

COMMITTEE OF THE WHOLE MEETING AGENDA

Tuesday, November 12, 2024

Immediately following the Village Board Meeting, but not before 6:30 p.m.

Caledonia Village Hall - 5043 Chester Lane

Caledonia, WI 53402

1. **Meeting called to order**
2. **Roll Call**
3. **Approval of Minutes:** Committee of the Whole – October 22, 2024
4. **Public Comment** - Provides a two-minute opportunity for citizens to voice opinions to the Committee of the Whole. The Committee of the Whole cannot respond as this may conflict with open meeting requirements.
5. **New Business**
 - A. Upcoming Police K9 Retirement and Request to Replace
 - **Staff Report:** Police Chief
 - B. Maximum Grading Slope Variance for South Hills Commerce Center
 - **Staff Report:** Public Services Director
 - C. Request to Vacate Unimproved Road Right-of-Way, N. St. Clair Street
 - **Staff Report:** Village Engineer
 - D. Budget Amendment Salt Shed Parking Lot Paving
 - **Staff Report:** Village Engineer
 - E. Contracted Services for Buildings: Mats, Uniforms, Shop Towels
 - **Staff Report:** Village Administrator
 - F. Suggested items to be placed on the next meeting agenda (*with no action*)
6. **Continuing Business**
 - A. Report on 4 Mile Road roadway conditions (*CoW 9/24/24, CoW 10/8/2024*)
7. **Closed Session**
 - A. **The Committee of the Whole will take up a motion to go into CLOSED SESSION**, pursuant to s. 19.85(1)(g), Wis. Stat., Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, **specifically:** to discuss a claim submitted by Christy Wolfe, 3316 Ivy Lane for a sanitary sewer backup at their residence.
 - B. **The Committee of the Whole reserves the right to go back into OPEN SESSION**, and possibly take action on the items discussed during the closed session and to move to the remaining items on the agenda.
8. **Adjournment**

1 - Order

President Weatherston called the Committee of the Whole meeting to order at 6:24 p.m. at the Caledonia Village Hall.

2 – Roll Call

PRESENT: 5 – President Weatherston, Trustee Stillman, Trustee Lambrecht, Trustee McManus, and Trustee Wishau

ABSENT: 2 - Trustee Martin and Trustee Pierce

STAFF: Administrator Todd Willis, Village Engineer Ryan Schmidt, Finance Director Wayne Krueger, Development Director Peter Wagner, Police Chief Christopher Botsch, Fire Chief Jeff Henningfeld, Village Attorney Elaine Ekes, Deputy Clerk Norgie Metzinger, and Clerk Jennifer Olsen

3 – Approval of Minutes

A **motion** was made by Trustee Stillman to approve the October 8, 2024 Committee of the Whole meeting, seconded by Trustee Lambrecht. **Motion carried 5-0.**

4 – Public Comment

The following people appeared to speak before the Committee:
None

5 – New Business

A. Goodwill donation to the Racine Humane Society for \$7000.00

Motion by Trustee McManus to recommend approval to the Village Board, seconded by Trustee Stillman. **Motion carried 5-0.**

B. Johns Disposal Contract Extension

Motion by Trustee Stillman to recommend approval to the Village Board, seconded by Trustee Wishau. **Motion carried 5-0.**

C. Suggested items to be placed on the next meeting agenda (*with no action*)
None

6 – Continuing Business

A. A Resolution Authorizing the Village of Caledonia to Enter into a Contract with the Ready Rebound Program (*CoW 10/8/24, deferred*)

Vendor representative committed verbally to allow a 1-2 year term contract for the same pricing.

Motion by Trustee McManus to recommend approval to the Village Board, seconded by Trustee Wishau. **Motion carried 5-0.**

7 – Adjournment

President Weatherston adjourned the meeting at 6:37 p.m.

*Respectfully submitted:
Jennifer Olsen
Village Clerk*

DRAFT

VILLAGE OF CALEDONIA POLICE DEPARTMENT

5045 Chester Ln.
Caledonia, WI 53402
Administration/Public Records
262-835-4423
Non-Emergency/Police Services
262-886-2300



Chief of Police
Christopher Botsch

November 1, 2024

Re: Upcoming Police K9 Retirement and Request to Replace

Village Board,

In the Fall of 2016, the Caledonia Police Department appointed Officer Cory Radke to the position of K9 handler. After having successfully completed K9 handler training with K9 Louie, they began working as a team in Caledonia. They have been working together since that time. K9 Louie is trained to perform a variety of tasks including drug detection, tracking, apprehensions, public relations, etc, and the position has been a valuable asset to our department.

K9 Louie is 10 years old, and given the rigors associated with his work as a police K9, he is reaching the end of his service life. In addition, K9 Louie currently has an injury creating right hindlimb lameness. He has been diagnosed with "insufficiency of the calcaneal tendon complex," which refers to a condition where the Achilles tendon, also known as the calcaneal tendon, is not functioning properly due to weakness, damage, or degeneration. Surgery is not recommended, but he is being fitted for a brace for his right hindleg. Because of his injury, he is currently limited to more static drug detection activities.

Over the next few months, we will be looking to retire K9 Louie. More information will be provided at a future date regarding K9 Louie's retirement.

We would like to begin the process of obtaining a police K9 to fill the void by the upcoming retirement of K9 Louie. The approximate cost of purchasing a police K9 along with the initial training for the K9 and handler is estimated at \$15,000 - \$20,000. In October of 2024, a very generous Caledonia couple donated \$17,000 to pay for the cost of our next police K9. In addition, we maintain a Police K9 Donation account, which is fully funded by donations. This account will cover any additional costs associated with purchasing a new K9.

Over the next few months, we will identify a K9 training facility that will best suit our needs.

We are looking for general approval to move forward with our preparation and planning for our next police K9.


