Village of Wheeler

August 13, 2025, Village Board Meeting

105 W. Tower Rd

Wheeler WI 54772

Agenda

1. CALL TO ORDER
2. ROLL CALL
3. PROOF OF POSTING
4. GUEST RECOGNITION
5. INFORMATIONAL MEETING MINUTES MOTION TO APPROVE
6. JULY BOARD MEETING MINUTES MOTION TO APPROVE
7. REPORTS
   A. PRESIDENTS
   B. TREASURERS
   C. CLERK
   D. PUBLIC WORKS
   E. ENFORCEMENT
   F. BUILDING INSPECTOR- MOTION TO APPROVE ALL REPORTS
8. OLD BUSINESS
   a. LIFT STATION PROGRESS
   b. WELL PROGRESS
   c. WATER TOWER PROGRESS
   d. RAZE ORDER PROGRESS
   e. WCAC REPORT IF ANY
   f. HWY 25 REPORT
9. NEW BUSINESS
   a. USDA DRAW REQUEST (IF AVAILABLE MOTION TO APPROVE)
   b. OPERATORS LICENSE
      i. BRITANY MATESKI BACKGROUND PENDING
      ii. HALEY STUART-TOLLEFSON BACKGROUND APPROVED

   C. VOICE OVER IP PHONE POSSIBILITY

   D. ANY OTHER NEW BUSINESS

   E. PUBLIC COMMUNICATION

10. MOTION TO ADJOURN

August 13, 2025, Board Meeting Packet

Minutes from July meeting

Treasurer's Report: (see attached)

Clerks Report: Thank You for the sympathy and the flowers for my mothers-in-law funeral, and the prayers and sympathies for Uncle jerry, and Uncle Shelly who died within30 hours the first days of July.

On the Sad News line: I was informed yesterday our assessor Kelly Owen died five weeks ago very suddenly and unexpectedly. Talking to her husband and partner in Owen Assessing he will not be operating their business going forward and has released us from our contract and suggested Randy Prochnow or Bowmar appraisal (Andrea) as our new assessor since both have worked with Owen assessing and use the same software Kelly set up for the Village of Wheeler. I would like to arrange a time for meeting with both assessors and ask for proposals from both. And in September/October we have a recommendation to the Board. So, we can have our Assessor in place sooner than later.

The lift station is progressing quickly; the only hiccup has been the pipes from the old system were not mapped out as installed.

The well as of this writing is set to start drilling, I hope they will be drilling between this writing and our meeting.

The one other hiccup was Xcel Energy they initially said on the first of November we would have power to the new lift, the new well and the new building at the water tower (after substantial completion date by CDBG). After knowing some guy's Rand was able to get the anticipated start October 7, 2025, and completion by mid-October.

The Raze order contempt hearing was left open after agreeing to Aug 12,2025 meeting with the contractor, Asbestos inspector Mr. Rambo, Mr.

Morrisette, President Hakanson and Clerk Knutson (This inspection is needed to secure the demolition permit which has a requirement from the DNR all commercial structures have a prenotification, inspection and asbestos abatement plan (if asbestos is present) in place before demolition. Failure to meet the DNR requirement may result in fines from the DNR failure to have a demolition permit will result in fines from the Village of Wheeler.

The Dairy State Bank renovations are complete. The Village should enjoy the expanded operating hours of 7 am to 4:30 M-F and Saturday Hours.

Thank You to all who helped make the Wheeler Days a success.

Thank you for the family that needed volunteer time for confirmation who painted our door jams.

Jordan has ordered some replacement siding for the siding that is curling on the west side of the Village Hall.

Rand bought a power washer to clean his equipment up from Menards

I have heard from the Lutheran Church President that the church will be meeting in the next few weeks and possibly dissolve.

Julie from the USDA will be meeting face to face August 19 at 11 am to review closing instructions. – the draw request are still pending Julies approval.

July Treasur Report				
WI Sand Donation CD				$ 57,178.68
equip replacement fund cd				$ 3,273.76
sewer new const acct				$ 11,421.11
water new construction acct				$ 4,588.32
cdbg const acct				$ 1,000.00
sav bond 2004				
	interest		$ 1.00	
	usda rd rus pymt	$ 2,873.00		
	semi annual transfer		$ 3,000.00	$ 2,159.99
sav water reserve loan				
	interest		$ 0.02	
	activity transfer	$ 1.00		$ 57.46
equipment replacement fund				
	interest		$ 0.58	
	activity transfer	$ 1.00		$ 1,941.87
machinery outlay				
	interest		$ 0.03	
	activity transfer	$ 1.00		$ 101.58
wi sand donation				
	interest		$ 16.65	
	activity transfer	$ 30,000.00		$ 32,816.80
water reserve				
	activity transfer	$ 1.00		
	interest		$ 1.13	$ 3,795.76
general acct				
Date	Transaction	debit	credit	
31-Jul	interest		$ 34.00	
31-Jul	CINTAS	$ 472.44		
31-Jul	ETF	$ 1,228.62		
30-Jul	HAWKINS	$ 1,075.08		
30-Jul	CRAEMER CONSULTING	$ 90.00		
30-Jul	MENARDS	$ 82.66		
30-Jul	BANKCARD		$ 196.07	
29-Jul	WI DNR	$ 380.42		
29-Jul	BRIDGESTOP	$ 18.39		
29-Jul	LOAN PROCESSED		$ 29,500.00	
29-Jul	DEPOSIT		$ 678.46	
29-Jul	DEPOSIT		$ 410.00	
28-Jul	24-7	$ 24.95		
28-Jul	STATE OF WI		$ 21,007.60	
28-Jul	STATE OF WI		$ 606.56	
28-Jul	BANKCARD		$ 251.37	

28-Jul	BANKCARD		$ 204.05	
28-Jul	STATE OF WI		$ 128.86	
25-Jul	SPYPOINT	$ 15.00		
7/25/2025	SPYPOINT	$ 15.00		
25-Jul	SPYPOINT	$ 0.15		
25-Jul	SPYPOINT	$ 0.15		
24-Jul	BANKCARD		$ 442.42	
24-Jul	XCEL	$ 1,744.40		
24-Jul	DUNN CTY HUMANE ASS	$ 169.81		
24-Jul	activity transfer		$ 30,000.00	
24-Jul	activity transfer		$ 1.00	
24-Jul	activity transfer		$ 1.00	
24-Jul	activity transfer		$ 1.00	
24-Jul	activity transfer		$ 1.00	
24-Jul	BANKCARD		$ 86.55	
23-Jul	MENARDS	$ 245.08		
23-Jul	MENARDS	$ 101.43		
23-Jul	BANKCARD		$ 157.94	
22-Jul	BRIDGESTOP	$ 18.39		
22-Jul	SPECTRUM	$ 42.00		
22-Jul	BANKCARD		$ 133.13	
22-Jul	DEPOSIT		$ 2,451.35	
22-Jul	DEPOSIT		$ 1,341.41	
22-Jul	DEPOSIT		$ 470.00	
21-Jul	BANKCARD		$ 234.35	
21-Jul	BANKCARD		$ 138.01	
18-Jul	SPECTRUM	$ 145.00		
18-Jul	SPECTRUM	$ 125.67		
18-Jul	DIAMOND MAPS	$ 14.00		
18-Jul	RAND BATES	$ 1,596.84		
18-Jul	ECHECK		$ 144.46	
17-Jul	TRIBUNE PRESS	$ 1,631.50		
17-Jul	TRU LOCK	$ 25.85		
16-Jul	BADGER STATE ELEC	$ 633.09		
16-Jul	CTL	$ 551.20		
16-Jul	BANKCARD		$ 80.41	
15-Jul	JC NORBY	$ 975.00		
15-Jul	WE ENERGY	$ 24.00		
15-Jul	IRS	$ 6,307.67		
15-Jul	ETF	$ 1,180.13		
15-Jul	E CHECK		$ 149.08	
14-Jul	RYAN MARTEN	$ 660.30		
14-Jul	BADGER STATE ELEC	$ 622.87		
14-Jul	CENTURYLINK	$ 28.70		

