

AMENDED

**Farmington Town Board Meeting Agenda
Tuesday, April 16, 2024
Immediately following Annual Meeting at 6:30pm
E913 Prairie View Ln
www.farmingtonwi.com**

Call to Order

Pledge of Allegiance

Open Meeting Statement: This meeting and all meetings of this Town Board are open to the public. Proper notice has been posted and given to the press, in accordance with Wisconsin Statutes, so the citizens may be aware of the time, place and agenda of this meeting.

Roll Call

Approve Agenda

Approve Minutes of March 18, 2024

Approve Special Board Meeting Minutes of April 4, 2024.

Approve Financial Report

Committee Reports

Public Input

Old Business:

1. Approve Cemetery Sexton Employment Agreement
2. Resolution 3/18/24A(2024) Appointment of Plan Commission Member – Eugene Engebretson to a 1 year term.

New Business:

1. Set 2025 annual meeting date - 3rd Tuesday in April - April 16, 2025
2. Any item from the annual meeting that needs Town Board approval.
3. Update on collaboration with Town of Dayton regarding Wake Enhancement regulation.
4. Board member appointment to committees by Chair.
5. Accept CLA auditor's financial report.
6. Ordinance 4/16/24A(2024) Amending Ordinance 7/18/22B(2022) Establishing Access Driveways and revisions to driveway application.
7. Ordinance 4/16/24B(2024) Establish a School Zone on King Road.
8. Liquor/Operator license application(s) received in Clerk's office.
9. Land Use Permit application(s) received from Zoning – informational.
10. Intent to Cut Wood Products – informational.
11. Culvert /Driveway application(s) - informational
12. Roads -
 - a. Approval for Covered Bridge Rd culvert rehabilitation
13. Letters / phone calls / e-mails - informational
14. Bills

Adjournment

**Posted April 5, 2024, at Farmington Town Hall
& Website www.farmingtonwi.com
AMENDED April 10, 2024**

The Town Board may conduct a roll call vote, a voice vote or otherwise decide to approve, reject, table, or modify any item on this agenda.

If special accommodation is necessary, please contact the Town Clerk at 715-258-2779 at least 24 hours prior to the meeting for arrangements.

**Farmington Town Board Meeting
Minutes Monday, March 18, 2024
E913 Prairie View Ln
Waupaca, WI 54981**

Call to Order: Meeting was called to order at 8:16 p.m. Chair Caroline Murphy presided. The opening statement was given. Notices were properly published and posted.

Pledge of Allegiance.

Roll Call: Caroline Murphy, Chair; Craig Nelson, Supervisor I; Phil Durrant, Supervisor II; Kathy Kasza, Town Clerk-Treasurer; and 12 citizens.

Approve Agenda: Motion by Craig Nelson, seconded by Phil Durrant to approve the agenda with the removal of Item #2 – Approve Sexton Employment Agreement and Item #3 – Resolution 3/18/24A(2024) Appointment of Plan Commission Member – Eugene Engebretson to a 1-year term to April meeting agenda. Motion carried by unanimous voice vote.

Approve Board Meeting Minutes of February 19, 2024: A motion by Craig Nelson seconded by Phil Durrant to approve the minutes of the Regular Board Meeting of February 19, 2024. Motion carried by unanimous voice vote.

Approve Financial Report: A motion by Craig Nelson seconded by Phil Durrant to approve financial report, subject to audit. Motion carried by unanimous voice vote.

Committee Reports:

Caroline Murphy – Chain O'Lakes Lake District and Waupaca County Planning & Zoning Update.

Craig Nelson – None.

Phil Durrant – Park & Rec Board.

Public Input: None.

Old Business: None.

New Business:

1. Schedule Amending or Repealing Ordinance 11/20/23(2023) Restricting Artificial Wake Enhancements on the Chain O'Lakes, Round and Rainbow Lakes.

Dates were discussed to bring the item to an agenda for consideration. Tentative date is Thursday, April 4, 2024, at 1:00 pm. The clerk will confirm with legal counsel as to date and time.

2. Approve Sexton Employment Agreement.

This item was moved to the April town board meeting agenda.

3. Resolution 3/18/24A(2024) Appointment of Plan Commission Member – Eugene Engebretson to a 1-year term.

This item was moved to the April town board meeting agenda.

4. Chain O'Lakes Association Stewardship Committee recommendations for "Adopt a Sign" locations and plantings.

The Chain O'Lakes Association requested approval to allow members/property owners to landscape the area around the road signs in the town road right-of-way. The group provided requirements to be followed and the members would be responsible for maintenance, not the town. Motion by Craig Nelson, seconded by Phil Durrant to approve the request from the Chain O'Lakes Association to allow landscaping of the area around the road signs. Motion carried by unanimous voice vote.

5. Rural Mutual Insurance policy renewal from April 1, 2024, to April 1, 2025, in the amount of \$7,364.00.

The renewal premium is lower than the prior year due to the removal of the building inspector from the worker compensation policy. Motion by Craig Nelson, seconded by Phil Durrant to approve renewal of the Rural Mutual Insurance policy for the period April 1, 2024, to April 1, 2025, in the amount of \$7,364.00. Motion carried by unanimous voice vote.

6. Resolution 3/18/24B(2024) Approval of Town of Farmington, Waupaca County, Adjusted Urban Area Boundary.

The Town's Urban Area Boundary was adjusted due to the annexation of the property on Grand Seasons Drive by the City of Waupaca. This area is updated on a biannual basis. Motion by Craig Nelson, seconded by Phil Durrant to approve Resolution 3/18/24B(2024) Approval of Town of Farmington, Waupaca County, Adjusted Urban Area Boundary. Motion carried by unanimous voice vote.

7. Liquor/Operator license application(s) received in Clerk's office.

Motion by Craig Nelson, seconded by Phil Durrant to approve the liquor/operator license application for Sherita Shores LLC. Motion carried by unanimous voice vote.

8. Land Use Permit Applications received from Zoning – informational.

- Hollman – N2638 County Road K – Contractor Shop for lawncare business & garden center (2 buildings with porches & mulch bins).
- Justmann – N2777 County Road QQ – dwelling addition w/attached garage.
- Diaz – N2919 County Road QQ – dwelling use change from B&B to single family
- Bina – E2401 Julie Ln – Structural Alteration – Install Egress Window
- Bevirt – E1136 Snug Harbor Ln – Accessory structures; detached garage w/service door pad, driveway expansion, retaining wall.
- Chmielewski-Murry – N2951 White Pine Ln – accessory structure, retaining wall.
- Lewis – N3276 Deer View Ct – Storage Shed

9. Intent to Cut Wood Products – informational.

- Waupaca Log Cabin LLC – 05-16-11 & 05-16-12 E1110 Lone Pine Rd
- Samster Joint Revocable Trust – 05-13-24 SENW Larson Rd

10. Culvert/Driveway application(s) informational/approval. None.

11. Roads

a) Approve Waupaca County Highway Department proposal for bridge inspections.

Proposals from Waupaca County Highway Department and Robert E Lee & Associates (REL) to inspect the town's four (4) bridges. The proposal from REL was a flat fee of \$2,500 or \$625/bridge. Waupaca County proposal was a cost range of \$250-\$350/bridge. Motion by Craig Nelson, seconded by Phil Durrant to approve the lower cost proposal from the Waupaca County Highway Department to inspect the four (4) town bridges at a cost of \$250-\$350/bridge. Motion carried by unanimous voice vote.

b) Approve Waupaca County Highway Department to complete 6'-20' culvert inventory and inspections on behalf of the Town.

The new WI-Dept of Transportation program requires the town to inventory all the 6'-20' culverts in the town. At the Waupaca County-WTA quarterly meeting the County stated that they would do the inventory and would not charge the town for any cost over the \$100/culvert reimbursement from Wis-DOT. Motion by Craig Nelson, seconded by Phil Durrant to approve Waupaca County Highway Department to complete the 6'-20' culvert inventory and inspection on behalf of the Town. Motion carried unanimously by voice vote.

c) Proposal from John's Lawncare & Maintenance for 2024 ditch mowing.

The proposal for the 2024 ditch mowing from John's Lawncare & Maintenance is the same hourly rate as 2023. Motion by Craig Nelson, seconded by Phil Durrant to approve the proposal from John's Lawncare & Maintenance in the amount of \$120/hour for the 2024 ditch mowing. Motion carried unanimously by voice vote.

12. Letters / phone calls / e-mails

Sheriff report for February - 117 incidents

Letter from Friends of Hartman's Creek - thank you for the annual contribution.

Dog at Large concern.

