

**AGENDA: SPECIAL BOARD MEETING**  
**425 Water Street, Lomira**  
**October 9, 2024 6pm**

1. Call to Order
2. Roll Call
  - Tr. Jewell
  - Tr. Kohlmann
  - Tr. Loomans
  - Pr. Luedtke
  - Tr. More
  - Tr. Priesgen
  - Tr. Ritger
3. Consider convening in closed session per WI Stats 19.85(1)(c) to consider compensation and performance evaluation of Village employees and reconvene in open session to adjourn the special meeting thereafter
4. Adjourn special meeting

Jenna Rhein  
Village of Lomira Administrator-Clerk-Treasurer

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**AGENDA: VILLAGE OF LOMIRA BOARD MEETING**  
**425 Water Street, Lomira**  
**October 9, 2024 7pm**

1. Call to Order
2. Roll Call
  - Tr. Jewell
  - Tr. Kohlmann
  - Tr. Loomans
  - Pr. Luedtke
  - Tr. More
  - Tr. Priesgen
  - Tr. Ritger
3. Pledge of Allegiance
4. Consider the agenda as presented
5. Consider the previous meeting minutes
6. Appearances and public comments (limited to 2 minutes per person)
7. Update on the Milwaukee Street crosswalks and Safe Routes to School
8. Consider hiring Sara Riederer and Jill Hughes-Koszarek as Library Assistants

9. Consider the 911 Joint Operations Agreement with Dodge County Sheriff's Office
10. Consider Resolution #1041, Village attorney for municipal prosecution services
11. Discuss the Village participation in Municipal Court vs Circuit Court
12. Consider Ordinance #361, Knox Box regulations
13. Consider Ordinance #364, shipping containers and accessory structures
14. Consider the October bills as listed: General Fund \$77,230.03; Utility Fund \$58,798.48; TIF #5 \$12,973.40
15. Discuss the proposed 2025 operating budgets
16. Department Reports:
  - PD: monthly DCSO report of calls for service
  - FD: monthly Fire Department report of calls for service, operations, etc.
  - Library: monthly report of programs, circulation
  - DPW: monthly report of maintenance, upcoming projects
  - Administrator: monthly report of updates, operations
17. Adjourn

Agendas are posted in the following places: Lomira municipal building and website [www.villageoflomira.gov](http://www.villageoflomira.gov) at least 24 hours before meeting(s). Persons requiring additional services to participate in any public meeting should contact the Clerk-Treasurer's office at 920-269-4112 option 2 for assistance prior to the meeting.

Posted 10/8/24 11am Lomira Municipal Building, [www.villageoflomira.gov/agendas-minutes](http://www.villageoflomira.gov/agendas-minutes)

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Meeting ID: 287 739 857 362

Passcode: EN9YDr

VILLAGE OF LOMIRA SPECIAL BOARD MEETING MINUTES  
OCTOBER 9, 2024

This meeting was called to order at 6:05pm by acting Chair Gary More.

Attendance: Joey Jewell, Eric Kohlmann, Jessica Loomans, Gary More, and Donald Luedtke arrived at 6:15pm

Public Attendance: Jenna Rhein

Motion by Tr. Jewell, seconded by Tr. Kohlmann to convene in closed session per WI Stats. 19.85(1)(c) to consider compensation and performance evaluation of Village employees and reconvene in open session to adjourn special meeting thereafter. Motion carried by roll call vote.

Motion by Tr. More, seconded by Tr. Kohlmann to adjourn special meeting at 6:55pm. Motion carried.

Jenna Rhein  
Village of Lomira A/C/T

VILLAGE OF LOMIRA BOARD MEETING MINUTES  
OCTOBER 9, 2024

This meeting was called to order at 7pm by President Donald Luedtke.

Attendance: Joey Jewell, Eric Kohlmann, Jessica Loomans, Donald Luedtke, Gary More, Jennifer Priesgen, Scott Ritger

Public Attendance: Kurt Haefs, Sgt. Counard, Ty Breitlow, Emily Artin, Maggi Vilski, Joseph Haak, Leah Henckel, Bob Goldapske, Jeremy Stommel, Steve Schaefer, Jenna Rhein

Motion by Tr. Jewell, seconded by Tr. Kohlmann to approve the agenda as presented. Motion carried.

Motion by Tr. More, moved by Tr. Jewell to dispense reading of the previous meeting minutes and approve as emailed. Motion carried.

Joseph Haak addressed the Board regarding his business parking lot that he wants to resurface in the Spring. His parking lot abuts a Village roadway, which is also in poor condition. He questioned the Board if the Village has plans to resurface the roadway and if so, if it would be possible to include resurfacing his parking lot in the bid. The Streets Committee will meet to discuss the topic. The roadway in question is a dead-end of South Avenue. Further, Mr. Haak expressed concern that residents are parking on the roadway during winter parking hours, which has caused issues with proper snow removal for his parking lot. The Sheriff's Office will be notified to closely monitor the area during winter parking restriction hours.

Jeremy Stommel approached the Board about receiving citations for an unregistered vehicle he has listed for sale on Milwaukee Street. Sgt. Counard replied that the owner was given warnings prior to receiving the citations and it is a village ordinance that all vehicles are registered unless kept inside an enclosed structure.

Jenna Rhein provided an update from the WI DoT that they will allow for two marked crosswalks with signs and lights on Milwaukee Street with the locations at Main and Milwaukee and at School and Milwaukee. In the meeting Jenna had with the DoT, Ty Breitlow, and Rep. Born's office, the DoT reported they fully support the Village Board's decision to place the crosswalk signs with lights at the middle of the 600 block on Milwaukee Street, but after a discussion with Rep. Born's

office, the DoT will offer leniency in their regulations due to the situation the Village has with three possible crosswalks so close to each other. The Board agreed to re-evaluate the situation in the Spring as was stated in the original motion.

Jenna Rhein and Ty Breitlow further reported they are working on a Safe Routes to School map per DoT requirements. Ty reported the map will be presented to the School Board in late October. The map displays all the crosswalks, stop signs, crosswalks with crossing guards, crosswalks with lights, and directional arrows to indicate the safest routes to travel to school.