Sincerely,

Christopher Botsch
Chief of Police

MEMORANDUM

DATE: Thursday, August 22, 2024

TO: Committee of the Whole

FROM: Anthony A. Bunkelman P.E.
Public Services Director 

RE: Maximum Grading Slope Variance – South Hills Commerce Center

BACKGROUND INFORMATION

The Village recently approved a Development Agreement with Ashley Capital for the development of the South Hills Golf Course into the South Hills Commerce Center. The South Hills Commerce Center is proposed with 10 buildings totaling approximately 3,737,400 square feet.

The South Hills property has some significant topographical changes across the site. The preliminary plan provided by Pinnacle Engineering proposes to have a maximum side slope of 3:1 on the site. The 3:1 slope would primarily be used along the exterior of the lots. In areas where the maximum side slope of 3:1 cannot be achieved, retaining walls would be installed. Retaining walls would be required on the lots for Buildings 1, 2, 3, & 8.

The Village Engineering Department & the Caledonia Utility District have Ordinances and Departmental Policies that govern the maximum side slopes allowed on developments. The Village Ordinance is clear that the maximum side slopes within the Right of Way and on Storm Water Management Facilities is 4:1. Internally on lots, the Departmental Policies have been that the maximum side slopes are also 4:1.

Ashley Capital has indicated that they would like to utilize maximum side slopes of 3:1 internally on the lot, ultimately to reduce the height and length of the retaining walls necessary to make the grading on the site work. Ashley has indicated that they will utilize the 4:1 maximum side slope on the Right of Way and 4:1 maximum side slope on the Storm Water Ponds.

The Engineering Department and the Caledonia Utility District staff do not agree with allowing a maximum side slope of 3:1 internally on the lots. 3:1 side slopes are more difficult to maintain and allowing the steeper slope does not eliminate the need for retaining walls on the site. Other developments within the area (DeBack Farms & Caledonia Corporate Park) also had areas of significant topography within their sites and these developments were held to a maximum slope of 4:1.

It is recommended that the Committee of the Whole deny this request to allow maximum side slopes of 3:1 on the South Hills Commerce Center and require the development to conform with the Department Policy of a 4:1 maximum side slope.

RECOMMENDATION

Move to recommend denial of the request from Ashley Capital for utilizing a maximum side slope of 3:1 on the South Hills Commerce Center for the following reasons

- **3:1 side slopes do meet the Department Policy for grading.**
- **3:1 side slopes are more difficult to maintain.**
- **Other Developments within TID #4 with similar topographical challenges were required to utilize a 4:1 maximum side slope.**
- **Utilizing 3:1 side slopes does not eliminate the need for retaining walls.**

Tony Bunkelman

From: Joe Podge <jpodge@ashleycapital.com>
Sent: Wednesday, August 14, 2024 10:41 AM
To: Tony Bunkelman
Cc: Chris Rubacha; Gary Rosecrans; Victor D'Ortona
Subject: SHCC 3:1 grading slopes and pond setback clarification
Attachments: 2024.08.13 - SHCC RETAINING WALL OVERVIEW.pdf

Hello Tony,

Following up on our call last week, you asked that we send you a plan and request for Committee of the Whole. Given the large topographic relief over the site and the large variations in elevation along Frontage and Golf Roads we are proposing to employ maximum grading slopes of 3 horizontal to 1 vertical (3:1) for general slopes within the SHCC site. The pond side slopes and road drainage ditch side slopes (note we are not currently planning for roadside ditches within the development) will employ 4:1 slopes as required by the Ordinance. Attached is a Grading Plan and Retaining Wall Concept Plan for your information. We would like to present this to the Committee of the Whole as soon as possible and of course work with you before then to gain your support.

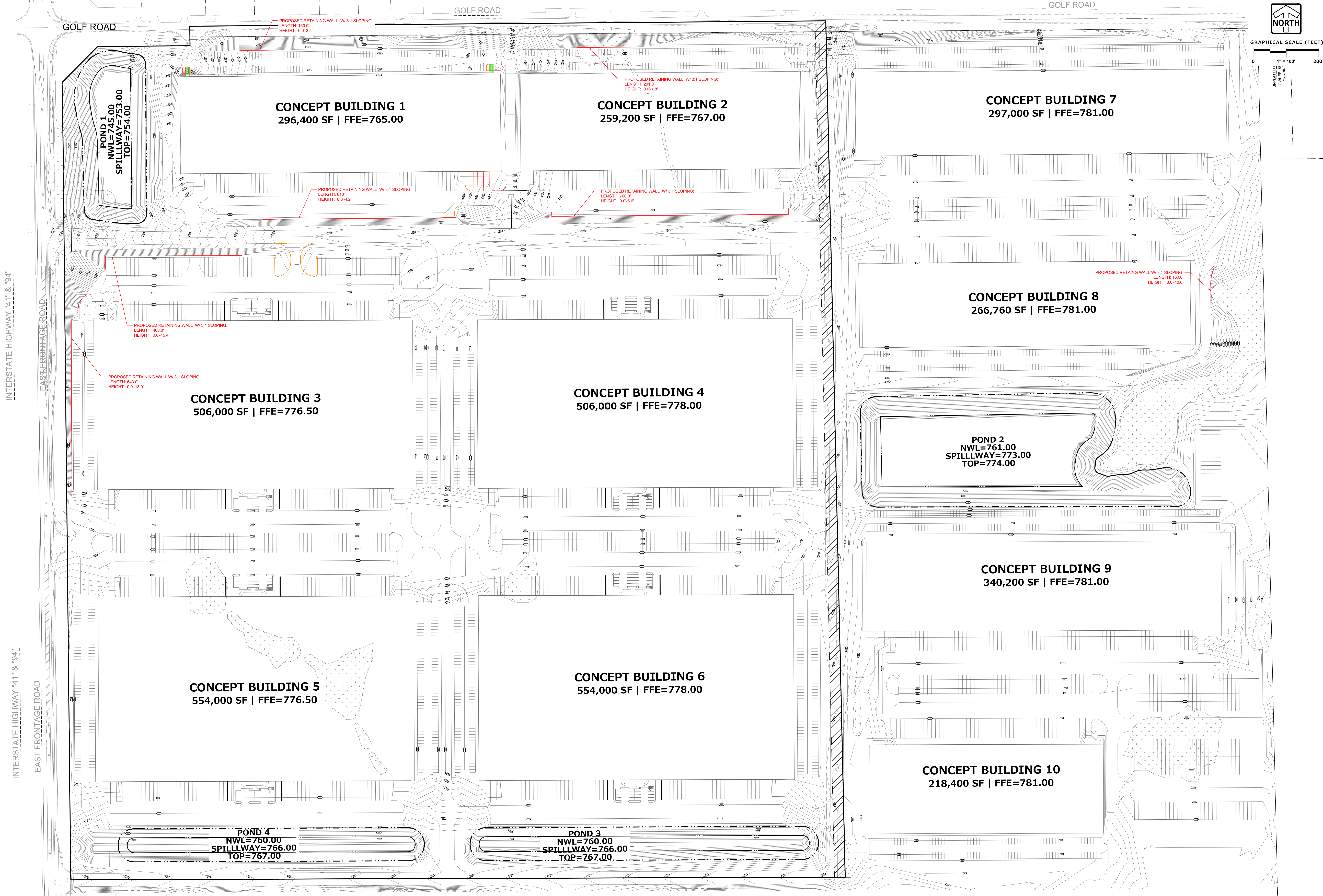
Additionally, we wanted to obtain clarification regarding pond setbacks from property lines. Section 9-2-11 (d) of the ordinance mentions a 30' setbacks for ponds. It appears as this may not apply to the stormwater ponds we are proposing at SHCC as shown on our site plan. We had asked our engineer about this and they were unfamiliar with this requirement and indicated that similar developments had built their ponds along property lines or roughly 10' off the property line. Can you confirm that this section of the Ordinance would not be applicable to the ponds we are proposing?

