

# VILLAGE OF ELM GROVE

13600 Juneau Boulevard  
Elm Grove, WI 53122

## PUBLIC WORKS UTILITIES COMMITTEE

Monday, January 12th, 2026 \* 5:30 PM \* Park View Room

### AGENDA

**1. Call meeting to order.**

*Documents:*

[\*Meeting Memo January 12th 2026.pdf\*](#)

**2. Review and act on minutes from December 8th, 2025**

*Documents:*

[\*PW120825md.pdf\*](#)

**3. Update on Underwood Creek Daylighting Project**

**4. 2025 Public Works Projects close out review**

*Documents:*

[\*2025 DPW Projects Costs.pdf\*](#)

[\*Memo 2025 Paving.pdf\*](#)

**5. Update on Wauwatosa Water extension along Watertown Plank Rd.**

*Documents:*

[\*Elm Grove Meeting Agenda\\_12-16-25\\_Meeting Minutes\\_final.pdf\*](#)

**6. Update on 2026 Highland Dr Pathway**

*Documents:*

[\*2026.01\\_Attachment A PIM Sign In and Comments.pdf\*](#)

[\*2026.01\\_Attachment B PIM Comments Review Meeting Minutes.pdf\*](#)

[\*2026.01\\_Attachment C Watertown Plank Sidewalk Plans.pdf\*](#)

[\*2026.01\\_Progress Report\\_January 2026.pdf\*](#)

[\*1255 Highland\\_Path Re Route.pdf\*](#)

**7. Review and possible action on potential meter installation for reporting sewer usage. (Request to take up this item upon arrival of Village Clerk.)**

*Documents:*

*Property B.pdf*  
*PWC Metering sewer Memo.pdf*  
*Meter Funds-Cost.pdf*  
*Ord Water Meter.pdf*  
*Property A.pdf*

**8. Update on Public Works Projects**

**9. Other Business**

**10. Adjourn**

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires that the meeting or materials for the meeting has to be in an accessible location or format must contact the Village Clerk at 262-782-6700 or 13600 Juneau Boulevard by 3:00 PM Friday prior to the meeting so that any necessary arrangements can be made to accommodate your request.

NOTICE: It is possible that members of, and possibly a quorum of, other governmental bodies of the Village may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to in the above notice.

# Memo

To: Public Works Utilities Committee  
From: Richard Paul Jr., Director of Public Works  
Thomas Harrigan, Village Manager  
Date: January 9, 2026  
Re: Public Works Agenda January Meeting

---

**Item 3: Update on Underwood Creek Daylighting Project**

Staff will update committee on current status. Currently the project is out for bid and there are currently 6 plan holders, 4 of which are prime bidders.

**Item 4: 2025 Public Works Projects close out review**

Included in your packet is a breakout of the three main Public Works Projects this year. Pathways have been discussed, additional detail and a memo highlight more about the 2025 Paving Project.

**Item 5: Update on Wauwatosa Water extension along Watertown Plank Rd**

Staff will update committee on current status. Staff met with Wauwatosa representatives to discuss steps forward and timelines as noted in the attached meeting notes. Wauwatosa will handle design, bidding and construction oversight. The project is tentatively scheduled for spring of 2027.

**Item 6: Update on 2026 Highland Dr Pathway**

Included in your packet is a memo/progress report from Travis Brush of KL Engineering. Sign in sheet and notes from Public Information Meeting are also included. Also included in the packet is a drawing of a potential modification to the existing pathway plan at 1255 that relocated the pathway to the backside of some very large trees. This modification would place the pathway on private property, but the resident who requested the modification is willing to provide an easement in order to save the trees that would otherwise be impacted.

**Item 7: Review and possible action on potential meter installation for reporting sewer usage. (Request to take up this item upon arrival of Village Clerk.)**

Included in the packet is a memo from Crystal Turner, Village Clerk, with a request to move forward with an automated meter program that was originally ready to implement back in 2021, but was delayed with the transition of the clerk. It is requested that we take up this agenda item upon arrival of Ms. Turner who will be joining us after another commitment.

**PUBLIC WORKS/UTILITIES (PWUC) COMMITTEE  
REGULAR MEETING MINUTES  
Monday, December 8<sup>th</sup>, 2025 5:30 pm, Parkview Room**

---

**1. Roll call.**

Meeting was called to order at 5:39 pm by Mr. Schindler

Present: Mr. Schindler, Mr. Koleski, Mr. Eull, Ms. Schneider, Mr. Zwirlein, Mr. Harley and Mr. Olson (via Zoom)

Absent: Mr. Harley and Mr. Olson

Also Present: Mr. Harrigan via Zoom & Mr. Paul, Mr. Andy Petersen from Ruckert-Mielke

**2: Review and act on minutes from October 13<sup>th</sup> 2025 Meeting**

Mr. Zwirlein moved and Mr. Eull seconded to approve the October 30<sup>th</sup>, 2025 minutes with minor edits. Motion carried 7-0.

