

# ANNUAL REPORT

## 2019



# Town of Schleswig 2019 Annual Report

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Presented herein are annual reports for the Town of Schleswig, Cedar Lake Sanitary District, Wilke Lake Sanitary District, Rockville Millpond District and Millhome Dam District.

## Town Officials

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Town Chairman	Joe Meyer	920-894-2504	jmmeyer@tcei.com
First Supervisor	Richard Glomski	920-894-2530	richardglomski10@frontier.com
Second Supervisor	Jonathan Neils	920-279-8255	jneils03@gmail.com
Clerk	Deb Hoepfner	920-918-1956	townofschleswig@yahoo.com
Treasurer	Laurel Vondrachek	920-894-3945	garyv@tcei.com
Constable	Ken Schuler	920-629-6500	trawlers@trawlersmidwest.com
Assessor	Mike Denor	920-468-9698	800-236-1638
Judge	Dean Dietrich	920-894-2211	

## Recycling Center

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The Recycling Center is open Saturdays from 9:00 AM to 4:00 PM year round. The Recycling Center is also open on Wednesday's from 1:00 PM to 4:00 PM the first Wednesday in June through the last Wednesday in September.

## Building Permits

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To obtain a building permit, please contact Richard Glomski at 920-894-2530.

## Burning Permits

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To obtain a burning permit, please contact the Town Chairman or either Town Supervisor.

## Dog License Information

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All dogs over 5 months of age must have their Rabies vaccine and be licensed. Fees for unneutered males and females are \$10.00. Fees for neutered males and females are \$5.00. Send the license fee, Certificate of Rabies vaccination, and self-addressed stamped envelope to Laurel Vondrachek, 12912 Hwy 67, Kiel WI 53042.

## Regular Monthly Board Meetings

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Regular monthly board meetings are held the second Thursday of each month at 7:00 PM at Schleswig Town Hall. The Schleswig Town Hall is located at 21935 Rockville Road. All residents are welcome to attend.

For more information, visit [www.townofschleswig.com](http://www.townofschleswig.com)

# Town of Schleswig 2019 Annual Report

	2017	2018	2019
Equalized Value	225,894,400	235,269,700	254,921,400
Assessed Value	227,027,500	229,465,700	231,568,600

## Capital Improvement Fund

	2017	2018	2019
Beginning Balance	20,184	45,346	87,102
Transfer from General Fund	25,000	25,000	25,000
Disbursements	0	0	0
Receipts	0	16,000	0
Interest	162	756	1,342
Year End Balance	45,346	87,102	113,444

## Equipment Fund

	2017	2018	2019
Beginning Balance	49,554	74,894	82,322
Transfer from General Fund	25,000	25,000	25,000
Equipment Purchases	0	18,500	11,200
Equipment sales	0	0	0
Interest	340	927	1,210
Year End Balance	74,894	82,322	97,332

## W-2 Wages Paid

	2017	2018	2019
Richard Glomski	5,412	5,515	5,633
Joe Meyer	6,385	6,298	6,742
Jonathan Neils	3,733	4,010	3,838
Laurel Vondrachek	7,412	8,309	8,194
Deb Hoepfner	11,490	12,645	12,927
Ken Schuler	3,835	4,215	4,317

## Revenues

	2017 Actual	2018 Actual	2019 Actual	2019 Budget
<b>Taxes</b>				
General property taxes	340,826	344,030	347,803	347,803
Mobile Home Fees	2,688	2,736	3,251	3,300
Special Charges	1,822	4,752	10,751	-
Ag Usee - Value Penalties	-	-	398	
<b>Intergovernmental Revenues</b>				
State Shared Taxes	28,580	28,577	28,577	28,568
Fire Insurance Tax	8,698	8,187	8,954	8,200
State Exempt Computer Aid	51	52	53	53
Highway Aid	123,796	134,310	134,310	134,310
State Recycling Grant	4,110	4,120	4,630	4,100
In Lieu Tax, Conservation Land	173	173	173	670
Forest Crop Land	3,562	280	280	300
Bridge Aids-County	194	2,650	-	310
Personal Property Aid	-	-	634	
Other	1,525	500	500	-
<b>Licenses &amp; Permits</b>				
Business & Occupational				
Licenses	2,906	1,860	2,400	1,700
Dog License	4,109	4,669	4,322	3,500
Building Permits	13,891	7,030	9,840	5,500
<b>Public Charges for Services</b>				
General Governmental Fees	658	506	382	500
Landfill Charges	19,907	22,164	22,923	15,000
Sale of Highway Equipment	-	-	-	-
Highway Maintenance				
<b>Miscellaneous Income</b>				
Interest	2,250	5,149	6,717	3,500
Rent	1,020	1,095	1,155	700
Fines	2,055	3,134	496	800
Sale of property	-	-	7,850	-
<b>Total Revenue:</b>	<b>562,821</b>	<b>575,974</b>	<b>596,399</b>	<b>558,814</b>

