

**MINUTES OF VILLAGE BOARD MEETING AND  
SEWER & WATER UTILITY BOARD MEETING**

**November 9, 2023**

**VILLAGE OF HATLEY**

President David Narloch called the meeting to order at 6:30 p.m. This meeting was held in the village board room at the Hatley library/community center and opened with the Pledge of Allegiance. Present were: David Narloch-President, William Karschney-Trustee, Peter Holdridge-Trustee, Joseph Szews-Treasurer, and Joan Wawrzaszek-Clerk.

**APPROVAL OF MINUTES:**

Minutes of the October 10, 2023 village board meeting and the October 24, 2023 Special board meeting were read and approved on a motion by Trustee Karschney, second by Trustee Holdridge. Motion carried.

**BUILDING & ZONING:**

Building/ Zoning Report: Zoning Administrator, Bill Karschney, reported the following permits issued: Phil Gliniecki 331 Smith ST-new siding + concrete work to shed, Nick Brandl 316 Winnebago Ave-replace siding + windows, Mountain Bay Storage/Duane & Jennifer Gruna 506 Clark ST-renew conditional use permit, Holzhauer Homes LLC 512-514 Clark ST-roof replacement, Carla Tornow 110 Kuhlmann Ave-alteration & new deck, River Country Coop-renew conditional use permit. President Narloch reported that he received, in today's mail, a certified survey map for Dan Fraaza lots south of Highway 29.

**CITIZENS TO BE HEARD:** Trustee Holdridge reported requests for extended trick or treat hours on Halloween (until 7 p.m.) to allow more time for parents who work. President Narloch reported a suggestion, from a non-resident, to repair/ upgrade our pickle ball/tennis court.

**TIF PROJECTS UPDATE:**

TID Projects Updates-Clarifier and WWTP building rehab projects-No updates.

TID Update from Treasurer: Treasurer Szews presented updated TID Revenue Bond Record of Draws and Funds Usage report and projects funded with monies from bond proceeds.

Columbus Street Bridge Project Update: MSA held a design meeting on 10/12/2023.

**OLD BUSINESS-SEWER & WATER UTILITY:**

Review for Approval-2024 Sewer & Water Utility Budgets: We have received approval from Rural Development for our proposed 2024 Sewer & Water Budgets. Motion by Trustee Holdridge, second by Trustee Karschney to approve the 2024 Sewer & Water Utility Budgets. Motion carried. Copies of these budgets are on pages 189-190 of this minutes' book.

**NEW BUSINESS-SEWER & WATER UTILITY:**

Utility Report: A utility report was available for the board to review in Brian's absence. Plant is running in compliance.

Update on filing of Simplified Rate Case Application with the Public Service Commission: Treasurer Szews reported that the Public Service Commission approved our Simplified Rate Increase on October 24, 2023, effective January 1, 2024.

**OLD BUSINESS-GENERAL:**

Fire & Ambulance District Update: 10/9/2023 District meeting minutes were reviewed.

Update on becoming a Trail Community for the Ice Age Trail: President Narloch continues to work on our application.

**NEW BUSINESS-GENERAL:**

Operator's License Applications for review and approval-Katelyn Eldridge and Enoch Christians (R Store): License applications were reviewed and approved on a motion by Trustee Holdridge, second by Trustee Karschney; motion carried.

2024 General Fund Budget + Set Levy + Resolution to Adopt Village Tax Levy: The 2024 General Fund Budget worksheet was reviewed and discussed. Motion by Trustee Karschney, second by Trustee Holdridge to set the 2023 tax levy at \$109,051.00 and to approve Resolution #2023-02 for Adoption of Village Tax Levy at Meeting; Motion carried. Copies of the 2024 General Fund Budget and Resolution #2023-02 are on pages 191-192 of this minutes' book.

Clerk Resignation and Appointment of Deputy Clerk, as per WIS. Statutes 17.03 (4) + 61.19 and per letter from Attorney Shane VanderWaal + Oath of Office for Deputy Clerk: Clerk Joan Wawrzaszek provided the Village board notice that, effective December 1, 2023, she intends to resign as Village Clerk, due to residency requirement for elected clerks, and appoint herself as Deputy Clerk, effective December 2, 2023, to complete her current term. She further stated that she accepts the same wage rate as her current position. Resignation and appointment were accepted by the village board on a motion by Trustee Holdridge, second by Trustee Karschney. Motion carried. An Oath of Office for Joan Wawrzaszek, Deputy Clerk, was administered by President David Narloch.