13. Bills

A motion by Craig Nelson seconded by Phil Durrant, to approve the bills presented for payment in the amount of \$84,642.56; except for the Waupaca County Highway check number 5435 in the amount of \$161.60 for a sign on Cobbtown Rd. Motion carried by unanimous voice vote.

Adjournment

Motion by Craig Nelson, seconded by Phil Durrant to adjourn at 8:52 pm. Motion carried by unanimous voice vote.

Submitted by: Kathy Kasza, Clerk-Treasurer

SPECIAL TOWN BOARD MEETING MINUTES
THURSDAY, APRIL 4, 2024
E913 Prairie View Ln
Waupaca, WI 54981

Call to Order: Meeting was called to order at 12:00 p.m. Caroline Murphy presided. The opening statement was given. Notices were properly published and posted.

Roll Call: Caroline Murphy, Chair; Craig Nelson, Supervisor I; Phil Durrant, Supervisor II; Kathy Kasza, Clerk-Treasurer; Eric Hendrickson, Town Attorney; John Francis, Waupaca County Parks & Recreation Director; and 35 citizens.

Approve Agenda: Motion by Craig Nelson, seconded by Phil Durrant, to approve the agenda. Discussion: Phil Durrant asked about the change in the wording of the agenda items. He stated that it was decided not to indicate the action to be taken on the item but to use the caveat at the bottom of the agenda allowing for the board to decide at the time the item is brought forward the type of action and requested that future agendas follow that format. Motion carried by unanimous voice vote.

No public input.

New Business:

1) Decision regarding amend or repeal Ordinance 11/20/23(2023) Restricting Artificial Wake Enhancements on the Chain O'Lakes, Round and Rainbow Lakes.

Motion by Phil Durrant, seconded by Craig Nelson to repeal and review Ordinance 11/20/23(2023) Restricting Artificial Wake Enhancements on the Chain O'Lakes, Round and Rainbow Lakes. Discussion: Phil Durrant requested that the Town of Dayton be contacted to work together on developing a uniform ordinance for both townships and possibly create an ad hoc committee to get input on the ordinance. The time limit on the response from the Town of Dayton was set at 60 days. If there is no action by the Town of Dayton, the Ordinance will be brought back for reconsideration. On a roll call vote motion carried with Craig Nelson, Phil Durrant voted yes, and Caroline Murphy voted no.

2) Discussion/Approval regarding the Sheriff's Water Patrol partnership.

Caroline Murphy provided information from her meeting with the Waupaca County Sheriff on 3/11/2024. The Sheriff indicated that it may be possible that before the end of this year that they would not be renewing their agreement with the Town of Farmington and would be providing water patrol without the Memorandum of Understanding (MOU) like their water patrol of the Wolf River. The Sheriff indicated that they would purchase their own boat and will take their equipment from the boats. The use of the shore stations was discussed. Phil Durrant and Craig Nelson thought

that it would be in the best interest of the town to allow the sheriff to use the shore stations instead of selling them. The town would have to receive approval from the electorate to sell the boats and the Town of Dayton, which is also a co-owner of the boats. Discussion only, no action taken.

3) Discussion/Approval regarding the Waupaca County Park & Recreation boat ramp lease agreements.

The lease agreements for the Columbia and Taylor Lakes boat ramps with the Waupaca County Park & Recreation Department expire on May 5, 2025. John Francis, Waupaca County Park & Recreation Director, informed the Board that the County is still interested in continuing the lease agreements and will have County Corporation Counsel draft new lease agreements. It was recommended that the lease agreement for Grandview access, which expires in 2034, be incorporated into the update so that all agreements expire at the same time. Discussion only, no action taken.

4) Discussion/Approval regarding an ordinance for road rights-of-way with revisions to driveway materials.

Caroline Murphy presented information regarding the update to the current ordinance regarding driveway materials allowed. Based on the current technology it is not necessary for the portion of the driveway in the town right-of-way to be either asphalt or gravel. The ordinance will be amended to allow the driveway materials to be installed to the roadside and brought to the April board agenda for approval. Discussion only, no action taken.

5) Discussion/Approval regarding fireworks ordinance revision.

Caroline Murphy provided information she received from Town Attorney, Eric Hendrickson, regarding the fireworks permit. He recommended that the town have a permit which allows for a commercial display of fireworks by a licensed pyrotechnic operator. The ordinance would be amended to require the permit fee to be paid in advance and may be refunded if the event is cancelled. The town's liability insurance carrier will be contacted for additional review. The amended ordinance will be brought to the May board agenda for approval. Discussion only, no action taken.

6) Decision regarding Waupaca County Ordinance Revisions.

Waupaca County Planning & Zoning Department provided amendments to Chapter 32, Shoreland Protection Ordinance; Chapter 34, Zoning Ordinance; and Chapter 37, Subdivision Ordinance. Members of the town Plan Commission attended the Waupaca

6) Decision regarding Waupaca County Ordinance Revisions - continued

County Planning & Zoning Department February 29, 2024 event where the amendments were explained. Motion by Craig Nelson, seconded by Phil Durrant to approve the Waupaca County Ordinance revisions as presented. Motion carried on a voice vote.

Adjournment: Motion by Craig Nelson, seconded by Phil Durrant to adjourn the meeting at 12:51 p.m. Motion carried on a voice vote.

Respectfully submitted,
Kathy Kasza
Clerk-Treasurer

Sorted By: Budget Category
Selection: Revenues; with Amounts only

This Year; Months 1 through 4

Report 5a
Page 2

Budget Summary

Description	Month 4	Year-to-Date	Budget	Pct Ytd	Shortfall	Surplus
CLERK/TREASURER FEES	120.00	300.00	500	60.0	200.00	
PUBLIC SAFETY						
FIRE SIGN FEES	120.00	180.00				180.00
TRANSPORTATION						
CULVERTS/DRIVEWAYS	120.00	240.00				240.00
SANITATION AND UTILITIES						
REFUSE/RECYCLING		184,794.78	396,335	46.6	211,540.22	
HEALTH AND HUMAN SERVICES						
CEMETERY FEES	500.00	500.00	1,000	50.0	500.00	
CULTURE, RECREATION AND EDUCATION						
CONSERVATION AND DEVELOPMENT						
Total PUBLIC CHARGES FOR SERVICES	860.00	186,014.78	397,835	46.8	211,820.22	
INTERGOVERNMENTAL CHARGES FOR SERVICES						
FEDERAL						
PUBLIC SAFETY						
STATE						
PUBLIC SAFETY						
OTHER LOCAL GOVERNMENTS						
PUBLIC SAFETY						
LOCAL GOVT-WATER PATROL			1,050		1,050.00	
SANITATION						
Total INTERGOVERNMENTAL CHARGES FOR SERVICE			1,050		1,050.00	
MISCELLANEOUS REVENUES						
INTEREST						
INTEREST EARNINGS		12,953.88	3,000	431.8		9,953.88
RENT	100.00	100.00				100.00
PROPERTY SALES						
INSURANCE RECOVERIES						
INSURANCE RECOVERIES-LANDFILL	48,000.00	48,000.00	48,000	100.0		
OTHER MISC REVENUES			579,143		579,143.00	
Total MISCELLANEOUS REVENUES	48,100.00	61,053.88	630,143	9.7	569,089.12	
OTHER FINANCING SOURCES						
Report 5 Totals for all Revenues	117,074.05	906,296.00	2,276,806	39.8	1,370,510.00	

