



2010

Town of Utica

Winnebago County, Wisconsin

Annual Report

January 1, 2010—December 31, 2010

**Presented at the Annual Meeting
Tuesday, April 12, 2011**

Town of Utica

THE UTICA TOWN BOARD

Nelson Hinz - Chair - 589-3582 home, 427-2206 cell
Charles Kurht - Supervisor #1 – 589-5033 home (Sept-2010)
Kathy Paschke – Supervisor #1 (Jan – Aug 2010)
Frederick Marohn - Supervisor #2 - 420-9094 cell

OTHER TOWN OFFICERS

Betty J. Messerschmidt - Treasurer - 589-4703 home
Brenda Morrell - Clerk - 589-4110 home, 373-6432 cell
Robert Davis - Constable - 410-4602 cell

PLANNING COMMISSION

Tom Thiel - Chair - 589-3005 home
Shirley Gallert - Secretary - 589-3454 home

FIRE DEPARTMENT

Tom Bean - Fire Chief - 589-3631 home
Assistant Fire Chief - Tim Oliver – 589-3007 home

FIRST RESPONDERS

Jay Roberts – EMS Director - 379-0999 cell
Pasty Beck – Secretary – 589-6014 home
Julie Felix – Treasurer – 920-216-6474 cell
Sally Marohn – Training Officer – 420-8395 cell

OTHERS

Nelson Hinz - Chair of the Board of Appeals - 589-3582 home, 427-2206 cell
Tom Thiel - Zoning Administrator - 589-3005 home
Troy Zacharias - Appointed Assessor - 766-7323 office
Martin Johnson - Building Inspector - 685-6755 office, 410-6756 cell

Web Site – www.townofutica.org

All newsletters, notices and meeting minutes are posted on the website and can also be e-mailed to you by contacting the Clerk at the town e-mail address below.

E-mail – utica1730@gmail.com

Utica Volunteer Fire Department

2010 Year in Review

At the end of 2010, the Utica Volunteer Fire Department had 36 members. The new officers for 2011 are:

Chief:	Tom Bean
Assistant Chief:	Tim Oliver
Captain 1:	Chuck Greidl
Captain 2:	Jay Roberts
Captain 3:	Terin Krumenauer
Secretary:	Mark Borgardt
Treasurer:	Dan Hinz
Reporter:	John Rivers

In 2010, the department responded to 28 calls: 6 working structure fires, 2 mutual aid structure fires, 2 motor vehicle accidents with no extrication, 1 motor vehicle accident with extrication, 5 grass fires, 4 vehicle fires, 4 controlled burns, 1 false alarm, and 3 hazardous conditions/ service calls.

The department received a donation from the John E. Kuenzl Foundation for the purchase of safety equipment. The department recently used the money to purchase 10 carbon (lightweight) air bottles. These will be used as the air supply for interior fire fighting.

The department has some new younger members, as a few members have retired. The newest members will be taking Fire Fighter 1 training classes in the fall of 2011. We are still looking for more volunteers, anyone interested in joining, please talk to someone on the department for more information.

Thank you to the community for your continued support at the Annual Chicken BBQ Picnic. In 2010, the picnic was a great success. Thank you to the citizens for your continuing support. **Let's have a fire safe year in 2011!**

Dan Hinz, Reporter

Tom Bean, Fire Chief

Utica First Responders

2010 Annual Report

The Utica First Responders responded to approximately 28 calls this past year. The calls varied from medical problems, home, plane and motor vehicle accidents. The trained volunteers are the first to be called in an emergency situation within our township. Currently we have ten trained men and women in the Town of Utica who have gone through extensive training and continue to have ongoing monthly trainings with the City of Oshkosh Fire Department and Fox Valley Technical College. This on-going training along with CPR and First Aide training is required by the state to hold a valid State of Wisconsin First Responders License and practice as a First Responder. We also participated in a mass casualty training this year with other departments which provided us with additional training in with our neighboring departments. We continue to also serve First Responder coverage in the eastern half of Nepeuskum and work with the Berlin ambulance for the north east half of the town and Ripon Guardian ambulance for the southeast half of Nepeuskum.