**TREASURER'S REPORT + REVIEW AND APPROVE BILLS:**

Tax Account and Treasurer's Report: Treasurer Szews presented a Treasurer's report for board review, as well as account detail. Tax Account: Checks #1277-1278 were issued. Sewer & Water Utility: Checks # 7619-7639 were reviewed and approved for payment from the Utility Operating account. General Fund: Checks # 12489-12511 were read and approved for payment. TIF Account: Checks # 834-837 were issued. All checks presented were approved on a motion by Trustee Karschney, second by Trustee Holdridge. Motion carried.

**SET DECEMBER MEETING DATE + CLOSING BOOKS MEETING DATE:**

The **December** meeting was scheduled for **TUESDAY, DECEMBER 12, 2023 at 6:30 p.m.** at the Library/Community Center. The **CLOSING BOOKS MEETING** was scheduled for **THURSDAY, DECEMBER 28, 2023 at 6:30 p.m.**

There being no further business, the meeting adjourned at 9:15 p.m. on a motion by Trustee Holdridge; second by Trustee Karschney. Motion carried.

Respectfully Submitted,

  
Joan M Wawrzaszek, Village Clerk



UNITED STATES DEPARTMENT OF AGRICULTURE  
STATEMENT OF BUDGET, INCOME AND EQUITY

Schedule 1

Name VILLAGE OF HATLEY-WATER UTILITY

Address PO BOX 99 HATLEY, WI 54440

(1) OPERATING INCOME	PRIOR YEAR Actual (2)	ANNUAL BUDGET BEG 1-1-2024 END 12-31-2024 (3)	For the _____ Months Ended _____		Actual YTD (Over) Under Budget Col. 3 - 5 = 6 (6)
			CURRENT YEAR		
			Actual Data		
			Current Quarter (4)	Year To Date (5)	
1. Residential		64500-			0
2. Commercial		2800-			0
3. Industrial		0			0
4. Public Authority		2200-			0
5. Standby Laterals & Water Meters		3500-			0
6. Fire Protection Charge		14580-			0
7. Total Operating Income (Add lines 1 through 6)		87580-			0
OPERATING EXPENSES					0
8. Operators/Labor		34000-			0
9. Power & Fuel		4000-			0
10. Operations & Maint.		10000-			0
11. Administration		8000-			0
12. Insurance/Audit/Legal		8000-			0
13. Interest on water tower debt		0			0
14.					0
15. Interest (RDA)		1865-			0
16. Depreciation		25857-			0
17. Total Operating Expense (Add Lines 8 through 16)		91722-			0
18. NET OPERATING INCOME (LOSS) (Line 7 less 17)		< 4142->			0
NONOPERATING INCOME					0
19. P&I Spec. Assess.		1800-			0
20. Interest on O&M Acct.		125-			0
21. Total Nonoperating Income (Add 19 and 20)		1925-			0
22. NET INCOME (LOSS) (Add lines 18 and 21)		< 2217->			0
23. Equity Beginning of Period					0
24.					0
25.					0
26. Equity End of Period (Add lines 22 through 25)					0

Budget and Annual Report Approved by Governing Body

Quarterly Reports Certified Correct

*Juan M. Sawmyngh*  
Secretary

11/9/2023  
Date

Appropriate Official

Date

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015 and 0572-0137. The time required to complete this information collection is estimated to average 2-1/2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

VILLAGE OF HATLEY-WATER UTILITY Page 189-A

Schedule 2

## PROJECTED CASH FLOW

For the Year BEG. Jan. 1, 2024 END. Dec. 31, 2024  
(same as schedule 1 column 3)

A. Line 22 from Schedule 1, Column 3 NET INCOME (LOSS) ..... \$ 2217-

Add

B. Items in Operations not Requiring Cash:

1. Depreciation (line 16 schedule 1) ..... 200567

2. Others: \_\_\_\_\_

C. Cash Provided From:

1. Proceeds from Agency loan/grant .....

2. Proceeds from others .....

3. Increase (Decrease) in Accounts Payable, Accruals and other Current Liabilities .....

4. Decrease (Increase) in Accounts Receivable, Inventories and

Other Current Assets (Exclude cash) .....