14-Jul	STATE OF WI FIRE DUES		$ 750.53	
14-Jul	BANKCARD		$ 538.44	
14-Jul	BANKCARD		$ 156.13	
14-Jul	BANKCARD		$ 108.20	
14-Jul	DEPOSIT		$ 2,637.25	
14-Jul	DEPOSIT		$ 478.00	
14-Jul	DEPOSIT		$ 392.60	
11-Jul	LILLIAN MILUNE	$ 620.30		
11-Jul	BANKCARD		$ 114.01	
10-Jul	HAWKINS	$ 706.09		
10-Jul	BANKCARD		$ 103.21	
9-Jul	CANADIAN NATIONAL	$ 122.00		
9-Jul	CINTAS	$ 71.00		
9-Jul	DG	$ 35.34		
9-Jul	VILLAGE OF WHEELER	$ 128.56		
9-Jul	24/7	$ 24.95		
9-Jul	BANKCARD		$ 89.87	
9-Jul	DEPOSIT		$ 2,904.32	
9-Jul	DEPOSIT		$ 380.00	
7-Jul	ROBERT HAKANSON	$ 1,532.93		
7-Jul	ONE SOURCE IMAGING	$ 71.21		
7-Jul	RAND BATES	$ 1,750.34		
7-Jul	DON KNUTSON	$ 1,709.89		
7-Jul	STATE OF WI		$ 2,700.61	
7-Jul	BANKCARD		$ 399.43	
7-Jul	BANKCARD		$ 322.17	
3-Jul	USPS	$ 100.00		
1-Jul	BOND TRANSFER	$ 3,000.00		
1-Jul	JOHN DEERE	$ 437.95		
1-Jul	BRIDGESTOP	$ 123.10		
1-Jul	CRAEMER CONSULTING	$ 90.00		
1-Jul	BRIDGESTOP	$ 30.45		
1-Jul	TAX PYM WI DOR	$ 375.77		
1-Jul	TAX PYM WI DOR	$ 337.36		
1-Jul	USPS	$ 146.00		
				$ 110,548.65
MUNI LOAN				$ 29,500.00
MUNI LOAN				$ 562,458.95
MUNI LOAN				$ 676,143.52

Village of Wheeler

July 2025 Board Meeting

6:30 Village Hall

105 W Tower Road

Wheeler WI 54772

Agenda

Public Hearing

The Village of Wheeler will hold a Public Hearing at the above location/date/time for the proposed Wastewater Treatment Plant Upgrade facility plan. The purpose of the Public Hearing is to present the Village's plans for the addition to the plant and gather public comment: A copy of the plan is available online at https://villageof wheelerwi.com/agendas and at the Village Hall during normal hours.

The agenda for the public hearing is:

1. Call to Order
2. Proof of Posting
3. Roll call & Audience in attendance
4. The Village of Wheeler WWTP Facility Plan and alternatives considered.
5. Cost estimate, funding mechanism, and rate impacts
6. Public input on the proposed WWTP upgrade project
7. Answer public questions.
8. Adjourn Public hearing

Residents of the Village of Wheeler are encouraged to attend and present comments. Can be dropped off at the Village Hall before the meeting. The meeting room is handicapped accessible.

Persons needing additional accommodations should contact Don Knutson, Village Clerk, via telephone at 715.632.2449, or via email at: office@vi.wheeler.wi.gov

Village Board Meeting Immediately Following Public Hearing

1. Call to order Monthly Village Board Meeting
2. Proof of Posting
3. Roll Call & Audience in Attendance
4. Review and Approval of:
    a. June 2025 Minutes
    b. Special Board Meeting Minutes
        i. Action to Approve Minutes
5. Reports
    a. President
    b. Treasurer
    c. Clerk
    d. Public Works

e. Enforcement
f. Building Inspector
g. Fire (if any)
h. EMS (if any)
i. RU (if any)
    i. Action to approve Reports

Old Business:

a. Progress of Raze Order
b. Progress of Water Project (Well/Water Tower)
c. Progress of Lift Station Project
d. Purchased pickup with delivery
e. Donation of chairs for the storm shelter from Dunn County $0.00
f. Progress of Bathroom concession stand repairs

New Business:

a. Report from WCAC on Wheeler Days.
b. Tower Road, road closure July 31, 2025-August 4, 2025
    a. Action To Approve Road Closure
c. Hwy 170 closure request with detour and signage.
    a. Action to Approve closure/detour for state recommendation.
d. Request comments from Village Board to/for WCAC
e. Resolution for People State Bank to include Donald R. Knutson a signer on accounts
f. Photos for Board Member/Employee ID from Dunn County
g. Initial discussion/planning Hwy 25 project meeting on Wed July 16 (TEAM Meeting-Virtual) with project engineer and State of Wisconsin. 1 p.m. Hwy 170 to Cty. Hwy D 2029-2032 as funding allows (Grinding, Overlay, widen paved shoulders to 5 ft, add shoulder rumble strips, from Cty. Hwy D to 250ft south of Hill Rd, gravel shouldering, replace beam guards, spot replacement of curb and gutter, adjust utility castings, roadside clearing, culvert work, pavement markings).

Any other business for discussion

Adjourn

Action item

VILLAGE OF WHEELER

105 W TOWER RD

WHEELER WI MINUTES FROM THE JULY 2025 BILLAGE BOARD MEETING AND THE POWER POINT SLIDE SHOW OF THE SEWER PLANT PROJECT INFORMATIONAL MEETING

PUBLIC HEARING JULY 9, 2025, 6:30 P.M.

1. CALLED TO ORDER BY PRESIDENT HAKANSON AT 6:30 P.M.
2. PROF OF POSTIN BY CLERK KNUTSON STATING MEETING WAS POSTED AT THE VILLAGE HALL, WHEELER POST OFFICE AND THE VILLAGE WEBSITE
3. ROLL CALL: TRUSTEE MILUNE PRESENT, TRUSTEE MARTEN PRESENT, PRESIDENT HAKANSON PERSENT; OTHER IN ATTENDANCE PUBLIC WORKS DIRECTOR BATES, ENFORCEMENT OFFICER WILLIAMS, BRIAN LORENZ, BRENDA HEINEN, LEANETTE MARTEN, MERCEDES KOENIG, TYLER KASTING CBS2.
4. PRESENTATION SEE ATTATCHED OF WWTP PLANS, ALERNATIVES, COST ESTIMATES, ETC.
5. PUBLIC QUESTIONS
6. MOTION TO ADJOURN PTESIDENT HAKANSON, SECOND TRUSTEE MARTEN MOTION CARRIED ADJOURNED AT 6:43 P.M.

VILLAGE BOARD MEETING:

1. CALLED TO ORDER BY PRESIDENT HAKANSON AT 6:44 P.M.
2. PROOF OF POSTING BY CLERK KNUTSON MEETING WAS POSTED AT THE VILLAGE HALL, WHEELER POST OFFICE AND THE VILLAGE WEBSITE.
3. ROLL CALL TRUSTEE MARTEN, PRESENT, TRUSTEE MILUNE PRESENT, PRESIDENT HAKANSON PRESENT. OTHERS IN ATTENDANCE PUBLIC WORKS DIRECTOR BATES, ENFORCEMENT OFFICER WILLIAMS, TYLER HASTINGS CBS2, BRIAN LORENZ, BRENDA HEINEN, LEANETTE MARTEN, MERCEDES KOENIG.
4. REVIEWED AND APPROVED THE JUNE 2025 BOARD MEETING MINUTES, AS WELL AS THE JUNE SPECIAL BOARD MEETING MINUTES MOTION TO APPROVE TRUSTEE MARTEN, SECOND PRESIDENT HAKANSON MOTION CARRIED
5. HEARD FROM THE WHEELER COMMUNITY ACTION CLUB BRIAN LORENTZ AND BRENDA HEINEN THAT THE WCAC RECEIVED A GRANT FROM DAIRY STATE BANK FOR THE BATHROOMS AT THE CONCESSION STAND, RECEIVED A GRANT FROM THE BOYCEVILLE SCHOOL DISTRICT FOR BACKSTOP AT THE BALL FIELD. THE WCAC GOAL IS TO FIX/REPLACE ALL THE BALLFIELD FENCE HOPEFULLY ASSISTED BY A GRANT FROM THE MINNESOTA TWINS. ASKED IF CLERK KNUTSON COULD SUPPLY THEM WITH COPIES OF OPERATOR LICENSES FOR THOSE VOLUNTEERING AT WHEELER DAYS WHO HAVE LICENSES IN THE VILLAGE. ASKED IF THEY COULD USE THE CHAIRS IN THE GRARGE THE ANSWER WAS YES. QUESTION WAS ASKED WHEN ARE THE BATHROOMS OPEN AT THE PARK? THE ANSWER WAS THEY ARE OPEN THEY WERE DELAYED BECAUSE OF PLUMBING AND THEN REPAIRS TO THE REPAIRS AT THE BALL PARK. WANTED TO KNOW ABOUT THE DETOUR FOR THE PARADE THEY WERE ADVISED CONSTRUCTION MAY BE STARTED AND THE DETOUR ON

RAILROAD AVE MAY NOT EXIST IT WAS SUGGESTED THEY DEVELOP PLAN B A LONGER DETOUR OR CHANGE THE PARADE ROUTE.