Mr. Zwirlein moved and Ms. Schneider seconded to approve the November 10<sup>th</sup>, 2025 minutes with minor edits. Motion carried 7-0.

**3: Review and possible action on Master Services Agreement with Ruckert-Mielke for professional engineering services**

Mr. Andy Petersen of Ruckert-Mielke walked the committee through the details of the edits of the MSA. Mr. Harrigan noted that the Village Attorney is comfortable moving forward with the agreement as recently amended.

Mr. Koleski clarified with Mr. Petersen the issue of interest in any disputed invoices, whether there was a more definitive mediation process and wanted to understand what rate schedule he was classified as.

Mr. Harrigan believed there was a definition on the mediation process. Other points of clarification and discussion related to percentage of mark up of sub contracted services which the committee agreed was reasonable at 10%, but the Village would have an option to sub contract directly if needed to reduce costs should there be a need.

The committee also reviewed the task Order regarding utilizing Andy Petersen as Village Engineer. Mr. Petersen noted that though this was comprehensive of a majority of the services that Ruckert-Mielke has engaged with the Village, should there be any larger projects that would be more involved or uncommon, a separate task order could be created.

It was identified that Mr. Petersen was an Engineer 6 in the rate schedule and that any tasks that could be handed off to other staff at lower rates would be considered whenever feasible as is the current practice.

Mr. Koleski moved to recommend approval of the MSA and Task Order identifying Mr. Petersen as the Village Engineer. Mr. Olson seconded. Motion carried. 7-0

**4. Update on Underwood Creek Daylighting Project**

Mr. Harrigan informed the committee that he had received the following information regarding the status of the tasks to move the Daylighting Project towards the goal of bidding on January 6<sup>th</sup>, 2026.

Rich Klein of Stantec provided the following update as to what he is working on currently:

The main changes to the physical features of the project consist of:

- Wall Street culvert (redesigned from arch to box culverts)
- East retaining wall near Watertown Plank Road (reduced length of wall)

- Channel banks (modified bank geometry to reduce quantity of quarry stone revetment)  
Also modifying the specifications to provide greater Contractor flexibility regarding construction timeframe. We're still working out specific language for that modification. Proposed text will be provided to the Village for review next week.

**5: Update on plantings in the ROW at 14161 Juneau Blvd**

Mr. Paul informed the committee that the resident at 14161 Juneau Blvd whom planted arborvitae in the ROW and was required to relocate them back in the private property after being denied a ROW Indemnification Agreement has requested to resubmit to the committee with identification of a hardship. Due to the denial of the ROW Indemnification Agreement by the committee back in February of 2025, and after consulting with the Village Attorney, the resident's next option is to appeal to the Board of Trustees. The resident is looking to provide such appeal in the early part of 2026.

Committee members felt that it was a concluded issue as it was thoroughly discussed back in February and it was an action that was preventable considering the homeowner and contractor were made aware of the issue and not to plant therein advance of their work.

**6. Update on 2026 Pathways and Public Information Meeting on 12/10/25**

Mr. Harrigan reminded the committee that the Public Information Meeting for the 2026 Pathway Project (Highland Dr – Gebhardt Rd to Watertown Plank Rd) will be taking place on Wednesday, December 10<sup>th</sup>, 2025.

Committee members felt the presentation materials were well put together and discussed the opportunity for committee members to attend the meeting on Wednesday night at 5:30 pm

**7: Discussion and possible action on matching the path grade with existing concrete driveway to avoid removing any concrete driveway that is currently existing.**

Mr. Schindler pointed out to the committee that there were approximately 4 driveways south and 4 driveways north of Juneau Blvd along where the pathway is slated to be installed and wanted the committee to discuss what direction the committee may want to go in regards to allowing residents to keep the driveway in place and have the asphalt pathway butt up against it if the cross slopes and ADA requirements could be met, or to continue with the current process where driveway approaches and pathway would all be reinstalled with new asphalt.

The purpose of discussion is to see if there could be a benefit of cost savings by not replacing any decent existing concrete, and also allow for any concrete that is existing to stay to benefit the resident if the concrete was in decent condition. Challenges to the concept included matching proper cross sloping and match points for the new pathway, as well as how maintenance of that section would be handled in the future by the DPW, taking into consideration the process of replacing concrete vs. asphalt as is the current repair methods used.

Mr., Harrigan thought it was helpful to consider the overall user experience and how that may play into the idea of moving away from a complete asphalt pathway with intermittent concrete sections.

Mr. Eull felt that overall project utilizing continuous asphalt rides nicely as well as provides a cohesive aesthetic as the recent pathways have proved.

Mr. Koleski felt that if a resident felt strongly about their concrete being removed, and if the committee was to go down this road, they would have to prove a hardship.