Sorted By: Budget Category
Selection: Expenses

Budget Summary

This Year; Months 1 through 4

Report 5a
Page 1

Description	Month 4	Year-to-Date	Budget	Pct Ytd	Remaining	Overrun
GENERAL GOVERNMENT						
BOARD SALARIES/FICA	1,969.10	7,876.40	24,000	32.8	16,123.60	
BOARD EXPENSES	2,911.53	5,478.89	14,500	37.8	9,021.11	
LEGAL		1,344.00	1,500	89.6	156.00	
CLERK SALARY/FICA	5,790.53	20,944.75	68,732	30.5	47,787.25	
CLERK EXPENSE	444.08	6,272.28	10,000	62.7	3,727.72	
TECHNOLOGY EXPENSE	450.02	5,118.16	8,000	64.0	2,881.84	
ELECTION WAGES	6,005.39	6,005.39	9,000	66.7	2,994.61	
ELECTION EXPENSES	666.17	2,242.72	6,000	37.4	3,757.28	
ACCOUNTING	9,149.43	19,366.64	15,800	122.6		3,566.64
ASSESSOR SERVICES			24,000		24,000.00	
ASSESSOR EXPENSES			1,500		1,500.00	
LIABILITY & PROPERTY INSURANCE		7,364.00	8,500	86.6	1,136.00	
TOWN HALL MAINT WAGES/FICA	316.49	1,295.91	9,000	14.4	7,704.09	
TOWN HALL EXPENSES	485.86	2,155.97	12,500	17.2	10,344.03	
TOWN HALL UTILITIES	1,796.08	4,214.94	15,000	28.1	10,785.06	
Total GENERAL GOVERNMENT	29,984.68	89,680.05	228,032	39.3	138,351.95	
PUBLIC SAFETY						
LAW ENFORCEMENT			25,700		25,700.00	
FIRE PROTECTION	30,062.00	60,261.93	142,396	42.3	82,134.07	
AMBULANCE	11,513.75	23,027.50	46,055	50.0	23,027.50	
BUILDING INSPECTION		300.00	1,500	20.0	1,200.00	
Total PUBLIC SAFETY	41,575.75	83,589.43	215,651	38.8	132,061.57	
PUBLIC WORKS						
TRANSPORTATION						
HIGHWAY/STREET MAINTENANCE						
HIGHWAY & STREET MAINTENANCE	5,926.96	19,922.68	140,755	14.2	120,832.32	
HIGHWAY MAINT SAL/FICA	113.03	409.47	8,000	5.1	7,590.53	
SNOWPLOWING	14,702.73	78,496.53	120,000	65.4	41,503.47	
ROAD RELATED FACILITIES						
STREET LIGHTING	2,008.08	6,011.46	24,100	24.9	18,088.54	
OTHER TRANSPORTATION						
SANITATION						
WAUPACA CTY PTF & WRRCC		2,632.89	2,700	97.5	67.11	
REFUSE & RECYCLING SERVICES	32,678.10	97,902.00	396,335	24.7	298,433.00	
REFUSE & RECYCLING EXPENSES		442.58				442.58
LANDFILL MONITORING		2,361.86	22,050	10.7	19,688.14	
E-RECYCLING TOWN PROGRAM			3,845		3,845.00	
Total PUBLIC WORKS	55,428.90	208,179.47	717,785	29.0	509,605.53	
HEALTH AND HUMAN SERVICES						
ANIMAL CONTROL		496.00	2,500	19.8	2,004.00	
CEMETERY	276.07	801.87	10,700	7.5	9,898.13	

Sorted By: Budget Category
Selection: Expenses

Budget Summary

This Year; Months 1 through 4

Report 5a
Page 2

Description		Month 4	Year-to-Date	Budget	Pct Ytd	Remaining	Overrun
Total	HEALTH AND HUMAN SERVICES	276.07	1,297.87	13,200	9.8	11,902.13	
CULTURE, RECREATION AND EDUCATION							
	RECREATION PROGRAMS & EVENTS	14,739.86	31,654.72	69,900	45.3	38,245.28	
Total	CULTURE, RECREATION AND EDUCATION	14,739.86	31,654.72	69,900	45.3	38,245.28	
CONSERVATION AND DEVELOPMENT							
	ECONOMIC DEVELOPMENT			35,000		35,000.00	
	PLANNING COMMISSION		600.00	3,000	20.0	2,400.00	
Total	CONSERVATION AND DEVELOPMENT		600.00	38,000	1.6	37,400.00	
CAPITAL OUTLAY							
GENERAL GOVERNMENT							
	CAPITAL OUTLAY - TOWN HALL		21,000.77	20,200	104.0		800.77
PUBLIC SAFETY							
HIGHWAY AND STREET							
	CAPITAL OUTLAY - ROADS	927.42	5,427.42	953,150	0.6	947,722.58	
CEMETERY							
ECONOMIC DEVELOPMENT							
Total	CAPITAL OUTLAY	927.42	26,428.19	973,350	2.7	946,921.81	
OTHER FINANCING USES							
	CONTINGENCY			25,000		25,000.00	
Total	OTHER FINANCING USES			25,000		25,000.00	
Report 5 Totals for all Expenses		142,932.68	441,429.73	2,280,918	19.4	1,839,488.27	



Town of Farmington – Waupaca County
E913 Prairie View Lane
Waupaca, WI 54981
715-258-2779
clerk-treasurer@farmington-waupaca.com

March 18, 2024

Employment Agreement with Cemetery Sexton

The Town of Farmington will pay the town Cemetery Sexton as follows:

1. Cemetery Care - \$21/hour
2. Truck Fee of \$20/day and/or mileage as per federal guidelines

The following duties apply:

1. Assist with cemetery secretary for location of gravesites and monuments.
2. Take care of maintenance of all cemeteries.
3. Locate site for burial and meet with grave digger.
4. Locate and mark site for monument placement.
5. Assist and maintain cemetery software.
6. Any other lawful duty assigned by the Town Chair.

The Cemetery Sexton will adhere to the Town of Farmington Policies and Procedures relating to employment.

This agreement will be approved at a Town of Farmington Board meeting for a three (3) year term, ending in March, 2026

Town Cemetery Sexton

Clerk-Treasurer

Date _____

Chair

Supervisor I

Supervisor II

**TOWN OF FARMINGTON
WAUPACA COUNTY, WISCONSIN
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL – GENERAL FUND
YEAR ENDED DECEMBER 31, 2023
(WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED DECEMBER 31, 2022)**

	BUDGET 2023	ACTUAL 2023	VARIANCE FINAL BUDGET	ACTUAL 2022
REVENUE				
TAXES	\$ 733,836	\$ 804,594	\$ 70,758	\$ 776,850
INTERGOVERNMENTAL	355,237	556,728	201,491	554,513
LICENSES & PERMITS	28,600	37,160	8,560	55,401
FINES, FORFEITURES & PENALTIES	100	64	(36)	344
PUBLIC CHARGES FOR SERVICES	2,400	378,395	375,995	3,184
INTERGOVERNMENTAL CHARGES FOR SERVICES	2,500	2,816	316	1,789
MISCELLANEOUS	51,000	96,052	45,052	53,401
TOTAL REVENUE	1,173,673	1,875,809	702,136	1,445,482
EXPENDITURES				
GENERAL GOVERNMENT	\$ 247,252	\$ 254,523	\$ (7,271)	\$ 248,251
PUBLIC SAFETY	189,559	190,788	(1,229)	209,008
PUBLIC WORKS	505,095	905,236	(400,141)	430,549
HEALTH & HUMAN SERVICES	11,000	13,549	(2,549)	10,390
CULTURE, RECREATION & EDUCATION	70,175	68,536	1,639	62,641
CONSERVATION & DEVELOPMENT	229,563	251,345	(21,782)	251,835
CAPITAL OUTLAY	123,092	80,431	42,661	7,857
OTHER FINANCING USES	-	-	-	-
TOTAL EXPENDITURES	1,375,736	1,764,408	(388,672)	1,220,531
REVENUES OVER(UNDER) EXPENDITURES		111,401		224,951
FUND BALANCE - JANUARY 1		1,102,093		872,122
NONSPENDABLE - DECEMBER 31		2,881		10,534
COMMITTED FUND BALANCE (LANDFILL) - DECEMBER 31		312,000		312,000
COMMITTED FUND BALANCE (WATER PATROL) - DECEMBER 31		92,764		44,642
UNASSIGNED FUND BALANCE - DECEMBER 31		805,849		734,917
FUND BALANCE - DECEMBER 31		\$1,213,494		\$1,102,093

The financial year ending December 31, 2023, saw an increase in remaining funds due to several factors:

- The collection of room taxes on the rental properties within the town resulted in an additional \$48,122 added to the reserve for future water patrol expenses. The Town retains 30% of the taxes collected and the Waupaca Area Convention & Visitor's Bureau (WCVB) receives 70% to invest in tourism projects and community program grants.
- The milder winter resulted in lower snowplowing costs.
- The Town did not reconstruct any roads, which allowed funds to be carried forward for future projects.
- First year of curbside refuse/recycling program costs & revenue was recorded based on actuals.
- Capital outlay for improvements (telephone & security system upgrades) to town hall and additional election equipment.
- Final distribution (\$202,063) of American Rescue Plan Act (ARPA) towards providing broadband internet access within limit access areas of the Town.

Information provided by Kathy Kasza, Town Clerk/Treasurer



Town Board and Management
Town of Farmington
Waupaca County, Wisconsin

We have audited the financial statements of the governmental activities, each major fund, and the remaining fund information of Town of Farmington, Waupaca County, Wisconsin (the Town) as of and for the year ended December 31, 2023, and have issued our report thereon dated March 18, 2024. We have previously communicated to you information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit in our Statement of Work – Audit Services dated October 24, 2023. Professional standards also require that we communicate to you the following information related to our audit.

Significant audit findings or issues

Qualitative aspects of accounting practices

Accounting policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town are described in Note 1 to the financial statements.

No new accounting policies were adopted and the application of existing policies was not changed during 2023.