## Expenditures

	2017 Actual	2018 Actual	2019 Actual	2019 Budget
Town Board Wages	16,927	16,876	16,844	18,050
Town Board Other	8,462	7,634	8,283	7,000
Clerk	12,387	13,564	13,851	14,000
Clerk Other	2,362	2,275	2,537	2,500
Treasurer Wages	7,950	8,537	8,758	8,650
Treasurer Other	3,436	5,689	3,852	2,500
Election Wages	874	2,841	723	1,550
Election Other	1,311	2,208	1,411	1,400
Building Inspector	7,187	5,742	7,215	3,500
Assessor	13,443	13,673	13,501	14,000
Legal	6,330	1,447	334	500
Accounting	2,840	2,980	2,960	4,000

## Expenditures - continued

	2017 Actual	2018 Actual	2019 Actual	2019 Budget
Highway				
Bridge Repair	3,610	1,310	8,344	9,000
Road Signs and Markings	5,236	6,778	5,856	5,000
Maint. & Construction	122,283	215,945	140,640	138,714
Snow & Ice Control	16,200	11,590	19,361	18,900
Machinery Repair & Maint	18,178	16,944	43,919	43,000
Shop & Equipment	1,966	1,434	8,865	2,000
Wages				
Maintenance	23,920	27,554	23,509	23,100
Snow & Ice Control	10,938	11,252	21,482	21,500
Machinery Repair & Maint	27,773	21,483	16,410	22,000
Landfill				
Wages	-	-	-	800
Other	37,142	35,643	43,580	35,000
Recycling				
Wages	8,577	9,098	9,453	2,500
Other	333	2,592	2,079	9,000
Municipal Buildings				
Utilities	7,492	12,871	21,781	8,000
Other	-	-	-	
Fire Protection/Ambulance/EMS				
Equipment	4,028	2,110	5,852	3,000
City of Kiel	24,522	20,232	20,665	20,700
Fuel, Maintenance & Dues	4,869	9,680	9,033	9,700
Ambulance & EMS	6,429	6,429	6,562	6,500
Other payments				
Dog licenses	2,360	2,135	2,127	2,500
Constable/Municipal Court	5,167	5,981	6,714	6,600
Planning & Development	749	1,638	567	1,500
Dam Maintenance	9,159	9,000	9,256	9,150
Cedar Lake Sanitary District	-	5,000	5,000	5,000
Wike Lake Sanitary District	-	5,000	5,000	5,000
Property & Liability Insurance	19,940	18,908	21,023	23,000
Equipment Outlay	-	-	-	-
<b>Total Expenditures Before Transfers</b>	<b>444,381</b>	<b>544,073</b>	<b>537,347</b>	<b>508,814</b>
Transfer to Capital Improvement Fund	25,000	25,000	25,000	25,000
Transfer to Equipment Fund	25,000	25,000	25,000	25,000
<b>Total Expenditures</b>	<b>494,381</b>	<b>594,073</b>	<b>587,347</b>	<b>558,814</b>

# Balance Sheet - Year End December 31, 2019

<u>Assets</u>	<u>2018</u>	<u>2019</u>
Cash - operating	1,444	2,625
Cash - tax accounts	1,775,872	1,825,279
Cash - mobile home account	3,304	4,045
Cash - capital improvements	87,102	113,444
Cash - equipment	82,322	97,332
Advance - Millhome Dam Lake District	75	75
Accounts receivable - Advanced Disposal	-	7,500
Total Assets	<u>1,950,119</u>	<u>2,050,300</u>
 <u>Liabilities &amp; Fund Balance</u>		
Accounts payable	31,769	40,682
Advance tax collections	1,693,562	1,725,778
	<u>1,725,331</u>	<u>1,766,460</u>
Fund Balance	224,788	283,840
Total Liabilities & Fund Balance	<u>1,950,119</u>	<u>2,050,300</u>

# Schleswig Recycling Center

Located at 16326 Little Elkhart Lake Road,  
with the entrance just south of Highway 57.

