2016			
Cash Payment	E 001-5213210 Police-vehicle repair/maint	Parts for PD squad 141			\$98.65
Invoice	45-473785	9/14/2016			
Cash Payment	E 001-5213210 Police-vehicle repair/maint	Parts for PD squad 141			\$242.82
Invoice	13-1329790	9/15/2016			
Cash Payment	E 001-5213210 Police-vehicle repair/maint	Wiper blades - PD squads			\$23.40
Invoice	13-1329357	9/13/2016			
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	<b>\$647.17</b>
Refer	282 <i>FEDEX</i>				-



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## Payments

Current Period: OCTOBER 2016

Cash Payment	E 001-5193200 GG Print/Publish/Postage	Blueprints			\$27.00
Invoice	9/16/2016				
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	\$27.00
Refer	283 <i>FIRSTNET LEARNING INC</i>	-			
Cash Payment	E 001-5423200 conference,training PW	R Paul -training			\$300.00
Invoice					
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	\$300.00
Refer	330 <i>GLOBAL INDUSTRIAL.COM</i>	-			
Cash Payment	E 001-5413210 PW equip maint & supplies	gas safety can			\$69.30
Invoice					
Transaction Date	10/19/2016	Town Bank	1110300	<b>Total</b>	\$69.30
Refer	285 <i>GORDON FOOD SERVICE STORE</i>	-			
Cash Payment	E 001-5143099 GG- miscellaneous exp	supplies for employee picnic			\$37.36
Invoice					
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	\$37.36
Refer	286 <i>JO-ANN</i>	-			
Cash Payment	E 001-5143199 Election Miscellaneous	supplies for election posters			\$6.81
Invoice					
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	\$6.81
Refer	287 <i>KALAHARI RESORT</i>	-			
Cash Payment	E 001-5213420 Police-school/seminar/conf	L Hanson lodging for Pro Phonix conference			\$164.00
Invoice	R00LM4OZVB2				
Cash Payment	E 001-5213420 Police-school/seminar/conf	J Kubiak lodging for Pro Phonix conference			\$164.00
Invoice	R00HCLDFB55				
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	\$328.00
Refer	331 <i>LOWES HOME CENTERS INC</i>	-			
Cash Payment	E 001-5173300 Building Supplies	supplies			\$53.87
Invoice					
Transaction Date	10/19/2016	Town Bank	1110300	<b>Total</b>	\$53.87
Refer	288 <i>MICHAELS</i>	-			
Cash Payment	E 001-5143099 GG- miscellaneous exp	frame, mat and framing for Trustee Nelson gift			\$120.96
Invoice					
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	\$120.96
Refer	289 <i>MILWAUKEE RUBBER PRODUCTS</i>	-			
Cash Payment	E 005-5813500 INFRASTRUCTURE MAIN	Top Popper manhole hook, coupler			\$39.69
Invoice	0068443 9/21/2016				
Cash Payment	E 005-5813500 INFRASTRUCTURE MAIN	Adapter			\$9.40
Invoice	0068444 9/21/2016				
Transaction Date	10/14/2016	Town Bank	1110300	<b>Total</b>	\$49.09
Refer	298 <i>NATIONAL BAKERY</i>	-			
Cash Payment	E 001-5213599 Police- Miscellaneous	PD			\$11.88
Invoice					
Transaction Date	10/17/2016	Town Bank	1110300	<b>Total</b>	\$11.88
Refer	299 <i>NEOPOST</i>	-			



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## Payments

Current Period: OCTOBER 2016

Cash Payment	E 001-5193200 GG Print/Publish/Postage	Postage meter sheets		\$25.22
Invoice				
Transaction Date	10/17/2016	Town Bank	1110300	<b>Total</b> \$25.22
Refer	300 NORTHERN TOOL AND EQUIPMEN -			
Cash Payment	E 001-5173200 GG Bldg maintenance	Replacement wheels for cart		\$51.97
Invoice				
Cash Payment	E 001-5173200 GG Bldg maintenance	Return wheel		-\$41.43
Invoice				
Cash Payment	E 001-5233200 Fire-truck maintenance	FD - extended core		\$41.10
Invoice				
Cash Payment	E 001-5413210 PW equip maint & supplies	PW supplies		\$41.94
Invoice				
Transaction Date	10/17/2016	Town Bank	1110300	<b>Total</b> \$93.58
Refer	303 O REILLY AUTO PARTS -			
Cash Payment	E 001-5233200 Fire-truck maintenance	suplies		\$25.96
Invoice 2440-314770				
Cash Payment	E 001-5213210 Police-vehicle repair/maint	suplies		\$25.73
Invoice 2440-315895				
Transaction Date	10/17/2016	Town Bank	1110300	<b>Total</b> \$51.69
Refer	304 OFFICE DEPOT CREDIT PLAN -			
Cash Payment	E 001-5233520 Fire-Prevention	FD copies and supplies		\$83.49
Invoice				
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b> \$83.49
Refer	301 PRINTELECT -			
Cash Payment	E 001-5143199 Election Miscellaneous	4 - Voting booths		\$662.27
Invoice 100000884 9/2/2016				
Transaction Date	10/17/2016	Town Bank	1110300	<b>Total</b> \$662.27
Refer	329 PROCESS & MECHANICAL SYSTE -			
Cash Payment	E 001-5523198 Building/Grounds Mainena	Return - pool supply		-\$331.44
Invoice				
Transaction Date	10/19/2016	Town Bank	1110300	<b>Total</b> -\$331.44
Refer	302 QUICK FUEL -			
Cash Payment	E 001-5413200 PW fuel	fuel		\$2,032.08
Invoice 1174004 8/18/2016				
Cash Payment	E 001-5413200 PW fuel	fuel		\$2,111.74
Invoice 1182563 9/3/2016				
Cash Payment	E 001-5413200 PW fuel	fuel		\$3,252.74
Invoice 1191426 9/18/2016				
Transaction Date	10/17/2016	Town Bank	1110300	<b>Total</b> \$7,396.56
Refer	305 REFACTORTAC -			
Cash Payment	E 001-5213410 Police-Firearms training eq	PD targets for firearms		\$40.52
Invoice 50634				
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b> \$40.52
Refer	306 REMY BATTERY CO., INC. -			
Cash Payment	E 001-5413210 PW equip maint & supplies	12 volt		\$47.52
Invoice 5293733 10/4/2016				