Mr. Zwirlein recommended we request an opinion from Travis Brush of KL Engineering who is designing the pathway.

The committee can then reconvene and further discuss the topic at the next Public Works Meeting in January.

**8: Discussion and possible action on a potential program for native plantings and assisting/partnering for shrubs/trees with affected landowners along the Highland Pathway**

Mr. Schindler engaged the committee in a discussion on a potential program for native plantings to be allowed in the ROW, along with assistance/partnership in adding shrubs/trees for affected landowners along the Highland Pathway. The committee discussed the impact and whether or not a new ordinance would be required or a modification of the existing ordinance would be required should this discussion progress based upon whether or not there was any conflict with ordinance 2021-5 which better defined what can and cannot be permitted within the ROW, and at what setback, with a ROW Indemnification Agreement.

The overall idea is to work with homeowners adjacent to and impacted by a large Public Works project to assist with further restoration in the ROW beyond just turf grass and try to incorporate native plantings and perhaps stormwater plantings vs the typical method.

The committee has some split opinions on whether or not to proceed with such activity as there were reasons in 2021 to establish a more defined and encompassing ordinance that directly addressed items in the ROW (especially with the need to keep the first 20' from the road edge clear) relative to conflicts with utilities, repair and maintenance of such, stormwater conveyance and impacts to street paving and snow storage etc. Mr. Olson also noted it would have to be consistent and easily conveyed should it have to involve anything with Building Board approvals, etc.

Mr. Koleski felt it was important that any further discussion include Village Staff to understand the requirements of current staffing and gain their input to understand enforcement concerns.

The committee felt this could be revisited but at this time it was too preliminary.

**9. Update on Public Works Projects**

Mr. Paul also informed the committee that the main focus right now for the DPW has been snow removal and tree removal. The large storm even that occurred went fairly well, with the exception of a couple of instances where trucks went off the road due to traction issues. Salt reserve is still in a comfortable level.

Mr. Paul also noted that the department is expecting their replacement plow truck by the end of the month and that the aerial bucket truck finally came back and was ready to be placed into service.

Mr. Schindler informed the committee that there will be a site meeting with some residents on Verdant Dr to discuss and evaluate some flooding/stormwater concerns for the neighborhood with representatives from Ruekert-Mielke and Village Staff in attendance.

**10. Other Business**

Mr. Harrigan informed the committee that they had been looking into replacement solar lighting through the company that pilot tested their product in the City of Cudahy, but the designs they had to offer were not necessarily compatible with the current design aesthetic of Village Hall. A cut sheet/link to the product would be shared with the committee members via e-mail.

**11: Adjourn**

**MR. ZWIRLEIN MOTIONED AND MR. HARLEY SECONDED TO ADJORN. MOTION CARRIED 7-0.  
7:24 P.M.**

Respectfully. Submitted  
Richard Paul, Jr.  
Public Works Director

**2025 Public Works Projects**

Project	Budget	Actual Cost	Notes
2025 Street Paving	\$ 605,000.00	\$ 732,878.70	See cost breakdown below
2025 Pathways	\$ 900,000.00	\$ 1,490,301.00	2025 pathways estimated costs were updated to \$1,776,600 (\$1,611,000 for construction & \$165,600 for engineering)
Highland Pathway	\$ 730,000.00	\$ 750,446.00	Total estimated cost was updated to \$825,000

**Street Paving 2025**

2-3230400	\$ 19,475.00	Repair and Maintenance (Sewer Fund)
2-3230400	\$ 28,500.00	Repair and Maintenance (Sewer Fund)
13-5970401	\$ 605,000.00	Annual Street Paving (Transportation Fund)
1-5433100	\$ 3,402.00	Pavement Maintenance (General Fund)
1-5433100	\$ 22,745.60	Pavement Maintenance (General Fund)
1-5433100	\$ 2,250.00	Pavement Maintenance (General Fund)
1-5433100	\$ 2,388.00	Pavement Maintenance (General Fund)
5-5813500	\$ 49,118.10	Infrastructure Maintenance (Stormwater Fund)
	\$ 732,878.70	



## DEPARTMENT OF PUBLIC WORKS

*Richard Paul Jr.*  
*Director of Public Works*

13600 Juneau Boulevard  
Elm Grove, Wisconsin 53122-1679

(262) 782-6700 [rpauljr@elmgrovewi.org](mailto:rpauljr@elmgrovewi.org)

### 2025 Paving Project Overage Explanation

In reference to the overage from the paving project this year, above and beyond typical paving projects, was a result of costs related to overages in the following areas:

- 1.) Additional sewer work (i.e. manhole adjustments, repairs, new castings, supplies and contractor labor etc.) This was typically charged out to the Sewer Fund in the past and to make up the difference of overage a large amount came from there.
- 2.) Undercutting/Poor Soils – There was around \$25,000 + for this base repair including removal, replacement and placement of new base.
- 3.) Landscaping – This cost was a bit more than double what we would usually pay if the DPW was able to do this work, but we had a majority done during this project because of trying to stay ahead of the schedule with the contractor's need to get in and our crews staying focused on larger savings by doing the stormwater pipe work and ditching.
- 4.) There was a mobilization charge they added when we added more to the project (Woodlawn and Sunset)

However the accounts that we would utilize for these projects include the Sanitary Sewer Fund, Stormwater Fund and sometimes Paving Maintenance if we can replace pavement vs. other treatments.