(d) **Standards For Construction.**

- (1) **Technical Requirements.** Side slopes shall not exceed a 4:1 ratio. The boundaries of the pond, as shown on the approved site plan, shall be set back a minimum of thirty (30) feet from all property lines. The Village Engineer may require safety ledges, where appropriate, in accordance with the specifications set forth below. In addition, ponds shall be constructed in conformance with the standards of the Soil Conservation Service Technical Guide and, when applicable, the Wet Detention Basin of the Wisconsin Department of Natural Resources Conservation Practice Standard, copies of which are available through the Village Engineer, as well as other applicable provisions of Chapters NR 15 (Runoff Management) and NR 333 (Dam Design and Construction) of the Wisconsin Administrative Code. The Village Engineer may require the applicant to submit an engineering analysis certifying the structural adequacy of the proposed pond.

Thank You!

Joe Podge
Ashley Capital, LLC
9810 S. Dorchester Ave.
Chicago, IL 60628



Z:\PROJECTS\2021\2554.00-WI\CONCEPT\2554.00_ASHLEY CONCEPT V18.4A_EARTHWORK.DWG 8/13/2024 2:19 PM

SOUTH HILLS COMMERCE CENTER - RETAINING WALL OVERVIEW

PINNACLE ENGINEERING GROUP

20725 WATERTOWN ROAD | SUITE 100 | BROOKFIELD, WI 53186 | WWW.PINNACLE-ENGR.COM

08/13/2024
PLAN | DESIGN | DELIVER
PEG JOB# 2554.00

MEMORANDUM

Date: November 12, 2024

To: Committee of the Whole
Planning Commission
Village Board



From: Ryan Schmidt, P.E.
Village Engineer

A handwritten signature in blue ink that reads "Ryan Schmidt".

Re: N. St. Clair Street – Request to Vacate Unimproved Road Right-of-Way

RECOMMENDATION:

Move to recommend to the Village Board that the Right-of-Way of N. St. Clair Street be Vacated and the Village Board schedule a Public Hearing.

The Engineering Department has received requests from two property owners to vacate a portion of Village Owned and unimproved Road Right-of-Way adjacent to Royal Park Road as provided in **Exhibit A**. The Right-of-Way is considered North St. Clair Street and is a 66' wide Road Right-of-Way that was platted with the Royal Park Subdivision in 1964 and is included hereto as **Exhibit B**. The property owners are Glenn Stritchko of 713 Royal Park Road and Shane and Dawn Willison of 631 Royal Park Road which directly abut the Right-of-Way to the West and East, respectively.