# ELMGROVE, WI

## Payments

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Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b>	<b>\$47.52</b>
Refer	307 <u>RIEDEL SPORTS INC</u>		-		
Cash Payment	E 001-5423210 PW uniforms	PW shirts			\$174.50
Invoice	15455	8/29/2016			
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b>	<b>\$174.50</b>
Refer	308 <u>RITTER TECHNOLOGY, LLC</u>		-		
Cash Payment	E 001-5413210 PW equip maint & supplies	PW - crimp assy			\$62.75
Invoice					
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b>	<b>\$62.75</b>
Refer	309 <u>SAM S CLUB</u>		-		
Cash Payment	E 001-5143099 GG- miscellaneous exp	Employee picnic			\$26.74
Invoice		9/21/2016			
Cash Payment	G 001-3260450 FB-Fire Drill Funds	Fire Dept			\$50.64
Invoice		9/21/2016			
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b>	<b>\$77.38</b>
Refer	310 <u>SCHOLARSHIP AMERICA DEVELO</u>		-		
Cash Payment	G 008-3260180 FB misc donations by EMT	EMT donations			\$409.00
Invoice					
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b>	<b>\$409.00</b>
Refer	311 <u>SENDIKS</u>		-		
Cash Payment	E 001-5143099 GG- miscellaneous exp	Employee picnic			\$109.54
Invoice					
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b>	<b>\$109.54</b>
Refer	312 <u>TARGET</u>		-		
Cash Payment	G 001-3260450 FB-Fire Drill Funds	FD supplies			\$97.43
Invoice					
Cash Payment	E 001-5193100 GG office supplies	GG step stool			\$27.32
Invoice					
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b>	<b>\$124.75</b>
Refer	313 <u>THINGS REMEMBERED</u>		-		
Cash Payment	E 001-5143099 GG- miscellaneous exp	Plaque for Trustee Nelson picture			\$52.54
Invoice					
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b>	<b>\$52.54</b>
Refer	314 <u>UTILITY SALES AND SERVICE</u>		-		
Cash Payment	E 001-5413210 PW equip maint & supplies	PW - part			\$137.90
Invoice	0200981	9/8/2016			
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b>	<b>\$137.90</b>
Refer	322 <u>VERIZON</u>		-		
Cash Payment	E 001-5203315 ProPhoenix /TIME	Cell phones			\$270.09
Invoice	380441930				
Cash Payment	E 001-5203310 Dispatch Comm-Telephon	Cell phones			\$49.33
Invoice	380441930				
Cash Payment	E 002-3230400 Repair and Maintenance	Cell phones			\$30.01
Invoice	380441930				
Cash Payment	E 001-5173100 GG utilities	Cell phones			\$30.76
Invoice	380441930				



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## Payments

Current Period: OCTOBER 2016

Cash Payment	E 001-5233400 Fire-Communications	Cell phones		\$2.25
Invoice	380441930			
Cash Payment	E 001-5523100 Recreation -Telephone	Cell phones		\$30.01
Invoice	380441930			
Cash Payment	E 008-5223400 EMS COMMUNICATIONS	Cell phones		\$5.88
Invoice	380441930			
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b> \$418.33
Refer	315 VISTAPRINT.COM	-		
Cash Payment	E 001-5193699 Community Relations	Invittions for Volunteer recognition event		\$89.96
Invoice	9/9/2016			
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b> \$89.96
Refer	316 WALGREENS	-		
Cash Payment	E 001-5143099 GG- miscellaneous exp	Photo copy - for Trustee Nelson		\$26.26
Invoice				
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b> \$26.26
Refer	318 WI DEPT JUSTICE-CRIME INFO BU	-		
Cash Payment	E 001-5143200 License Expense	background checks		\$98.00
Invoice				
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b> \$98.00
Refer	317 WINDSTREAM	-		
Cash Payment	E 001-5143331 Internet Expense	September phone charges		\$262.50
Invoice	68527487			
Cash Payment	E 001-5173100 GG utilities	September phone charges		\$160.31
Invoice	68527487			
Cash Payment	E 001-5203310 Dispatch Comm-Telephon	September phone charges		\$116.58
Invoice	68527487			
Cash Payment	E 001-5413000 Telephone,alarms PW	September phone charges		\$25.28
Invoice	68527487			
Cash Payment	E 001-5523100 Recreation -Telephone	September phone charges		\$31.28
Invoice	68527487			
Cash Payment	E 001-5233400 Fire-Communications	September phone charges		\$12.64
Invoice	68527487			
Cash Payment	E 006-5513400 Telephone	September phone charges		\$37.59
Invoice	68527487			
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b> \$646.18
Refer	321 WORLDWIDE INFORMATION INC	-		
Cash Payment	E 001-5203315 ProPhoenix /TIME	WI Motor Vehicle records, licenses for PD		\$288.00
Invoice	7398 7/27/2016			
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b> \$288.00
Refer	320 ZAZZLE	-		
Cash Payment	E 001-5193699 Community Relations	100 'I volunteer' buttons'		\$177.89
Invoice				
Transaction Date	10/18/2016	Town Bank	1110300	<b>Total</b> \$177.89
Refer	319 ZORO.COM	-		
Cash Payment	E 001-5233205 Fire-supplies&maintenance	Air compressor		\$276.82
Invoice	2893741 9/22/2016			



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## Payments

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<b>Cash Payment</b>	E 002-3230400 Repair and Maintenance	UPS system	<b>\$80.94</b>
Invoice 2877435	9/19/2016		
<b>Cash Payment</b>	E 001-5413210 PW equip maint & supplies	Roller chains for PW rake	<b>\$109.60</b>
Invoice 2885601	9/20/2016		
<b>Cash Payment</b>	E 002-3230400 Repair and Maintenance	UPS system	<b>\$80.94</b>
Invoice 2933967	10/4/2016		
Transaction Date	10/18/2016	Town Bank      1110300	<b>Total      \$548.30</b>

### Fund Summary

	1110300 Town Bank
001 General Fund	\$16,991.30
002 Sewer Fund	\$717.59
005 Stormwater Operation Fund	\$49.09
006 Library Operating Fund	\$63.43
007 5 Year Capital Fund	\$749.13
008 Emergency Medical Service	\$1,638.04
	\$20,208.58

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$20,208.58
Total	\$20,208.58