When we added both Woodlawn Rd and Sunset Dr we knew it was going to be tight and there was hopes that we would not have to deal with too much undercutting along the way.

Sincerely,

Richard Paul, Jr.  
Director of Public Works  
Village of Elm Grove



## Meeting Agenda

### Elm Grove Water Main Extension Project

### Wauwatosa City Hall – Committee Room 2

### December 16, 2025

#### Attendees

City of Elm Grove – Tom Harrigan, Richard Paul Jr., Andy Petersen

City of Wauwatosa – David Simpson, Boris Veleusic, Mike Steiner, Mike Maki, Adam Florin

#### 1. Coordination items and lead agency responsible

-Richard and Andy will be the Elm Grove lead contacts for design coordination. Maki will be the day-to-day primary contact and Steiner will support for Wauwatosa.

-Dave and Tom will coordinate agreements.

##### a. Public and private utility coordination

-**Wauwatosa calling in hotlines again.** Topo complete but need hotlines

-Probably should have a private utility kick off meeting. **Wauwatosa to set up.**

##### b. Environmental permitting

-Phase 1 needed for gas station. **Wauwatosa will check BRRS site**

-Future bore pit location may influence extent of environmental work

-**Maki to reach out to Contractor on boring operation requirements**

-Will proximity to corner of cemetery be an issue? Need SHPO coordination for PSC process. **Wauwatosa to contact Baxter and Woodman for PSC environmental impacts document.** Baxter did the environmental coordination and approvals for the last Elm Grove water main extension project.

##### c. Traffic control

-Will depend on limits of design. Maintain 2-way traffic.

-Coordination at RR and intersection may inform us on if a EB detour will be needed.

##### d. Stakeholder and public information meetings

-We will need another PIM to cover details of extension to tracks beyond the limits of the first project. **Elm Grove to review whether Phase 1 PSC meetings covered the expanded area to the west.**

-Small business group exists

-**Elm Grove to provide list of property owners along the corridor to Wauwatosa. Wauwatosa to set up joint PIM in coordination with Elm Grove.**

-Project will run water services to ROW.



- Elm Grove does not have a current ordinance requiring connection. Will Elm Grove pursue that?
- Extend WM to Village park in the future?
- Who reaches out on water services questions, Elm Grove or Wauwatosa?

e. Resident outreach

- Inform property owners on what to plan for. Talk to a plumber, plan for ultimate redevelopment of their parcel when sizing lateral. Wauwatosa to include sample outreach letter for residents at PIM.
- Will Marion Heights community well area be interested for future expansion?

f. Railroad coordination (if any)

- Depends on project limits. Planning for Phase 3 extension under the tracks should be done for 30% Phase 2 plans. Stay more than 25 feet away from centerline of eastern track to avoid railroad flagging requirements and additional coordination, if possible.
- Traffic control coordination as needed

g. Others?

2. Controlling design and construction standards – Wauwatosa, Elm Grove, both?

Both, using Phase 1 as the example. **Maki to send roadway plans to Richard/Andy so group can verify pavement replacement specs. Elm Grove will advise Wauwatosa on trench restoration requirements.**

3. Real estate process for construction easements/agreements with property owners (if any)

-Some parcels still described to centerline?

**893.28 Prescriptive rights by adverse user.**

**893.28(1)(1)** Continuous adverse use of rights in real estate of another for at least 20 years, except as provided in s. [893.29](#) establishes the prescriptive right to continue the use. Any person who in connection with his or her predecessor in interest has made continuous adverse use of rights in the land of another for 20 years, except as provided by s. [893.29](#), may commence an action to establish prescriptive rights under ch. [843](#).

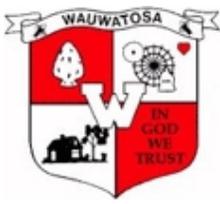
-State statute, case law, and precedence will likely result in no acquisition of ROW or construction easements since all work should be contained within roadway limits.