We noted no transactions entered into by the entity during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no accounting estimates affecting the financial statements which were particularly sensitive or required substantial judgments by management.

Financial statement disclosures

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. There were no particularly sensitive financial statement disclosures.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties encountered in performing the audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Uncorrected misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has determined that the effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. The following summarizes uncorrected misstatements of the financial statements: For the governmental activities, the Town passed on restating beginning net position by \$19,326 for room tax revenue from 2020 and 2022 that was received and recorded as revenue in 2023. For the General Fund, the Town passed on reducing revenues and recording a deferred inflow of resources for garbage and recycling fee receivables not collected within the period of availability of \$11,209. Uncorrected misstatements or the matters underlying uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even if management has concluded that the uncorrected misstatements are immaterial to the financial statements under audit.

Corrected misstatements

None of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with management

For purposes of this communication, a disagreement with management is a disagreement on a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. No such disagreements arose during our audit.

Management representations

We have requested certain representations from management that are included in the attached management representation letter dated March 18, 2024.

Management consultations with other independent accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the entity's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Significant issues discussed with management prior to engagement

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to engagement as the entity's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our engagement.

Significant findings or issues that were discussed, or the subject of correspondence, with management

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year. The following summarizes the significant findings or issues arising during the audit that were discussed, or were the subject of correspondence, with management:

- CliftonLarsonAllen LLP prepared financial statements and lack of segregation of duties.

Other audit findings or issues

We have provided a separate communication to you dated March 18, 2024, communicating internal control related matters identified during the audit.

Required supplementary information

With respect to the required supplementary information (RSI) accompanying the financial statements, we made certain inquiries of management about the methods of preparing the RSI, including whether the RSI has been measured and presented in accordance with prescribed guidelines, whether the methods of measurement and preparation have been changed from the prior period and the reasons for any such changes, and whether there were any significant assumptions or interpretations underlying the measurement or presentation of the RSI. We compared the RSI for consistency with management's responses to the foregoing inquiries, the basic financial statements, and other knowledge obtained during the audit of the basic financial statements. Because these limited procedures do not provide sufficient evidence, we did not express an opinion or provide any assurance on the RSI.

Supplementary information in relation to the financial statements as a whole

With respect to the detailed comparison of general fund budgeted and actual revenues and detailed comparison of general fund budgeted and actual expenditures (collectively, the supplementary information) accompanying the financial statements, on which we were engaged to report in relation to the financial statements as a whole, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period or the reasons for such changes, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves. We have issued our report thereon dated March 18, 2024.

* * *

This communication is intended solely for the information and use of the Town Board and management of Town of Farmington, Waupaca County, Wisconsin and is not intended to be, and should not be, used by anyone other than these specified parties.



CliftonLarsonAllen LLP

Stevens Point, Wisconsin
March 18, 2024



Town of Farmington – Waupaca County
E913 Prairie View Lane
Waupaca, WI 54981
715-258-2779
clerk-treasurer@farmington-waupaca.com

March 18, 2024

CliftonLarsonAllen LLP
3125 John Joanis Drive
Stevens Point, Wisconsin 54482

This representation letter is provided in connection with your audit of the financial statements of Town of Farmington, Waupaca County, Wisconsin, which comprise the respective financial position of the governmental activities, each major fund, and the remaining fund information as of December 31, 2023, and the respective changes in financial position and, where applicable, cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions on whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to misstatements that are material. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

We confirm, to the best of our knowledge and belief, as of March 18, 2024, the following representations made to you during your audit of the financial statements as of and for the year ended December 31, 2023.

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement agreement dated October 24, 2023, for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP. The financial statements include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
2. We acknowledge and have fulfilled our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
3. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
4. Methods, data, and significant assumptions used by us in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement, or disclosure that is reasonable in accordance with U.S. GAAP.
5. Related party relationships and transactions, including, but not limited to, revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.

6. No events, including instances of noncompliance, have occurred subsequent to the financial statement date and through the date of this letter that would require adjustment to, or disclosure in, the financial statements.
7. The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements for each opinion unit. For the governmental activities, the Town passed on restating beginning net position by \$19,326 for room tax revenue from 2020 and 2022 that was received and recorded as revenue in 2023. For the General Fund, the Town passed on reducing revenues and recording a deferred inflow of resources for garbage and recycling fee receivables not collected within the period of availability of \$11,209. In addition, you have proposed adjusting journal entries that have been posted to the entity's accounts. We have reviewed and approved those adjusting journal entries and understand the nature of the changes and their impact on the financial statements. We are in agreement with those adjustments and accept responsibility for them.
8. We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements in accordance with U.S. GAAP, and we have not consulted a lawyer concerning litigation, claims, or assessments.
9. Guarantees, whether written or oral, under which the entity is contingently liable, if any, have been properly recorded or disclosed in accordance with U.S. GAAP.
10. The fact that the amount of "uncollateralized" deposits or "uninsured, unregistered securities held by the counterparty, or by its trust department or agent but not in the entity's name" during the period significantly exceeded the amounts in those categories as of the financial statement date was properly disclosed in the financial statements.
11. Receivables recorded in the financial statements represent valid claims against debtors for transactions arising on or before the financial statement date and have been reduced to their estimated net realizable value.
12. The methods and significant assumptions used to determine fair values of financial instruments are as follows: Fair value is the price that would be received to sell an asset in an orderly transaction between market participants at the measurement date. The methods and significant assumptions used result in a measure of fair value appropriate for financial statement measurement and disclosure purposes.
13. We have no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
14. Capital assets have been evaluated for impairment as a result of significant and unexpected decline in service utility.
15. We believe that the actuarial assumptions and methods used to measure pension liabilities and costs for financial accounting purposes are appropriate in the circumstances.
16. We are unable to determine the possibility of a withdrawal liability in a multiple-employer benefit plan.
17. We do not plan to make frequent amendments to our pension benefit plan.

Information Provided

1. We have provided you with:

- a. Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements such as records (including information obtained from within and outside of the general and subsidiary ledgers), documentation, and other matters.
 - b. Additional information that you have requested from us for the purpose of the audit.
 - c. Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - d. Complete minutes of the meetings of the governing board and related committees, or summaries of actions of recent meetings for which minutes have not yet been prepared.
2. All material transactions have been recorded in the accounting records and are reflected in the financial statements.
3. Provision has been made for any material loss that is probable from environmental remediation liabilities associated with the Dayton Landfill. We believe that this estimate is reasonable based on available information and that the liabilities and related loss contingencies and the expected outcome of uncertainties have been adequately described in the entity's financial statements.
4. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
5. We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - a. Management;
 - b. Employees who have significant roles in internal control; or
 - c. Others when the fraud could have a material effect on the financial statements.
6. We have no knowledge of any allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, grantors, regulators, or others.
7. We have no knowledge of any instances of noncompliance or suspected noncompliance with laws and regulations and provisions of contracts and grant agreements, or waste or abuse whose effects should be considered when preparing financial statements.
8. We are not aware of any pending or threatened litigation, claims, or assessments, or unasserted claims or assessments, that are required to be accrued or disclosed in the financial statements in accordance with U.S. GAAP, and we have not consulted a lawyer concerning litigation, claims, or assessments.
9. There are no other material liabilities or gain or loss contingencies that are required to be accrued or disclosed in accordance with U.S. GAAP.
10. There are no known related-party relationships or transactions which need to be accounted for or disclosed in accordance with U.S. GAAP.
11. The entity has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets, nor has any asset been pledged as collateral, except as made known to you and disclosed in the financial statements.

12. We have a process to track the status of audit findings and recommendations.
13. We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
14. We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
15. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to Town of Farmington, Waupaca County, Wisconsin, including tax or debt limits and debt contracts; and we have identified and disclosed to you all laws, regulations, and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.
16. There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
17. The entity has complied with all aspects of contractual or grant agreements that would have a material effect on the financial statements in the event of noncompliance.
18. We are responsible for determining whether we have received, expended, or otherwise been the beneficiary of any federal awards during the period of this audit. No federal award, received directly from federal agencies or indirectly as a subrecipient, was expended in an amount that cumulatively totals from all sources \$750,000 or more. For this representation, "award" means financial assistance and federal cost-reimbursement contracts that non-federal entities receive directly from federal awarding agencies or indirectly from pass-through entities. It does not include procurement contracts, user grants, or contracts used to buy goods or services from vendors.
19. We have followed all applicable laws and regulations in adopting, approving, and amending budgets.
20. The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures, jointly governed organizations, and other related organizations.
21. The financial statements properly classify all funds and activities.
22. All funds that meet the quantitative criteria in GASB Statement Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
23. Components of net position (net investment in capital assets; restricted; and unrestricted) and equity amounts are properly classified and, if applicable, approved.
24. Provisions for uncollectible receivables have been properly identified and recorded.

25. Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
26. Revenues are appropriately classified in the statement of activities within program revenues and general revenues.
27. Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
28. Deposits are properly classified as to risk and are properly valued and disclosed.
29. Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated.
30. We have appropriately disclosed the entity's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
31. We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
32. We acknowledge our responsibility for presenting the detailed comparison of general fund budgeted and actual revenues and detailed comparison of general fund budgeted and actual expenditures (the supplementary information) in accordance with U.S. GAAP, and we believe the supplementary information, including its form and content, is fairly presented in accordance with U.S. GAAP. The methods of measurement and presentation of the supplementary information have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information. If the supplementary information is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditors' report thereon.
33. As part of your audit, you prepared the draft financial statements, related notes, and supplementary information. We have designated an individual who possesses suitable skill, knowledge, and/or experience to understand and oversee your services; have made all management judgments and decisions; and have assumed all management responsibilities. We have evaluated the adequacy and results of the service. We have reviewed, approved, and accepted responsibility for those financial statements, related notes, and supplementary information. We have also ensured that the entity's data and records are complete and received sufficient information to oversee the service.
34. We have evaluated the adequacy and results of the depreciation services performed and accept responsibility for the results. We acknowledge our responsibility for our depreciation schedules and have determined the methods and rates of depreciation and the salvage values used in the calculations. We have designated an individual who possesses suitable skill, knowledge, and/or experience to understand and oversee your depreciation services; have made all significant management judgments and decisions; and have assumed all management responsibilities. We have also ensured that the entity's data and records are complete and received sufficient information to oversee the service.

35. We agree with the findings of specialists in evaluating the pension benefits, and have adequately considered the qualifications of the specialist in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an impact on the independence or objectivity of the specialists.

Signature: Kathy Kay Title: Town Clerk/Treasurer

Signature: Carolyn J. Murphy Title: Town Board Chairperson

ORDINANCE No. 4/16/24A(2024)

Amending Ordinance 7/18/22B(2022) Establishing Access Driveways

The Town Board of the Town of Farmington, Waupaca County, Wisconsin do ordain as follows:

Section 1. DEFINITIONS:

For the purpose of this ordinance, the following words and/or phrases are defined as follows:

- A. Access: A driveway or point of ingress/egress for any motorized vehicle.
- B. Agency: The Town of Farmington roads are under the care of the Town Board.
- C. Agriculture Uses: Active use of land for farming.
- D. Change in Use of Access Point: Change in use of an access point from one type of use to another (i.e. access change in use from farm access use to residential use) shall be defined as the opening of a new access point which must meet the conditions of these regulations.
- E. Highway: Any road, parkway, trail, lane, drive or other pathways intended for the use of motorized vehicles to obtain access to one or more parcels.
- F. Parcel: A piece of land that has been assigned a tax key number by which taxes are assessed and collected.
- G. Permit: Written authorization issued by the Town responsible for administering the ordinance.

Section 2: TITLE AND PURPOSE

The title of this ordinance is the Town of Farmington Amending Ordinance 7/18/22B(2022) Establishing Access Driveways Ordinance, The purpose of this ordinance is to restrict and regulate access onto Town highways in order to promote public safety, convenience, general welfare, economic viability and to protect the public investment of existing and proposed highways by avoiding costly road improvements and premature obsolescence; and to provide for safe and efficient ingress and egress to Town highways.

Section 3: ACCESS DRIVEWAYS

- A. Access Permits: Permits shall be required for all new and replacement access points to a parcel.
 - a. Permit applications are available at the Town Hall or on the Town website: www.farmingtonwi.com. The application fee shall be \$60.00
 - b. The Town shall conduct inspections of the proposed access location to determine compliance with the ordinance.
- B. Width of Driveways per parcel:
 - a. Commercial driveway- maximum/minimum width 40/30 feet
 - b. Residential driveway – maximum/minimum width 35/20 feet
 - c. Temporary driveway – maximum/minimum width 35/20 feet
 - d. Agricultural driveway – maximum/minimum width 40/24 feet

C. Design Standards:

- a. Driveway height shall not exceed the level of the outside edge of the road or pitched down away from the road making allowance for rain water dispersal.
- b. A cement, asphalt or gravel driveway length shall be permitted to extend all the way to the Town road.

Section 4: AUTHORIZATION AND CONDITIONS

The Town Board shall have the care and supervision of all highways under the Town's jurisdiction as per s. 82.03 WI Stats.

Section 5: ENFORCEMENT

This Ordinance may be enforced by any law enforcement officer authorized to enforce the laws of the State of Wisconsin

Section 6: PENALTIES

The penalties under s. 82 WI Stats are adopted and incorporated by reference.

Section 7: SEVERABILITY

If any provisions of this ordinance or its application to any person or circumstances is held invalid, the invalidity does not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

Section 8: EFFECTIVE DATE

This ordinance is effective on publication or posting.

The Town Clerk shall properly publish this ordinance as required under s. 60.80 WI Stats., mail a copy to the Waupaca County Sheriff Office as required under s. 350.047 WI Stats.

Adopted this 16th day of April, 2024

Town Board

Chair

ATTEST:

Clerk/Treasurer

Supervisor I

Supervisor II

ORDINANCE No. 6/17/24(2024)

An Ordinance Establishing a School Zone on King Road

The Town Board of the Town of Farmington, Waupaca County Wisconsin do ordain as follows:

Section 1: As per State Statutes 346.57, the Town of Farmington Board has the authority to impose speed restrictions on its town roads.

Section 2: In addition to complying with the speed restrictions imposed by sub. (2) and (3), no person shall drive a vehicle at a speed in excess of the following limits unless different limits are indicated by official traffic signs.

- a) Fifteen miles per hour when passing a schoolhouse at those times when children are going to or from school or are playing within the sidewalk area at or about the school.

Section 3. Penalties: Any person violating this ordinance shall be required to forfeit \$40.00 plus costs. This ordinance shall be enforced through the use of a citation. The cash deposit that the alleged violator may make in lieu of a court appearance is \$150.10 which includes the applicable forfeiture, court cost and penalty assessment. If court costs and penalty assessments increase in the future, the cash deposit shall be adjusted accordingly without the need to amend this ordinance.

Section 4. This Ordinance shall take effect on and upon passage and publication according to law.

Town of Farmington Board

Adopted this 17th day of June, 2024.

Ayes ____ Noes ____ Absent ____

Date Published/Posted June 24, 2024

Attest: _____

Kathy Kasza, Clerk-Treasurer

Caroline Murphy, Chair

Craig Nelson, Supervisor I

Phil Durrant, Supervisor II

LICENSE REPORT NO. 4/16/2024

WE, the Board of the Town of Farmington, Waupaca County, have considered the following license applications and approve the issuance of the license upon meeting the requirements of said license and upon payment of the fees and stipulations provided by ordinances:

ALL LICENSES PENDING BACKGROUND CHECK AND RECEIPT OF DOCUMENTATION

OPERATOR'S LICENSES: 2023– 2024

Cierzan	Margaret	N2615 County Rd QQ	Waupaca	WI	54981	Chain O'Lake Bar & Grill
Goggins	Kelsey	N5619 30 th Rd	Pine River	WI	54965	Indian Crossings Casino
Walsh	Brennan	E975 Columbia Lake Dr	Waupaca	WI	54981	Indian Crossings Casino

OPERATOR'S LICENSES: 2024– 2025

Carlson	Cameron	1324 Churchill St #C	Waupaca	WI	54981	Chain O'Lake Bar & Grill
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*Needs documentation.

DATED: April 16, 2024

Kathy Kasza, Clerk/Treasurer

Land Use Permit Applications for April 16, 2024 Board meeting

- Thoe – E2154 King Rd – Accessory Structures – shed, lean-to, patio
- Nofftke – N2717/N2719 Hill St – replace existing decks (2)
- AMM Properties LLC – N2754 County Rd QQ – deck reconstruction on Apt Bldg.

Notice to Cut:

- Racine – S Western Ave 05 25 44 5

Driveway/Culvert/Fire # Permits:

- Weginz – N3053 Crestwood Dr – driveway, possible culvert needed.
- Vergauwen – N2915 Teddy Bear Ln – driveway & fire number.
- Weise – E2340 Larson Rd – fire number.