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## Payments

Current Period: OCTOBER 2016

Batch Name	AP 1016	User Dollar Amt	\$444,676.46		
Payments		Computer Dollar Amt	\$444,676.46		
			\$0.00	<b>In Balance</b>	
Refer	<u>213 3 RIVERS BILLING INC</u>	-			
Cash Payment	E 008-5223260 BILLING CHARGES	September EMS Billing			\$614.34
Invoice	3805 10/3/2016				
Transaction Date	10/6/2016	Town Bank	1110300	<b>Total</b>	\$614.34
Refer	<u>214 AARONIN STEEL SALES, INC</u>	-			
Cash Payment	E 001-5423130 StreetLight repair	PW Supplies			\$31.35
Invoice	54354 9/29/2016				
Transaction Date	10/6/2016	Town Bank	1110300	<b>Total</b>	\$31.35
Refer	<u>228 AB DATA CLIENT TRUST</u>	<u>Ck# 091924 10/6/2016</u>			
Cash Payment	E 001-5193200 GG Print/Publish/Postage	Tax Bill Postage			\$1,133.47
Invoice					
Transaction Date	10/6/2016	Town Bank	1110300	<b>Total</b>	\$1,133.47
Refer	<u>295 ACE ELECTRIC SEWER CLEANER</u>	-			
Cash Payment	E 002-3230400 Repair and Maintenance	Jet lateral from manhole - 1020 san Jose			\$525.00
Invoice	8932 10/12/2016				
Transaction Date	10/17/2016	Town Bank	1110300	<b>Total</b>	\$525.00
Refer	<u>293 ACE HARDWARE</u>	-			
Cash Payment	E 001-5233205 Fire-supplies&maintenanc	September charges			\$6.99
Invoice	119519 0916				
Cash Payment	E 001-5423100 Signs/posts/line painting	September charges			\$2.79
Invoice	119519 0916				
Cash Payment	E 001-5423100 Signs/posts/line painting	September charges			\$51.48
Invoice	119519 0916				
Transaction Date	10/17/2016	Town Bank	1110300	<b>Total</b>	\$61.26
Refer	<u>324 ALL-WAYS CONTRACTORS INC</u>	-			
Cash Payment	E 005-5813500 INFRASTRUCTURE MAIN	top soil			\$270.00
Invoice	34050 9/23/2016				
Transaction Date	10/19/2016	Town Bank	1110300	<b>Total</b>	\$270.00
Refer	<u>252 ASSESSMENT TECHNOLOGIES LL</u>	-			
Cash Payment	E 001-5143335 Assessor Services	Market Drive Software Support			\$157.50
Invoice	6490 10/7/2016				
Transaction Date	10/13/2016	Town Bank	1110300	<b>Total</b>	\$157.50
Refer	<u>325 AT&amp;T RISK MANAGEMENT</u>	-			
Cash Payment	E 007-5970400 5 yr Capital DPW	Damage at Berkshire pathway			\$400.55
Invoice	AMER-25-20160				
Transaction Date	10/19/2016	Town Bank	1110300	<b>Total</b>	\$400.55
Refer	<u>253 AUTOMOTIVE &amp; TRUCK SERVICE</u>	-			
Cash Payment	R 001-4421000 PD Misc (Public Safety)	PD Towing			\$465.00
Invoice	9/30/2016				
Transaction Date	10/13/2016	Town Bank	1110300	<b>Total</b>	\$465.00
Refer	<u>188 BANYON DATA SYSTEMS INC</u>	-			



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## Payments

Current Period: OCTOBER 2016

<b>Cash Payment</b>	E 001-5143330 Computer Maintenance	Fund accounting & Utility Billing Annual Support	\$1,590.00
Invoice	00154856	10/1/2016	
Transaction Date	10/4/2016	Town Bank	1110300
		<b>Total</b>	<b>\$1,590.00</b>
Refer	215 BEE MAN LLC, THE		
<b>Cash Payment</b>	E 001-5613400 Forestry-Village Landscapi	Yellow Jacket Control	\$119.00
Invoice	83594	9/26/2016	
Transaction Date	10/6/2016	Town Bank	1110300
		<b>Total</b>	<b>\$119.00</b>
Refer	216 BENDLIN FIRE EQUIPMENT CO IN		
<b>Cash Payment</b>	E 001-5233205 Fire-supplies&maintenanc	Handlelok Brackets	\$335.00
Invoice	93677	9/23/2016	
<b>Cash Payment</b>	E 001-5233205 Fire-supplies&maintenanc	Cleaner	\$33.50
Invoice	93696	9/26/2016	
<b>Cash Payment</b>	E 001-5233205 Fire-supplies&maintenanc	Cleaner	\$33.50
Invoice	93676	9/23/2016	
<b>Cash Payment</b>	E 001-5233205 Fire-supplies&maintenanc	Credit Memo for 93676	-\$33.50
Invoice	93737	9/29/2016	
<b>Cash Payment</b>	E 001-5233205 Fire-supplies&maintenanc	FD equipment mounting system	\$455.40
Invoice	93821	10/10/2016	
Transaction Date	10/6/2016	Town Bank	1110300
		<b>Total</b>	<b>\$823.90</b>
Refer	226 BERTHER, GEORGIA		
		Ck# 091922 10/6/2016	
<b>Cash Payment</b>	G 001-3260800 FB Beautification Comm	Beautification Awards Ceremony	\$140.00
Invoice		10/6/2016	
Transaction Date	10/6/2016	Town Bank	1110300
		<b>Total</b>	<b>\$140.00</b>
Refer	189 BRAZAUSKAS, VYTARAS		
		Ck# 091939 10/17/2016	
<b>Cash Payment</b>	G 001-3350100 Demolition Deposits	Partial refund of demo deposit for 1635 Notre Dame	\$7,000.00
Invoice		10/3/2016	
Transaction Date	10/4/2016	Town Bank	1110300
		<b>Total</b>	<b>\$7,000.00</b>
Refer	201 BROOKFIELD, CITY OF-UTILITIES		
		Ck# 091920 10/4/2016	
<b>Cash Payment</b>	E 001-5413010 PW Utilities	PW garage water	\$46.28
Invoice	590850	9/30/2016	
Transaction Date	10/4/2016	Town Bank	1110300
		<b>Total</b>	<b>\$46.28</b>
Refer	217 CHEL GRAPHICS INCORPORATED		
<b>Cash Payment</b>	E 001-5121045 Court Office Supplies	Court Jackets	\$825.40
Invoice	98235	9/29/2016	
Transaction Date	10/6/2016	Town Bank	1110300
		<b>Total</b>	<b>\$825.40</b>
Refer	254 CROWLEY CONSTRUCTION CORP		
<b>Cash Payment</b>	E 001-5423100 Signs/posts/line painting	layout and paint parking lot	\$275.00
Invoice	9798	9/30/2016	
<b>Cash Payment</b>	E 007-5970400 5 yr Capital DPW	layout and paint Watertown Plank Road	\$2,495.00
Invoice	9798	9/30/2016	
Transaction Date	10/13/2016	Town Bank	1110300
		<b>Total</b>	<b>\$2,770.00</b>
Refer	190 DASSOW, BARBARA		
		Ck# 091940 10/17/2016	
<b>Cash Payment</b>	E 001-5143099 GG- miscellaneous exp	Board of Review Court Reporter	\$150.00
Invoice	16-5850	9/28/2016	
Transaction Date	10/4/2016	Town Bank	1110300
		<b>Total</b>	<b>\$150.00</b>