Motion by Tr. More, seconded by Tr. Priesgen to approve Sara Riederer and Jill Hughes-Koszarek as Library Assistants. Motion carried.

Motion by Tr. Ritger, moved by Tr. Kohlmann to approve the 911 Joint Operations Agreement with Dodge County Sheriff's Office. Motion carried.

Motion by Tr. More, moved by Tr. Jewell to adopt Resolution #1041, Village attorney for municipal prosecution services. Motion carried by roll call vote.

Motion by Pr. Luedtke, seconded by Tr. Kohlmann to table discussion until January of participation in municipal court vs. circuit court. The Village is currently part of Fox Lake Municipal Court until August 2025. Sgt Counard shared with the Board that any municipal citations issued to an offender do not show up on record on CCAP/Circuit Court. This could be an issue for anyone conducting a background investigation, as any citations in municipal would not show up in circuit.

Motion by Pr. Luedtke, seconded by Tr. Ritger to adopt Ordinance #361, Knox Box regulations. Motion carried by roll call vote with Tr. Kohlmann nay. The ordinance requires Knox Box systems be installed in all commercial, industrial, governmental, educational, nursing care, and multi-family facilities with shared corridors to individual units. Commercial and industrial properties can "opt-out" of the Knox Box requirement by having the signed Waiver and Hold Harmless Agreement on file.

Motion by Tr. Ritger, moved by Tr. Jewell to adopt Ordinance #364, shipping containers and accessory structures ordinance with striking "not be visible from the roadway or any residential area" in (3)(k)(5) from the ordinance. After further discussion, motion by Tr. Ritger, moved by Tr. Jewell to amend the previous motion and send the ordinance back to the Rules & Regulations Committee to revise the ordinance and then present to the Board. Motion carried by roll call vote.

Motion by Tr. Jewell, moved by Tr. More to approve the October bills as listed: General Fund \$77,230.03; Utility Fund \$58,798.48; TIF #5 \$12,973.40. Motion carried.

The 2025 proposed budgets were discussed. In the General Fund, overall revenues have decreased, so all the departments' proposed expenditures have decreased. It is planned to repave Acorn Street in the amount of \$80,000, which will be funded by a grant and wheel tax.

The monthly department reports were presented.

Motion by Tr. Ritger, seconded by Tr. Priesgen to adjourn at 9:10pm. Motion carried.

Jenna Rhein  
Village of Lomira A/C/T

**RESOLUTION NO. 1041**

BE IT RESOLVED, by the Village Board of the Village of Lomira, Dodge County, Wisconsin, as follows:

That the Village of Lomira designates Michael Devitt of QBS Law, 130 Park Avenue, Suite A, Beaver Dam, Wisconsin as Village attorney for municipal ordinance civil actions.

Moved by Tr. More, seconded by Tr. Jewell, to adopt Resolution 1041 as presented. Roll call yielded the following results:

Ayes: Jewell, Kohlmann, Zoomans, Luedtke, More, Priesgen, Litga

Nays: — Absent: —  
Motion carried.

Passed and adopted this 7<sup>th</sup> day of October, 2024.

Donald Luedtke  
Donald Luedtke, President

Attest: Jenna Rhein  
Jenna Rhein, A/C/T

**ORDINANCE # 361**  
**KNOX BOX**

The Village Board of the Village of Lomira, Wisconsin, hereby ordains as follows:

Section 12-5 of the Lomira Municipal Code is hereby amended to read as follows:

12-5 KNOX BOX REQUIRED. 1. The following structures shall be equipped with a Knox Box installed on the address side of the building or such other location as approved by the Fire Chief:

- (A) Commercial or Industrial structures protected by an automatic alarm system or automatic suppression system, or such structures that are secured in a manner that restricts access during an emergency.
  - (B) Multifamily residential structures that have restricted access through locked doors and/or have a common corridor for access to the living unit.
  - (C) Governmental structures and nursing care facilities.
  - (D) All public and private educational facilities.
2. The owner or operator of a structure required to have a Knox Box shall, at all times, keep keys in the box that will allow access to the building. Additional keys may be required, as determined by the Fire Chief. Examples might be locked mechanical rooms, elevator controls, or rooms containing fire control systems.
  3. Each key shall be legibly labeled to indicate the lock that it opens in such a manner as is approved by the Fire Chief.
  4. The Fire Chief or his designee shall be authorized to implement rules and regulations for the use of the Knox Box system.
  5. Knox Box Exceptions: A Knox Box shall not be required for the following:
    - (A) Single family dwellings, duplexes, and multi-family dwellings that have an outside individual access without a shared hallway entrance to individual units
    - (B) Any building for which a staff person is required to be on site at all times, provided that such staff person possesses necessary keys, and the ability to access all areas of the building.
    - (C) Owners of non-residential commercial or industrial structures can “opt out” of the Knox Box requirement with a signed village supplied Waiver and Hold Harmless Agreement.
  6. The Village of Lomira will designate a Knox Box system to be implemented within the Village and shall have authority to require such designated system on all required buildings.
  7. Penalty: Any person who owns or operates a structure subject to this section shall be subject to penalties per fire inspection and for any violation of this Code, provided the minimum fine for the violation shall be \$700.00.

Moved by Tr. Luedtke, seconded by Tr. Ritger,


to adopt Ordinance #361 as presented and be effective immediately.


Roll call showed the following results: Ayes Jewell, Zoomans, Luedtke,  
More, Priesgen, Ritger

Nays: Kohlmann Absent: —

Motion carried.

Passed and adopted this 9 day of October, 2024.

Signed:   
Donald Luedtke  
Village President

Attest:   
Jenna Rhein  
Administrator-Clerk-Treasurer

Ordinance # 364  
ACCESSORY USES, STRUCTURES, & TYPES

The Board of the Village of Lomira, Dodge County, Wisconsin hereby ordains Chapter 135-184 Article VII Modifications (5) of the Lomira Municipal Code be amended as follows:

(5) Accessory uses and structures; types.