We are now equipped with emergency defibulators for each member to carry. With the generous donation from the Oshkosh Altrusa Club and thru fund raising efforts we were able to purchase additional units.

It is our goal to continue to provide our community with professional and confidential medical care 24 hours a day.

Respectively,
Patsy Beck
Utica First Responders 3/20/2011

TOWN OF UTICA
SUMMARY OF FINANCIAL ACTIVITY
JANUARY 1, 2010 - DECEMBER 31, 2010

2010 REVISIONS TO OPENING CASH BALANCES

BALANCE ON HAND, DECEMBER 31, 2009 as reported in 2009 Annual report	\$ 745,358
Error related to unknown uncleared check at 12/31/2009	(1,000)
Fire Department Checkbook not previously included in Town cash	15,388
First Responder Checkbook not previously included in Town cash	319
REVISED CASH BALANCE ON HAND, DECEMBER 31, 2009	<u>\$ 760,065</u>

2010 SUMMARY OF FINANCIAL ACTIVITY

BALANCE ON HAND, JANUARY 1, 2010		
Checking Account - M & I Bank	\$ 738,263	
Community First Credit Union Savings	6,095	
Fire Department Checkbook	15,388	
First Responders Checkbook	319	
TOTAL CASH ON HAND, JANUARY 1, 2010	<u>\$ 760,065</u>	
Plus: Tax Collections for others		1,534,106
2010 Town Revenues	<u>404,746</u> A	1,938,852
TOTAL CASH AVAILABLE		<u>\$ 2,698,917</u>
Less: Tax Settlements paid to others		(1,534,106)
2010 Town Expenses	<u>(526,450)</u> B	(2,060,556)
BALANCE ON HAND, DECEMBER 31, 2010		<u>\$ 638,361</u>
TOWN OF UTICA NET EXPENSES OVER REVENUES FOR 2010		<u>\$ (121,704)</u> A-B

DECEMBER 31, 2010 BANK BALANCES

Checking Account - M & I Bank	\$ 617,300	
CF Credit Union Savings	84	
Fire Department Checking	19,135	
First Responders Checking	1,842	
TOTAL CASH ON HAND, DECEMBER 31, 2010	<u>\$ 638,361</u> C	
Advance Tax Collections		\$ 584,238
Fire Department Checking	19,135	
First Responders Checking	1,842	
TOTAL CASH HELD FOR OTHERS	<u>\$ 605,215</u> D	
TOWN CASH AVAILABLE BALANCE AT DECEMBER 31, 2010	<u>\$ 33,146</u> C-D	

DEBT OUTSTANDING AND PAYMENTS

LOAN BALANCE AT 12-31-2009	\$ 112,019
Payments	<u>(41,095)</u>
Interest	70,924
LOAN BALANCE AT 12-31-2010	<u>\$ 76,623</u>

Town of Utica

2010 REVENUES

TAX COLLECTIONS:

2009 Tax Roll Collections - in 2010	\$ 1,091,111	
Tax Roll Settlement from the County	78,756	
Adv. Tax Collections on 2010 Tax Roll	584,238	\$ 1,754,105 A

LESS: TAX SETTLEMENTS

Winnebago County	578,567	
Oshkosh Area School	322,191	
Ripon Area School	332,198	
Omro Area School	151,469	
Moraine Park Tech College	44,357	
Fox Valley Tech College	100,273	
Refunds of Excess Tax Payments	5,051	1,534,106 B