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## Payments

Current Period: OCTOBER 2016

Refer	245 DESIGN GROUP THREE	Ck# 091933 10/13/2016	
Cash Payment	R 001-4351000 Permit-Building	Refund fees for Conditional Use Permit, building bd review-14320 Hillside Rd. J Gregg	\$200.00
Invoice			
Cash Payment	R 001-4359100 Building Board Fee	Refund fees for Conditional Use Permit, building bd review-14320 Hillside Rd. J Gregg	\$30.00
Invoice			
Cash Payment	R 001-4359200 Plan Review Fee	Refund fees for Conditional Use Permit, building bd review-14320 Hillside Rd. J Gregg	\$102.40
Invoice			
Cash Payment	R 001-4359500 Plan Commission Fees	Refund fees for Conditional Use Permit, building bd review-14320 Hillside Rd. J Gregg	\$175.00
Invoice			
Transaction Date	10/12/2016	Town Bank 1110300	<b>Total</b> \$507.40
Refer	227 DEVEREY, COLLEEN	Ck# 091923 10/6/2016	
Cash Payment	R 008-4416000 Ambulance fees	Overpayment	\$383.15
Invoice			
Transaction Date	10/6/2016	Town Bank 1110300	<b>Total</b> \$383.15
Refer	191 DIVERSIFIED BENEFIT SERVICES	-	
Cash Payment	E 001-5142020 FSA Sect 125 administrati	September 125-FSA	\$95.93
Invoice	228587 9/23/2016		
Cash Payment	E 001-5142030 Adminstrative Fee-HRA	October HRA	\$187.86
Invoice	229178 10/4/2016		
Transaction Date	10/4/2016	Town Bank 1110300	<b>Total</b> \$283.79
Refer	290 EARTHLINK BUSINESS	Ck# 091945 10/17/2016	
Cash Payment	E 001-5143331 Internet Expense	T-1 line Internet	\$204.31
Invoice	13587183100716 10/7/2016		
Transaction Date	10/17/2016	Town Bank 1110300	<b>Total</b> \$204.31
Refer	291 EHLERS	Ck# 091946 10/17/2016	
Cash Payment	E 002-3230600 Legal/audit fees	2016 Disclosure report	\$800.00
Invoice	71737 10/7/2016		
Cash Payment	E 005-3230600 Legal/audit fees	2016 Disclosure report	\$1,000.00
Invoice	71737 10/7/2016		
Cash Payment	E 014-3230600 Legal/audit fees	2016 Disclosure report	\$1,000.00
Invoice	71737 10/7/2016		
Transaction Date	10/17/2016	Town Bank 1110300	<b>Total</b> \$2,800.00
Refer	250 ELM GROVE COMMUNITY FOUND	Ck# 091932 10/13/2016	
Cash Payment	E 001-5193699 Community Relations	Volunteer recognition at Oktoberfest	\$2,096.00
Invoice	10/13/2016		
Transaction Date	10/13/2016	Town Bank 1110300	<b>Total</b> \$2,096.00
Refer	192 ELM GROVE, VILLAGE	Ck# 091935 10/13/2016	
Cash Payment	E 001-5173100 GG utilities	01-00003999-00-7	\$2,995.30
Invoice	9/29/2016		
Cash Payment	E 001-5413010 PW Utilities	01-00005968-00-5	\$689.20
Invoice	9/29/2016		
Transaction Date	10/4/2016	Town Bank 1110300	<b>Total</b> \$3,684.50
Refer	333 FISHER, EVAN OR MELISSA	-	



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## Payments

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Cash Payment	G 001-3350200 Public Way Disturbance d	Public Way Disturbance deposit refund		\$2,000.00
Invoice				
Transaction Date	10/19/2016	Town Bank	1110300	<b>Total</b> \$2,000.00
Refer	248 GASSE, CAROLYN	Ck# 091934	10/13/2016	
Cash Payment	E 008-5223520 EMT TRAINING	Reimburse for EMS supplies		\$16.98
Invoice 10/12/2016				
Transaction Date	10/12/2016	Town Bank	1110300	<b>Total</b> \$16.98
Refer	194 GENERAL FIRE EQUIPMENT CO.,I	-		
Cash Payment	E 007-5970200 5 yr Capital Police	Mount equipment on new squad		\$2,241.04
Invoice 134758 9/14/2016				
Transaction Date	10/4/2016	Town Bank	1110300	<b>Total</b> \$2,241.04
Refer	218 JANI-KING OF MILWAUKEE	-		
Cash Payment	E 001-5143350 Bldg Cleaning- Contract	Monthly Contract Billing October		\$1,925.00
Invoice MIL10160181 10/1/2016				
Transaction Date	10/6/2016	Town Bank	1110300	<b>Total</b> \$1,925.00
Refer	229 JOHANEK, WENDY	Ck# 091925	10/6/2016	
Cash Payment	G 001-3260800 FB Beautification Comm	Photography of award winners		\$90.00
Invoice 10/4/2016				
Transaction Date	10/6/2016	Town Bank	1110300	<b>Total</b> \$90.00
Refer	230 JOHNS DISPOSAL SERVICE	Ck# 091926	10/6/2016	
Cash Payment	E 001-5443100 Contracted Waste Collecti	Garbage		\$11,532.20
Invoice 89778 9/23/2016				
Cash Payment	E 001-5443200 Contracted Recycling Colle	Recycling		\$10,114.48
Invoice 89778 9/23/2016				
Cash Payment	E 001-5443100 Contracted Waste Collecti	Bulky		\$2,010.20
Invoice 89778 9/23/2016				
Cash Payment	E 001-5443200 Contracted Recycling Colle	32 rec		\$846.00
Invoice 89778 9/23/2016				
Cash Payment	E 001-5443100 Contracted Waste Collecti	Garbage		\$38.15
Invoice 86455 8/25/2016				
Cash Payment	E 001-5443200 Contracted Recycling Colle	Recycling		\$33.46
Invoice 86455 8/25/2016				
Cash Payment	E 001-5443100 Contracted Waste Collecti	Bulky		\$6.65
Invoice 86455 8/25/2016				
Cash Payment	E 001-5443100 Contracted Waste Collecti	Garbage		\$11,526.75
Invoice 86455 8/25/2016				
Cash Payment	E 001-5443200 Contracted Recycling Colle	Recycling		\$10,109.70
Invoice 86455 8/25/2016				
Cash Payment	E 001-5443100 Contracted Waste Collecti	Bulky		\$2,009.25
Invoice 86455 8/25/2016				
Cash Payment	E 001-5443200 Contracted Recycling Colle	32 rec		\$845.60
Invoice 86455 8/25/2016				
Cash Payment	E 001-5443100 Contracted Waste Collecti	empty & return		\$540.00
Invoice 86455 8/25/2016				
Transaction Date	10/6/2016	Town Bank	1110300	<b>Total</b> \$49,612.44
Refer	326 JOHNS DISPOSAL SERVICE	-		