(a) Principal use to be present. An accessory use or structure in any zoning district shall not be established prior to the principal use or structure being present or under construction. Any accessory use or structure shall conform to the applicable regulations of the district in which it is located, except as specifically otherwise provided.

(b) Accessory uses and detached accessory structures are permitted in the rear yard only; they shall not be closer than ten feet to the principal structure, they shall not exceed 15 feet in height, shall not occupy more than 30 percent of the rear yard area and shall not be closer than six feet to any lot line.

(c) All accessory uses and structures and types require a permit issued by the Zoning Administrator.

(d) Temporary uses. Temporary uses, such as real estate field offices or shelters for materials and equipment being used in the construction of the permanent structure, may be permitted by the Zoning Administrator.

(e) Accessory storage container is

(1) a building originally constructed for the use as an accessory building for the storage of material and equipment accessory to a primary use located on the property

(2) For purposes of this Chapter, cargo containers, railroad cars, truck vans, converted mobile homes, trailers, recreational vehicles, bus bodies, vehicles, and similar prefabricated items and structures originally built for purposes other than the storage of goods and materials are not accessory storage units.

(3) Cargo containers include standardized vessels that were originally designed for or used in the parking, shipping, movement, or transportation of freight, articles, goods, or commodities and/or originally designed for or capable of being mounted or moved by rail, truck or ship by means of being mounted on a chassis or similar transport device. This definition includes the terms "transport containers" and "portable site storage containers" having a similar appearance to and similar characteristics of cargo containers. Articles listed in (5)(e)(2) above that are converted for storage are considered cargo containers for purposes of this Chapter.

(f) Only accessory storage buildings defined in (d)(1) above shall be permitted as an accessory storage container on property in any residential zone of the Village, or on any property within the Village the primary use of which is residential. Cargo containers, railroad cars, truck vans, converted mobile homes, trailers, recreational vehicles, bus bodies, vehicles, and similar prefabricated items and structures originally built for purposes other than the storage of goods and materials are prohibited from being used as accessory storage building on property zoned residential.

(g) Temporary placement of dumpsters and/or cargo containers on properties for the limited purpose loading and unloading contents shall be permitted for a period of time not exceeding 30 consecutive days in any one calendar year without approval for a limited extension from the Village's Administrator.

(h) Contractors may use cargo containers for the temporary location of an office, equipment and/or materials storage structure during the construction which is taking place on the property where the cargo container is located in any non-residential zone.

(i) As a condition of placement, cargo container sites shall be required to meet all zoning requirements.

(j) Material stored within cargo containers are subject to review by the Fire Chief. He/she shall conduct such investigation or inspection and make such recommendations that he/she consider necessary.

(k) Cargo containers as accessory storage is limited to the following conditions:

(1) Prohibited in residential zone

(2) Shall not be stacked above the height of a single container device

(3) Shall not be used for advertising

(4) Shall be properly maintained as to not be a nuisance

(5) Shall meet the setback requirements as provided in Section (5)(b), not be visible from the roadway or any residential area, and aesthetically match the primary structure of the property

(6) ~~Limit of one cargo container per Commercial and Industrial zone property~~



(7) Must be inspected by the Fire Inspector at least twice per year

(8) Conditional Use Permit required granted by Village Board with annual renewal and fee of \$100/container.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to adopt Ordinance #364 as presented and be effective immediately.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_ Absent: \_\_\_\_\_

Signed: \_\_\_\_\_ ATTEST: \_\_\_\_\_  
Donald Luedtke, Village President Jenna Rhein, Administrator-Clerk-Treasurer

10/08/2024 10:10 AM

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ACCT

VILLAGE POOLED CHECKING

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	10/09/2024	AIR ONE EQUIPMENT, INC.	
		Manual Check Nbr:	AW# 5524
100-00-52200-200-001		SUPPLIES & EQUIPMENT	4,759.00
		HELMETS W/ FACESHIELDS	
		211481	
		Total	4,759.00
	10/09/2024	AIR ONE EQUIPMENT, INC.	
		Manual Check Nbr:	AW# 5525
100-00-52200-200-001		SUPPLIES & EQUIPMENT	95.40
		211443	
		Total	95.40
	10/09/2024	ALLIANT ENERGY / WPL	
		Manual Check Nbr:	AW# 5531
900-00-64000-000-000		WAT-SUPPLIES & EXPENSES	14.00
		Total	14.00
	10/09/2024	ALLIANT ENERGY / WPL	
		Manual Check Nbr:	AW# 5532
900-00-82100-000-000		SEW-POWER & FUEL FOR PUMPING	12.59
		Total	12.59
	10/09/2024	ALLIANT ENERGY / WPL	
		Manual Check Nbr:	AW# 5533
100-00-51600-300-000		ALLIANT ENERGY	14.67
100-00-52100-200-003		ALLIANT & WE ENERGIES	14.67
100-00-55110-200-004		LIBR GAS FUEL	14.66
		Total	44.00
	10/09/2024	ALLIANT ENERGY / WPL	
		Manual Check Nbr:	AW# 5534
100-00-52200-200-009		BUILDING MAINT. & UTILITIES	23.57
		Total	23.57
	10/09/2024	ALLIANT ENERGY / WPL	
		Manual Check Nbr:	AW# 5535

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Dated From:  
Thru:

From Account:  
Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-55400-200-001		POOL SUPPLIES & MAINT	13.27
Total			13.27