Sorted By: Check Date, Check Number
Selection: All Recorded Accounts; From: AP or PR only Date Range: This Month

Report 70b
Page 1

Checks and Receipts

Date	Check	Account	Source	Payee Name	Purpose	Check Amt	Deposit
4/12/2024	3815	11010-01	PR	ANDERSON BRUCE I	Payroll Period 9	105.00	
4/12/2024	3816	11010-01	PR	COLLINS ROGER E	Payroll Period 9	120.00	
4/12/2024	3817	11010-01	PR	CROSS LINDA A	Payroll Period 9	165.00	
4/12/2024	3818	11010-01	PR	DURRANT PHILLIP E	Payroll Period 9	570.34	
4/12/2024	3819	11010-01	PR	HANSEN DONNA R	Payroll Period 9	172.50	
4/12/2024	3820	11010-01	PR	HOEHN PATRICIA B	Payroll Period 9	165.00	
4/12/2024	3821	11010-01	PR	HOLLIDAY MARK G	Payroll Period 9	297.00	
4/12/2024	3822	11010-01	PR	JENSON BARBARA M	Payroll Period 9	112.50	
4/12/2024	3823	11010-01	PR	KARPINSKI ROBERT A	Payroll Period 9	330.00	
4/12/2024	3824	11010-01	PR	KESLER JULIE K	Payroll Period 9	135.00	
4/12/2024	3825	11010-01	PR	KRYST ELIZABETH	Payroll Period 9	142.50	
4/12/2024	3826	11010-01	PR	KRYST GLENN	Payroll Period 9	108.75	
4/12/2024	3827	11010-01	PR	LAEDTKE STEPHEN E	Payroll Period 9	142.50	
4/12/2024	3828	11010-01	PR	LEWIS BEVERLY A	Payroll Period 9	510.00	
4/12/2024	3829	11010-01	PR	MURPHY CAROLINE G	Payroll Period 9	1,009.51	
4/12/2024	3830	11010-01	PR	O'KEEFE GAIL S	Payroll Period 9	138.75	
4/12/2024	3831	11010-01	PR	STAUFFER BETTY	Payroll Period 9	142.50	
4/12/2024	3832	11010-01	PR	WEBER JOHN R	Payroll Period 9	138.75	
4/12/2024	3833	11010-01	PR	WILSON HELEN M	Payroll Period 9	138.75	
4/12/2024	3834	11010-01	PR	ZAGER RENAE E	Payroll Period 9	277.50	
4/12/2024	3835	11010-01	PR	REEVES RUSSELL L	Payroll Period 10	108.75	
4/16/2024	5439	11030-01	AP	AJ'S TREE SERVICE	872062: TREE REMOVAL & TRIMM	5,445.00	
4/16/2024	5440	11030-01	AP	BAUER ELECTRIC, INC	219567: LED LIGHT BULBS	31.40	
4/16/2024	5441	11030-01	AP	BLUE PRINT SERVICE CO INC	171313: KING RD PROJECT DOCL	927.42	
4/16/2024	5442	11030-01	AP	CHAIN O'LAKES LITHO	17877: NEWSLETTER	687.00	
4/16/2024	5443	11030-01	AP	CITY OF WAUPACA	2024-2: YOUTH PROGRAM FEE 15	14,739.86	
4/16/2024	5444	11030-01	AP	COUNTRY VISIONS COOPERATIVE	2024: REFUND 2024 WEIGHT LIM	180.00	
4/16/2024	5445	11030-01	AP	COUNTRYSIDE PROPANE LLC	1243810: PROPANE DELIVERY	1,185.25	
4/16/2024	5446	11030-01	AP	CRAMER EXTERMINATING	MAR2024: PEST SERVICE	35.00	
4/16/2024	5447	11030-01	AP	FAULKS BROS CONSTRUCTION	398749: CEMETERY PLOW FOR F	14,752.73	
4/16/2024	5448	11030-01	AP	GFL ENVIRONMENTAL	2024: REFUND WEIGHT LIMIT PEI	120.00	
4/16/2024	5449	11030-01	AP	GOLD CROSS AMBULANCE SERVIC	2024-2: 1ST QTR 2024 SERVICE	11,513.75	
4/16/2024	5450	11030-01	AP	L&L PROPANE	2024: REFUND WEIGHT LIMIT PEI	240.00	
4/16/2024	5451	11030-01	AP	WASTE MANAGEMENT - WI RAPIDS	2024: REFUND WEIGHT LIMIT PEI	240.00	
4/16/2024	5452	11030-01	AP	WAUPACA AREA FIRE DISTRICT	2024-2: 2ND QTR ASSESSMENT 2	30,062.00	
4/16/2024	5453	11030-01	AP	WAUPACA JANITORIAL SERVICES	MAR2024: TOWNHALL CLEANING	240.00	
4/16/2024	5454	11030-01	AP	WOLF RIVER PROPANE	2024: REFUND WEIGHT LIMIT PEI	420.00	
4/16/2024	5455	11030-01	AP	WOOLSEY PLUMBING & HEATING I	5157-31738: OTTER DR CULVERT	343.48	
4/16/2024	5456	11030-01	AP	WTA/TAC	2024-2025: 2024-2025 WTA DUES	1,340.00	
4/12/2024	888888	11030-01	PR	NELSON CRAIG R	Payroll Period 7	623.25	
4/12/2024	888888	11030-01	PR	DURRANT PHILLIP E	Payroll Period 7	423.25	
4/12/2024	888888	11030-01	PR	MAJOR-HOLLIDAY TERRY L	Payroll Period 7	315.00	
4/12/2024	888888	11030-01	PR	KASZA KATHRYN	Payroll Period 7	4,016.79	
4/12/2024	888888	11030-01	PR	KRENKE DANIEL	Payroll Period 7	183.75	
4/12/2024	888888	11030-01	PR	KNIGHT SHERRY	Payroll Period 7	963.75	
4/12/2024	888888	11030-01	PR	KASZA KATHRYN	Payroll Period 8	778.38	
4/16/2024	888888	11010-01	AP	WI EMPLOYEE TRUST FUNDS	APR2024: WI ETF DEPOSIT	816.06	

Sorted By: Check Date, Check Number
Selection: All Recorded Accounts; From: AP or PR only Date Range: This Month

Report 70b
Page 2

Checks and Receipts

Date	Check	Account	Source	Payee Name	Purpose	Check Amt	Deposit
4/16/2024	888888	11030-01	AP	ALLIANT ENERGY/WP&L	MAR2024: STREET LIGHTING	30.80	
4/16/2024	888888	11030-01	AP	AMHERST TELEPHONE COMPANY	APRIL2024: TELEPHONE & INTER	175.41	
4/16/2024	888888	11030-01	AP	CARDMEMBER SERVICE VISA	APRIL2024: VISTAPRINT-WEBSIT	1,326.34	
4/16/2024	888888	11030-01	AP	ARAMARK ACH	6320390572: RUG SERVICE	64.73	
4/16/2024	888888	11030-01	AP	ARAMARK ACH	6320394410: FIRST AID SUPPLIES	25.00	
4/16/2024	888888	11030-01	AP	ARAMARK ACH	6320398249: RUG SERVICE	64.73	
4/16/2024	888888	11030-01	AP	ARAMARK ACH	6320402098: FIRST AID SUPPLY	25.00	
4/16/2024	888888	11030-01	AP	CLIFTON LARSON ALLEN LLP	L241151571: AUDIT FOR YEAR EN	6,613.49	
4/16/2024	888888	11030-01	AP	EO JOHNSON BUSINESS TECHNOL	1507471: COPIER MAINT CONTRA	75.00	
4/16/2024	888888	11030-01	AP	EO JOHNSON BUSINESS TECHNOL	1507472: COPIER MAINT CONTRA	107.40	
4/16/2024	888888	11030-01	AP	EFTPS - FED WH TAX DEPOSIT	APRIL2024: FED PAYROLL TAX D	1,905.75	
4/16/2024	888888	11030-01	AP	HARTER'S FOX VALLEY DISPOSAL	MAR2024: CURBSIDE REFUSE/RE	32,678.10	
4/16/2024	888888	11030-01	AP	US CELLULAR	MAR2024: CELLPHONE CHAIR	57.92	
4/16/2024	888888	11030-01	AP	WI DEPT OF REVENUE	APR2024: WI WITHHOLDING TAX	241.96	
4/16/2024	888888	11030-01	AP	WISCONSIN PUBLIC SERVICE	MAR2024: STREET LIGHTING	2,502.64	

Checks: 62	Deposits: 0	Checks: 141,547.99	Deposits:	Difference -141,547.99
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Approved: 4/16/2024	Chair: Caroline Murphy	Supervisor 1: Craig Nelson
	Supervisor 2: Phil Durrant	Clerk/Treasurer: Kathy Kasza