Hours: Saturday 9 a.m. to 4 p.m.

(If a legal holiday, center will be open on the preceding Friday.)

## Supplementary Summer Hours:

Center will be open Wednesday afternoons 1:00 to 4:00 p.m.

Beginning the first Wednesday in June through the last Wednesday in September

### **Individuals will purchase from the Town at the Recycling Center:**

30-gallon size plastic bags, 5 to a pack @ \$1.00  
each for a total of

**\$5 per pack**

Bags are yellow plastic with the township name imprinted on them. All non-recyclables must be put into these bags and the bags deposited into the compactor at the center and these materials will be landfilled. No other bags will be accepted.

4. Waste oil.
5. Mixed glass containers (NO window glass), plastic, and tin.
6. Foam polystyrene packing (At the present time put into the bags for landfilling).
7. All large metal items may be placed into the large metal dumpster.
8. Tires will be accepted for an extra charge based on size.

Other items accepted into the compactor are the following with the respective fees:\*

- Small chairs - \$3 to \$5
- Large recliners - \$8  
*Cut in half or will not be accepted*
- Sofa Sleepers - \$10  
*Spring unit removed*
- Television - \$25
- Television (newer plasma, LCD or LED) --\$10
- Computer Monitor -- \$25

*\*Prices subject to change*

Small amounts of demolition rubble will be accepted.

Ashes not in purchased yellow bags will not be accepted. Individuals causing a fire by placing hot ashes into compactor will be charged a minimum of \$500 for damages.

The following items will be accepted at the center for recycling and composting:

1. Yard waste, grass clippings, garden greens, brush under 3".
2. Magazines, newsprint, office paper, corrugated paper (bundled and tied).
3. Aluminum containers.

No large metal drums with something in them.

The following items are banned from landfills and will not be accepted at the recycling center:

1. Lead acid batteries (Trade in where the new batteries are purchased or dispose of at your local salvage yard).
2. Refrigerators, dehumidifiers, air conditioners, freezers, LP tanks (Dispose of at your local salvage yard).

In the future when the recycling laws change, this information may change to comply.

Failure to comply with the regulations now in force or to comply with the Center Supervisor will definitely result in the loss of dumping privileges.

First violation is a written notice. Second violation in a calendar year results in a \$100.00 fine. Third violation in a calendar year results in a \$300.00 fine.

Only with your cooperation can this recycling system work for the betterment of our society.

## Fire Fighting Equipment Owned by Town of Schleswig

2001 International Fire Truck with 3,500 gal Newton Tank  
1993 Pierce fire truck with 1,250 gpm pump  
1986 International Fire Truck 2,000 gal tank  
3 Radios, 8 air packs  
1/3 of 2018 Pierce Quantum Pumper (jointly owned with City of Kiel)

## Road Equipment Owned by Town of Schleswig

2013 IHC Model 7400 truck, 6 yard dump body, 11 ft reversible plow, side wing, Sander, 2 way radio

2004 Chevrolet Silverado 1/2 ton pickup, 2 way radio

2002 Freightliner FL80 truck, 6 yard dump body, 11 ft reversible plow, side wing, sander, 2 way radio

2000 John Deere 6110 tractor, loader, 8 ft flail mower, 6 ft rotary mower, 6 ft broom, 8 ft rear blade, post hole digger, backhoe, snow blower

1999 IHC Model 2554 truck, 6 yard dump body, 11 ft reversible plow, side wing, sander, 2 way radio

1990 Caterpillar 140G grader, V plow, side wing, 2 way radio

1983 Oshkosh P-2330 truck, 14 ft one way plow, V plow, side wing, 2 way radio

## Miscellaneous Equipment Owned by Town of Schleswig

2019 Kohler Generator  
2018 Alamo Flail Mower  
1989 225 amp Lincoln welder/generator  
100 gal FMC weed sprayer  
Truck mounted conveyor belt  
Dixon zero turn mower  
MB Broom with attachments  
Bradco backhoe attachment  
Rosco roller  
Miscellaneous shop equipment