10/09/2024 ALLIANT ENERGY / WPL

Manual Check Nbr: AW# 5536  
13.82

100-00-53311-300-002		SHOP HEATING FUEL	13.82
Total			13.82

10/09/2024 ALLIANT ENERGY / WPL

Manual Check Nbr: AW# 5537  
14.58

900-00-82100-000-000		SEW-POWER & FUEL FOR PUMPING	14.58
Total			14.58

10/09/2024 AMERICAN EXPRESS

Manual Check Nbr: AW# 5518  
49.77

100-00-55200-200-006		OAK SPRINGS PARK	49.77
100-00-55200-200-006		OAK SPRINGS PARK	193.50
100-00-51600-100-000		MB MAINTENANCE & SUPPLIES	21.34
100-00-52200-200-001		SUPPLIES & EQUIPMENT	330.23
100-00-55200-200-003		LAWNMOWER/SNOWBLOWER REPAIR	394.32
100-00-53311-200-002		EQUIPMENT REPAIR & MAINT	134.99
900-00-64000-000-000		WAT-SUPPLIES & EXPENSES	4.00
100-00-53311-200-003		MOTOR FUEL	44.15
100-00-53311-200-002		EQUIPMENT REPAIR & MAINT	893.09
900-00-68200-000-000		WAT-OUTSIDE SERV EMPLOYED	12.67
100-00-55200-200-001		STERR PARK	46.73
100-00-53311-200-003		MOTOR FUEL	47.69

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Voucher Nbr	Check Date	Payee	Amount
900-00-68200-000-000		WAT-OUTSIDE SERV EMPLOYED	18.78
100-00-55110-200-003		LIBR BLDG MAINT	51.97
100-00-53311-200-001		MAINT SUPP/MATERIALS FOR STREE	0.00
100-00-53311-300-004		SHOP SUPPLIES	63.92
900-00-82700-000-000		SEW-OTHER OPER SUPP & EXP	26.48
900-00-68200-000-000		WAT-OUTSIDE SERV EMPLOYED	12.67
100-00-52200-200-003		TELEPHONE & INTERNET	36.00
100-00-53311-200-001		MAINT SUPP/MATERIALS FOR STREE	128.91
Total			2,511.21

10/09/2024 BOWMAR APPRAISAL INC

100-00-51500-100-000		PROPERTY ASSESSMENT	2,425.00
		VILLAGE OF LOMIRA	1784
Total			2,425.00

10/09/2024 CASON & ASSOCIATES LLC

100-00-55200-200-004		POND MAINTENANCE	904.00
			16169
100-00-55200-200-004		POND MAINTENANCE	532.16
			16249
Total			1,436.16

10/09/2024 CHASE CARD SERVICES

			Manual Check Nbr:	AW# 5517
100-00-53311-300-007		TELEPHONE & INTERNET		80.35
900-00-82700-000-000		SEW-OTHER OPER SUPP & EXP		5.26
100-00-55110-200-001		LIBR BOOKS & SUPPLIES		1,420.60
100-00-52200-200-002		VEHICLE MAINTENANCE		42.19

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Voucher Nbr	Check Date	Payee	Amount
<b>Total</b>			<b>1,548.40</b>

10/09/2024 COLE OIL & PROPANE CO

Manual Check Nbr: AW# 5538

100-00-53311-200-003	MOTOR FUEL	SEPT. DPW	587.64
100-00-53635-300-000	OTHER RECYCLING EXP	SEPT. DPW	344.86
900-00-66000-000-000	WAT-TRANSPORTATION EXPENSE	SEPT. DPW	80.44
900-00-82800-000-000	SEW-TRANSPORTATION EXP	SEPT. DPW	80.45
<b>Total</b>			<b>1,093.39</b>

10/09/2024 COMPASS MINERALS AMERICA

100-00-53311-200-005	STREET SALT		3,949.52
	STREET SALT	1373116	
<b>Total</b>			<b>3,949.52</b>

10/09/2024 CREXENDO

Manual Check Nbr: AW# 5514

100-00-51600-200-000	TELEPHONE & INTERNET	202038	65.92
100-00-52100-200-002	TELEPHONE & INTERNET	202038	65.92
100-00-52200-200-003	TELEPHONE & INTERNET	202038	65.92
100-00-53311-300-007	TELEPHONE & INTERNET	202038	65.92
100-00-55110-200-002	LIBR TELEPHONE	202038	65.92
<b>Total</b>			<b>329.60</b>

10/09/2024 DETF

Manual Check Nbr: AW# 5527

100-00-21900-000-000	HEALTH & LIFE INS. PAYABLE		7,747.48
	NOVEMBER		
<b>Total</b>			<b>7,747.48</b>

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Voucher Nbr	Check Date	Payee	Amount
10/09/2024		EFT	
		Manual Check Nbr:	AW# 5512
100-00-21800-000-000	9/27	STATE TAXES W/H	698.48
		Total	698.48
10/09/2024		EFT	
		Manual Check Nbr:	AW# 5529
100-00-51938-100-000		UNEMPLOYMENT TAXES	293.49
		Q3 UNEMPLOYMENT TAXES	
		Total	293.49
10/09/2024		ELITE CONCRETE	
100-00-53432-000-000		SIDEWALK W/OUT STREET RECONSTR	12,857.75
		THIRD STREET SIDEWALKS 2437	
900-00-68200-000-000		WAT-OUTSIDE SERV EMPLOYED	2,800.00
		QUAIL RUN H20 SHUT-OFF SIDEWALK/DRIVEWAY 2449	
		Total	15,657.75
10/09/2024		ERIC'S LAWN & LANDSCAPING	
100-00-55200-200-001		STERR PARK	760.00
		TOP SOIL FOR NEW PLAYGROUND & SWALE	
		Total	760.00
10/09/2024		FRONTIER	
		Manual Check Nbr:	AW# 5526
100-00-53311-300-007		TELEPHONE & INTERNET	37.50
900-00-85100-000-000		SEW-OFFICE SUPP & EXP	37.50
		Total	75.00
10/09/2024		GFC LEASING WI	
		Manual Check Nbr:	AW# 5513
100-00-51400-400-000		OFFICE SUPPLIES	174.62
		100956130	
		Total	174.62