	Actual	Budget	Over/(Under)
NET CASH AVAILABLE FROM TAX COLLECTIONS	A-B \$ 219,999 **	\$ 262,000	\$ (42,001) **
INTERGOVERNMENTAL REVENUES:			
State Shared Revenues	19,211	19,211	-
Fire Insurance Dues	3,899	3,800	99
Recycling Grant	4,470	4,300	170
State Highway Aid	93,557	93,544	13
State Aid in Lieu of Taxes	1,477	1,100	377
Lottery Credit	3,520	4,200	(680)
Other State Shared Taxes	9,957	-	9,957
	136,091		
LICENSES AND PERMITS:			
Tobacco, Beer, Liquor & Operators	3,054	3,200	(146)
Building Permits and Inspection Fees	10,985	5,000	5,985
Variance/Conditional Use/Rezone	2,000	2,000	-
Dog Licenses	561	445	116
	16,600		
MISCELLANEOUS REVENUES:			
<i>Fire Department - checkbook revenues</i>			
Picnic	23,487		
Misc.	2,136		
Interest	2	25,625	20,000
			5,625
<i>First Responder - checkbook revenues</i>		2,861	-
			2,861
<i>Town Revenues</i>			
Interest and Dividend Income	1,034	400	634
Title Searches	230	200	30
Town Hall Rent	600	600	-
Donations	123	-	123
Miscellaneous	1,583	-	1,583
	3,570		
TOTAL REVENUES	\$ 404,746	\$ 420,000	\$ (15,254)

** Is a mix of 2009 and 2010 collections

Town of Utica

2010 EXPENSES

	Actual	Budget	Over/ (Under)
GENERAL GOVERNMENT			
Legislative (Board)			
Board Chairman			
Chairman Salary	\$ 5,500		
Chairman Payroll Taxes	526		
Chairman - Mileage	100		
Chair Training	220		
Chair Expenses	79		
Total Board Chairman	6,425		
Supervisor Expenses			
Supervisor Salaries	5,500		
Supervisor Payroll Taxes	526		
Supervisor Training	95		
Supervisor - Mileage	18		
Total Supervisor Expenses	6,138		
Total Legislative (Board)	12,563	13,000	(437)
General Administration			
Clerk			
Clerk - Miscellaneous	76		
Clerk - Legal Postings	62		
Clerk - Equipment	1,059		
Clerk Salary	11,000		
Clerk Payroll Taxes	1,052		
Clerk Supplies	1,163		
Clerk Postage	389		
Clerk Training	95		
Clerk Mileage	152		
Clerk Dues	145		
Clerk - Newsletters	291		
Clerk - Bank Service Charges	380		
Clerk - Website	310		
Clerk - Printing	97		
Total Clerk	16,271	16,500	(229)
Election			
Pollworkers Wages	3,613		
Elections - Training	213		
Election supplies	483		
Election Meals	322		
Equipment	1,901		
Total Election	6,531	6,600	(69)
Total General Administration	22,803	23,100	(297)

Town of Utica

2010 EXPENSES

	<u>Actual</u>	<u>Budget</u>	<u>Over/ (Under)</u>
Financial Administration			
Treasurer			
Treasurer - Dog Licenses	481		
Treasurer Salary	5,500		
Treasurer Payroll Taxes	526		
Treasurer Expenses	274		
Treasurer Postage	484		
Treasurer Training	55		
Total Treasurer	<u>7,320</u>	7,500	(180)
Assessor	9,029	9,500	(471)
Tax Collection Software	350	-	350
Total Financial Administration	<u>16,699</u>	<u>17,000</u>	<u>(301)</u>
General buildings and plant			
Utilities			
Electric	3,128		
Gas	3,733		
Street lights	2,204		
Total Utilities	<u>9,065</u>		
Town Hall Maintenance	376		
Janitorial Service	1,920		
Lawn Care	3,075		
Town Hall Supplies	74		
Telephone	505		
Town Hall Snowplowing	1,190		
Total General buildings and plant	<u>16,205</u>	16,500	(295)
Other insurance	13,741	16,000	(2,259)
Plan Commission			
Plan Commission - Printing	63		
Plan Commission Training	40		
Plan Commission Wages	1,196		
Plan Commission Payroll Taxes	104		
PC Supplies/Mileage/Postage	19		
Plan Commission Notices	73		
Total Plan Commission	<u>1,495</u>	1,500	(5)
Board of Appeals			
Board of Appeals Wages	96		
Board of Appeals Payroll Taxes	35		
Total Board of Appeals	<u>131</u>	300	(169)
Board of Review	144	-	144
Legal	7,362	8,000	(638)