6. REPORTS
    a. PRESIDENTS REPORT: USDA BIDS AWARDED TO PEMBER EXCAVATING
    b. TREASURER REPOR T AS PRESENTED IN THE PACKET
    c. CLERKS REPORT AS PRESENTED IN THE PACKET
    d. PUBLIC WORKS REPORT: THE LIFT STATION PIT HAS TO BE RESET EVERY OTHER WEEK, BATHROOMS HAVE NEW TOILET PAPER DISPENSERS INSTALLED, NEW SOAP DISPENSERS INSTALLED, NEW TOWEL DISPENSERS INSTALLED. A NEW TANKLESS WATER HEATER HAS BEEN INSTALLED AND A NEW FAUCET WILL BE INSTALLED BEFORE WHEELER DAYS, TILLER HASWRONG SIZE FOR QUICK ATTATCH SO A DIFFERENT QUICK ATTATCH IS BEING BROUGHT WITH A POSSIBLE REFUND, ENGINEER BORINGS ON THE SEEPAGE CELL ARE COMPLETED AND THE RESULTS WERE VERY GOOD.
    e. ENFORCEMENT REPORT: REPORT OF A BEAR IN THE VILLAGE SUGGESTED THEY CALL THE DNR OFFICE IF THEY SEE IT AGAIN, NOT SHOOT IT LIKE THE RESIDENT WANTED TO DO. REPORT OF A TREE WITH FALLING LIMBS- ENFORCEMENT WILLIAM WILL LOOK INTO IT.
        i. MOTION TO ACCEPT ALL REPORTS BY TRUSTEE MARTEN SECOND BY TRUSTEE MILUNE MOTION CARRIED
7. OLD BUSINESS:
    a. RAZE ORDER-SEEKING COURT ACTION TO ALLOW THE CONTRACTOR TO INSPECT FOR INSPECTION OF ASBESTOS PER OUR DEMOLITION PERMIT ORDINANCE AND DNR RULES.
    b. PROGRESS OF PROJECTS: LIFT STATION PEMBER SAID THEY WOULD LIKE TO START THE FIRST OF AUGUST OR SOONER. WELL DRILLER HOPEFULLY THE FIRST PART OF AUGUST.
    c. PURCHASED PICKUP FROM NORTHTOWN FORD NEED TO UPFIT WITH TOOLBOX LADDER RACK AND POSSIBLY HEADACHE RACK
    d. DONATION OF CHAIRS FROM DUNN COUNTY FOR STORM SHELTER
8. NEW BUSINESS:
    a. Motion to close Tower Road for WCAC July 31- Aug 4, 2025, by Trustee Marten, second President Hakanson motion carried
    b. Motion to close Hwy 170 support WCAC detour Sunday Aug 3, 2025, 7 am-3pm by President Hakanson, second Trustee Milune motion carried
    c. Resolution for Donald R. Knutson to be added to account at People State Bank Motion by President Hakanson second by Trustee Marten voice vote President Hakanson Aye, Trustee Milune Ays, Trustee Marten Aye motion carried.
    d. Photos of Village Staff to make official ID's for Dunn County Emergency Management
    e. Rob will attend the Virtual Hwy 25 Project meeting.
    f. Motion to Adjourn Trustee Marten, second Trustee Milune motion carried meeting adjourned 7:30 pm

    Respectfully Submitted: Donald R. Knutson Clerk Treasurer,

Wheeler WWTP Upgrades

Village of Wheeler, WI

July 9th, 2025

Facility Planning Public Hearing

CBS Squared Engineers
Tyler Hastings
Haden Hau

1

Agenda

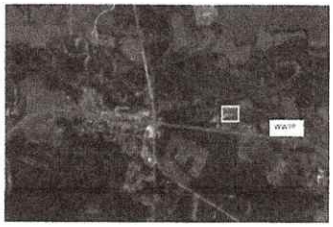
- Background
- What's the Problem?
- Facility Planning Options
- Alternatives Investigated
- Cost Estimation
- Recommended Alternative
- Funding
- Income Survey
- Schedule
- *Next Steps*

2

Background

Existing Facilities:

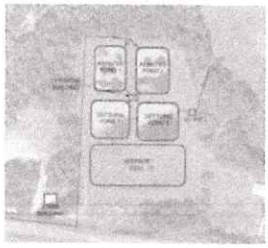
- Gravity sewer converges at a single lift station before entering force main to WWTP
- 2 operating aerated ponds and settling ponds
- Chemical dosing
- UV disinfection
- Optional absorption pond
- Discharge to Hay River



3

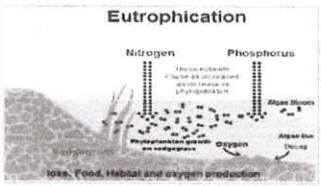
What's the Problem?

- Aging Equipment
  - Aeration Pond 2 is malfunctioning
  - Wier system is prone to clogging
  - UV pit blower and heater are broken
  - Non-automated alum addition system
- Wastewater lagoons struggling to meet current phosphorus limit of 152 lbs/year, but have done so with difficulty, future limits are expected to decrease.
- Upgrades to WWTP or changes to management of wastewater needed to meet decreasing phosphorus limit and improve operation safety.



4

What's the Problem? - Eutrophication



- Wisconsin DNR regulates surface water phosphorus discharges to prevent eutrophication
- Too much phosphorus and algae growth can cause fish die-offs and excess bacteria in the water
- Maintaining healthy nutrient balances keeps water bodies **fishable** and **swimmable**

5

Facility Planning Alternatives[M1]

Alternative 1: Do Nothing – Not Pursued

- Keep operating the WWTP as is, resulting in violations and fines in the future
  - Not pursued

Alternative 2 : Lagoon Upgrade with Continuously Backwashing Filters

- Upgrade the WWTF equipment, add tertiary treatment
  - Repairs to Aging Infrastructure · Sludge Removal · Supervisory Control Data Acquisition (SCADA) · Sand Filter Backwashing

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Facility Planning Alternatives

cbs²

Alternative 3: Lagoon Upgrade with Cloth Disk Filtration

- Install new phosphorus treatment equipment following the lower lagoon to meet effluent limits
  - Repairs to Aging Infrastructure · Sludge Removal · SCADA · Cloth Disk Filtration

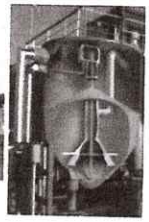
Alternative 4: Lagoon Upgrade with Conversion to Absorption Pond Discharge

- Install new phosphorus treatment equipment following the lower lagoon to meet effluent limits
  - Repairs to Aging Infrastructure · Sludge Removal · SCADA · Connection to Existing Absorption Ponds · Monitoring Wells

7

Lagoon Upgrade with Continuously Backwashing Filters

- Installation of recirculating sand filter units, which bind and remove phosphorus from the wastewater
- Must reduce solids concentration prior to filter units to prevent clogging
- SCADA remote monitoring
- Significant upgrades to the WWTP needed to meet phosphorus limits:
  - New electrical and water service on-site
  - Lift station to feed filter units
  - Recycle lift station



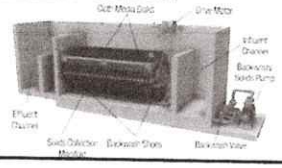
8

Lagoon Upgrade with Continuously Backwashing Filters

PROS	CONS
• Proven method for phosphorus removal with several installations within the state • Increased BOD and TSS removal efficiency • Automated systems provide operations with limited operator intervention • Maximizes WWTF's current resources while achieving effective treatment	• Increased mechanical and operational complexity at the WWTP • Increased cost associated with operator time commitment • Additional costs associated with metal salt usage and recycle pumping • New lift stations required to pump water to units and recycle solids to headworks and provide storage volume for filtration

9

Lagoon Upgrade with Cloth Disk Filtration



- Significant upgrades to the WWTP needed to meet phosphorus limits:
  - New electrical and water service on-site
  - New baffle in the lower lagoon to reduce solids prior to filtration
  - Lift station to feed filter units
  - Chemical feed system
  - Recycle lift station
- SCADA Remote Monitoring
- Increased operational and maintenance cost due to complex systems

10

Lagoon Upgrade with Cloth Disk Filtration

PROS	CONS
• Proven method for phosphorus removal with several installations within the state • Automated systems provide operations with limited operator intervention	• Increased mechanical and operational complexity at the WWTP • Increased cost associated with operator time commitment • Additional costs associated with metal salt usage and recycle pumping • New lift stations required to pump water to units and recycle solids to headworks and provide storage volume for filtration

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Lagoon Upgrade with Conversion to Absorption Pond Discharge

- Treated wastewater allowed to infiltrate into groundwater via several storage cells
- Groundwater monitoring wells needed to verify contamination does no leave site
- SCADA remote monitoring