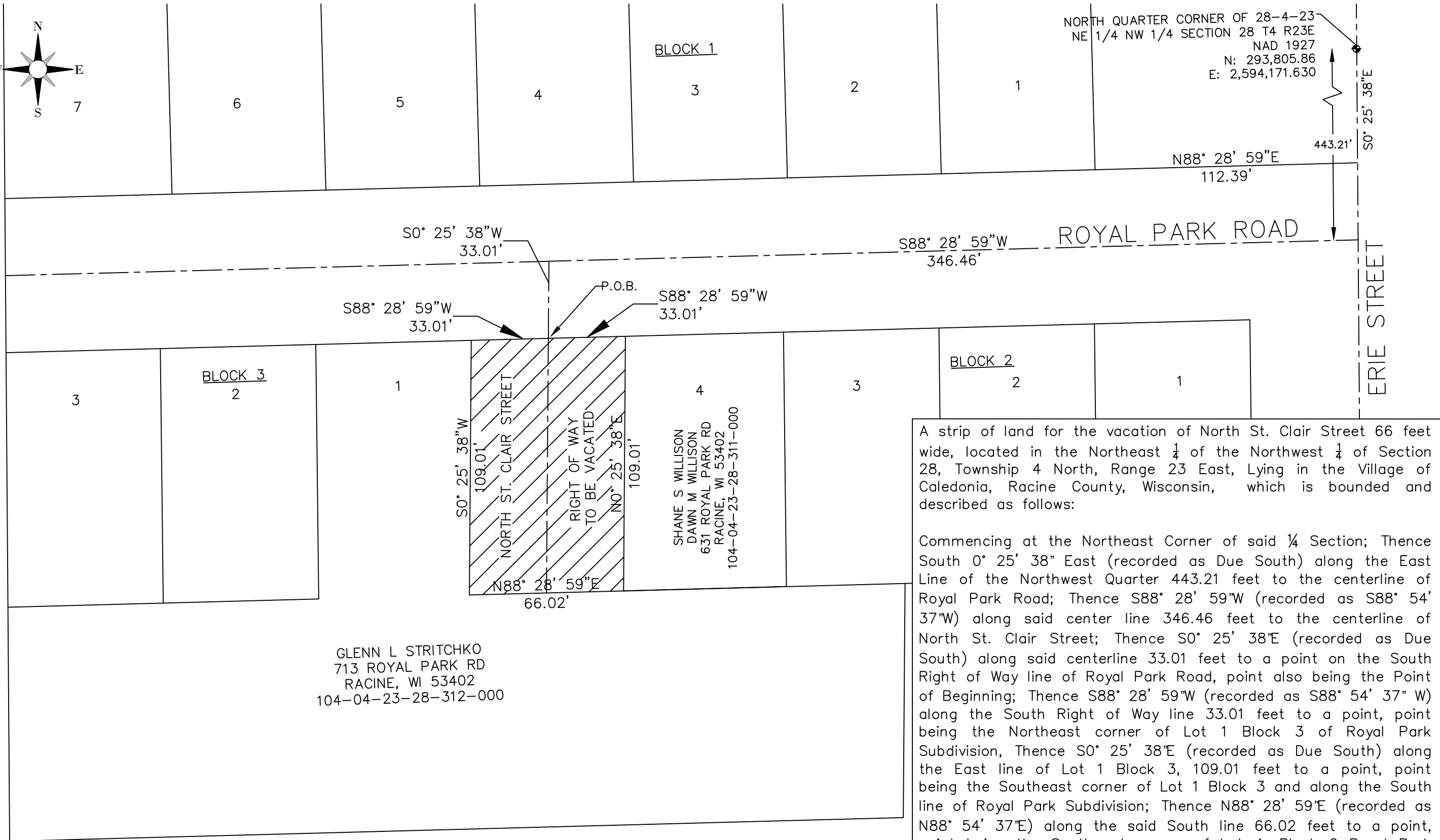
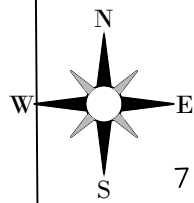
The Road Right of Way lines up with an existing section of St. Clair Street which is located further south and is part of the Beacon View Terrace Subdivision which was recorded in 1957 and the Beacon View Terrace No. 2 Subdivision in 1964. However, there is a large gap in which the "Mark-Kay Pond" was installed and no future development along this corridor has occurred since the platting of these subdivisions. The only exception is the properties south of Johnson Avenue (formerly Mar-Kay Drive). In addition, the property owner of 713 Royal Park Road purchased a portion of the lot to the south which created a dead end to the Road Right-of-Way and further restricted any possibility of a road extension.

Currently, the Right-of-Way is partially wooded and contains two separate gravel access points for each of the abutting lot owners. Their properties were built with garages facing this future road which has never been built. As a result, Staff believes this property is no longer of interest to the Village and has effectively become a private access for the two owners. To formalize this, the property would be vacated and divided in half, where half of the 109' long Right-of-Way to be vacated, as included in **Exhibit A**, would go to each abutting lot owner per Wisconsin State Statutes 66.1003 and 66.1005. Each half added to the abutting lots would provide ample space for access to each of the existing property owner's garages and

allow the owners to improve the space as needed. Staff recommends proceeding with the process of Vacating this Right-of-Way and scheduling a public hearing as laid out below.

Staff has been working with the Village Attorney to follow the appropriate procedures and schedules as laid out by State Statutes. Village Staff have also created a legal exhibit and descriptions for the portion of Right-of-Way to be vacated as included hereto as **Exhibit A**. Staff recommends the following schedule based on the information above:

- November 12th, 2024 – Committee of the Whole recommends approval of the Vacation of the Road Right-of-Way and Recommend to the Village Board to Schedule a Public Hearing.
- November 25th, 2024 – Plan Commission to recommends approval of the Vacation of the Road Right-of-Way.
- November 26th, 2024 – Village Board Recommends approval and sets a public hearing date.
- January 28th, 2024 – Recommended Public Hearing before the Village Board Meeting.
- January 28th, 2024 – Village Board Resolution on the Public Hearing and Final Vacation of Right-of-Way.



GLENN L STRITCHKO
 713 ROYAL PARK RD
 RACINE, WI 53402
 104-04-23-28-312-000

SHANE S WILLISON
 DAWN M WILLISON
 631 ROYAL PARK RD
 RACINE, WI 53402
 104-04-23-28-311-000

NORTH QUARTER CORNER OF 28-4-23
 NE 1/4 NW 1/4 SECTION 28 T4 R23E
 NAD 1927
 N: 293,805.86
 E: 2,594,171.630

A strip of land for the vacation of North St. Clair Street 66 feet wide, located in the Northeast $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 28, Township 4 North, Range 23 East, Lying in the Village of Caledonia, Racine County, Wisconsin, which is bounded and described as follows:

Commencing at the Northeast Corner of said $\frac{1}{4}$ Section; Thence South $0^{\circ} 25' 38''$ East (recorded as Due South) along the East Line of the Northwest Quarter 443.21 feet to the centerline of Royal Park Road; Thence $S88^{\circ} 28' 59''W$ (recorded as $S88^{\circ} 54' 37''W$) along said center line 346.46 feet to the centerline of North St. Clair Street; Thence $S0^{\circ} 25' 38''E$ (recorded as Due South) along said centerline 33.01 feet to a point on the South Right of Way line of Royal Park Road, point also being the Point of Beginning; Thence $S88^{\circ} 28' 59''W$ (recorded as $S88^{\circ} 54' 37'' W$) along the South Right of Way line 33.01 feet to a point, point being the Northeast corner of Lot 1 Block 3 of Royal Park Subdivision, Thence $S0^{\circ} 25' 38''E$ (recorded as Due South) along the East line of Lot 1 Block 3, 109.01 feet to a point, point being the Southeast corner of Lot 1 Block 3 and along the South line of Royal Park Subdivision; Thence $N88^{\circ} 28' 59''E$ (recorded as $N88^{\circ} 54' 37''E$) along the said South line 66.02 feet to a point, point being the Southwest corner of Lot 4, Block 2 Royal Park Subdivision; Thence $N0^{\circ} 25' 38''W$ (recorded as Due North) along the West line of Lot 4 Block 2, 109.01 feet to a point, point being the Northwest corner of Lot 4 Block 2 and also along the South Right of Way of Royal Park Road; Thence $S88^{\circ} 28' 59''W$ (recorded as $S88^{\circ} 54' 37'' W$) along the South Right of Way line 33.01 feet to the point of beginning.

Containing 7,195.54 square feet or 0.1652 acres.



DRAWN BY: RMS
 SCALE: 1:40
 DATE: 11/5/2024

North St. Clair Street Right-of-Way Vacation Exhibit A

ROYAL = PARK

PART OF THE NORTHWEST QUARTER OF SECTION 28 TOWNSHIP 4 NORTH OF RANGE 23 EAST OF THE FOURTH PRINCIPAL MERIDIAN TOWN OF CALEDONIA RACINE COUNTY WISCONSIN

I, Harold M. Schneider, registered land surveyor, hereby certify: That I have surveyed, divided and mapped ROYAL PARK, in the Town of Caledonia, Racine County, Wisconsin. That I have made survey, land division and plat by the direction of the owner of said land. Said subdivision is described as follows: Part of the Northeast Quarter of the Northwest Quarter of Section 28, Township 4 North of Range 23 East, of the Fourth Principal Meridian, lying and being in the Town of Caledonia, Racine County, Wisconsin, and being more particularly described as: Beginning at the North Quarter corner of said Section 28 run thence Due South along and upon the East Quarter line of the Northwest Quarter 410.20 feet to the point of beginning of lands hereinafter to be described: Run thence Due South 175.02 feet, thence S. 88° 54' 37" W. 579.15 feet, thence Due North 284.35 feet, thence N. 88° 54' 37" E. 464.68 feet, thence S. 01° 05' 23" E. 109.31 feet, thence N. 88° 54' 37" E. 112.39 feet, to the point of beginning.

That such plat is a correct representation of all the exterior boundaries of the land surveyed and the subdivision thereof made. That I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and the regulations of the Town of Caledonia in surveying, dividing and mapping the same.

Harold M. Schneider
HAROLD M. SCHNEIDER S-351
Racine County Surveyor



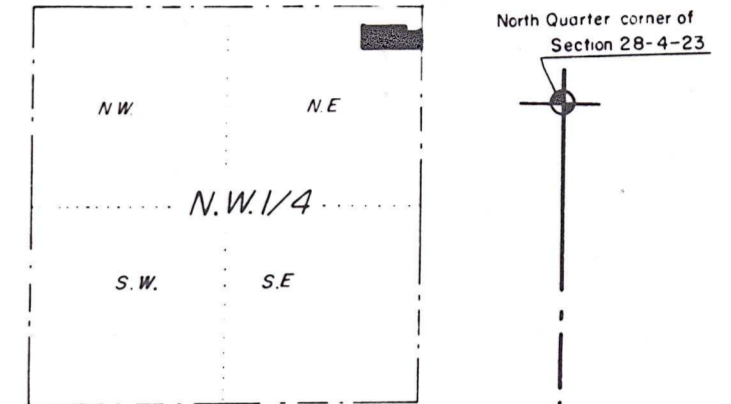
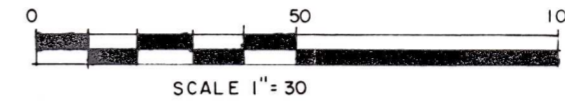
As owner, I hereby certify that I caused the land on this plat to be surveyed, divided, mapped and dedicated as represented on this plat. I also certify that this plat is required by s. 236.10 or s. 236.12 to be submitted to the following for approval or objection:

DIRECTOR, PLANNING DIVISION, DEPARTMENT OF RESOURCE AND DEVELOPMENT
TOWN BOARD OF THE TOWN OF CALEDONIA
VILLAGE OF WIND POINT THE BOARD OF SUPERVISORS OF RACINE COUNTY

Witness the hand and seal of Kingston W. Ehrlich owner this 3rd day of February, 1964, in presence of:

Gilbert Trick witness GILBERT TRICK
Kingston W. Ehrlich owner Kingston W. Ehrlich

NOTE: All linear measurements have been made to the nearest one hundredth of a foot. All angular measurements have been made to the nearest ten seconds.
• 2" X 30" iron pipe, weighing 3.65 lbs. / lineal foot
All other lot corners staked with 1" by 24" iron pipe, weighing 1.13 lbs. / lineal foot.



STATE OF WISCONSIN) ss
RACINE COUNTY)
Personally came before me this 1st day of February, 1964, the above named Kingston W. Ehrlich to me known to be the person who executed the foregoing instrument and acknowledged the same. My commission expires August 6, 1967.

Phyllis M. Larsen
Phyllis M. Larsen
Notary Public Racine, Wisconsin

COUNTY TREASURER
John E. Gohner, being the duly elected, qualified and acting treasurer of Racine County, Wisconsin, do hereby certify that the records in my office show no unpaid taxes, and no unpaid special assessments as of February 1, 1964, affecting the lands included in the plat of ROYAL PARK. Date: February 1, 1964.

John E. Gohner
John E. Gohner
County Treasurer

TOWN BOARD OF CALEDONIA
Be it resolved, that the plat of ROYAL PARK, in the Town of Caledonia is hereby approved by the Town Board of Caledonia upon the date that the subdivider enters into a suitable contract with the town, relative to the grading and surfacing of roads and the installation of culverts, sewer and water mains therein.