# ELMGROVE, WI

## Payments

Current Period: OCTOBER 2016

<b>Cash Payment</b>	E 001-5443100 Contracted Waste Collecti	Landfill charges	\$7,259.85
Invoice	91209	10/5/2016	
Transaction Date	10/19/2016	Town Bank	1110300
		<b>Total</b>	<b>\$7,259.85</b>
Refer	219 <u>JOHNSON CONTROLS</u>		
<b>Cash Payment</b>	E 001-5173200 GG Bldg maintenance	Service	\$428.00
Invoice	1-40782018762	9/27/2016	
Transaction Date	10/6/2016	Town Bank	1110300
		<b>Total</b>	<b>\$428.00</b>
Refer	334 <u>KNOX COMPANY</u>		
<b>Cash Payment</b>	E 007-5970300 5 yr Capital Fire	WIFI Knox boxes & software	\$2,905.33
Invoice	00843117	9/23/2016	
<b>Cash Payment</b>	G 008-3260195 FB EMS Kroening Trust	WIFI Knox boxes & software	\$5,785.67
Invoice	00843117	9/23/2016	
Transaction Date	10/19/2016	Town Bank	1110300
		<b>Total</b>	<b>\$8,691.00</b>
Refer	220 <u>LEASING SERVICES LLC</u> Ck# 091941 10/17/2016		
<b>Cash Payment</b>	E 001-5143326 Village wide copy equip	PD Copier	\$163.50
Invoice	40062417	10/1/2016	
Transaction Date	10/6/2016	Town Bank	1110300
		<b>Total</b>	<b>\$163.50</b>
Refer	256 <u>MAILFINANCE</u>		
<b>Cash Payment</b>	E 001-5143325 GG Office Equip Maint	Postage Meter Lease	\$261.83
Invoice	N6168621	10/5/2016	
Transaction Date	10/13/2016	Town Bank	1110300
		<b>Total</b>	<b>\$261.83</b>
Refer	257 <u>MAX-R</u>		
<b>Cash Payment</b>	E 001-5443500 Brush Disposal	Grinding Services	\$2,750.00
Invoice	201962	5/18/2016	
Transaction Date	10/13/2016	Town Bank	1110300
		<b>Total</b>	<b>\$2,750.00</b>
Refer	221 <u>MID CITY PLUMBING &amp; HEATING I</u>		
<b>Cash Payment</b>	E 002-3230400 Repair and Maintenance	Repair Sanitary Sewer	\$9,195.59
Invoice	80995	8/18/2016	
Transaction Date	10/6/2016	Town Bank	1110300
		<b>Total</b>	<b>\$9,195.59</b>
Refer	222 <u>MILWAUKEE METROPOLITAN SE</u>		
<b>Cash Payment</b>	E 002-3230100 MMSD user charges	Sewerage Charges	\$84,688.17
Invoice	215-16	10/3/2016	
Transaction Date	10/6/2016	Town Bank	1110300
		<b>Total</b>	<b>\$84,688.17</b>
Refer	335 <u>MUSKEGO, CITY OF</u>		
<b>Cash Payment</b>	E 002-3230100 MMSD user charges	MMSD 2020 Facility Plan - 13059	\$133.58
Invoice	57968	10/17/2016	
Transaction Date	10/19/2016	Town Bank	1110300
		<b>Total</b>	<b>\$133.58</b>
Refer	242 <u>NATURAL RESOURCE TECHNOLO</u>		
<b>Cash Payment</b>	E 007-5970400 5 yr Capital DPW	Contaminated Soil Management - OHM property	\$2,201.39
Invoice	2390-2		
<b>Cash Payment</b>	E 007-5970400 5 yr Capital DPW	Contaminated Soil Management - OHM property	\$515.86
Invoice	2390-4		
Transaction Date	10/12/2016	Town Bank	1110300
		<b>Total</b>	<b>\$2,717.25</b>
Refer	258 <u>NEOFUNDS BY NEOPOST</u> Ck# 091936 10/13/2016		



# ELMGROVE, WI

## Payments

Current Period: OCTOBER 2016

Cash Payment	E 001-5193200 GG Print/Publish/Postage	Postage		\$1,000.00
Invoice	100316	10/3/2016		
Transaction Date	10/13/2016	Town Bank	1110300	<b>Total</b> \$1,000.00
Refer	261 OFFICE COPYING EQUIPMENT		Ck# 091942 10/17/2016	
Cash Payment	E 001-5143326 Village wide copy equip	PD Copier		\$24.92
Invoice	C337129	9/30/2016		
Cash Payment	E 001-5143326 Village wide copy equip	GG Copier		\$518.70
Invoice	C337097	9/30/2016		
Cash Payment	E 001-5143326 Village wide copy equip	Dispatch Copier		\$4.86
Invoice	C337066	9/30/2016		
Cash Payment	E 001-5143326 Village wide copy equip	FD Copier		\$7.91
Invoice	C337078	9/30/2016		
Transaction Date	10/13/2016	Town Bank	1110300	<b>Total</b> \$556.39
Refer	247 OFFICE MAX			
Cash Payment	E 001-5193100 GG office supplies	GG office supplies		\$13.42
Invoice	212154	10/4/2016		
Cash Payment	E 001-5193100 GG office supplies	2017 calanders, appt books		\$10.72
Invoice	304738	10/13/2016		
Transaction Date	10/12/2016	Town Bank	1110300	<b>Total</b> \$24.14
Refer	260 ONE HOUR MARTINIZING			
Cash Payment	E 001-5213100 Police-Clothing Allow/Clea	PD Dry cleaning		\$142.96
Invoice	Sept			
Transaction Date	10/13/2016	Town Bank	1110300	<b>Total</b> \$142.96
Refer	223 PAYNE & DOLAN, INC.			
Cash Payment	E 007-5970400 5 yr Capital DPW	Berkshire Pathway		\$20,681.20
Invoice	105501-02	10/4/2016		
Cash Payment	E 001-5433100 Pavement Maintenance	Watertown Plank Rd paving		\$113,254.15
Invoice	105656-01	10/6/2016		
Transaction Date	10/6/2016	Town Bank	1110300	<b>Total</b> \$133,935.35
Refer	262 PERSONNEL EVALUATION INC			
Cash Payment	E 001-5213425 Police-Recruitment	Dispatch Recruitment		\$120.00
Invoice	20486	9/30/2016		
Transaction Date	10/13/2016	Town Bank	1110300	<b>Total</b> \$120.00
Refer	336 PORT A JOHN			
Cash Payment	E 001-5523198 Building/Grounds Mainena	Park restroom		\$130.00
Invoice	1263027	10/14/2016		
Transaction Date	10/19/2016	Town Bank	1110300	<b>Total</b> \$130.00
Refer	198 PRAXAIR/BENTLEY GAS TECH		Ck# 091918 10/4/2016	
Cash Payment	E 008-5223230 AMBO MEDICAL SUPPLI	EMS supplies		\$142.60
Invoice	74431697	9/22/2016		
Transaction Date	10/4/2016	Town Bank	1110300	<b>Total</b> \$142.60
Refer	292 PRAXAIR/BENTLEY GAS TECH		Ck# 091947 10/17/2016	
Cash Payment	E 008-5223230 AMBO MEDICAL SUPPLI	EMS supplies		\$142.60
Invoice	74121553	8/23/2016		
Transaction Date	10/17/2016	Town Bank	1110300	<b>Total</b> \$142.60
Refer	337 RADLER, DANIEL OR CATHERINE			