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Lagoon Upgrade with Conversion to Absorption Pond Discharge

PROS	CONS
• Small disturbance • Prevent future WWTP construction/managements costs associated with DNR regulations and upkeep • Preservation of existing resources • Promotion of sustainable management practices • Minimal maintenance and energy consumption for equipment • Recharges groundwater	• Would need additional groundwater wells and annual monitoring TM1 • Additional treatment for nitrogen may be needed in the future to address groundwater concerns • Additional equipment that will require maintenance and operation

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Alternatives Analysis – Costs

Alternative	Capital Cost	Total Present Worth TM1
#2 – Lagoon Upgrade with Continuously Backwashing	$4,698,000	$6,911,244
# 3 – Lagoon Upgrade with Cloth Disk Filtration	$4,855,000	$7,032,671
# 4 – Lagoon Upgrade with Conversion to Absorption Pond Discharge	$2,303,000	$4,197,748

- Alternatives were evaluated for using the total present worth of the project
  - Accounts for 20 years of maintenance costs
  - WDNR current interest rate applied to total present worth

TM2

14

Environmental, Health, and Safety

- Operating the existing lagoons will have a potential public impact due to odors, potential operational difficulties, and staffing concerns
- Continued monitoring and future WDNR regulations may require additional modifications to the WWTP remain compliant
- Due to the existing infrastructure and trained staff at Wheeler WWTP, absorption pond utilization poses the lowest risk to the public and the environment

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Recommended Alternative: Lagoon Upgrade with Conversion to Absorption Pond Discharge (Alt. 4)

- Resolve the stuck valve in Aeration Pond 2
- Replace the existing aeration system with a fine bubble system
- Fix broken blower and heater in UV pit
- SCADA incorporation
- Construct connection to absorption pond
- Installation of groundwater monitoring wells

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ESTIMATE OF PROBABLE COSTS- LAGOON UPGRADE WITH CONVERSION TO ABSORPTION POND DISCHARGE

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
Wastewater Treatment Plant Improvements				
Mobilization	1	LS	$ 100,000.00	$ 100,000.00
Clearing and Grubbing	0.25	Acre	$ 10,000.00	$ 2,500.00
Silt Fence	800	LF	$ 2.50	$ 2,000.00
Sludge Removal	1	LS	$ 100,000.00	$ 100,000.00
Turf Establishment	2000	SY	$ 3.00	$ 6,000.00
Fine Bubble Aeration System (VFD, fittings and piping, diffusers, grobes, building)	1	LS	$ 157,000.00	$ 157,000.00
Blower Control Panel	1	Each	$ 20,000.00	$ 20,000.00
Seepage Cell Refurbishing	1	LS	$ 75,000.00	$ 75,000.00
Equipment Building (SCADA panel, Electrical panel)	1	LS	$ 300,000.00	$ 300,000.00
Installation	1	LS	$ 139,950.00	$ 139,950.00
SCADA	1	LS	$ 225,000.00	$ 225,000.00
WWTP Electrical	1	LS	$ 75,000.00	$ 75,000.00
Meter/Weir	1	LS	$ 100,000.00	$ 100,000.00
Remove and Dispose of Settled Sludge	1	LS	$ 170,000.00	$ 170,000.00
Outdated Equipment Abandonment	1	Each	$ 100,000.00	$ 100,000.00
Total WWTP Improvement Cost				$ 1,592,450.00
Seepage Cell Evaluation				
Seepage Cell Evaluation	1	LS	$ 25,000.00	$ 25,000.00
Geotechnical Exploration	1	LS	$ 20,000.00	$ 20,000.00
Geohydrologist Evaluation	1	LS	$ 25,000.00	$ 25,000.00
Total Seepage Cell Evaluation Costs				$ 70,000.00
Total Other				
Engineering (contract)				$ 190,320.000
Contingency				$ 159,245.000
Funding Administration				$ 5,000.000
Legal				$ 10,000.00
Bonding				$ 20,000.00
Interim Interest				$ 36,000.00
Auditing				$ 15,000.00
Financial Consultant				$ 5,000.00
Total Other Costs				$ 440,565.00
Total Capital Costs				$ 2,303,015.00

17

Funding

- Acquired from United States Department of Agriculture-Rural Development (USDA-RD)

USDA Rural Development

TM1

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User Rate Impacts

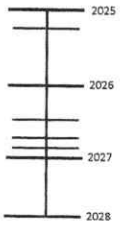
- USDA Loan= 4.125% APR
- Assuming no grant funding or reduced interest rate

Total Loan Amount	$2,303,015
Loan Interest Rate	4.125%
Average Monthly User Fixed Rate	$23.81
Average Future Monthly User Rate	$173.24
Percent Increase	628%

19

Tentative Project Schedule

- Facility Plan to WDNR to describe need for project and alternatives evaluated (May 2025)
  - Land easement agreements with any land owners
  - Utility permission from Dunn County
- Construction Start for WWTP (June 2026)
- Substantial Completion (November 2026)
- Project Final Completion (December 2026)



20

Next Steps - Action Items

- Begin Final WWTP Design
- Complete Well and Lift Station Construction
- Create Bid Alternates based on need and available funding

21

Questions

22

Thank You!

Tyler Hastings, PE
(715) 505-8633
thastings@cbssquaredinc.com

23

Total Number of Permits issued for the Month	**1**
Total Number of Closed for the Month	**2**
Monthly Project Valuation	*$4,500.00*
Year to Date Project Valuation	*$385,904.00*

Municipality Completed Inspections for the Month of:
July, 2025

Permit Number	Date Issued	Owners Names	Address	Project	Inspection Type	Date of Inspection	Status
WH25-07	6/9/2025	Dairy State Bank	100 Highway 25 South; Wheeler, WI 54772	Commercial Alteration	Electrical Service	7/15/2025	Approved.
					Final	7/30/2025	Fail
WH25-05	5/6/2025	Mathew Herbers	507 2nd Avenue West; Wheeler, WI 54772	Re-Roof	Final	7/25/2025	Approved.

Residential Inspections:	1
Commercial Inspections:	2
Total Number of Inspections Completed for the Month	**3**

Village of WheelerBuilding Inspector's Report for the Month of: July, 2025

All 2025 Issued Building Permits

Permit Number	Date Issued	Owners Names	Address	Project	Project Valuation	Total Permit Fee	Springfield Retains	Permit Status	Date Closed
WH25-01	1/21/2025	Sorena Martin	504 2nd Avnue West; Wheeler, WI 54772	Dwelling Alteration	$73,000.00	$318.50	$24.50	Open	
WH25-02	3/21/2025	Kalya Kasmeirski	210 North Evergreen Drive; Wheeler	Raze	$0.00	$162.50	$12.50	Open	
WH25-03	4/3/2025	Mike MC Namera	204 West Main Street; Wheeler, WI 54772	Alteration	$2,700.00	$318.50	$24.50	Closed	6/19/2025
WH25-04	4/8/2025	Doreen Olson	105 Tower Road; Wheeler, WI 54722	Shed	$5,000.00	$100.00	$8.33	On-File	4/8/2025
WH25-05	5/6/2025	Mathew Herbers	507 2nd Avenue West; Wheeler, WI 54772	Re-Roof	$15,000.00	$137.50	$12.50	Closed	7/29/2025
WH25-06	5/8/2025	Charlene Prause	208 West Main Street; Wheeler, WI 54772	Fence	$11,000.00	$100.00	$8.33	Open	
WH25-07	6/9/2025	Dairy State Bank	100 Highway 25 South; Wheeler, WI 54772	Commercial Alteration	$244,900.00	$4,939.30	$213.15	Open	
WH25-08	6/17/2025	Dairy State Bank	100 Highway 25 South; Wheeler, WI 54772	Sign Permit	$29,804.00	$108.33	$8.33	On-File	6/17/2025
WH25-09	7/30/2025	WI Housing Preservation Group	205 West Tower Road; Wheeler, WI 54772	Sign Permit	$4,500.00	$108.33	$8.33	On-File	7/30/2025
WH25-10	Pending Payment	Village of Wheeler	Tower Road Hill & Hill Road; Wheeler, WI 54772	Well #1 Storage					
WH25-11	Pending Payment	Village of Wheeler	Tower Road Hill & Hill Road; Wheeler, WI 54772	Well House #2					
WH25-12	Pending Payment	Village of Wheeler	Birch Street & Railroad Ave; Wheeler, WI 54772	Lift Station Building					

Permit Approval Letter/Invoice

Invoice Number:	*WH25-090722*	**Invoiced to:**	
Applicant Name:		Greg Holz - Westphal	
Project Address:		205 Tower Road West; Wheeler, WI 54772	
Type of Project:		New Sign	
Property Owner(s):		WHPC-Dunn County LLC	

Permit Number

WH25-09

Date Permit Issued: ***7/30/2025***

Date Permit Expires: ***7/29/2027***

This permit has been conditionally approved as a:

New Sign

Sign Approval Conditions

1. All work to be competed shall be completed in accordance with the applicable codes as adopted by the State of Wisconsin and to the ***Village of Wheeler Sign Ordinances.*** All work being inspected does not warranty any construction practices of the contractors or the quality of materials and workmanship used.
2. A building permit expires 24 months after issuance and an electrical permit expires 12 months after issuance.
3. The applicant on the top of this page understands that they are subject to all applicable codes, laws, statutes, local ordinances, and any conditions included with this approval letter.
4. This permit is conditionally approved by the Village of Wheeler and within their local ordinances. Signs installed on State roads or highways are subject to State rules and regulation that may be more stringent than the local ordinances.
5. The applicant on the top of this page is responsible for knowing the property lines and the correct setbacks for which this sign is being installed.
6. The Wheeler Sign Ordinance is provided with this approval letter for review and reference.