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Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	10/09/2024	GFC LEASING WI	
			Manual Check Nbr: AW# 5520
100-00-52100-200-001		SUPPLIES & EQUIPMENT	137.44
			100956131
			Total 137.44
	10/09/2024	GIULIANI, DENNIS	
100-00-44300-100-000		BUILDING PERMITS	150.00
		NO PROJECT; REFUND FEES	
			Total 150.00
	10/09/2024	GOLDEN LOMIRA LLC	
100-00-52200-200-002		VEHICLE MAINTENANCE	73.54
			9187416
			Total 73.54
	10/09/2024	GRAND VALLEY INSPECTION SERVICES	
100-00-52400-000-000		BUILDING INSPECTIONS	801.00
		SEPTEMBER	2024-159
			Total 801.00
	10/09/2024	IWISH MANAGEMENT COMPANY LLC	
		broken window @ 245G Park Lane	
100-00-55200-200-006		OAK SPRINGS PARK	639.75
			mowing accident
			Total 639.75
	10/09/2024	LAI, LLC	
900-00-82700-000-000		SEW-OTHER OPER SUPP & EXP	827.82
			24-61488
			Total 827.82
	10/09/2024	LANGE ENTERPRISES	
100-00-53311-200-001		MAINT SUPP/MATERIALS FOR STREE	2,432.87
		STREET SIGNS	87905

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VILLAGE POOLED CHECKING

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Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			2,432.87

10/09/2024 LAWSON PRODUCTS

100-00-53311-300-004		SHOP SUPPLIES	7.23
		9311825311	
Total			7.23

10/09/2024 LOMIRA SEWER & WATER

Q3

Manual Check Nbr:

AW# 5519

100-00-52200-200-007		HYDRANT RENTAL (PFP)	69.00
1262			
100-00-55200-200-001		STERR PARK	457.43
1262			
100-00-52200-200-007		HYDRANT RENTAL (PFP)	138.00
1266			
100-00-51600-500-000		MB SEWER & WATER	182.38
1266			
900-00-83400-000-000		SEW-MAINT OF GEN PLT STR & EQ	2,428.58
1267			
100-00-55200-200-008		ATHLETIC FIELD	15.00
1259			
100-00-55400-200-001		POOL SUPPLIES & MAINT	2,596.90
1261			
100-00-52200-200-007		HYDRANT RENTAL (PFP)	69.00
1254			
100-00-53311-300-006		SHOP SEWER & WATER	64.53
1254			
100-00-52200-200-007		HYDRANT RENTAL (PFP)	69.00
1255			
100-00-55200-200-008		ATHLETIC FIELD	818.00
1255			
100-00-52200-200-007		HYDRANT RENTAL (PFP)	69.00
1256			
100-00-52200-200-009		BUILDING MAINT. & UTILITIES	71.25
1256			
100-00-52200-200-007		HYDRANT RENTAL (PFP)	138.00
1257			



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VILLAGE POOLED CHECKING

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-55400-200-001 1257		POOL SUPPLIES & MAINT	461.37
Total			7,647.44

10/09/2024 LUEDTKE LUMBER INC

100-00-55200-200-006		OAK SPRINGS PARK	26.97
100-00-53311-200-002		EQUIPMENT REPAIR & MAINT	13.58
100-00-55400-200-001		POOL SUPPLIES & MAINT	19.99
100-00-55200-200-001		STERR PARK	93.99
100-00-53311-200-001		MAINT SUPP/MATERIALS FOR STREE	129.59
100-00-53311-300-004		SHOP SUPPLIES	5.97
100-00-53420-000-000		STREET LIGHTING	95.96
900-00-65000-000-000		WAT-REPAIRS OF WATER PLANT	15.98
100-00-53311-300-004		SHOP SUPPLIES	18.84
900-00-65000-000-000		WAT-REPAIRS OF WATER PLANT	-7.49
100-00-53311-200-001		MAINT SUPP/MATERIALS FOR STREE	76.70
Total			490.08

10/09/2024 MIDWEST CONTRACT OPERATIONS

900-00-85200-000-000		SEW-OUTSIDE SERV EMPLOYED INV31117	5,824.73
Total			5,824.73

10/09/2024 MSA PROFESSIONAL SERVICES

900-00-68200-000-000		WAT-OUTSIDE SERV EMPLOYED SOUTH AVENUE GRANT 008424	540.00
Total			540.00

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Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	10/09/2024	MUELLER, JENNIFER	
100-00-46743-000-000		MB ROOM & STERR PARK RESERVATN REFUNDABLE DEPOSIT	100.00
		Total	100.00
	10/09/2024	NAPA AUTO PARTS DIV OF MPEC-101	
100-00-53311-200-002		EQUIPMENT REPAIR & MAINT 302639	44.94
		Total	44.94
	10/09/2024	NORTHERN LAKE SERVICE INC	
900-00-68200-000-000		WAT-OUTSIDE SERV EMPLOYED WDNR DRINKING WATER REQUIREMENTS 2416294	1,280.92
		Total	1,280.92
	10/09/2024	PIGGLY WIGGLY	
100-00-55110-200-001		LIBR BOOKS & SUPPLIES	29.95
100-00-55110-200-001		LIBR BOOKS & SUPPLIES	13.98
100-00-55110-200-001		LIBR BOOKS & SUPPLIES	27.32
		Total	71.25
	10/09/2024	PUBLIC SERVICE COMMISSION OF WI	
900-00-68800-000-000		WAT-REGULATORY COMM CHARGES WATER RATE CASE RA25-I-03180	545.84
		Total	545.84
	10/09/2024	R & R INSURANCE SERVICES	
900-00-68400-000-000		WAT-INSURANCE EXPENSE 3097862	1,087.12
900-00-85300-000-000		SEW-INSURANCE EXP 3097862	1,087.13

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Dated From:  
Thru:

From Account:  
Thru Account:

Voucher Nbr	Check Date	Payee	Amount
900-00-68400-000-000		WAT-INSURANCE EXPENSE	932.50
		3097863	
900-00-85300-000-000		SEW-INSURANCE EXP	932.50
		3097863	
Total			4,039.25

10/09/2024 SECURIAN FINANCIAL GROUP, INC.