# ELMGROVE, WI

## Payments

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<b>Cash Payment</b>	G 001-3350200 Public Way Disturbance d	Partial refund of Public Way Disturbance deposit	\$1,500.00
Invoice			
Transaction Date	10/19/2016	Town Bank 1110300	<b>Total</b> \$1,500.00
Refer	199 REGISTRATION FEE TRUST Ck# 091919 10/4/2016		
<b>Cash Payment</b>	E 001-5213210 Police-vehicle repair/maint	1FM5K8AR7EGB96301, 2014 Ford	\$1.00
Invoice			
Transaction Date	10/4/2016	Town Bank 1110300	<b>Total</b> \$1.00
Refer	263 REINDERS INC -		
<b>Cash Payment</b>	E 005-5813500 INFRASTRUCTURE MAIN	PW Supplies	\$139.68
Invoice 1657514-00 9/30/2016			
Transaction Date	10/13/2016	Town Bank 1110300	<b>Total</b> \$139.68
Refer	296 RUEKERT MIELKE, INC. -		
<b>Cash Payment</b>	E 001-5143332 GIS Expense	GIS Web maintenance - upload files to Facility Dude	\$217.50
Invoice 116156 8/31/2016			
<b>Cash Payment</b>	E 002-3230300 Inspection and Engineerin	FLOW monitoring - Wauwatosa/Elm Grove	\$528.50
Invoice 116388 9/20/2016			
<b>Cash Payment</b>	E 007-5970400 5 yr Capital DPW	Watertown Plank Rd bridge	\$9,776.25
Invoice 116387 9/20/2016			
<b>Cash Payment</b>	E 007-5970400 5 yr Capital DPW	Watertown Plank Rd bridge	\$18,840.82
Invoice 116386 9/20/2016			
<b>Cash Payment</b>	E 001-5423300 PW Consulting Services	Watertown Plank Rd pathway	\$1,951.86
Invoice 116160 8/31/2016			
<b>Cash Payment</b>	E 001-5423300 PW Consulting Services	Watertown Plank Rd pathway	\$1,240.05
Invoice 116389 9/20/2016			
<b>Cash Payment</b>	E 007-5970400 5 yr Capital DPW	Watertown Plank Rd bridge	\$23,103.97
Invoice 116157 8/31/2016			
<b>Cash Payment</b>	E 007-5970400 5 yr Capital DPW	Watertown Plank Rd bridge	\$11,313.75
Invoice 116158 8/31/2016			
<b>Cash Payment</b>	E 002-3230300 Inspection and Engineerin	FLOW monitoring - Wauwatosa/Elm Grove	\$151.00
Invoice 116159 8/31/2016			
<b>Cash Payment</b>	E 005-5813100 CONSULTING SERVICES	1255 Woodlawn drainage	\$292.11
Invoice 116155 8/31/2016			
<b>Cash Payment</b>	G 001-3340753 Resident Engineering	705 Elm Grove Rd	\$226.50
Invoice 116155 8/31/2016			
<b>Cash Payment</b>	E 005-5813100 CONSULTING SERVICES	900 Madera Cr drainage	\$504.86
Invoice 116155 8/31/2016			
<b>Cash Payment</b>	E 005-5813100 CONSULTING SERVICES	MMSD meeting	\$348.36
Invoice 116155 8/31/2016			
<b>Cash Payment</b>	G 001-3340753 Resident Engineering	1620 Fairhaven Blvd	\$755.00
Invoice 116385 9/20/2016			
<b>Cash Payment</b>	E 002-3230300 Inspection and Engineerin	MMSD meeting	\$255.39
Invoice 116385 9/20/2016			
<b>Cash Payment</b>	G 001-3340753 Resident Engineering	13825 Fairfield Ct	\$689.22
Invoice 116385 9/20/2016			
Transaction Date	10/17/2016	Town Bank 1110300	<b>Total</b> \$70,195.14
Refer	327 SAFEWAY PEST MANAGEMENT -		



# ELMGROVE, WI

## Payments

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Current Period: OCTOBER 2016