State Seal # *N/A*

Issuing Jurisdiction

Village of Wheeler

Dunn County, Wisconsin

Plan Review	*$8.33*
Permit Seal	*$0.00*
Permit	*$83.33*
Administrative	*$16.67*
Other	*$0.00*
Total Cost	*$108.33*

Joshua Melstrom, Certification # 976538

jmelstrominspect@gmail.com

(480)261-9014

Conditionally Approved By Josh Melstrom

Office Use

Paid in Full [X] ***Reference:*** $108.83 - Check #035538 ***Received:*** 7/29/2025 JM

*****Make the check payable to Melstrom Inspections, LLC and mail to:***

A $40.00 charge will be applied for all returned checks.

Melstrom Inspections, LLC

P.O. Box 351

Glenwood City, WI 54013

Melstrom Inspections,LLC

Joshua Melstrom
P.O. Box 351
Glenwood City, WI 54013
480-261-9014
jmelstrominspect@gmail.com

INVOICE FOR THE VILLAGE OF WHEELER

Date: 7/30/2025
Invoice Number: WH25-090722R
Invoiced to the Village of Wheeler, WI
105 West Tower Street
Wheeler, WI 54772
Description of Services: Municipal building permit-inspection fees. See the next page for additional details.

Building Permit Number	WH25-09
Property Owner(s)	WHPC-Dunn County LLC
Applicant	Greg Holz - Westphal
Address	205 Tower Road West; Wheeler, WI 54772
Type of Project	New Sign

Total Building Permit Fee	*$108.33*
Permit Fee	*-$83.33*
State Seal Fee	*$0.00*
Plan Review Fee	*-$8.33*
Administrative Fee	*-$8.33*

Total Due to Wheeler **$8.33**

The check was made out to Melstrom Inspections. I have written a check out to the Village of Wheeler for their portion. ***$8.33***

As always, it is great to be doing business with the Village of Wheeler. ***Thank you!***

Melstrom Inspections,LLC

Joshua Melstrom
P.O. Box 351
Glenwood City, WI 54013
480-261-9014
jmelstrominspect@gmail.com

THE VILLAGE OF WHEELER

Breakdown of Fees For the Building Permit

Building Permit Number	WH25-09
Property Owner(s)	WHPC-Dunn County LLC
Applicant	Greg Holz - Westphal
Address	205 Tower Road West; Wheeler, WI 54772
Type of Project	New Sign

	Building Permit Total	Building Inspector Charges
Plan Review Fee	*$8.33*	*$8.33*
State Seal	*$0.00*	*$0.00*
Permit Fee	*$83.33*	*$83.33*
Administative Fee	*$8.33*	*$8.33*
Town Fee	*$8.33*	*$0.00*
Town Deposit	*$0.00*	*$0.00*
Double Permit/Renewal Fee Fee	*$0.00*	*$0.00*
Grand Total	**$108.33**	**$100.00**

Village of Wheeler Retains $8.33

Melstrom Inspections,LLC

Joshua Melstrom
P.O. Box 351
Glenwood City, WI 54013
480-261-9014
jmelstrominspect@gmail.com

INVOICE FOR THE VILLAGE OF WHEELER

Date: 8/5/2025
Invoice Number: WH25-100722R
Invoiced to the Village of Wheeler, WI
105 West Tower Street
Wheeler, WI 54772
Description of Services: Municipal building permit-inspection fees. See the next page for additional details.

Building Permit Number	WH25-10
Property Owner(s)	Village of Wheeler
Applicant	Nicole - Pember Companies Inc.
Address	Tower Road West; Wheeler, WI 54772
Type of Project	Well # 1 Storage Building

Total Building Permit Fee	*$1,141.44*
Plan Review Fee	*-$95.12*
State Seal Fee	*$0.00*
Permit Fee	*-$951.20*
Administrative Fee	*$0.00*

Total Due to Wheeler **$95.12**

The check was made out to Melstrom Inspections. I have written a check out to the Village of Wheeler for their portion. ***$95.12***

As always, it is great to be doing business with the Village of Wheeler. ***Thank you!***

Melstrom Inspections,LLC

Joshua Melstrom
P.O. Box 351
Glenwood City, WI 54013
480-261-9014
jmelstrominspect@gmail.com

THE VILLAGE OF WHEELER

Breakdown of Fees For the Building Permit

Building Permit Number	WH25-10
Property Owner(s)	Village of Wheeler
Applicant	Nicole - Pember Companies Inc.
Address	Tower Road West; Wheeler, WI 54772
Type of Project	Well # 1 Storage Building

	Building Permit Total	Building Inspector Charges
Plan Review Fee	*$95.12*	*$95.12*
State Seal	*$0.00*	*$0.00*
Permit Fee	*$951.20*	*$951.20*
Administative Fee	*$0.00*	*$0.00*
Town Fee	*$95.12*	*$0.00*
Town Deposit	*$0.00*	*$0.00*
Double Permit/Renewal Fee Fee	*$0.00*	*$0.00*
Grand Total	**$1,141.44**	**$1,046.32**

Village of Wheeler Retains $95.12

Permit Approval Letter/Invoice

Invoice Number:	*WH25-100722*	**Invoiced to:**
Applicant Name:		Nicole - Pember Companies Inc.
Project Address:		Tower Road West; Wheeler, WI 54772
Type of Project:		Well # 1 Storage Building
Property Owner(s):		Village of Wheeler

Permit Number

WH25-10

Date Permit Issued: *8/5/2025*

Date Permit Expires: *8/4/2027*

This permit has been conditionally approved as a:
Well # 1 Storage Building

Commercial Building and Electrical Approval Conditions

1. All work to be competed shall be completed in accordance with the applicable codes as adopted by the State of Wisconsin. All work being inspected does not warrant any construction practices of the contractors or the quality of materials and workmanship used.
2. A building permit expires 24 months after issuance and an electrical permit expires 12 months after issuance.
3. It is the responsibility of the applicant noted at the top of this page to schedule the required inspections.
4. **SPS 361.41(1) and SPS 316.013(3)a.** The owner or an authorized representative shall request inspections from the municipality or authorized electrical inspection agency administering and enforcing this code.
   All inspections applicable and required by the State of Wisconsin shall be requested in a timely manner, up to a 48 hour notice. Refer to Melstrom Inspections for any questions, concerns, and/or all inspection scheduling.
5. **SPS 316.013(3)b.** 1. Electrical wiring shall remain accessible and exposed for inspection purposes.
   2.Electrical wiring may not be energized.
6. **SPS 316.013(3)c.** The concealment or energizing of electrical wiring, other than an electrical service, may proceed only if the inspection has not been completed within 2 business days after notification is received or as otherwise agreed between the applicant and the municipality or authorized UDC inspection agency.
7. **SPS 361.30(b)-Table 360.30-1,** Occupancy Type S buildings under 25,000 cubic feet by volume are not required to have a State plan review performed. The exemption for not having to submit and obtain prior approval from the State for a specific building does not waive the obligation of these types of projects to conform to the standards of Wisconsin Commercial Building Code, Chapters SPS 361 - 364.
8. **SPS 361.30(3)** This approval does not include HVAC. If HVAC is to be added, provide an HVAC set of plans.

State Seal # *N/A*

Issuing Jurisdiction

Village of Wheeler

Dunn County, Wisconsin

Plan Review	*$95.12*
Permit Seal	*$0.00*
Permit	*$951.20*
Administrative	*$95.12*
Other	*$0.00*
Total Cost	*$1,141.44*

Joshua Melstrom, Certification # 976538
jmelstrominspect@gmail.com
(480)261-9014

Conditionally Approved By Josh Melstrom

Office Use

Paid in Full [X] ***Reference:*** $1,141.44 - Check #573340 ***Received:*** 8/4/2025 JM

****Make the check payable to Melstrom Inspections, LLC and mail to:***

A $40.00 charge will be applied for all returned checks.