100-00-21900-000-000		HEALTH & LIFE INS. PAYABLE OCTOBER	10.46
100-00-21900-000-000		HEALTH & LIFE INS. PAYABLE SEPTEMBER	85.40
Total			95.86

10/09/2024 SPECTRUM

			Manual Check Nbr:	AW# 5542
100-00-51600-200-000		TELEPHONE & INTERNET		76.66
100-00-52100-200-002		TELEPHONE & INTERNET		76.66
100-00-53311-300-007		TELEPHONE & INTERNET		76.66
Total				229.98

10/09/2024 SPECTRUM

			Manual Check Nbr:	AW# 5543
100-00-52200-200-003		TELEPHONE & INTERNET		166.29
Total				166.29

10/09/2024 TAPCO

100-00-53311-200-001		MAINT SUPP/MATERIALS FOR STREE ANCHOR, BOLTS	127.00
		1788026	
100-00-53311-200-001		MAINT SUPP/MATERIALS FOR STREE REPLACEMENT @ CHURCH STREET	3,362.25
		1788020	
Total			3,489.25

10/09/2024 U.S. CELLULAR

Manual Check Nbr: AW# 5541

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Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-51600-200-000		TELEPHONE & INTERNET	77.06
		0682868797	
100-00-55400-200-001		POOL SUPPLIES & MAINT	77.05
		0682868797	
Total			154.11

10/09/2024 USA BLUE BOOK

900-00-64000-000-000		WAT-SUPPLIES & EXPENSES	183.48
		INV00484772	
Total			183.48

10/09/2024 VALLEY HYDRO-EXAVATION LLC  
VAC OUT LIFT STATIONS

900-00-83200-000-000		SEW-MAINT OF COLL SYS PUMP EQ	610.00
		HWY 49 & INDUSTRIAL DR. 18727	
Total			610.00

10/09/2024 WAAS BORING & CABLE INC.

100-00-53311-200-001		MAINT SUPP/MATERIALS FOR STREE	350.00
		HYDRO EXCAVATE FOR CROSSWALK SIGNS 24353	
Total			350.00

10/09/2024 WASTE MANAGEMENT

		Manual Check Nbr:	AW# 5530
100-00-53620-000-000		REFUSE COLLECTION & DISP	6,294.44
		192779223218	
100-00-53635-100-000		RECYCLING CONTRACT SERVICES	2,538.72
		192779223218	
Total			8,833.16

10/09/2024 WE ENERGIES

		Manual Check Nbr:	AW# 5515
100-00-53420-000-000		STREET LIGHTING	27.77
Total			27.77

10/09/2024 WE ENERGIES

Manual Check Nbr: AW# 5516

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Dated From:

From Account:

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Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-51600-400-000		WE ENERGIES	520.98
100-00-52100-200-003		ALLIANT & WE ENERGIES	520.97
100-00-55110-200-005		LIBR ELECTRICITY	520.97
Total			1,562.92

10/09/2024 WE ENERGIES

Manual Check Nbr:

AW# 5521

900-00-62000-000-000		WAT-POWER PURCH FOR PUMPING EX	366.46
Total			366.46

10/09/2024 WE ENERGIES

Manual Check Nbr:

AW# 5539

100-00-55200-200-008		ATHLETIC FIELD	236.39
100-00-55200-200-006		OAK SPRINGS PARK	17.17
100-00-55200-200-001		STERR PARK	243.49
100-00-53420-000-000		STREET LIGHTING	343.36
100-00-53420-000-000		STREET LIGHTING	15.38
100-00-52900-000-000		EMER GOVT EXP	15.38
100-00-53420-000-000		STREET LIGHTING	6,004.18
100-00-52200-200-009		BUILDING MAINT. & UTILITIES	292.28
100-00-52900-000-000		EMER GOVT EXP	14.73
100-00-55200-200-002		CRYSTAL SPRINGS PARK	68.35
Total			7,250.71

10/09/2024 WE ENERGIES

Manual Check Nbr:

AW# 5540

900-00-82100-000-000		SEW-POWER & FUEL FOR PUMPING	230.51
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Dated From: From Account:  
 Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
900-00-82200-000-000		SEW-POWER & FUEL FOR AERATN EQ	3,934.39
900-00-62000-000-000		WAT-POWER PURCH FOR PUMPING EX	1,614.95
900-00-82100-000-000		SEW-POWER & FUEL FOR PUMPING	216.01
100-00-52900-000-000		EMER GOVT EXP	17.50
900-00-62000-000-000		WAT-POWER PURCH FOR PUMPING EX	821.53
Total			6,834.89

10/09/2024 WI DEPT. OF NATURAL RESOURCES

100-00-53635-300-000		OTHER RECYCLING EXP	110.00
		NON-LANDFILL LICNESE RENEWAL	
		2024-2025	
Total			110.00

10/09/2024 WI ENVIRONMENTAL IMPROVEMENT FUND

LOAN PAYMENTS		Manual Check Nbr:	AW#
900-00-92000-100-000	2007 CWF LOAN INTEREST		5522
	4349-03	20659	6,467.00
900-00-94000-100-000	2020 CWFL NEW WWTP INT		23,709.34
		4349-05	
900-00-71000-100-000	09 SAFE DRINKING WATER INTRST		2,029.76
		5312-01	
Total			32,206.10

10/09/2024 WI RETIREMENT SYSTEM

		Manual Check Nbr:	AW#
100-00-21600-000-000	RETIREMENT W/H		5528
	SEPTEMBER		4,213.10
Total			4,213.10

Grand Total 136,028.51

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Thru Account:

Amount

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Total Expenditure from Fund # 100 - GENERAL FUND	77,230.03
Total Expenditure from Fund # 900 - SEWER & WATER FUND	58,798.48
Total Expenditure from all Funds	136,028.51

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TIF #5

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ACCT

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	10/09/2024	WI ENVIRONMENTAL IMPROVEMENT FUND	
		Manual Check Nbr:	AW# 5523
501-00-58221-050-100	2019 TIF #5 SDW INTEREST	5312-06	12,973.40
		Total	12,973.40
		Grand Total	12,973.40



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ALL Checks by Payee  
TIF #5

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ACCT

Dated From:  
Thru:

From Account:  
Thru Account:

Amount

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Total Expenditure from Fund # 501 - TIF #5	12,973.40
Total Expenditure from all Funds	12,973.40