I, hereby certify that the foregoing is a copy of a resolution adopted by the Town of Caledonia, Racine County, Wisconsin.
Date: Feb. 10, 1964.

Virginia Healy
Virginia Healy
Clerk Town of Caledonia

VILLAGE OF WIND POINT
Be it resolved, that the plat of Royal Park be approved. I, hereby certify that the foregoing is a copy of a resolution adopted by the Village Board of the Village of Wind Point.
Date: February 1, 1964.

John B. Peterson
John B. Peterson

RACINE COUNTY BOARD OF SUPERVISORS
Be it resolved, that the plat of Royal Park, in the Town of Caledonia, Racine County, Wisconsin, is hereby approved by the board of supervisors of Racine County.

I, hereby certify that the foregoing is a copy of a resolution adopted by the Board of Supervisors of Racine County.
Date: Mar. 24, 1964.

James A. Fay
James A. Fay
Clerk Racine County

State of Wisconsin)
Racine County) ss
Racine Savings and Loan Association, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing, mapping and dedication of the land described on this plat.

In witness whereof, the said Racine Savings and Loan Association has caused these presents to be signed by George J. Janosik, asst secretary, of Racine, Wisconsin, and its corporate seal to be hereunto affixed this 14 day of February, 1964.

George J. Janosik
GEORGE J. JANOSIK
ASST. SECRETARY

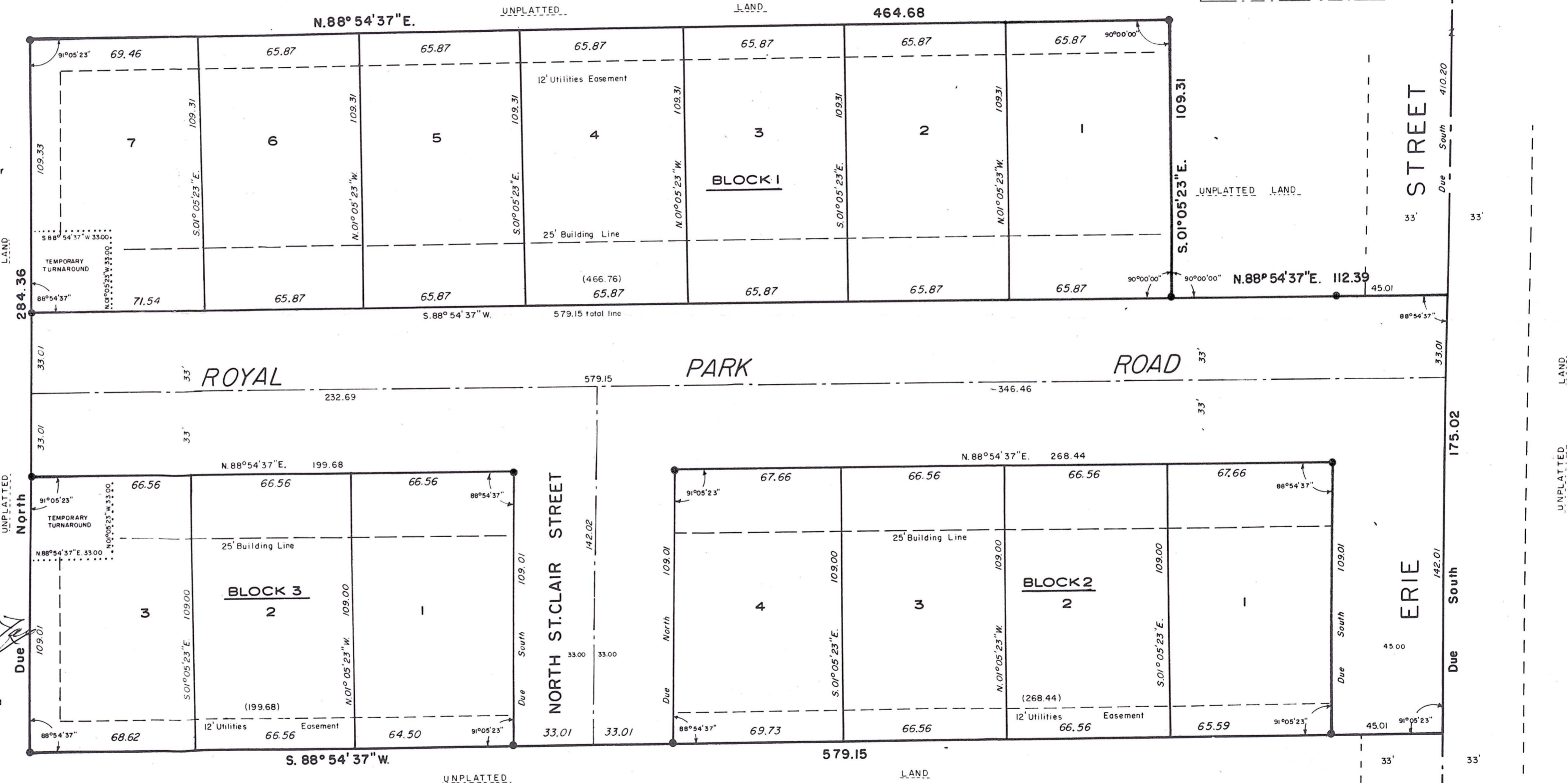
Personally came before me this 14 day of February, 1964, George J. Janosik, asst secretary of the above named corporation, to me known to be the person who executed the foregoing instrument, and to me known to be such asst secretary of said corporation.

My commission expires: Feb. 6, 1964

William E. Brennan
WILLIAM E. BRENNAN
NOTARY PUBLIC, RACINE, WISCONSIN

APPROVED AS A FINAL PLAT THIS 27th DAY OF Feb., 1964.