Melstrom Inspections, LLC

P.O. Box 351

Glenwood City, WI 54013

Please refer to Melstrom Inspections for any questions, concerns, and/or all inspection scheduling. Any text messages for scheduling will not be accepted. Email is the best option for scheduling.

Inspection Types

The applicant or an authorized representative shall request inspections from the municipality or authorized inspector administering and enforcing this code. Construction may not proceed beyond the point of inspection until the inspection has been completed. Construction may proceed if the inspection has not taken place by the end of the second business day following the day of notification or as otherwise agreed between the applicant and the municipality or authorized inspector.

Erosion control inspection.

Erosion control inspections shall be performed concurrently with all other required construction inspections. Additional inspections for erosion control may be performed by the delegated authority.

Foundation excavation inspection.(Footings)

The excavation for the foundation shall be inspected after the placement of any forms or required reinforcement and prior to the placement of the permanent foundation material. At this inspection, the inspector will determine if a drain tile system is required per SPS 321.17.

Foundation inspection

The foundation shall be inspected after completion. Where damp proofing, exterior insulation or drain tile are required for code compliance, the foundation shall be inspected prior to backfilling.

Rough inspections

A rough inspection shall be performed for each inspection category listed under ***sub.1.a thru f*** (Below) after the rough work is constructed but before it is concealed. All categories of work for rough inspections may be completed before the notice for inspection is given, provided the work has not been covered.

a. The basement floor area.

***** Note:*** The inspection of the basement floor area should include the following: any underfloor plumbing, electrical, or HVAC; any interior drain tile with base course; the structural base course for the floor slab; and the underfloor vapor retarder.

b. General construction, including framing.

c. Rough electrical.

d. Rough plumbing.

e. Rough heating, ventilating and air conditioning.

f. Above the ceiling inspection is required prior to installing any ceiling tiles in a dropped ceiling area

The applicant may request one rough inspection or individual rough inspections.

Insulation inspection

An inspection shall be made of the insulation and vapor retarders after they are installed but before they are concealed.

Final inspection

Occupancy shall be given after a final inspection has been made that finds no critical violations of this code that could reasonably be expected to affect the health or safety of a person using the building.

Permit Approval Letter/Invoice

Invoice Number:	*WH25-110728*	**Invoiced to:**
Applicant Name:		Nicole - Pember Companies Inc.
Project Address:		Tower Road West; Wheeler, WI 54772
Type of Project:		#2 Well House
Property Owner(s):		Village of Wheeler

Permit Number

WH25-11

Date Permit Issued: *8/5/2025*

Date Permit Expires: *8/4/2027*

This permit has been conditionally approved as a:
#2 Well House

Commercial Building and Electrical Approval Conditions

1 All work to be competed shall be completed in accordance with the applicable codes as adopted by the State of Wisconsin. All work being inspected does not warrant any construction practices of the contractors or the quality of materials and workmanship used.

2 A building permit expires 24 months after issuance and an electrical permit expires 12 months after issuance.

3 It is the responsibility of the applicant noted at the top of this page to schedule the required inspections.

4 **SPS 361.41(1) and SPS 316.013(3)a.** The owner or an authorized representative shall request inspections from the municipality or authorized electrical inspection agency administering and enforcing this code.
All inspections applicable and required by the State of Wisconsin shall be requested in a timely manner, up to a 48 hour notice. Refer to Melstrom Inspections for any questions, concerns, and/or all inspection scheduling.

5 **SPS 316.013(3)b.** 1. Electrical wiring shall remain accessible and exposed for inspection purposes.
2.Electrical wiring may not be energized.

6 **SPS 316.013(3)c.** The concealment or energizing of electrical wiring, other than an electrical service, may proceed only if the inspection has not been completed within 2 business days after notification is received or as otherwise agreed between the applicant and the municipality or authorized UDC inspection agency.

7 **SPS 361.30(b)-Table 360.30-1,** Occupancy Type S buildings under 25,000 cubic feet by volume are not required to have a State plan review performed. The exemption for not having to submit and obtain prior approval from the State for a specific building does not waive the obligation of these types of projects to conform to the standards of Wisconsin Commercial Building Code, Chapters SPS 361 - 364.

State Seal # *N/A*

Issuing Jurisdiction

Village of Wheeler

Dunn County, Wisconsin

Plan Review	*$101.15*
Permit Seal	*$0.00*
Permit	*$1,011.52*
Administrative	*$101.15*
Other	*$0.00*
Total Cost	*$1,213.82*

Joshua Melstrom, Certification # 976538
jmelstrominspect@gmail.com
(480)261-9014

Conditionally Approved By Josh Melstrom

Office Use

Paid in Full [X] ***Reference:*** $1,213.82 - Check #573340 ***Received:*** 8/4/2025 JM

****Make the check payable to Melstrom Inspections, LLC and mail to:***

A $40.00 charge will be applied for all returned checks.

Melstrom Inspections, LLC

P.O. Box 351

Glenwood City, WI 54013

Please refer to Melstrom Inspections for any questions, concerns, and/or all inspection scheduling. Any text messages for scheduling will not be accepted. Email is the best option for scheduling.

Inspection Types

The applicant or an authorized representative shall request inspections from the municipality or authorized inspector administering and enforcing this code. Construction may not proceed beyond the point of inspection until the inspection has been completed. Construction may proceed if the inspection has not taken place by the end of the second business day following the day of notification or as otherwise agreed between the applicant and the municipality or authorized inspector.

Erosion control inspection.

Erosion control inspections shall be performed concurrently with all other required construction inspections. Additional inspections for erosion control may be performed by the delegated authority.

Foundation excavation inspection.(Footings)

The excavation for the foundation shall be inspected after the placement of any forms or required reinforcement and prior to the placement of the permanent foundation material. At this inspection, the inspector will determine if a drain tile system is required per SPS 321.17.

Foundation inspection

The foundation shall be inspected after completion. Where damp proofing, exterior insulation or drain tile are required for code compliance, the foundation shall be inspected prior to backfilling.

Rough inspections

A rough inspection shall be performed for each inspection category listed under ***sub.1.a thru f*** (Below) after the rough work is constructed but before it is concealed. All categories of work for rough inspections may be completed before the notice for inspection is given, provided the work has not been covered.

a. The basement floor area.

*** Note:* The inspection of the basement floor area should include the following: any underfloor plumbing, electrical, or HVAC; any interior drain tile with base course; the structural base course for the floor slab; and the underfloor vapor retarder.

b. General construction, including framing.

c. Rough electrical.

d. Rough plumbing.

e. Rough heating, ventilating and air conditioning.

f. Above the ceiling inspection is required prior to installing any ceiling tiles in a dropped ceiling area

The applicant may request one rough inspection or individual rough inspections.

Insulation inspection

An inspection shall be made of the insulation and vapor retarders after they are installed but before they are concealed.

Final inspection

Occupancy shall be given after a final inspection has been made that finds no critical violations of this code that could reasonably be expected to affect the health or safety of a person using the building.

Melstrom Inspections,LLC

Joshua Melstrom
P.O. Box 351
Glenwood City, WI 54013
480-261-9014
jmelstrominspect@gmail.com

THE VILLAGE OF WHEELER

Breakdown of Fees For the Building Permit

Building Permit Number	WH25-11
Property Owner(s)	Village of Wheeler
Applicant	Nicole - Pember Companies Inc.
Address	Tower Road West; Wheeler, WI 54772
Type of Project	#2 Well House

	Building Permit Total	Building Inspector Charges
Plan Review Fee	*$101.15*	*$101.15*
State Seal	*$0.00*	*$0.00*
Permit Fee	*$1,011.52*	*$1,011.52*
Administative Fee	*$0.00*	*$0.00*
Town Fee	*$101.15*	*$0.00*
Town Deposit	*$0.00*	*$0.00*
Double Permit/Renewal Fee Fee	*$0.00*	*$0.00*
Grand Total	**$1,213.82**	**$1,112.67**

Village of Wheeler Retains $101.15

Melstrom Inspections,LLC

Joshua Melstrom
P.O. Box 351
Glenwood City, WI 54013
480-261-9014
jmelstrominspect@gmail.com

INVOICE FOR THE VILLAGE OF WHEELER

Date: 8/5/2025
Invoice Number: WH25-110728R
Invoiced to the Village of Wheeler, WI
105 West Tower Street
Wheeler, WI 54772
Description of Services: Municipal building permit-inspection fees. See the next page for additional details.