4. Assessments

- TID project plan extents are the RR tracks
- TIF will fund main, services to be paid for by parcels?
- Elm Grove to discuss with legal their approach of assessing services**

5. Committee and Council board approvals

- Wauwatosa/Elm Grove agreement trending toward Jan '26 councils
- Wauwatosa to provide Scope and Estimate of Fees**
- Wauwatosa to provide design Schedule as it comes into focus**



6. Elm Grove/Wauwatosa agreement – next steps

**-Elm Grove to update agreement from previous phase by week of 1/5 and consult with attorney.** Wauwatosa needs final agreed to agreement by 1/15/26 if it will be included in the January, 2026 board and council cycle.

7. PSC application process

- Wauwatosa to take lead, work with Baxter and Woodman again
- Some parts of the application will need information from Elm Grove

8. Bidding and construction management responsibilities

- Wauwatosa to publicly bid project and perform construction management services
- Looking to be a Spring 2027 construction project

### Public Information Meeting Attendance

December 10<sup>th</sup>, 2025

13600 Juneau Blvd, Elm Grove Court Room

Name	Address	Phone	Email
Allison Kelly	14800 Lata Vista	704.965.1333	akelly627@gmail
Alfonso M. Martinez	1655 Highland Dr.	414 702 9503	PONCHO MARTINEZ@MSN.COM
George Alex	1055 Highland Dr	414-659-2880	georgetalex@aol.com
Chad Schomburg (Amada)	14800 Juneau Blvd	414-708-0544	ChadSchomburg@gmail.com
Paula Jafferis	1245 Highland Dr	678-429-4868	paula.jafferis@gmail.com
Michael Cinguegrani	1145 Highland Dr	262-894-7338	mcinque@gmail.com
Rick <sup>DeKruick-Kauls</sup> <del>Marcant</del>	1385 Viderra Cir SE	262-827-4067	rickrodekruick@gmail.com
John Kannall	1045 HIGHLAND DR	414.491.0505	jhkannall@gmail.com
Michael VanKleeven	1625 Brookline Dr.	513-262-3172	mikeaxley.com
Kitty Griffin } + Jim Quinn }	14800 WTP	262 389 2525 920 645 5879	Kittygriffin5@gmail. jaems_ba@yahoo
ELIZABETH MONTAVON ALFONSO MARTINEZ	1655 HIGHLAND DR	414-530-1655 414-702-9503	martinez_montavon@msn.com
Anna RATAS	1035 Highland Drive	262-844-3989	Busybanz@yahoo.com
Robert Huck	1675 Highland	414-788-0777	RHuck2@wi.rr.com



# Village of Elm Grove – 2026 Pathways

Public Information Meeting – December 10<sup>th</sup>, 2025



## PUBLIC COMMENT FORM



Name:	Len Leverson
Address:	1255 Highland Dr.
City:	Elm Grove
State/Zip:	WI 53122
Email:	lol@levmetz.com

### Comments

Save my trees!

I live in one of the oldest houses on Highland Drive. The Scheibes, who developed Victoria Circle (the Scheibe Addition), built the original part of the house in the mid-1920's. I believe the majestic conifers and oak tree on the corner date to that time. I overheard neighbors tonight commenting on those majestic trees. If possible I think it would make sense to put a culvert under the pathway for a stretch and move that section of the pathway closer to the street. There is already a culvert under my front driveway where it connects with Highland; couldn't this be extended to say 20-30 feet to save the three majestic conifers currently marked with an "X"? I know cost is a concern, but the cost of removing these very large ancient trees would not be cheap, either. These majestic trees are an Elm Grove landmark. Please save them!

Drop form into comments box or email to:

Tom Harrigan, Village Manager

tharrigan@elmgrovewi.org

# Village of Elm Grove – 2026 Pathways

Public Information Meeting – December 10<sup>th</sup>, 2025



## PUBLIC COMMENT FORM



Name:	PAT KUSCH - (414) 702-0306 M
Address:	1405 Highland Drive
City:	Elm Grove
State/Zip:	
Email:	patrickk@regencyjs.com

### Comments

Home that will need retaining wall just North of Victoria Circle N -

Please try to save as many arborvitae trees and if at any possibility at all large 3 foot diameter trunk Oak tree.

Was told by arborist that "Arborvitae" would be a great tree "Behind" a retaining wall, because they have mostly "hair roots" & over time would not end up "blowing" the retaining wall.

Drop form into comments box or email to:

Tom Harrigan, Village Manager

tharrigan@elmgrovewi.org

# Village of Elm Grove – 2026 Pathways

Public Information Meeting – December 10<sup>th</sup>, 2025



## PUBLIC COMMENT FORM



Name:	Paula Jafferis
Address:	1245 Highland Dr
City:	Elm Grove, WI
State/Zip:	53122
Email:	paula.jafferis@gmail.com

Comments 678-429-4868

I would appreciate being able to have someone come to the house to go over the drainage ditch that runs along the front of the property.