**FINANCIAL STATEMENT**  
**Sanitary District No.1**  
**CEDAR LAKE**  
**January 1, 2019 to December 31, 2019**

Balance on Hand, First National Bank, Kiel 1-1-19		
CD's	\$	29,000.00
Checking Account	\$	1,856.25
Savings Account	\$	8,861.22
<u>TOTAL</u>	<u>\$</u>	<u>39,717.47</u>

<b>RECEIPTS</b>		
2019 Tax Levy	\$	28,000.00
WI Computer Equipment Tax Rebate	\$	47.91
Town of Schleswig Harvester Contribution	\$	5,000.00
Interest on Matured CD's	\$	660.10
Interest on Savings	\$	67.22
<u>TOTAL</u>	<u>\$</u>	<u>33,775.23</u>
<b>TOTAL RECEIPTS PLUS BALANCE ON HAND</b>		<b>\$ 73,492.70</b>

<b>DISBURSEMENTS</b>		
Muskrat Control	\$	200.00
Electricity	\$	649.82
Meetings, Mileage, and Legal Notices	\$	1,400.00
Invasives Control	\$	2,063.10
Administrative, Information, Mailings, Mileage, Notices	\$	1,048.54
Cutter Labor	\$	1,955.00
Weed Removal Labor	\$	632.50
Harvester, Conveyor, and Truck Repair	\$	869.58
Harvester Debt Payment	\$	5,350.00
Accounting Fees	\$	100.00
MISC: Harvester Debt Prepayment	\$	5,000.00
MISC: DNR Water Use Fee, Harvesting Permit	\$	191.59
<u>TOTAL DISBURSEMENTS</u>	<u>\$</u>	<u>19,460.13</u>
<b>Excess Receipts Plus Balance on Hand Less Total Disbursements</b>		<b>\$ 54,032.57</b>

Balance on Hand, First National Bank, Kiel, 12-31-19		
CD's mature 11/2019 renewed with interest, mature 4/21/21 @ 2% APR	\$	29,660.10
Checking Account	\$	13,794.03
Savings Account	\$	10,578.44
	<u>Total Balance on Hand</u>	<u>\$ 54,032.57</u>

**STATEMENT OF INDEBTEDNESS**

**Harvester Loan @ 3.75% APR, remaining 12/31/19 Loan Amount \$10,345.94**

<u>Earmarks-Allocations 1/1/2020</u>		
Pump Earmark	\$	17,000
Conservation Earmark	\$	3,000
Grants and Lake Studies	\$	2,000
Truck Earmark	\$	7,500
General Contingency Earmark	\$	24,533
	<u>Total Earmarks</u>	<u>\$ 54,033</u>

# Town of Schleswig Sanitary District #2- Wilke Lake

## Financial Statement

January 1, 2019 to November 12, 2019

**Nov 12, 2019**

**Assets**

Current Assets

Checking/Savings

    Checking 1                   17,346.68

    Savings 1                   2,028.58

Total Checking/Savings **\$ 19,375.26**

**Income**

Accounts Recievable

    Donation (Town)           5,000.00

    Lottery Settlement        56.93

    Savings Interest          2.07

    Tax Levy                   28,650.00

Total Accts. Recievable **33,709.00**

**Total Income \$ 33,709.00**

	2020 Budget	2019 Actual to Date	2019 Budget	2018 Actual	2018 Budget
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**Expense**