Town of Utica

2010 EXPENSES

	Actual	Budget	Over/ (Under)
Other general government			
WI Towns Assn Dues	564		
Donations	1,000		
Other general government	674		
Total Other general government	2,238	2,400	(162)
Total GENERAL GOVERNMENT	93,381	97,800	(4,419)
PUBLIC SAFETY			
Fire protection			
<i>Fire Department Account</i>			
Volunteer Recognition	946		
Training	1,395		
Refreshments	405		
Picnic	16,493		
Miscellaneous	951		
Memorial	100		
Lunch	795		
Equipment	786		
Bank Service Charge	8		
Total Fire Department Account	21,878	20,000	1,878
<i>Town Fire Department Expenses</i>			
Fire department - Fuel	1,720		
Firehouse repairs	170		
Fire Dept Truck Repairs	1,849		
Fire Dept. Expenses	1,711		
Fire Dept Training	6		
Fire Dept. Supplies	8,048		
Fire Inspections	969		
Total Fire Department - Town	14,473	14,800	(327)
Total Fire protection	36,351	34,800	1,551
Ambulance/EMS			
<i>First Responder Account</i>	1,338	-	1,338
Paramedic Ambulance Service	1,062	1,200	(138)
EMS Supplies	6,836	6,700	136
Total Ambulance/EMS	7,898	7,900	(2)
Building Inspections	5,130	5,600	(470)
Other Public Safety	1,443	1,500	(57)
Total PUBLIC SAFETY	52,159	49,800	2,359

Town of Utica

2010 EXPENSES

	Actual	Budget	Over/ (Under)
PUBLIC WORKS			
SANITATION			
Refuse and garbage	68,581		
Recycling expenditures	26,398		
Total SANITATION	94,978		
TRANSPORTATION			
Highway and street maintenance			
Ditch cutting	15,748		
Road Maintenance	161,553		
Snowplowing	63,688		
Other	3,088		
Total TRANSPORTATION	244,077	245,300	(1,223)
Total PUBLIC WORKS	339,055		
HEALTH AND HUMAN SERVICES			
Cab Rides	294	300	(6)
Public health service (animal cont)	464	600	(136)
Total HEALTH AND HUMAN SERVICES	758	900	(142)
DEBT SERVICE			
Fire protection	41,096	41,200	(104)
TOTAL EXPENSES	\$ 526,450		
* Does not include garbage	\$ 431,471 *	\$ 435,000 *	\$ (3,529)

We, the Town Board of Utica, certify that the foregoing financial statement, required by §60.41 of the Wisconsin Statutes is a true and accurate statement of the revenues and expenses and financial condition of the Town.