Henry W. Beyer
HENRY W. BEYER
ZONING ADMINISTRATOR



There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21 (1) and (2), Statutes. Certified this 14th day of February, 1964.

Walter K. Johnson
Walter K. Johnson
Director, Planning Division
Department of Resource Development

EXHIBIT A

MEMORANDUM

Date: November 6, 2024

To: Committee of the Whole
Village Board

From: Ryan Schmidt, P.E.
Village Engineer



Re: 2024 Budget Modification – Paving for Salt Shed

BACKGROUND INFORMATION

The Village used approximately 1,900 ton of salt in the 2023-2024 Winter Season and 2,300 ton of salt in the 2022-23 season compared to that of 2021-22 when we used nearly 3,600 ton of salt (our facility holds 4,000 ton). Salt usage can vary year to year due to weather conditions as evidenced by the salt purchases annually, which has big impacts on the budget. Improvements have been made to salt application procedures, but these numbers are directly a result of abnormally warm winters and low snow/ice events. The Highway Department Snow and Ice Expenditures came in significantly under budget for 2024. Due to the remaining budget, staff is requesting to repurpose a portion of this budget funding and utilize it to resurface an area outside and directly against the salt shed.

The recommendation is to mill and overlay the area surrounding the south side of the Village Salt Shed which is showing signs on significant deterioration. The estimated cost to make this improvement is \$23,000 utilizing the Village's 2024 Paving Program Contract with Payne and Dolan.

The State DOT inspects the Village's "material storage site" on an annual basis. This area was highlighted last year as a location having "slight" defects and this specific area appears to be even more deteriorated since that rating last winter. This may be flagged this upcoming winter season and will ultimately be a repair required of the Village in 2025. Therefore, Staff recommends approval of the budget modification to make these improvements.

RECOMMENDATION

Move to recommend approval of a budget transfer from Snow and Ice Materials to the appropriate Capital account for the resurfacing of the area directly south of the DPW Salt Shed.

**RESOLUTION NO. 2024-0XX
VILLAGE OF CALEDONIA**

**A RESOLUTION APPROVING A BUDGET AMENDMENT TO REPURPOSED
BUDGTARY FUNDS TO REPAVE THE SALT SHED PARKING LOT.**

The Village Board for the Village of Caledonia, Racine County, WI do resolve as follows:

WHEREAS, the Department of Public Works provides winter maintenance of Village owned roadways by means of plowing and salting applications; and

WHEREAS, the Public Works crews used less salt in 2034-24 due to higher temperatures and fewer salting events which resulted in the Department coming in under budget; and

WHEREAS, Village Staff's is recommending that a portion of the unspent Ice and Snow Materials account by repurposed to allow the Village to pave the parking lot around the salt shed; and

WHEREAS, Village staff would utilize the rates through Payne & Dolan under the 2024 Paving Contract, included with the Village Engineer's memo as **Exhibit A**, to upgrade and repave the parking lot; and

NOW THEREFORE, BE IT RESOLVED, by the Caledonia Village Board that the 2024 budget be amended to transfer funds from the approved General Fund Operating Budget to the Capital Projects Budget for the purpose of purchasing repaving the parking lot per the fiscal note as shown in **Exhibit B** not to exceed \$23,000 based on the memo included in **Exhibit A**.

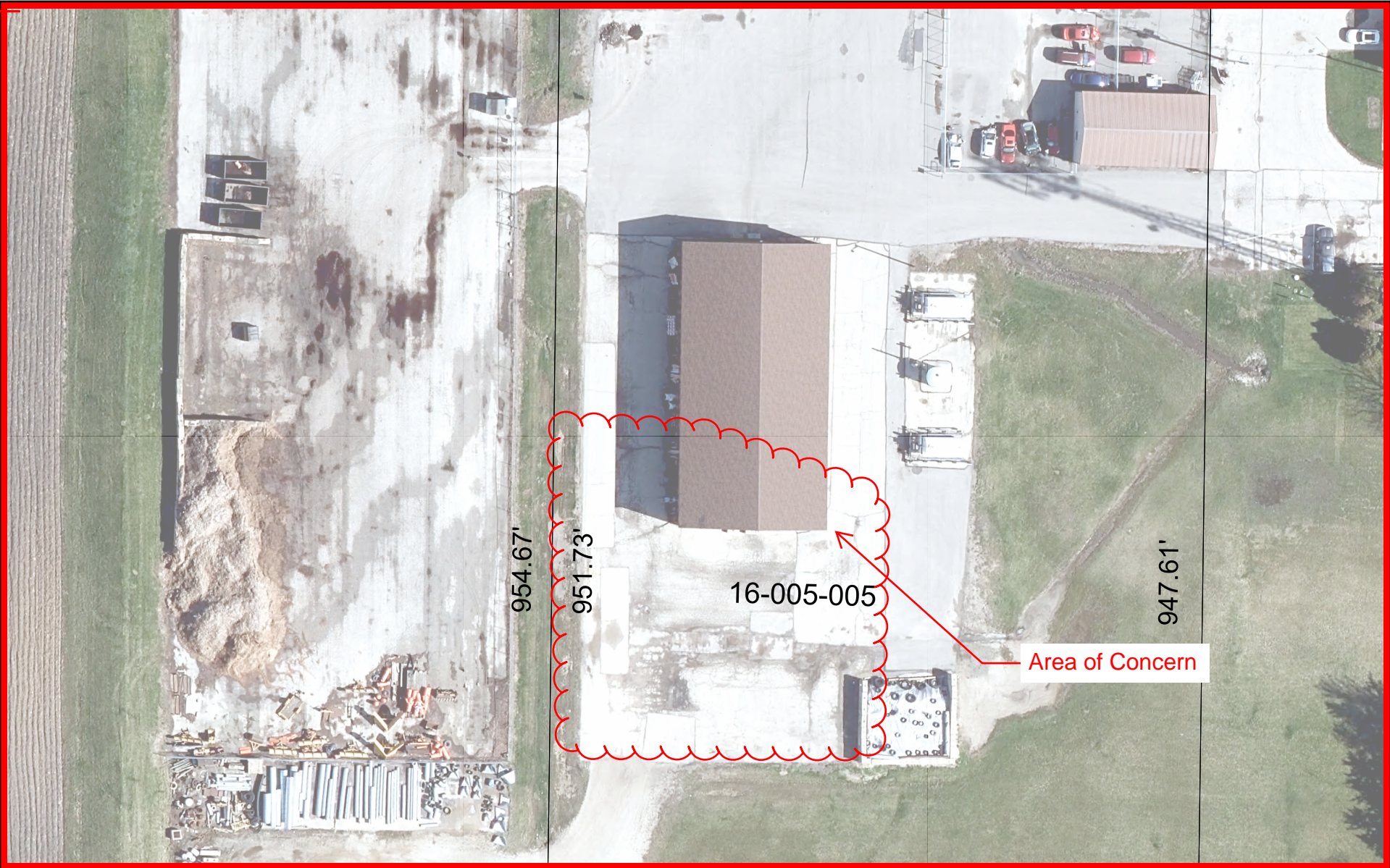
Adopted by the Village Board of the Village of Caledonia, Racine County, Wisconsin, this _____ day of November, 2024.