Accounts Payable

Board Per Diem	900.00	850.00	900.00	750.00	900.00
Electric Bill	300.00	278.14	300.00	260.36	300.00
Equipment Fuel	500.00	444.07	900.00	627.55	900.00
Equipment Maint.	600.00	210.62	500.00	8,448.60	950.00
Equipment Rental	-	-	-	-	-
Maintenance Fee	-	-	-	-	-
Insurance	1,200.00	259.58	1,200.00	-	1,200.00
Land Rent	-	-	200.00	200.00	700.00
Office Supplies	200.00	240.26	100.00	152.31	100.00
Study of Prof Svcs	8,000.00	-	3,000.00	1,053.50	3,000.00
Loan-Weed Cutter	4,400.00	4,400.00	4,400.00	4,400.00	4,400.00
Weed Cutting	4,000.00	1,544.00	3,000.00	2,965.50	4,000.00
Loan-Property	7,150.00	7,150.00	7,150.00	7,150.00	7,150.00
Property Improvements	-	256.25	2,000.00	3,811.09	7,300.00
Truck Replacement	2,000.00	-	5,000.00	-	-
<b>Total Accounts Payable</b>	<b><u>29,250.00</u></b>	<b><u>15,632.92</u></b>	<b><u>28,650.00</u></b>	<b><u>29,818.91</u></b>	<b><u>30,900.00</u></b>
<b>Total Expense</b>	<b><u>\$ 29,250.00</u></b>	<b><u>\$ 15,632.92</u></b>	<b><u>\$ 28,650.00</u></b>	<b><u>\$ 29,818.91</u></b>	<b><u>\$ 30,900.00</u></b>

**ROCKVILLE MILLPOND MANAGEMENT DISTRICT  
INCOME STATEMENT 2019**

As of October 15, 2019:

**Assets:**

Savings Account - 1-1-2019 \$ 14,821.76

Deposits:

Tax Settlement Town of Schleswig \$ 285.16

Tax Settlement City of Kiel \$ 886.73

Tax Settlement Town of Schleswig \$ 386.52

County Lottery Credit \$ 53.26

Transfer to Checking \$ (1,000.00)

Tax Settlement Mantowoc Co. \$ 493.99

**Total Savings Account—10/15/19 \$ 15,927.42**

Checking Account - 1-1-2019 \$ 6,039.40

Deposits:

State Lottery Credit 5.27

Transfer from Savings \$ 1,000.00

Withdrawals:

Dam Maintenance \$ 100.00

Replacement Cost of Gate \$ 6,000.00

Secretarial Fee \$ 100.00

Total Expenses: \$ 6,200.00

**Total Checking Account: 10-15-2019 \$ 844.67**

**Total Assets: 10-15-2019 \$ 16,772.09**

**Liabilities: None at this time \$ -**

**MILLHOME DAM LAKE DISTRICT  
INCOME STATEMENT 2019**

As of December 31, 2019:

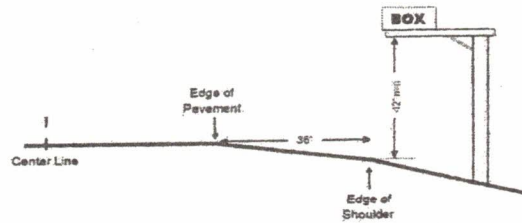
Savings Account - 1-1-2019	\$	37,765.86
Deposits:		
Deposits	\$	9,000.00
Donation	\$	-
Interest Earned 2019	\$	14.42
Transfer to Checking	\$	(21,690.00)
<b>Total Savings Account—12/31/19</b>	<b>\$</b>	<b>25,090.28</b>
Checking Account - 1-1-2019	\$	469.88
Deposits:		
Income	\$	24,000.00
Transfer from Savings	\$	21,690.00
Total Deposits:	\$	45,690.00
Withdrawals:		
Engineering Cost	\$	10,000.00
Loan Payment	\$	35,991.22
Misc. - Checks	\$	55.00
Total Expenses:	\$	46,046.22
<b>Total Checking Account: 12-31-2019</b>	<b>\$</b>	<b>113.66</b>
<b>Total Assets: 12-31-2019</b>	<b>\$</b>	<b>25,203.94</b>
<b>Outstanding Debt:</b>		
Board of Commissioners of Public Lands Loan	\$	107,992.85
Engineering Fees	\$	20,119.00

## MAILBOXES

As mailboxes may cause problems during the snow removal process, the following policy has been adopted by the Town Board;

The front of the box should be 36" from the blacktop edge of road. Backfilling around mailboxes on new construction will be the responsibility of the resident.

The following illustrates the approved installation.



## MATERIALS LEFT ON HIGHWAY (INCLUDING SNOW)

Under State Statute 86.01 - Materials left on Highway:

**PENALTY** - "It shall be unlawful for any person to leave any materials (including snow) on the travelled portion of any highway."

If in violation of the above State Statute (86.01), a citation and fine will be issued by the Town of Schleswig for \$100.00 per each citation issued.