Town of Utica 2011 Budget

REVENUES		EXPENDITURES	
Estimated beginning cash balance	\$	523	Board Chairman
			\$ 6,500
Shared revenues	\$	19,211	Supervisor Expenses
Fire insurance tax 2% fire dues		4,000	6,500
Other state shared taxes		50	Clerk
General Transportation aids		96,366	17,500
Recycling		4,500	Election
In lieu of taxes on state land		1,500	2,500
Business and occupational		3,000	Treasurer
Building permits and inspec fee		4,500	7,500
Zoning and permits fees		1,200	Assessor & Tax Collection
Interest and Dividend income		900	9,500
Town Rent		600	General buildings and plant
Real Estate Searches		150	22,500
Dog Licenses - (cty refund)		400	Other insurance
Lottery Credit received Mar2010		3,000	15,000
Fireman's Picnic		20,000	Plan Commission
Garbage assessments		105,000	2,300
Occupational Tax		5,783	Board of Appeals
Tax Levy		296,587	450
Total Revenues	\$	566,747	Other General Government
Less reserve and YE cash balance		-25,000	3,000
Total Cash Available 2011	\$	542,270	Legal
			12,000
			Fire protection
			18,120
			Fire Department - Picnic
			15,000
			Fire Department - Fundraising other
			5,000
			Ambulance/EMS
			5,500
			Building Inspections
			5,600
			Other Public Safety
			500
			Sanitation
			100,000
			Highway and street maintenance
			251,000
			Health and Human Services
			1,300
			Debt Service Fire Protection
			35,000
			Total Expenses
			\$ 542,270

TOWN OF UTICA

2011 Town Officials

Chair: Leonard Schmick	589-6774 home 850-0758 cell
Supervisor 1: Charles Kuhrt	589-5033 home
Supervisor 2: Donavon Bradley	589-6854 home
Treasurer: Betty Messerschmidt	589-4703 home
Clerk: Jenny Sonnleitner	410-0347 cell
Constable: Kirk Griswold	579-3332 cell
Assessor: Troy Zacharias	766-7323 office
Building Inspector: Martin Johnson	685-6755 office 410-6756 cell
Chair, Planning Commission: Tom Thiel	589-3005 home
Zoning Administrator: Tom Thiel	589-3005 home
Secretary, Planning & Zoning Shirley Gallert	589-3454 home
Chair, Board of Appeals/Variance: Nelson Hinz	589-3582 home 427-2206 cell

Town of Utica

NOTES OF INTEREST

MONTHLY BOARD MEETINGS are held the second Monday of the month at 7:30 p.m. in the Utica Town Hall located at 1730 County Road FF in Fisk.

PLAN COMMISSION MEETINGS are held as needed on the first Thursday of the month at 7:30 p.m. in the Utica Town Hall located at 1730 County Road FF in Fisk.

ANNUAL TOWN MEETING will be held on the second Tuesday in April at 7:30 p.m. at the Utica Town Hall, 1730 County Road FF in Fisk.

OPEN BOOK – At Open Book, the 2010 Real Estate and Personal Property Assessments may be reviewed. The date of the Open Book is April 30, 2011 - 8:00 a.m. to 10:00 a.m. No appointments or Objection forms are necessary to appear at the Open Book session.

BOARD OF REVIEW – The date of the Board of Review is May 14, 2011 11:00 a.m. to 1:00 p.m. Please make an appointment with the Town Clerk if you wish to appear before the Board of Review. **Objection forms must be filed with the Clerk.**

POPULATION – The Wisconsin Department of Administration estimates the population for the Town of Utica is 1,224.

MILES – There are +/- 46 miles of town roads.

RECYCLING – Recyclables are picked up at the curbside of each residence every Tuesday. One-week paper is collected and the next week commingled recyclables are collected. A calendar of the recycling dates is available on the Town Website or by contacting the clerk. Starting January 1, 2010, all electronics (computers, printers, fax machines, TV's DVD players VCR's etc.) must be recycled at a registered E-Cycle collector. See the DNR website for more information: <http://dnr.wi.gov/org/aw/wm/ecycle/>

SOLID WASTE COLLECTION – Solid waste will be collected at the curbside of each residence every week on Tuesday. There is one exception. Any week that has a holiday on or before Tuesday, the solid waste will be collected on Wednesday of that week.

BUILDING PERMITS – Contact Tom Thiel - Zoning Administrator - 589-3005 home

WISCONSIN INCOME TAX – Please note the Town of Utica as your place of residence on State Income Tax forms so our Town receives its share of state aid.

WISCONSIN VEHICLE REGISTRATION – When applying for a license or registration for your automobile or truck please be sure to show the **TOWN OF UTICA** as your tax district.

NOTES