Drop form into comments box or email to:

Tom Harrigan, Village Manager

tharrigan@elmgrovewi.org

# Village of Elm Grove – 2026 Pathways

Public Information Meeting – December 10<sup>th</sup>, 2025



## PUBLIC COMMENT FORM



Name:	Michael Van kleunen
Address:	1525 Berkshire Dr.
City:	Elm Grove
State/Zip:	
Email:	Mvke@axley.com

### Comments

- 4-foot high lamps throughout path. Perhaps at Roadway Intersections.
- Bury utilities where possible - even if partially along Highland (any amount counts down the road)
- Reflectors or other nighttime safety measures would be helpful. → Gebhardt path gets extremely dark at night

Drop form into comments box or email to:

Tom Harrigan, Village Manager

tharrigan@elmgrovewi.org

# Village of Elm Grove – 2026 Pathways

Public Information Meeting – December 10<sup>th</sup>, 2025



## PUBLIC COMMENT FORM



Name:	Brad & Dawn Christianson
Address:	1515 Highland Dr
City:	
State/Zip:	
Email:	

### Comments

We are concerned about privacy, tree removal but also are open to removal of some trees to clean up site lining of currently proposed path.

Thank you. we are happy with the proposal

Brad - 617-820-4448  
Dawn - 617-304-9428

Drop form into comments box or email to:

Tom Harrigan, Village Manager

tharrigan@elmgrovi.org

# Village of Elm Grove – 2026 Pathways

Public Information Meeting – December 10<sup>th</sup>, 2025



## PUBLIC COMMENT FORM



Name:	Chad + Amanda Schomburg
Address:	14800 Juneau Blvd
City:	Elm Grove
State/Zip:	WI
Email:	Chad.Schomburg@gmail.com 414-708-0544

### Comments

Please contact us to do a walk through  
to discuss rock wall (existing) +  
curb + gutter design.  
Thank!

Drop form into comments box or email to:

Tom Harrigan, Village Manager

tharrigan@elmgrovetwi.org

# Village of Elm Grove – 2026 Pathways

Public Information Meeting – December 10<sup>th</sup>, 2025



## PUBLIC COMMENT FORM



Name:	JOHN KANWALL (414-491-0505)
Address:	1647 HIGHLAND
City:	Elm Grove
State/Zip:	WI 53122
Email:	jhkanwall@gmail.com

### Comments

\* Please remove 2 shorter blue spruce trees closest to road (on East side of lot line) and put pathway over tree over there instead.

\* Please keep my turnaround intact! and try to place pathway just East of turnaround zone. Due to my age and the fact that I need to back out of my driveway, my wife and I utilize the turnaround for safety to pull out of our driveway instead of backing out. Half of it is also used to park a car on a daily basis since garage parking is already utilized.

\* My proposed location of the pathway to avoid ending into the turnaround would be to move it closer to the street and pave over/

eliminate catch basin that serves no purpose - do not collect rainwater.

Drop form into comments box or email to:

Tom Harrigan, Village Manager

tharrigan@elmgrovewi.org

# Village of Elm Grove – 2026 Pathways

Public Information Meeting – December 10<sup>th</sup>, 2025



## PUBLIC COMMENT FORM



Name:	Anna Ratas
Address:	1035 Highland Drive
City:	Elm Grove,
State/Zip:	WI 53122
Email:	busybans@yahoo.com

### Comments

No problem taking down any trees on my property along the path. One tree in particular on North side of the driveway by the street poses a concern for pedestrian sightlines when exiting the driveway onto the street. The tree also leans over the road and "creaks" with cracked branches that could (and some have) come down.

Also catch basin (s) by drive way do not do much. Large retention area between my property and 1045 (North property) fails with winter dump storms. Catch basin is level w/ street and does not appear to collect much water, and does not connect to our "retention" pond/area.

Drop form into comments box or email to:

Tom Harrigan, Village Manager

tharrigan@elmgrovewi.org

- Meeting:** 2026 Pathways – Highland Drive
- Date:** December 19, 2025
- Location:** Village Hall
- Attendees:** Tom Harrigan, Richard Paul Jr., Travis Brush
- RE:** PIM Comments Review; Project Directives

A meeting was held to review several project topics with the goal of establishing a clear path forward as the design team progresses toward the 60% plan stage.

### **Watertown Plank Sidewalk Plan**

- KL submitted preliminary plans for the 13402 Watertown Plank sidewalk replacement via email on 12/17/25. The plans were briefly discussed where it was pointed out that the owner would lose two overall parking spots (one already being lost due to concrete barrier in place). It was also noted that the detectable warning fields (DWF) need to be 15ft from the nearest rail per design standards.
  - Feedback was that the property owner would not be happy with the loss of an additional stall. Travis said the sidewalk alignment shown made the most sense with how the sidewalk leads into DWF, but discussed an alternative that could be drawn up for review instead. KL will provide alternate design for review and coordination with the property owner and railroad.