Municipality: TOWN OF FARMINGTON
Fiscal Year: 2024

Report Date: 4/11/2024
Report Time: 12:27 PM

Sorted By: Payee Name
Selection: All Open/Paid Invoices

Date Range: ALL

Report 18
Page 1

Invoices Detail List

Invoice	Date	Vendor	Vendor Name		Description	Status	Check	Batch
MAR2024	3/28/2024	13	ALLIANT ENERGY/WP&L		STREET LIGHTING	Open		
Distributions			Account	Account Description		Reference		Amount
			53420-01	STREET LIGHTING		STREET LIGHTING		30.80
			Count:	1	Invoice: MAR2024; Vendor: 13		30.80	
APRIL2024	4/01/2024	35	AMHERST TELEPHONE COMPANY		TELEPHONE & INTERNET	Open		
Distributions			Account	Account Description		Reference		Amount
			51610-10	TOWN HALL UTILITIES		TELEPHONE & INTERNET		175.41
			Count:	1	Invoice: APRIL2024; Vendor: 35		175.41	
6320390572	3/05/2024	10	ARAMARK ACH		RUG SERVICE	Open		
Distributions			Account	Account Description		Reference		Amount
			51610-02	TOWN HALL EXPENSES		RUG SERVICE		64.73
			Count:	1	Invoice: 6320390572; Vendor: 10		64.73	
6320394410	3/12/2024	10	ARAMARK ACH		FIRST AID SUPPLIES	Open		
Distributions			Account	Account Description		Reference		Amount
			51610-02	TOWN HALL EXPENSES		FIRST AID SUPPLIES		25.00
			Count:	1	Invoice: 6320394410; Vendor: 10		25.00	
6320398249	3/19/2024	10	ARAMARK ACH		RUG SERVICE	Open		
Distributions			Account	Account Description		Reference		Amount
			51610-02	TOWN HALL EXPENSES		RUG SERVICE		64.73
			Count:	1	Invoice: 6320398249; Vendor: 10		64.73	
6320402098	3/26/2024	10	ARAMARK ACH		FIRST AID SUPPLY	Open		
Distributions			Account	Account Description		Reference		Amount
			51610-02	TOWN HALL EXPENSES		FIRST AID SUPPLY		25.00
			Count:	1	Invoice: 6320402098; Vendor: 10		25.00	
APRIL2024	4/01/2024	21	CARDMEMBER SERVICE VISA		APRIL CARD STATEMENT	Open		
Distributions			Account	Account Description		Reference		Amount
			51420-05	COMPUTER EXPENSES, ETC.		VISTAPRINT-WEBSITE		34.00
			51420-03	OFFICE EXPENSES		AMAZON-COUNTER SUPPLIES		21.68
			51420-05	COMPUTER EXPENSES, ETC.		CDWG-ADOBE RENEWAL		209.62
			51420-03	OFFICE EXPENSES		AMAZON-INK CARTRIDGES		187.40
			51110-02	BOARD EXPENSE		WAUPACA POST-PUBLICATIONS		61.40
			51440-02	ELECTION EXPENSES		WAUPACA POST-ELECTION NOTICE		69.71
			51420-02	CLERK EXPENSES		GFOA-WEBINAR		85.00
			51440-02	ELECTION EXPENSES		AMAZON-ELECTION SUPPLIES		30.42
			51440-02	ELECTION EXPENSES		AMAZON-ELECTION SUPPLIES		70.49
			51440-02	ELECTION EXPENSES		COSTCO-ELECTION SUPPLIES		299.45
			51420-05	COMPUTER EXPENSES, ETC.		MICROSOFT-EMAIL		24.00
			51440-02	ELECTION EXPENSES		PICK N SAVE-ELECTION SUPPLIES		126.96
			51440-02	ELECTION EXPENSES		COSTCO-ELECITON SUPPLIES		41.00

Invoices Detail List

Invoice	Date	Vendor	Vendor Name	Description	Status	Check	Batch
			51110-03	BOARD NEWSLETTER EXP	AMAZON-NEWSLETTER SUPPLIES	65.21	
			Count: 14	Invoice: APRIL2024; Vendor: 21		1,326.34	
L241151571	3/22/2024	45	CLIFTON LARSON ALLEN LLP	AUDIT FOR YEAR ENDING 12/31	Open		
Distributions			Account	Account Description	Reference	Amount	
			51420-04	AUDITOR	AUDIT FOR YEAR ENDING 12/31/20	6,613.49	
			Count: 1	Invoice: L241151571; Vendor: 45		6,613.49	
APRIL2024	4/12/2024	95	EFTPS - FED WH TAX DEPOSIT	FED PAYROLL TAX DEPOSIT	Open		
Distributions			Account	Account Description	Reference	Amount	
			21511	SOCIAL SECURITY TAXES PAYABL	FED PAYROLL TAX DEPOSIT	1,035.62	
			21514	MEDICARE TAXES PAYABLE	FED PAYROLL TAX DEPOSIT	242.20	
			21512	U.S. WITHHOLDING TAXES PAYABL	FED PAYROLL TAX DEPOSIT	627.93	
			Count: 3	Invoice: APRIL2024; Vendor: 95		1,905.75	
1507471	3/27/2024	18	EO JOHNSON BUSINESS TECHNOL	COPIER MAINT CONTRACT	Open		
Distributions			Account	Account Description	Reference	Amount	
			51420-05	COMPUTER EXPENSES, ETC.	COPIER MAINT CONTRACT	75.00	
			Count: 1	Invoice: 1507471; Vendor: 18		75.00	
1507472	3/27/2024	18	EO JOHNSON BUSINESS TECHNOL	COPIER MAINT CONTRACT	Open		
Distributions			Account	Account Description	Reference	Amount	
			51420-05	COMPUTER EXPENSES, ETC.	COPIER MAINT CONTRACT	107.40	
			Count: 1	Invoice: 1507472; Vendor: 18		107.40	
MAR2024	3/31/2024	183	HARTER'S FOX VALLEY DISPOSAL	CURBSIDE REFUSE/RECYCLING	Open		
Distributions			Account	Account Description	Reference	Amount	
			53630	REFUSE & RECYCLING CONTRACT	CURBSIDE REFUSE/RECYCLING	32,678.10	
			Count: 1	Invoice: MAR2024; Vendor: 183		32,678.10	
MAR2024	3/04/2024	17	US CELLULAR	CELLPHONE CHAIR	Open		
Distributions			Account	Account Description	Reference	Amount	
			51110-02	BOARD EXPENSE	CELLPHONE CHAIR	57.92	
			Count: 1	Invoice: MAR2024; Vendor: 17		57.92	
APR2024	4/12/2024	96	WI DEPT OF REVENUE	WI WITHHOLDING TAX DEPOSIT	Open		
Distributions			Account	Account Description	Reference	Amount	
			21513	STATE WITHHOLDING TAXES PAYA	WI WITHHOLDING TAX DEPOSIT	241.96	
			Count: 1	Invoice: APR2024; Vendor: 96		241.96	
MAR2024	3/31/2024	16	WISCONSIN PUBLIC SERVICE	ST LIGHTING/TOWN HALL ELEC	Open		
Distributions			Account	Account Description	Reference	Amount	
			53420-01	STREET LIGHTING	STREET LIGHTING	1,902.63	
			53420-01	STREET LIGHTING	ST LIGHTING-PLEasant PARK LN	14.77	
			53311	HIGHWAY AND STREET MAINENAN	OTTER DR PUMP	29.94	

Municipality: TOWN OF FARMINGTON
Fiscal Year: 2024

Report Date: 4/11/2024
Report Time: 12:27 PM

Sorted By: Payee Name
Selection: All Open/Paid Invoices

Date Range: ALL

Report 18
Page 3

Invoices Detail List

Invoice	Date	Vendor	Vendor Name	Description	Status	Check	Batch
			53420-02	STREET LIGHTING-WVH	FLASHERS-WVH HWY QQ		59.88
			51610-10	TOWN HALL UTILITIES	TOWN HALL ELECTRIC		495.42
		Count:	5	Invoice: MAR2024; Vendor: 16		2,502.64	

Report 18 Totals:

Count:	34
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Report Total:	45,894.27
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Invoices Detail List