Building Permit Number	WH25-11
Property Owner(s)	Village of Wheeler
Applicant	Nicole - Pember Companies Inc.
Address	Tower Road West; Wheeler, WI 54772
Type of Project	#2 Well House

Total Building Permit Fee	*$1,213.82*
Plan Review Fee	*-$101.15*
State Seal Fee	*$0.00*
Permit Fee	*-$1,011.52*
Administrative Fee	*$0.00*

Total Due to Wheeler $101.15

The check was made out to Melstrom Inspections. I have written a check out to the Village of Wheeler for their portion. ***$101.15***

As always, it is great to be doing business with the Village of Wheeler. ***Thank you!***

Permit Approval Letter/Invoice

Invoice Number:	*WH25-120731*	**Invoiced to:**
Applicant Name:		Nicole - Pember Companies Inc.
Project Address:		NW Corner of Birch &Railroad; Wheeler, WI 54772
Type of Project:		Lift Station Builidng
Property Owner(s):		Village of Wheeler

Permit Number

WH25-12

Date Permit Issued: ***8/5/2025***

Date Permit Expires: ***8/4/2027***

This permit has been conditionally approved as a:
Lift Station Builidng

Commercial Building and Electrical Approval Conditions

1 All work to be competed shall be completed in accordance with the applicable codes as adopted by the State of Wisconsin. All work being inspected does not warrant any construction practices of the contractors or the quality of materials and workmanship used.

2 A building permit expires 24 months after issuance and an electrical permit expires 12 months after issuance.

3 It is the responsibility of the applicant noted at the top of this page to schedule the required inspections.

4 **SPS 361.41(1) and SPS 316.013(3)a.** The owner or an authorized representative shall request inspections from the municipality or authorized electrical inspection agency administering and enforcing this code.
All inspections applicable and required by the State of Wisconsin shall be requested in a timely manner, up to a 48 hour notice. Refer to Melstrom Inspections for any questions, concerns, and/or all inspection scheduling.

5 **SPS 316.013(3)b.** 1. Electrical wiring shall remain accessible and exposed for inspection purposes.
2.Electrical wiring may not be energized.

6 **SPS 316.013(3)c.** The concealment or energizing of electrical wiring, other than an electrical service, may proceed only if the inspection has not been completed within 2 business days after notification is received or as otherwise agreed between the applicant and the municipality or authorized UDC inspection agency.

7 **SPS 361.30(b)-Table 360.30-1,** Occupancy Type S buildings under 25,000 cubic feet by volume are not required to have a State plan review performed. The exemption for not having to submit and obtain prior approval from the State for a specific building does not waive the obligation of these types of projects to conform to the standards of Wisconsin Commercial Building Code, Chapters SPS 361 - 364.

State Seal # *N/A*

Issuing Jurisdiction

Village of Wheeler

Dunn County, Wisconsin

Plan Review	*$96.70*
Permit Seal	*$0.00*
Permit	*$966.98*
Administrative	*$96.70*
Other	*$0.00*
Total Cost	*$1,160.38*

Joshua Melstrom, Certification # 976538
jmelstrominspect@gmail.com
(480)261-9014

Conditionally Approved By Josh Melstrom

Office Use

Paid in Full [X] ***Reference:*** $1,160.38 - Check #573340 ***Received:*** 8/4/2025 JM

*****Make the check payable to Melstrom Inspections, LLC and mail to:***

A $40.00 charge will be applied for all returned checks.

Melstrom Inspections, LLC

P.O. Box 351

Glenwood City, WI 54013

Please refer to Melstrom Inspections for any questions, concerns, and/or all inspection scheduling. Any text messages for scheduling will not be accepted. Email is the best option for scheduling.

Inspection Types

The applicant or an authorized representative shall request inspections from the municipality or authorized inspector administering and enforcing this code. Construction may not proceed beyond the point of inspection until the inspection has been completed. Construction may proceed if the inspection has not taken place by the end of the second business day following the day of notification or as otherwise agreed between the applicant and the municipality or authorized inspector.

Erosion control inspection.

Erosion control inspections shall be performed concurrently with all other required construction inspections. Additional inspections for erosion control may be performed by the delegated authority.

Foundation excavation inspection.(Footings)

The excavation for the foundation shall be inspected after the placement of any forms or required reinforcement and prior to the placement of the permanent foundation material. At this inspection, the inspector will determine if a drain tile system is required per SPS 321.17.

Foundation inspection

The foundation shall be inspected after completion. Where damp proofing, exterior insulation or drain tile are required for code compliance, the foundation shall be inspected prior to backfilling.

Rough inspections

A rough inspection shall be performed for each inspection category listed under ***sub.1.a thru f*** (Below) after the rough work is constructed but before it is concealed. All categories of work for rough inspections may be completed before the notice for inspection is given, provided the work has not been covered.

a. The basement floor area.

***** Note:*** The inspection of the basement floor area should include the following: any underfloor plumbing, electrical, or HVAC; any interior drain tile with base course; the structural base course for the floor slab; and the underfloor vapor retarder.

b. General construction, including framing.

c. Rough electrical.

d. Rough plumbing.

e. Rough heating, ventilating and air conditioning.

f. Above the ceiling inspection is required prior to installing any ceiling tiles in a dropped ceiling area

The applicant may request one rough inspection or individual rough inspections.

Insulation inspection

An inspection shall be made of the insulation and vapor retarders after they are installed but before they are concealed.

Final inspection

Occupancy shall be given after a final inspection has been made that finds no critical violations of this code that could reasonably be expected to affect the health or safety of a person using the building.

Melstrom Inspections,LLC

Joshua Melstrom
P.O. Box 351
Glenwood City, WI 54013
480-261-9014
jmelstrominspect@gmail.com

INVOICE FOR THE VILLAGE OF WHEELER

Date: 8/5/2025
Invoice Number: WH25-120731R
Invoiced to the Village of Wheeler, WI
105 West Tower Street
Wheeler, WI 54772
Description of Services: Municipal building permit-inspection fees. See the next page for additional details.

Building Permit Number	WH25-12
Property Owner(s)	Village of Wheeler
Applicant	Nicole - Pember Companies Inc.
Address	NW Corner of Birch &Railroad; Wheeler, WI 54772
Type of Project	Lift Station Builidng

Total Building Permit Fee	*$1,160.38*
Plan Review Fee	*-$96.70*
State Seal Fee	*$0.00*
Permit Fee	*-$966.98*
Administrative Fee	*$0.00*

Total Due to Wheeler **$96.70**

The check was made out to Melstrom Inspections. I have written a check out to the Village of Wheeler for their portion. ***$96.70***

As always, it is great to be doing business with the Village of Wheeler. ***Thank you!***

Melstrom Inspections,LLC

Joshua Melstrom
P.O. Box 351
Glenwood City, WI 54013
480-261-9014
jmelstrominspect@gmail.com

THE VILLAGE OF WHEELER

Breakdown of Fees For the Building Permit

Building Permit Number	WH25-12
Property Owner(s)	Village of Wheeler
Applicant	Nicole - Pember Companies Inc.
Address	NW Corner of Birch &Railroad; Wheeler, WI 54772
Type of Project	Lift Station Builidng

	Building Permit Total	Building Inspector Charges
Plan Review Fee	***$96.70***	*$96.70*
State Seal	***$0.00***	*$0.00*
Permit Fee	***$966.98***	*$966.98*
Administative Fee	***$0.00***	*$0.00*
Town Fee	***$96.70***	*$0.00*
Town Deposit	***$0.00***	*$0.00*
~~***Double Permit/Renewal Fee Fee***~~	~~***$0.00***~~	~~*$0.00*~~
Grand Total	**$1,160.38**	**$1,063.68**

Village of Wheeler Retains $96.70

24-7 TELCOM WEST WISCONSIN TELCOM

INTERNET | VIDEO | VOICE | SMART HOME SECURITY

HP-Poly® Edge E 300 Series Business Media Phone

Welcome to HP-Poly Edge E 300 Series

HP-Poly Edge E 300 is packed with many advanced features that will enhance your day-to-day business activities and make your life easier. This guide is designed to help you use some of the most popular features with your new HP-Poly® Edge E 300—right out of the box.

Soft Keys

The soft keys located underneath the phone screen perform the functions that appear directly above them on the display. Their functions are context sensitive, which means the function of the soft keys changes depending upon your current activity. For example, if you are conferencing, the soft keys display functions related to the conference function.

Line Keys

With the Edge E300 series, you can access up to eight physical line keys and up to 24 additional virtual keys. The line keys, located to the left of the phone screen, indicate the status of your lines and associated activity. The icon informs you when a line is idle, ringing, in use, on hold or disconnected altogether. Use the Pagination key to change virtual pages of line keys.