<b>Cash Payment</b>	E 001-5173200 GG Bldg maintenance	Monthly pest control	<b>\$52.00</b>
Invoice 541332			
Transaction Date	10/19/2016	Town Bank 1110300	<b>Total \$52.00</b>
<hr/>			
Refer	237 <u>SECURIAN FINANCIAL GROUP INC</u>		Ck# 091928 10/11/2016
<b>Cash Payment</b>	E 001-5142005 GG life insurance	Life Insurance	<b>\$135.96</b>
Invoice Nov-16			
<b>Cash Payment</b>	E 001-5202005 Dispatch Life Insurance	Life Insurance	<b>\$70.61</b>
Invoice Nov-16			
<b>Cash Payment</b>	E 001-5212005 Police Life Insurance	Life Insurance	<b>\$214.22</b>
Invoice Nov-16			
<b>Cash Payment</b>	E 001-5232000 Fire-Life/Disability Insuranc	Life Insurance	<b>\$28.73</b>
Invoice Nov-16			
<b>Cash Payment</b>	E 001-5412005 DPW- life insurance	Life Insurance	<b>\$143.58</b>
Invoice Nov-16			
<b>Cash Payment</b>	E 001-5612005 Forestry- Life Insur	Life Insurance	<b>\$31.36</b>
Invoice Nov-16			
<b>Cash Payment</b>	E 006-5512005 Library- life insurance	Life Insurance	<b>\$69.34</b>
Invoice Nov-16			
<b>Cash Payment</b>	E 001-5522005 Recreation-life insurance	Life Insurance	<b>\$3.38</b>
Invoice Nov-16			
<b>Cash Payment</b>	G 001-2111600 Life Insurance Payable	Life Insurance	<b>\$532.95</b>
Invoice Nov-16			
Transaction Date	10/11/2016	Town Bank 1110300	<b>Total \$1,230.13</b>
<hr/>			
Refer	264 <u>SENDIKS</u>		-
<b>Cash Payment</b>	E 008-5223520 EMT TRAINING	EMS Supplies	<b>\$58.81</b>
Invoice 9/30/2016			
Transaction Date	10/13/2016	Town Bank 1110300	<b>Total \$58.81</b>
<hr/>			
Refer	203 <u>SHARP ELECTRONICS CORP</u>		Ck# 091943 10/17/2016
<b>Cash Payment</b>	E 006-5513310 Library Copy Machine	Library copier	<b>\$142.49</b>
Invoice SH171356 10/1/2016			
Transaction Date	10/4/2016	Town Bank 1110300	<b>Total \$142.49</b>
<hr/>			
Refer	338 <u>SHARP ELECTRONICS CORP</u>		-
<b>Cash Payment</b>	E 006-5513310 Library Copy Machine	Library copier	<b>\$257.55</b>
Invoice SH173795 10/7/2016			
Transaction Date	10/19/2016	Town Bank 1110300	<b>Total \$257.55</b>
<hr/>			
Refer	224 <u>SOMAR ENTERPRISES</u>		-
<b>Cash Payment</b>	E 001-5213410 Police-Firearms training eq	Glaser safety slugs	<b>\$23.98</b>
Invoice 99863 8/1/2016			
Transaction Date	10/6/2016	Town Bank 1110300	<b>Total \$23.98</b>
<hr/>			
Refer	265 <u>STARK PAVEMENT CORP</u>		-
<b>Cash Payment</b>	E 005-5813500 INFRASTRUCTURE MAIN	Surface mix	<b>\$344.56</b>
Invoice 39702 9/30/2016			
<b>Cash Payment</b>	E 005-5813500 INFRASTRUCTURE MAIN	Surface mix	<b>\$711.79</b>
Invoice 39570 9/15/2016			
Transaction Date	10/13/2016	Town Bank 1110300	<b>Total \$1,056.35</b>
<hr/>			
Refer	266 <u>STATEWIDE SECURITY SYSTEMS</u>		-



# ELMGROVE, WI

## Payments

Current Period: OCTOBER 2016

<b>Cash Payment</b>	E 001-5413000 Telephone,alarms PW	Repair	\$486.00
Invoice 181541	10/5/2016		
Transaction Date	10/13/2016	Town Bank 1110300	<b>Total</b> \$486.00
Refer	339 <u>STREICHER S</u>		
<b>Cash Payment</b>	E 001-5233300 Fire-Uniforms and Clothing	FD - uniform pants	\$119.98
Invoice I1230149	10/7/2016		
Transaction Date	10/19/2016	Town Bank 1110300	<b>Total</b> \$119.98
Refer	193 <u>SUNSET PLAYHOUSE</u>		
<b>Cash Payment</b>	E 001-5523700 Shared - Sunset	School Workshops	\$473.40
Invoice 632	9/19/2016		
<b>Cash Payment</b>	E 001-5523700 Shared - Sunset	School Workshops	\$774.00
Invoice 617	7/22/2016		
Transaction Date	10/4/2016	Town Bank 1110300	<b>Total</b> \$1,247.40
Refer	238 <u>SUSSEX, VILLAGE OF</u> Ck# 091929 10/11/2016		
<b>Cash Payment</b>	E 001-5423200 conference,training PW	Chainsaw Safety Training for Public Works	\$660.00
Invoice			
Transaction Date	10/11/2016	Town Bank 1110300	<b>Total</b> \$660.00
Refer	249 <u>TIME WARNER CABLE BUSINESS</u> Ck# 091931 10/13/2016		
<b>Cash Payment</b>	E 001-5143331 Internet Expense	Wall Street internet	\$69.99
Invoice 026141301	10/31/2016		
Transaction Date	10/13/2016	Town Bank 1110300	<b>Total</b> \$69.99
Refer	204 <u>TIME WARNER CABLE</u> Ck# 091944 10/17/2016		
<b>Cash Payment</b>	E 001-5143331 Internet Expense	Internet	\$373.11
Invoice 015001			
Transaction Date	10/4/2016	Town Bank 1110300	<b>Total</b> \$373.11
Refer	340 <u>TIME WARNER CABLE</u>		
<b>Cash Payment</b>	G 001-3260450 FB-Fire Drill Funds	FD cable	\$18.19
Invoice 29018001			
<b>Cash Payment</b>	E 001-5143331 Internet Expense	Court room	\$23.67
Invoice 29018001			
<b>Cash Payment</b>	E 001-5143331 Internet Expense	Digital conversion	\$46.10
Invoice 29018001			
Transaction Date	10/19/2016	Town Bank 1110300	<b>Total</b> \$87.96
Refer	294 <u>TRAFFIC ENGINEERING SERVICE</u>		
<b>Cash Payment</b>	E 001-5423300 PW Consulting Services	Wisconsin Avenue	\$2,241.00
Invoice 102094	8/31/2016		
Transaction Date	10/17/2016	Town Bank 1110300	<b>Total</b> \$2,241.00
Refer	211 <u>TRANS UNION LLC</u>		
<b>Cash Payment</b>	E 001-5213400 Police Dues/Publications	PD	\$230.00
Invoice 09601860	9/25/2016		
Transaction Date	10/5/2016	Town Bank 1110300	<b>Total</b> \$230.00
Refer	225 <u>TRUGREEN</u>		
<b>Cash Payment</b>	E 001-5613400 Forestry-Village Landscapi	Fall Aeration	\$840.00
Invoice 54535615	9/23/2016		
<b>Cash Payment</b>	E 001-5613400 Forestry-Village Landscapi	Lawn service - ball fields	\$305.00
Invoice 54810268	9/28/2016		