## CALLS FOR SERVICE IN LOMIRA - REPORT TO VILLAGE BOARD

CALLS FOR SERVICE SEPTEMBER 2024

INCIDENT CALL TYPES	NON-CONTRACT	CONTRACT	TOTAL CALLS FOR SERVICE	YEAR TO DATE
ABUSE/NEGLECT	0	0	0	1
ACCIDENT DEER	0	0	0	7
ACCIDENT FATAL	0	0	0	0
ACCIDENT INJURY	2	1	3	17
ACCIDENT PROPERTY DAMAGE	2	2	4	52
ALARM	0	0	0	21
ANIMAL	2	3	5	29
ASSIST AGENCY	1	4	5	47
ASSIST MOTORIST	6	5	11	89
BAR CHECK	0	0	0	11
BATTERY/ASSAULT	0	0	0	2
BOMB THREAT	0	0	0	0
BUILD/AREA CHK	37	111	148	1221
BURGLARY	0	0	0	0
CHILD CUSTODY	1	0	1	10
CIVIL MATTER	1	1	2	26
CONTROLLED BURN	6	0	6	42
DEATH INVESTIGATION	0	0	0	2
DISORDERLY CONDUCT	0	0	0	15
DNR COMPLAINT	0	0	0	2
DNR INJURY CRASH	0	0	0	0
DNR PDO CRASH	0	0	0	0
DNR FATAL CRASH	0	0	0	0
DOMESTIC DISTURBANCE	0	0	0	7
DRUGS	0	0	0	13
EMERGENCY DETENTION	0	0	0	1
EMS REQUEST	2	6	8	73
ESCAPE	0	0	0	0
EXPLOSION	0	0	0	0
FAMILY TROUBLE	2	4	6	21
FIGHT	0	0	0	1
FIRE ALARM	0	1	1	4
FIRE REQUEST	1	0	1	9
FIREWORKS	0	0	0	7
FORGERY	0	0	0	0
FOUND ITEM	2	0	2	10
FRAUD	2	2	4	19
FRAUD WELFARE	0	0	0	0
GAS DRIVE OFF	1	3	4	39
HANG UP	4	3	7	95
HARASSMENT	0	0	0	3
HIT AND RUN	0	2	2	8
HOMICIDE	0	0	0	0
INFORMATION	1	2	3	8
INTOX DRIVER	1	1	2	29
INTOX PERSON	0	0	0	1
JUVENILE ALCOHOL	0	0	0	0
KIDNAPPING	0	0	0	0
LITTER	0	0	0	0
LOCKOUT	0	1	1	9
LOST ITEM	0	0	0	5
MISCELLANEOUS	8	6	14	95
MISSING ADULT	0	0	0	0
MISSING JUVENILE	0	0	0	1
NEIGHBOR DISPUTE	0	0	0	4
NOISE COMPLAINT	2	0	2	7
OPEN DOOR	0	0	0	4
ORDINANCE VIOLATION	1	8	9	56
PAPER SERVICE	4	0	4	34
PARKING COMPLAINT	0	0	0	23
PERSON WITH GUN	0	0	0	0
PLI HOME VISIT	0	0	0	0
PORNOGRAPHY	0	0	0	3
PRISON INVESTIGATION	0	0	0	0
REPOSSESSION	0	0	0	4
ROBBERY	0	0	0	0
SCHOOL COMPLAINT	0	3	3	17
SEX OFFENSE	0	0	0	2
SHOTS FIRED	0	0	0	0
SUBJECT STOP	0	0	0	4
SUICIDAL	0	0	0	1



## CALLS FOR SERVICE IN LOMIRA - REPORT TO VILLAGE BOARD

CALLS FOR SERVICE SEPTEMBER 2024

INCIDENT CALL TYPES	NON-CONTRACT	CONTRACT	TOTAL CALLS FOR SERVICE	YEAR TO DATE
SUSPICIOUS	0	3	3	47
THEFT	0	1	1	14
THEFT OF VEHICLE	0	0	0	2
THEFT - RETAIL	0	0	0	2
THREAT	0	0	0	9
TRAFFIC COMPLAINT	9	9	18	202
TRAFFIC PURSUIT	0	0	0	2
TRAFFIC STOP	56	57	113	822
TRANSPORT	1	0	1	2
TRESPASS	0	0	0	3
TRAFFIC STOP - ATV	0	0	0	2
TRAFFIC STOP - BOAT	0	0	0	0
TRAFFIC STOP - READER	0	0	0	0
TRAFFIC STOP - SNOW	0	0	0	0
UNWANTED SUBJECT	0	0	0	7
VANDALISM	1	0	1	9
VEHICLE RUNOFF	0	0	0	28
VIOLATE RESTRAINING ORDER	0	0	0	8
VOUCHER	0	0	0	1
WALK AND TALK	3	19	22	204
WARRANT CHECK	0	0	0	3
WELFARE CHECK	6	6	12	70
<b>TOTALS</b>	<b>165</b>	<b>264</b>	<b>429</b>	<b>3648</b>

September SRO Hours

79

# LOMIRA FIRE DEPARTMENT REPORT

September 1, 2024 – September 30, 2024

Month in review

17 - EMR Medical Calls, (6 - EMR calls - No Response from Lomira.)

7- Fire Calls Total.

4 - of the seven Fire Calls were Vehicle Accidents.

1 - of the seven Fire Calls, 1- Mutual Aid Call for Brownville Fire, Combine on Fire.

2 - of the seven Fire Calls, Fire Alarms.

24 - Total Calls For September.

Truck repair parts, are on order for Rescue #2751 and Engine #2761.

Accident Insurance Claim 7/22/2024, Driver of Engine #2761 backed into Rescue #2751.

1st Assistant Chief / Admin Chief

Tom Sabel / Lomira Fire Dept.