5. Other: \_\_\_\_\_

6. \_\_\_\_\_

D. Total all A, B and C Items	\$ 23670
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E. Less: Cash Extended for:

1. All Construction, Equipment and New Capital Items (loan &amp; grant funds) .....

2. Replacement and Additions to Existing Property, Plant and Equipment .....

3. Principal Payment Agency Loan RDA Revenue bond 2800-

4. Principal Payment Other Loans water tower loan payment to be paid 0

5. Other: \_\_\_\_\_ from UTID in 2024

6. Total E 1 through 5 ..... 2800-

Add

F. Beginning Cash Balances ..... 1/1/2024 ..... 9,160-

G. Ending Cash Balances (Total of D Minus E 6 Plus F) 30600 -

Item G Cash Balances Composed of:

Construction Account ..... \$ .....

Revenue Account .....

Debt Payment Account ..... 19000 -

O&M Account .....

Reserve Account fully funded 5500

Funded Depreciation Account.....

Others: \_\_\_\_\_

Total - Agrees with Item G \_\_\_\_\_ \$ 30600-



UNITED STATES DEPARTMENT OF AGRICULTURE  
STATEMENT OF BUDGET, INCOME AND EQUITY

Schedule 1


Name VILLAGE OF HATLEY-SEWER UTILITY

Address PO BOX 99 HATLEY, WI 54440

(1) OPERATING INCOME	PRIOR YEAR Actual (2)	ANNUAL BUDGET BEG 1-1-2024 END 12-31-2024 (3)	For the Months Ended		Actual YTD (Over) Under Budget Col. 3 - 5 = 6 (6)
			CURRENT YEAR		
			Actual Data		
			Current Quarter (4)	Year To Date (5)	
Residential					
1. Residential		147000-			0
2. Commercial		6500-			0
3. Industrial		0			0
4. Public Authority		4500-			0
5. Connection Ap Fees		4000-			0
6. Less: Allowances and Deductions					0
7. Total Operating Income (Add lines 1 through 6)		162000-			0
OPERATING EXPENSES					
8. Operators/Labor		34000-			0
9. Power & Fuel		19000-			0
10. Operations & Maint.		45000-			0
11. Administration		8000-			0
12. Audit/Ins./Legal		8000-			0
13.					0
14.					0
15. Interest (RDA)		9350-			0
16. Depreciation		64207-			0
17. Total Operating Expense (Add Lines 8 through 16)		187557-			0
18. NET OPERATING INCOME (LOSS) (Line 7 less 17)		< 25557-7			0
NONOPERATING INCOME					
19. P&I Special Assess.		3500-			0
20. Interest on O&M Acct		125-			0
21. Total Nonoperating Income (Add 19 and 20)		3625-			0
22. NET INCOME (LOSS) (Add lines 18 and 21)		< 21932-7			0
23. Equity Beginning of Period					0
24.					0
25.					0
26. Equity End of Period (Add lines 22 through 25)					0

Budget and Annual Report Approved by Governing Body

Quarterly Reports Certified Correct

  
Secretary

11/9/2023  
Date

Appropriate Official

Date

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015 and 0572-0137. The time required to complete this information collection is estimated to average 2-1.2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

## PROJECTED CASH FLOW

For the Year BEG. Jan. 1, 2024 END. Jan 31, 2024  
(same as schedule 1 column 3)A. Line 22 from Schedule 1, Column 3 NET INCOME (LOSS) ..... \$ 421932-7AddB. Items in Operations not Requiring Cash:64207-

1. Depreciation (line 16 schedule 1) .....

2. Others: .....

C. Cash Provided From:

1. Proceeds from Agency loan/grant .....

2. Proceeds from others .....

3. Increase (Decrease) in Accounts Payable, Accruals and other Current Liabilities .....

4. Decrease (Increase) in Accounts Receivable, Inventories and

Other Current Assets (Exclude cash) .....