# ELMGROVE, WI

## Payments

Current Period: OCTOBER 2016

Transaction Date	10/6/2016	Town Bank	1110300	<b>Total</b>	<b>\$1,145.00</b>
Refer	195 VANTAGE POINT TRF AGENT		Ck# 091937 10/13/2016		
Cash Payment	G 001-2110550 Accr Deferred Comp		Employee Contributions		\$275.00
Invoice	9/30/2016				
Cash Payment	G 001-2110550 Accr Deferred Comp		Employee Contributions		\$275.00
Invoice	10/14/2016				
Transaction Date	10/4/2016	Town Bank	1110300	<b>Total</b>	<b>\$550.00</b>
Refer	197 WATERTOWN MUNICIPAL COURT		-		
Cash Payment	R 001-4362000 Court Fines-Expense		Bail for Kenneth Dorsey, 1/12/92		\$124.00
Invoice	9/19/2016				
Transaction Date	10/4/2016	Town Bank	1110300	<b>Total</b>	<b>\$124.00</b>
Refer	244 WAUKESHA CO REGISTER OF DE		-		
Cash Payment	G 001-3340790 Recording Fees reimburs		Record document-Areola Conditional Use permit		\$30.00
Invoice	4221706				
Cash Payment	E 001-5143099 GG- miscellaneous exp		Record Relocation Order		\$30.00
Invoice	4232774				
Cash Payment	E 001-5143099 GG- miscellaneous exp		Record Easment - Right of Way		\$30.00
Invoice	4234639				
Cash Payment	E 001-5143099 GG- miscellaneous exp		copies		\$6.00
Invoice	Copy				
Transaction Date	10/12/2016	Town Bank	1110300	<b>Total</b>	<b>\$96.00</b>
Refer	243 WAUKESHA CO TECHNICAL COLL		-		
Cash Payment	E 001-5213420 Police-school/seminar/conf		PD training		\$183.42
Invoice	S0627682				
Transaction Date	10/12/2016	Town Bank	1110300	<b>Total</b>	<b>\$183.42</b>
Refer	200 WAUKESHA CO TREASURER		-		
Cash Payment	E 008-5223400 EMS COMMUNICATIONS		EMS radio programming		\$72.54
Invoice	2016-00000055				
Cash Payment	R 001-4362000 Court Fines-Expense		September OWI & jail surcharges		\$1,654.81
Invoice	67122 0916				
Cash Payment	R 001-4362000 Court Fines-Expense		August OWI & Jail surcharges		\$1,868.46
Invoice	67122 0816				
Transaction Date	10/4/2016	Town Bank	1110300	<b>Total</b>	<b>\$3,595.81</b>
Refer	246 WAUKESHA CO TREASURER		Ck# 091956 10/13/2016		
Cash Payment	G 001-2110100 Accts Payable		2016 Unclaimed funds		\$3,613.16
Invoice	10/11/2016				
Transaction Date	10/12/2016	Town Bank	1110300	<b>Total</b>	<b>\$3,613.16</b>
Refer	267 WAUKESHA LIME & STONE COMP		-		
Cash Payment	E 005-5813500 INFRASTRUCTURE MAIN		PW Supplies		\$525.05
Invoice	1447396				
Invoice	9/22/2016				
Transaction Date	10/13/2016	Town Bank	1110300	<b>Total</b>	<b>\$525.05</b>
Refer	328 WAUWATOSA, CITY OF		-		
Cash Payment	E 001-5423120 StreetLights-electric		124th & Watertown Plank traffic signals		\$86.98
Invoice	154				
Transaction Date	10/19/2016	Town Bank	1110300	<b>Total</b>	<b>\$86.98</b>
Refer	212 WE ENERGIES		Ck# 002619E 10/5/2016		



# ELMGROVE, WI

## Payments

Current Period: OCTOBER 2016

<b>Cash Payment</b>	E 001-5413010 PW Utilities	gas/electric		\$299.53
Invoice	0000430955 101			
<b>Cash Payment</b>	E 001-5423120 StreetLights-electric	gas/electric		\$1,133.86
Invoice	0000430955 101			
<b>Cash Payment</b>	E 001-5173100 GG utilities	gas/electric		\$5,374.34
Invoice	0000430955 101			
<b>Cash Payment</b>	E 001-5523110 Recreation-Heating	gas/electric		\$33.05
Invoice	0000430955 101			
<b>Cash Payment</b>	E 001-5523120 Recreation Electric	gas/electric		\$1,460.87
Invoice	0000430955 101			
<b>Cash Payment</b>	E 001-5423120 StreetLights-electric	gas/electric		\$50.11
Invoice	9484657159 101			
<b>Cash Payment</b>	E 001-5413010 PW Utilities	gas/electric		\$25.99
Invoice	5698217636 101			
<b>Cash Payment</b>	E 002-3230400 Repair and Maintenance	gas/electric		\$186.72
Invoice	5698217636 101			
Transaction Date	10/5/2016	Town Bank	1110300	<b>Total</b> \$8,564.47
Refer	268 WESTERN CULVERT & SUPPLY IN -			
<b>Cash Payment</b>	E 005-5813500 INFRASTRUCTURE MAIN	PW Supplies		\$359.10
Invoice	051693	9/29/2016		
Transaction Date	10/13/2016	Town Bank	1110300	<b>Total</b> \$359.10
Refer	202 WI STATE OF COURT FINES AND -			
<b>Cash Payment</b>	R 001-4362000 Court Fines-Expense	September penalty surcharges		\$4,396.35
Invoice	67122 0916			
<b>Cash Payment</b>	R 001-4362000 Court Fines-Expense	August penalty surcharges		\$5,079.08
Invoice	67122 0816			
Transaction Date	10/4/2016	Town Bank	1110300	<b>Total</b> \$9,475.43
Refer	196 YMCA- WEST SUBURBAN -			
<b>Cash Payment</b>	E 001-5523730 Shared Programs - YMCA	Off-site sports programming		\$735.00
Invoice		9/27/2016		
Transaction Date	10/4/2016	Town Bank	1110300	<b>Total</b> \$735.00

### Fund Summary

	1110300 Town Bank
001 General Fund	\$240,555.77
002 Sewer Fund	\$96,463.95
005 Stormwater Operation Fund	\$4,495.51
006 Library Operating Fund	\$469.38
007 5 Year Capital Fund	\$94,475.16
008 Emergency Medical Service	\$7,216.69
014 TIF #2 Special Revenue Fund	\$1,000.00
	\$444,676.46

Pre-Written Checks	\$85,073.97
Checks to be Generated by the Computer	\$359,602.49
Total	\$444,676.46