# FIRE and EMR Fiscal Year Call Report

October 1, 2023 – September 30, 2024

4 - Lomira Fire Calls - 2-Structure Fires Lomira, 1-Power Pole, 1-Electrical Short-NH

24 - Mutual Aid Calls – 12-Structure Fires, 2-Press Fires, 2-Rit Calls, 1-Silo Fire, 1-Change of Quarters, 3-Fire Alarms, 2-Vehicle Accidents, 1-Combine Fire

22 - Vehicle Accident Calls - 1 - Canceled

3 - Vehicle Fire Calls

1- Gas Leak Call

8 - Co2 Calls - 1 - Canceled

5 - Fire Alarm Calls

1 - Grass Fire Call

**68 - Total Fire Calls / 733 - Total Fire Call Hours**

144 - General EMR Calls - 1 - Mutual Aid to Brownville EMR's

33 - Hope Nursing Home Calls

25 - Hope Assisted Living Calls

1 - Standby Call per Dodge County Sheriff

4 - Lift Assist – 1 - Lift Assist at Hope Assisted Living

29 - No Response from Lomira EMR's ( 8 - Hope Nursing / Assisted Living )

**236 - Total EMR Calls / 671 – Total EMR Call Hours**

67 - Total Calls for Hope Nursing Home / Assisted Living

**304 - Total Calls for the Fiscal Year / 1,404 – Total Hours**

**1st Assistant Chief / Admin Chief**

**Tom Sabel / Lomira Fire Dept.**



# LOMIRA - QUAD/GRAPHICS COMMUNITY LIBRARY

## September 2024 Library Report - Emily Artin, Library Director

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### Library Statistics:

- 2,067 library visits
- 2,992 items circulated
- 1,096 program participants
- ~160 computer/WiFi logins

### Library Highlights:

- **Regular Program Offerings – Fall 2024**
  - Jr. Storytime
  - Teen Tuesdays
  - Book Club
  - Sheepshead
  - Chair Yoga
  - Read w/ Alaska
  - Homeschool
  - Brick Club
- **Dodge County Library Planning Committee:** The Library Planning Committee has formally recommended their rural circulation weighted reimbursement formula to the county board. Nothing will be official until the county approves their budget, but Lomira should be reimbursed at 100% for 2025! **\*Only three of the sixteen libraries qualify for 100% reimbursement based on their low cost per circulation.**
- **Charlie and the Chocolate Library:** Over 200 participants joined us for Charlie and the Chocolate Library on Fri, Sept 27 (teacher in-service day). This new event included a chocolate river (fountain), lickable wallpaper (candy dots), fizzy drink burping contest, and much more!
- **School Visits:** Lomira Elementary School 1st-5th graders walked over to the library in September for library visits/tours and to learn about upcoming programming.



Charlie and the Chocolate Library activities:  
Lickable Wallpaper and Chocolate Fountain

### Upcoming Library Events:

- Oct 7 – ATLAS: Going Batty
- Oct 8 – Teen Tues: Ghost Paintings
- Oct 11 – Pumpkin Party
- Oct 12 – Ghost Paintings (adults)
- Oct 28 – Brick Club
- Nov 4 – Mummies (MPM)
- Nov 9 – Sourdough (adults)
- Nov 11 – ATLAS: Minion Party
- Nov 20 – Gratitude Graffiti
- Dec 7 – Youth Holiday Market

September 5, 2024 – October 4, 2024

## Department of Public Works Report

### Long term outlook

#### Major long-term projects/update

- Church St./ Hwy 67 reconstruction MOVED TO 2028
- Watermain replacement plan coming for South Ave.

### Need to know.

Meadow Ln. still on going, major progress made.

Street sweeping not completed. The department will try to complete this.

Lateral break on Quail Run.

Valve spit while adjusting valve box height.

Possibly had prior damage.



### Month in Review

Installed swale on the North end of the pool.





Flushed every hydrant – metal/iron chips from Main and Second in picture.

Located curb stops on Pleasant Hill Ave. added to GIS map.

Mowing grass.

Replacing water meters.

Weekly brush chipping

Diggers tickets

GIS map updates

Removed metal slide from Sterr park - per insurance request.



**Shop repairs on equipment:** Monthly inspections, maintenance, and cleaning of Equipment.

2015 F650 – In for repair of heating/cooling equipment low air flow.

Nick Roskopf, Director of Public Works



# Administrator's Report – October

September 12<sup>th</sup> – October 9<sup>th</sup>

**Mission:** For each department continually operate economically while building savings, develop an operating budget that can be financially sustainable, give the public the best value for their tax dollar, maintain services, and provide an enriched quality of life for residents and businesses.

General Fund Revenues YTD:	\$1677,473.28	88%
General Fund Expenditures YTD:	\$1,551,156.76	82%
Water Fund Revenues YTD:	\$ 439,251.37	93%
Water Fund Expenditures YTD:	\$ 370,343.23	78%
Sewer Fund Revenues YTD:	\$ 815,115.74	73%
Sewer Fund Expenditures YTD:	\$ 843,652.72	76%

**Greatest Successes this month:** attended a Vibrant Spaces webinar, attended a conference provided by MSA that focused on various grant opportunities, worked on the 2025 proposed budgets, met with Ty Breitlow to discuss the Safe Routes to School plan and began developing a map to present to the Board and School Board for approval, processed third quarter sewer and water bills, attended committee meetings, began processing absentee ballot requests for the November 5<sup>th</sup> election, registering voters, met with DoT and Rep. Born's office to discuss crosswalks on Milwaukee Street, collected electronics from residents for proper recycling, pet licensing, daily deposits, monthly bank reconciliations, website maintenance, weekly leak-logger meeting and notices mailed and/or phone calls made, provided notices to property owners to cut grass and weeds

**Greatest Challenge this month:** budget planning, Election preparations

**Looking Ahead:** adopting the 2025 budgets and the Presidential Election

## 2024 Election Dates:

General Election on November 5, 2024

## Contact Info:

Jenna Rhein, Administrator-Clerk-Treasurer  
425 Water Street  
Lomira, WI 53048  
Office: 920-269-4112 x2  
Cell: 920-583-6049  
Email: jrhein@villageoflomira.gov  
Web: www.villageoflomira.gov