5. Other: .....

6. .... 42275-

D. Total all A, B and C Items .....

E. Less: Cash Extended for:

1. All Construction, Equipment and New Capital Items (loan &amp; grant funds) .....

2. Replacement and Additions to Existing Property, Plant and Equipment .....

3. Principal Payment Agency Loan RDA Revenue Bond 13800-

4. Principal Payment Other Loans .....

5. Other: .....

6. Total E 1 through 5 ..... 13800-AddF. Beginning Cash Balances 1/1/2024 ..... 42025-G. Ending Cash Balances (Total of D Minus E 6 Plus F) ..... \$ 70500-Item G Cash Balances Composed of:

Construction Account ..... \$ .....

Revenue Account ..... 32000-Debt Payment Account ..... 10000-O&M Account ..... 28500-Reserve Account (fully funded) .....

Funded Depreciation Account .....

Others: .....

Total - Agrees with Item G ..... \$ 70500-



**VILLAGE OF HATLEY**  
**GENERAL FUND 2024 BUDGET**

**REVENUES**

SHARED REVENUE	\$ 63,473.00
LOCAL TAX LEVY	109,051.00
TRANSPORTATION AIDS	23,265.00
GARBAGE & RECYCLING	37,500.00
ZONING & BUILDING	2,300.00
LIQUOR LICENSES	800.00
CIGARETTE LICENSES	10.00
LIQUOR LICENSE LEGAL AD FEES	70.00
INTEREST INCOME	700.00
MISCELLANEOUS	2,000.00
COMMUNITY ROOM RENT	3,500.00
LIBRARY/ COUNTY REIMBURSEMENT	<u>7,000.00</u>
<b>TOTAL REVENUES</b>	<b>\$249,669.00</b>

**EXPENDITURES**

VILLAGE BOARD	\$ 9,500.00
TREASURER & EXPENSES	4,000.00
CLERK & EXPENSES	4,500.00
ASSESSOR	7,500.00
BOARD OF REVIEW	160.00
LEGAL EXPENSES	1,000.00
ELECTIONS	7,000.00
INSURANCE & BONDS	8,900.00
ZONING & BUILDING	2,200.00
ROADS & STREETS	20,762.00
BRIDGES	500.00
STREET LIGHTING	9,000.00
SNOW REMOVAL-STREETS	40,000.00
PARK & RECREATION	4,000.00
FIRE & AMBULANCE DISTRICT	35,000.00
GARBAGE & RECYCLING	40,000.00
LIQUOR LICENSE ADS	70.00
FIRE PROTECTION LESS TAX EQUIVALENT	17,077.00
MISCELLANEOUS	2,000.00
LIBRARY/SENIOR/COMMUNITY CENTER	20,000.00
REIMB, UTILITY FOR PERSONNEL & FUEL	<u>16,500.00</u>
<b>TOTAL EXPENDITURES</b>	<b>\$249,669.00</b>

**Resolution No. 2023 - 02**

**Adoption of Village Tax Levy at Meeting  
VILLAGE OF HATLEY**


**Whereas**, a Village of Hatley Board meeting was called for November 9, 2023 to adopt the 2024 Village of Hatley Budget and set the 2023 tax levy.

Now, therefore, at the village board meeting of the Village of Hatley, Marathon County, Wisconsin, by a majority vote of the village board members, voting resolves as follows:

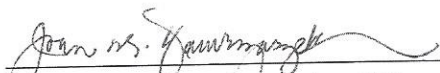
**BE IT RESOLVED**, the village board of the Village of Hatley, Marathon County, Wisconsin hereby adopt the Village Tax Levy for **2023 to collect in 2024 at**  
\$ 109,051.00.

The Village Clerk shall property post or publish this resolution, as required by law under s. 60.80 of Wis. Statutes, within 30 days of the below noted adoption date.

Adopted, this 9<sup>th</sup> day of November 2023 by the Village Board of the Village of Hatley.

  
\_\_\_\_\_  
David J. Narloch, Village President

  
\_\_\_\_\_  
Joseph J. Szews, Village Treasurer

  
\_\_\_\_\_  
Joan M. Wawrzaszek, Village Clerk