Navigation Keys

The Navigation keys allow you to scroll through the options and lists on the display keys by pressing left, right, up or down. To select an item, press the Select button (the button in the center of the navigation keys).

Answer a Call

To answer a call, simply pick up the handset or press the Answer soft key, Speakerphone key or Headset key.

Place a Call

To place a call, simply pick up the handset or press the New Call soft key, Speakerphone key or Headset key. Then dial the number.

Feature Codes

*72 Call Forwarding Always Activation
*73 Call Forwarding Always Deactivation
*90 Call Forwarding Busy Activation
*91 Call Forwarding Busy Deactivation
*92 Call Forwarding No Answer Activation
*93 Call Forwarding No Answer Deactivation
*44 Call Recording (if enabled)
*67 Calling Line ID Delivery Blocking per Call
*65 Calling Line ID Delivery per Call
*68 Call Park
*88 Call Park Retrieve
*98 Call Pickup
*11 Call Pull
*69 Call Return
*70 Cancel Call Waiting
*99 Clear Voice Message Waiting Indicator
*55 Direct Voicemail Transfer
*78 Do Not Disturb Activation
*79 Do Not Disturb Deactivation
*62 Voice Portal Access
*66 Last Number Redial

Note: Some of these codes may not be available to all users. See your group admin to add features.

24-7 TELCOM WEST WISCONSIN TELCOM

INTERNET | VIDEO | VOICE | SMART HOME SECURITY

Other Features

Set up Voicemail

- Either press the Messages key or initiate a call.
- If calling, dial *62 or your dial your extension.
- At the prompt, enter in a passcode, then press #.
- Re-enter your passcode, then press #.
- Follow instructions to record your name.
- Follow prompts to:
  - Access voice mailbox
  - Access greetings menu
  - Change passcode
  - Exit voice portal

Retrieve Voicemail Messages

A flashing red light bar below the display notifies you when you have a new voicemail message.

- To check your voicemail, press the Messages key, or initiate a call and dial *62 or your dial your extension.
- Enter your voicemail passcode if prompted, then press #. (If you forgot your passcode, please contact your system administrator.)
- Follow the audio prompts.

Hold and Resume a Call

- To hold, press the Hold hard or soft key.
- To resume, press the Resume hard or soft key.

Access Call Lists

- Call History can be accessed using the Navigation keys or by pressing Home and selecting Recent Calls.
- To see received calls, press the left navigation button. To see placed calls, press the right navigation button. To see missed calls, press the down navigation button.
- To dial a number, scroll to the desired number, then press the Dial soft key or the Select button.

Do Not Disturb

- To enable Do Not Disturb, press the DND soft key.
- To disable, press the DND soft key again.

View a complete user guide at https://support.hp.com/us-en/poly/products/phones/phones-desk

Make a Three-way Call

After the first call is connected:

- Press the More soft key, then the Confrnc soft key. The active call will be placed on hold.
- Dial the new party.
- When the call connects, press the Confrnc soft key again to join the calls.

Transfer a Call

- After the first call is connected:
- Press the Transfer hard key or soft key. (The active call will be placed on hold.)
- To speak to the transfer-to party first, Dial the number or extension and press Send.
- When the party answers, announce transfer. Then press Transfer again to complete.
- To transfer the call unannounced, press the Blind Transfer soft key first, then Dial the number or extension and press Send. The transfer will complete.

To transfer the call directly to another user's voicemail

- During the transfer process, Dial *55 instead of the extension
- Dial the extension, followed by #.
- A confirmation will announce the transfer is complete.

Call Forwarding

- Press the Forward soft key or the Home key.
- If using Home, press the down arrow on the Navigation keys until the Forward Menu option is selected. Press the Select navigation button.
- Use the up and down arrows on the Navigation keys to select your option.
  - Call Forwarding Always
  - Call Forwarding No Answer
  - Call Forwarding Busy
- Enter destination number and press Enable soft key.
- To disable, follow the same steps and press Disable.

Shortcuts

- Pick up handset and dial:
  - *72 = Call Forwarding Always
  - *90 = Call Forwarding Busy
  - *92 = Call Forwarding No Answer
- Enter destination number, then press #.
- To deactivate, dial:
  - *73 = Call Forwarding Always
  - *91 = Call Forwarding Busy
  - *93 = Call Forwarding No Answer

Sales Quote

912 Crescent Street
Menomonie, WI 54751
Phone: 715.231.2000
Fax: 715.231.2407
www.wwt.net

Business Name: Village of Wheeler

Contact	Don office@vi.wheeler.wi.gov		
Address	105 Tower Road West		
City	Wheeler	State WI	Zip 54772
Phone	715-632-2449	Fax	
Cell #		Email	

Date	8/4/2025
Order No.	
Rep	Aaron Vasey
Tech	

Job Description: Install Hosted Telephone System

Qty	Itemized Estimate	
2	VIPremium Business Seats, includes Features, Voicemail, 1 Auto Attendant, Remote Connectivity, Long Distance	
1	Virtual Number	
2	Poly Edge E350, 8 Digital Programmable Buttons, Digital Labels, supports up to 32 lines.	
1	* Labor & Misc. Equipment to Install Hosted System, Setup, Program, Test, and Train	
	* Will use existing wiring	
	Monthly Fee (not including taxes)	**$55.00**
	Total One-Time Fee (not including sales tax)	**$765.00**
	System and Equipment have a one year warranty	

This estimate only applies to the job described above. This estimate does not include additional materials or labor that may be required due to any unforeseen problems that arise once the job has begun. Building structure may prohibit exact location of wiring and equipment. Questions will be referred to contact person. Conditions on existing system will be discussed, if warranted.
Estimate good for 30 days. Any adds, moves, or changes, during the time of installation will be charged as time & materials. If estimate is accepted, please sign below and mail or fax back to 24-7 Telcom. Please make sure quote meets your requirements.
We reserve the right to correct any errors or omissions. Important details and disclaimers. Acceptable Use policies apply on all plans.
Phone rental available only with multi-year contract. Professional implementations for two users and above.
Other taxes and fees such as the Federal Universal Service Recovery Fee, E911 Service Fee, Compliance and Administrative Cost Recovery Fee, 911 Fee, and State and Local Taxes, may apply. See Taxes & Fees for more information.
Additional toll-free minutes billed at xx¢/min. International calls will be charged at the current rates published in our international rates table. Calls to international toll-free numbers will be charged per minute, based on the country's rate.
For our Terms & Conditions see https://wwt.net/terms-and-conditions/
**Retention period applies.

Customer Signature _____ **Date** _____

Contact Name (if different than signature) _____

Spectrum BUSINESS

Us at
12-2591

15 NNNNNNN 01 095

NNNNNNN 01 095998 0303

Account Number	End User ID Name/Address	Description	Circuit ID	Date Range	Prorated Charges	Recurring Charges	One Time Charges	Adjustments	Taxes, Fees & Surcharges	TOTAL
Service Location 1 of 1										
5953401	VILLAGE OF WHEELER 105 TOWER RD W UC APT UC WHEELER, WI 54772	**Phone Services**								
		UC Connect 3 @ $28.00		07/01-07/31	$0.00	$84.00	$0.00	$0.00	$0.00	$84.00
		Inside Wiring Installation 3 @ $4.00		07/01-07/31	$0.00	$12.00	$0.00	$0.00	$0.00	$12.00
		Cisco 6851 Phone - Rental 3 @ $2.50		07/01-07/31	$0.00	$7.50	$0.00	$0.00	$0.00	$7.50
		Enterprise Hosted Voice Unlimited Usage		07/01-07/31	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		Enterprise Hosted Voice Auto Attendant		07/01-07/31	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		Taxes, Fees and Surcharges								
		Regulatory Cost Recovery Fee			$0.00	$0.00	$0.00	$0.00	$2.13	$2.13
		Federal Universal Service Fund			$0.00	$0.00	$0.00	$0.00	$6.18	$6.18
		State Universal Service Fund			$0.00	$0.00	$0.00	$0.00	$5.47	$5.47
		State And Local Sales Tax			$0.00	$0.00	$0.00	$0.00	$6.14	$6.14
		Police And Fire Protection Fee			$0.00	$0.00	$0.00	$0.00	$2.25	$2.25
		Subtotal			**$0.00**	**$103.50**	**$0.00**	**$0.00**	**$22.17**	**$125.67**
					$0.00	**$103.50**	**$0.00**	**$0.00**	**$22.17**	**$125.67**

Subtotal	**$125.76**
CURRENT CHARGES SUBTOTAL	**$-125.76**
PREVIOUS STATEMENT BALANCE	**$125.67**
PAYMENTS	
BALANCE DUE	

Monthy

Spectrum Phone
91.50

247
55.00

20 monty payback
on phones