VILLAGE OF CALEDONIA












By: _____
Thomas Weatherston
Village President

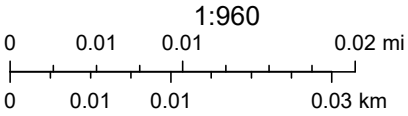
Attest: _____
Jennifer Bass
Village Clerk

ArcGIS WebMap



November 7, 2024

-  Quarter Quarter Section
-  Quarter Section
-  Sections
-  Tax Parcels
-  Municipal Boundaries
-  Water lines
-  Waterbody
-  2022 Spring Aerial
-  Red: Band_1
-  Green: Band_2
-  Blue: Band_3



Racine County, SEWRPC, Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

VILLAGE OF CALEDONIA

FISCAL NOTE: BUDGET MODIFICATION TO REPURPOSE UNSPENT SNOW & ICE MATERIALS FROM THE DPW OPERATING BUDGET TO THE DPW CAPITAL BUDGET FOR PAVING

FISCAL YEAR: **2024**

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	YEAR TO DATE EXPENDITURES	CURRENT BALANCE	BUDGET MODIFICATION	BUDGET AFTER MODIFICATION	REMAINING BUDGET BALANCE
GENERAL FUND							
Snow and Ice Materials	100-41-64080	250,000	163,916	\$ 86,084	(23,000)	\$ 227,000	\$ 63,084
Transfer to Capital Projects	100-00-66300	845,719	-	\$ 845,719	23,000	\$ 868,719	\$ 868,719
CAPITAL PROJECTS FUND							
Transfer from General Fund	400-00-49210	(846,719)	-	(846,719)	(23,000)	(869,719)	(869,719)
Road Improvements	400-41-65080	\$ 906,296	\$ 919,674	\$ (13,377)	\$ 23,000	\$ 929,296	\$ 9,623
		<u>\$ 249,000</u>	<u>\$ 163,916</u>	<u>\$ 85,084</u>	<u>\$ -</u>	<u>\$ 226,000</u>	<u>\$ 62,084</u>

MEMORANDUM

Date: November 12, 2024

To: Committee of the Whole

From: Todd Willis
Village Administrator

Re: Contracted Services for Buildings: Mats, Uniforms,
Shop Towels



Newly Reported

1. Currently the Village uses three (2) separate vendors (i.e. Vestis/Aramark & Unifirst) to supply mats, uniforms (public Works/highway), and shop towels. Village staff were informed that the contracted services for each vendor had expired at the end of 2023 and were on a 1-year extension for 2024. Village staff received quotes for the same level of services from three (3) vendors (Vestis, Unifirst, Cintas) that include mats, uniforms, and shop towels to consolidate the services.
2. Below is a breakdown of the weekly cost for mats, uniforms, and shop towels based on the pricing provided and the requested number of items:

	<u>Vestis</u>	<u>Unifirst</u>	<u>Cintas</u>
3x5 - (6)	-	\$19.50	\$24.00
4x6 - (15)	\$112.50	\$75.00	\$75.00
3x10 - (11)	\$93.50	\$71.50	\$66.00
4x6 scraper - (5)	-	\$25.00	\$17.50
5x7 logo mat - (3)	\$45.00	-	-
3x10 logo mat - (3)	-	\$22.50	\$18.00
Shop Towels - (200)	\$10.00	\$20.00	\$18.00
Coveralls - (22)	\$8.80	\$9.24	\$21.03
Total:	\$269.80	\$242.74	\$239.53

Because the level of service required varies based on the seasons (i.e. winter vs. summer), the overall monthly charges will vary based on weekly coverage or bi-weekly coverage. Below is the total monthly cost based on weekly and bi-weekly coverage for the three (3) vendors:

	<u>Vestis</u>	<u>Unifirst</u>	<u>Cintas</u>
Weekly Coverage	\$1,079.20	\$970.96	\$958.12
Bi-weekly coverage	\$539.60	\$485.48	\$479.06

3. Cintas is part of the OMNIA Partners procurement consortium. This allows them to lock in specific pricing, with a yearly average increase of 3-5% depending on the consumer price index reports. So, price increases happen following the August CPI Report. There is also a price guarantee with Cintas that would lock in the pricing provided through December of 2025 regardless of any OMNIA price increases. Neither Vestis or Unifirst are a part of the OMNIA and did not offer any price guarantees with their offer and can raise their pricing models by the increase of the CPI from the current year or a minimum of 5% following each anniversary.
4. The term length for all three (3) vendors is 5 years or 60 months.

Recommendation: Village Staff recommends the Committee of the Whole review the 3 selected vendors for mats, uniforms, and shop towels and recommend to the Village Board for staff authorization to sign a contract with the lowest qualified vendor for a term no longer than 60 months to be adopted by Resolution.