Invoice	Date	Vendor	Vendor Name		Description	Status	Check	Batch
872062	3/05/2024	136	AJ'S TREE SERVICE		TREE REMOVAL & TRIMMING JA	Open		
Distributions			Account	Account Description		Reference		Amount
			53311	HIGHWAY AND STREET MAINENAN		TREE REMOVAL & TRIMMING JAN-F		5,445.00
			Count:	1	Invoice: 872062; Vendor: 136		5,445.00	
219567	3/20/2024	89	BAUER ELECTRIC, INC		LED LIGHT BULBS	Open		
Distributions			Account	Account Description		Reference		Amount
			51610-02	TOWN HALL EXPENSES		LED LIGHT BULBS		31.40
			Count:	1	Invoice: 219567; Vendor: 89		31.40	
171313	3/21/2024	215	BLUE PRINT SERVICE CO INC		KING RD PROJECT DOCUMENT:	Open		
Distributions			Account	Account Description		Reference		Amount
			57332	HIGHWAY & ROAD OUTLAY		KING RD PROJECT DOCUMENTS		927.42
			Count:	1	Invoice: 171313; Vendor: 215		927.42	
17877	3/28/2024	87	CHAIN O'LAKES LITHO		NEWSLETTER	Open		
Distributions			Account	Account Description		Reference		Amount
			51110-03	BOARD NEWSLETTER EXP		NEWSLETTER		687.00
			Count:	1	Invoice: 17877; Vendor: 87		687.00	
2024-2	4/01/2024	4	CITY OF WAUPACA		YOUTH PROGRAM FEE 2ND QTI	Open		
Distributions			Account	Account Description		Reference		Amount
			55300-03	YOUTH PROGRAM FEES		YOUTH PROGRAM FEE 1ST QTR 202		14,739.86
			Count:	1	Invoice: 2024-2; Vendor: 4		14,739.86	
2024	4/01/2024	216	COUNTRY VISIONS COOPERATIVE		REFUND 2024 WEIGHT LIMIT PE	Open		
Distributions			Account	Account Description		Reference		Amount
			44900-04	WEIGHT LIMIT PERMITS		REFUND 2024 WEIGHT LIMIT PERMI		180.00
			Count:	1	Invoice: 2024; Vendor: 216		180.00	
2024	4/01/2024	11	COUNTRYSIDE PROPANE LLC		REFUND WEIGHT PERMIT FEES	Open		
Distributions			Account	Account Description		Reference		Amount
			44900-04	WEIGHT LIMIT PERMITS		REFUND WEIGHT PERMIT FEES		60.00
			Count:	1	Invoice: 2024; Vendor: 11		60.00	
1243810	4/05/2024	11	COUNTRYSIDE PROPANE LLC		PROPANE DELIVERY	Open		
Distributions			Account	Account Description		Reference		Amount
			51610-10	TOWN HALL UTILITIES		PROPANE DELIVERY		1,125.25
			Count:	1	Invoice: 1243810; Vendor: 11		1,125.25	
MAR2024	3/29/2024	12	CRAMER EXTERMINATING		PEST SERVICE	Open		
Distributions			Account	Account Description		Reference		Amount
			51610-02	TOWN HALL EXPENSES		PEST SERVICE		35.00
			Count:	1	Invoice: MAR2024; Vendor: 12		35.00	

Municipality: TOWN OF FARMINGTON
Fiscal Year: 2024

Report Date: 4/11/2024
Report Time: 1:34 PM

Sorted By: Payee Name
Selection: All Open/Paid Invoices

Date Range: ALL

Report 18
Page 2

Invoices Detail List

Invoice	Date	Vendor	Vendor Name	Description	Status	Check	Batch
398749	1/17/2024	3	FAULKS BROS CONSTRUCTION	CEMETERY PLOW FOR FUNER/	Open		
Distributions			Account	Account Description	Reference	Amount	
			54910-02	CEMETERY EXPENSES	CEMETERY PLOW FOR FUNERAL SI	50.00	
			Count: 1	Invoice: 398749; Vendor: 3			50.00
400331	3/22/2024	3	FAULKS BROS CONSTRUCTION	SNOWPLOWING 3/22	Open		
Distributions			Account	Account Description	Reference	Amount	
			53312	SNOWPLOWING	SNOWPLOWING 3/22	5,258.12	
			Count: 1	Invoice: 400331; Vendor: 3			5,258.12
400381	3/24/2024	3	FAULKS BROS CONSTRUCTION	SNOWPLOWING 3/24	Open		
Distributions			Account	Account Description	Reference	Amount	
			53312	SNOWPLOWING	SNOWPLOWING 3/24	432.03	
			Count: 1	Invoice: 400381; Vendor: 3			432.03
400413	3/25/2024	3	FAULKS BROS CONSTRUCTION	SNOWPLOWING 3/24	Open		
Distributions			Account	Account Description	Reference	Amount	
			53312	SNOWPLOWING	SNOWPLOWING 3/24	3,699.03	
			Count: 1	Invoice: 400413; Vendor: 3			3,699.03
400815	4/02/2024	3	FAULKS BROS CONSTRUCTION	SNOWPLOWING 4/2	Open		
Distributions			Account	Account Description	Reference	Amount	
			53312	SNOWPLOWING	SNOWPLOWING 4/2	736.25	
			Count: 1	Invoice: 400815; Vendor: 3			736.25
400835	4/03/2024	3	FAULKS BROS CONSTRUCTION	SNOWPLOWING 4/3	Open		
Distributions			Account	Account Description	Reference	Amount	
			53312	SNOWPLOWING	SNOWPLOWING 4/3	4,577.30	
			Count: 1	Invoice: 400835; Vendor: 3			4,577.30
2024	4/01/2024	151	GFL ENVIRONMENTAL	REFUND WEIGHT LIMIT PERMIT	Open		
Distributions			Account	Account Description	Reference	Amount	
			44900-04	WEIGHT LIMIT PERMITS	REFUND WEIGHT LIMIT PERMIT FEE	120.00	
			Count: 1	Invoice: 2024; Vendor: 151			120.00
2024-2	4/01/2024	37	GOLD CROSS AMBULANCE SERVIC	2ND QTR 2024 SERVICE	Open		
Distributions			Account	Account Description	Reference	Amount	
			52300-01	AMBULANCE FEES	1ST QTR 2024 SERVICE	11,513.75	
			Count: 1	Invoice: 2024-2; Vendor: 37			11,513.75
2024	4/01/2024	217	L&L PROPANE	REFUND WEIGHT LIMIT PERMIT	Open		
Distributions			Account	Account Description	Reference	Amount	
			44900-04	WEIGHT LIMIT PERMITS	REFUND WEIGHT LIMIT PERMIT FEE	240.00	
			Count: 1	Invoice: 2024; Vendor: 217			240.00

Sorted By: Payee Name
Selection: All Open/Paid Invoices

Date Range: ALL

Report 18
Page 3

Invoices Detail List

Invoice	Date	Vendor	Vendor Name	Description	Status	Check	Batch
2024	4/01/2024	219	WASTE MANAGEMENT - WI RAPIDS	REFUND WEIGHT LIMIT PERMIT	Open		
Distributions			Account	Account Description	Reference	Amount	
			44900-04	WEIGHT LIMIT PERMITS	REFUND WEIGHT LIMIT PERMIT FEE	240.00	
			Count: 1	Invoice: 2024; Vendor: 219			240.00
2024-2	4/01/2024	39	WAUPACA AREA FIRE DISTRICT	2ND QTR ASSESSMENT 2024	Open		
Distributions			Account	Account Description	Reference	Amount	
			52200-01	FIRE DISTRICT FEES	2ND QTR ASSESSMENT 2024	30,062.00	
			Count: 1	Invoice: 2024-2; Vendor: 39			30,062.00
MAR2024	4/04/2024	23	WAUPACA JANITORIAL SERVICES	TOWNHALL CLEANING SERVICE	Open		
Distributions			Account	Account Description	Reference	Amount	
			51610-02	TOWN HALL EXPENSES	TOWNHALL CLEANING SERVICES	240.00	
			Count: 1	Invoice: MAR2024; Vendor: 23			240.00
2024	4/01/2024	218	WOLF RIVER PROPANE	REFUND WEIGHT LIMIT PERMIT	Open		
Distributions			Account	Account Description	Reference	Amount	
			44900-04	WEIGHT LIMIT PERMITS	REFUND WEIGHT LIMIT PERMIT FEE	420.00	
			Count: 1	Invoice: 2024; Vendor: 218			420.00
5157-31738	3/19/2024	158	WOOLSEY PLUMBING & HEATING II	OTTER DR CULVERT	Open		
Distributions			Account	Account Description	Reference	Amount	
			53311	HIGHWAY AND STREET MAINENAN	OTTER DR CULVERT	343.48	
			Count: 1	Invoice: 5157-31738; Vendor: 158			343.48
2024-2025	3/25/2024	40	WTA/TAC	2024-2025 WTA DUES	Open		
Distributions			Account	Account Description	Reference	Amount	
			51110-02	BOARD EXPENSE	2024-2025 WTA DUES	1,340.00	
			Count: 1	Invoice: 2024-2025; Vendor: 40			1,340.00
Report 18 Totals:			Count: 24	Report Total:			82,502.89