### **Highland Drive Traffic Control**

- A discussion was held regarding the preferred traffic control configuration for the Highland Drive pathway construction. The two current options under consideration are implementing one-way traffic or closing the road to through traffic.
  - Tom noted he did have a discussion with Chief Hennen who suggested he felt the one-way operation may be best. He also recommended splitting the project into two segments at Juneau to maintain as much access as possible.
  - Impacts to schedule and costs with this approach were discussed, as it would increase mobilization costs and decrease contractor efficiency.
  - KL expressed concerns from past project experience and wrong way drivers
  - It was left that this would need to be discussed further, perhaps a combination of one-way traffic from Juneau to Gebhardt while closing the segment south of Juneau could be considered.

## **Driveways**

- Driveways were discussed at length based on some feedback and previous conversations about if driveways and aprons should be replaced throughout the project or matched into.
- All previous pathway projects to date have removed and replaced driveways and aprons with asphalt during pathway construction, with no consideration made on if existing driveway was concrete or asphalt based on Village ordinance that driveways shall be asphalt from the ROW Line to the road.
- On this project, there are a few properties with brand new concrete driveways that would require removal and replacement. KL had a list of concrete driveways throughout the project limits with slope and condition assessments.
  - Only two driveways (14800 Watertown Plank and 1145 Highland) had concrete driveways that are new within the last 1-2 years.
    - Current pathway alignment would not impact 1145 Highland, but would result in removal of roughly 12-15ft of existing concrete
    - 9 other properties have concrete driveways of varying conditions and slopes (almost all exceeding the maximum 2% slope required for the path x-slope).
- Several residents have expressed concerns about removing their driveways, some due to their newer condition, others for functional reasons such as turnarounds. After discussion, it was agreed that to ensure fairness and avoid special exemptions, any driveways within the right-of-way will be removed as necessary for pathway construction, except if there's a driveway that is in good condition and can meet the pathway slope requirements.

## **Tree Removal**

- Similar to driveways, resident comments of concern for particular tree and vegetation removal was discussed.
- As previously communicated, tree and vegetation impacts will occur throughout the corridor. While the design team is making every effort to route the path around trees and has coordinated multiple reviews with Village staff, certain areas cannot remain unchanged without causing significant drainage issues or resulting in offsets from the roadway that would be too minimal to maintain.
- Maintaining the presence of some particularly mentioned trees and vegetation would result in significant cost impacts to the project requiring additional storm sewer, curb and gutter, or in one instance a taller structural retaining wall.
- Similar to the driveway discussion, it was agreed that the corridor will be reviewed by the design team and Village staff as planned. However, custom solutions requiring additional Village expense will not be implemented, given that tree and vegetation impacts occur throughout the entire project limits and affect all residents

## **Conclusion**

- Immediately following the holidays, KL staff will coordinate with the Village to complete outreach to residents who left messages at the PIM requesting additional conversation.
- Immediate follow-up will be made with a resident at 1255 Highland who expressed interest in an easement on his property to save several large Norway Spruce.
- KL design team will continue revisions working towards 60% plan submittal in late January, with plans to then review the site with the Village forester.
- Private drainage discharges were also discussed. This winter, the Village will send letters to all residents on the west side of Highland within the project limits, notifying them of the requirement to relocate private drain discharges in accordance with the new Village ordinance and providing a timeline for compliance.



**Engineering**

[A] Better Experience

5400 King James Way  
Suite 200

Madison, WI. 53719

Phone: (608) 663-1218

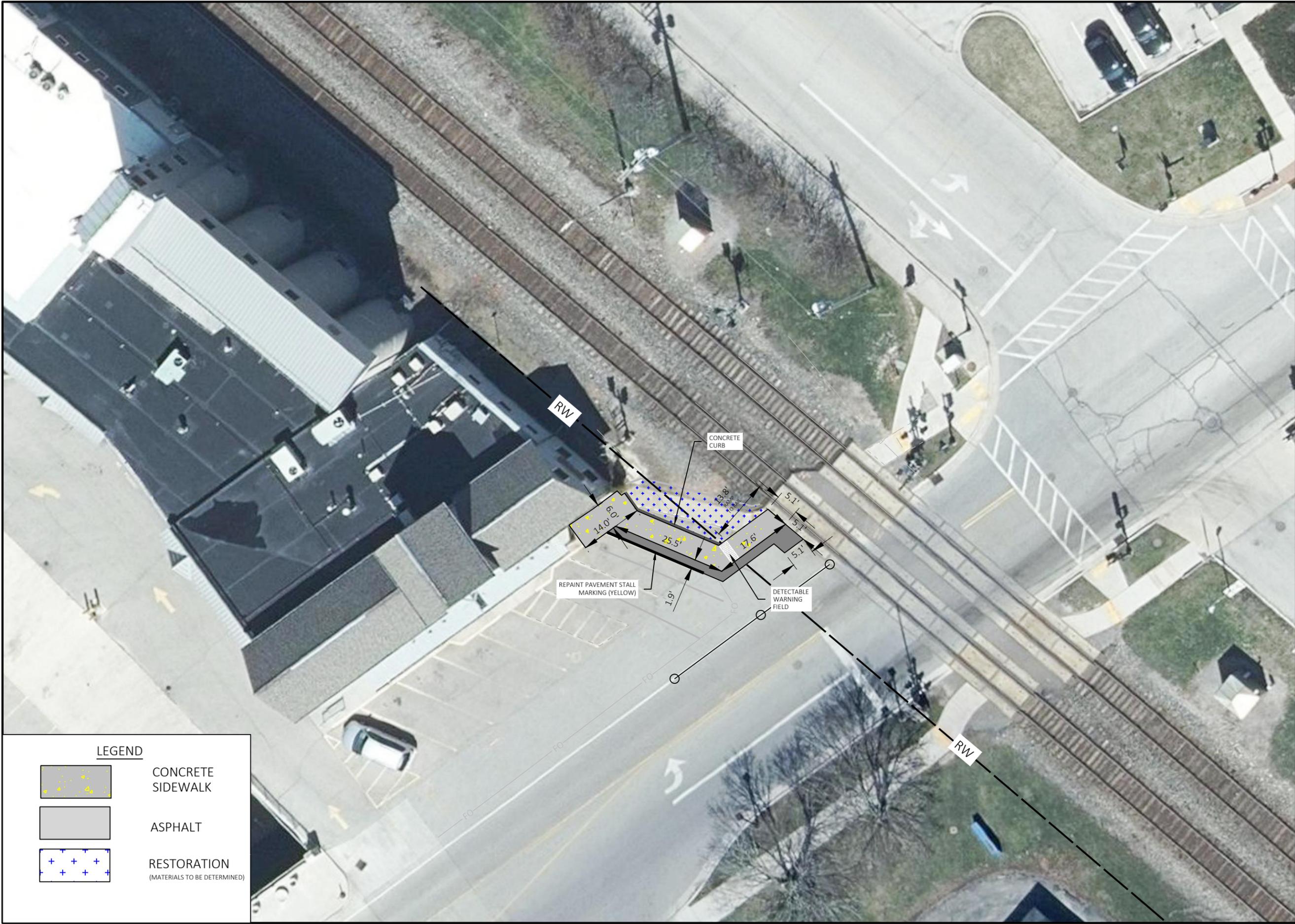
Phone: (800)-810-4012

http://klengineering.com

email@klengineering.com

VILLAGE OF ELM GROVE

LAYOUT PLAN



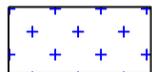
LEGEND



CONCRETE  
SIDEWALK



ASPHALT



RESTORATION  
(MATERIALS TO BE DETERMINED)

Project No: XXX  
Date: 12-12-2025  
Designed By: AGL  
Drafted By: AGL  
Checked By: TB

Revisions: XX-XX-XXXX

SHEET NO.

XX



## Village of Elm Grove – 2026 Highland Drive Pathway Project Update

**To:** Tom Harrigan, Village Manager, Village of Elm Grove  
Richard Paul Jr., Public Works Director, Village of Elm Grove

**From:** Travis Brush, Project Leader, KL Engineering

**Subject:** Project Update Report (January 2026)

---

### **ITEMS COMPLETE:**

- Public Engagement Meeting held on 12/10/25 - [Sign-in sheet and comment sheets attached.](#)
- PIM comment review meeting held with Village on 12/19/25 – [Meeting minutes attached](#)
- KL completed additional tree survey to better aid in tree preservation efforts
- KL sent November invoice on 12/26/25
- Revised Watertown Plank Sidewalk plan submitted on 1/5/26 – [Plans Attached](#)

### **ITEMS IN PROGRESS:**

- Homeowner Outreach
  - Based on PIM comments, there were a number of residents who requested additional accommodations or on-site review meetings with KL/Village representatives.
    - Potential interest in granting easement at 1255 Highland Drive to save large pines
    - Owner at 14800 Juneau requesting retaining wall for aesthetic purposes
  - KL has begun outreach to most critical residents based on impacts to design
  - KL will continue to complete homeowner outreach with the Village the week of January 12<sup>th</sup>
- 60% Plan Development
  - 60% plan submittal requested for review based on 30% plan comments in November
  - KL currently working on remaining pathway alignment modifications to accommodate initial site review with Richard Paul Jr. on November 6<sup>th</sup>, 2025
  - KL finalizing limits of known retaining wall segments
  - KL reviewing drainage needs for proposed pathway including culverts and storm sewer
  - KL to begin utility coordination based on 60% plans

### **ACTION ITEMS:**

**KL is looking for discussion or action on the following items:**

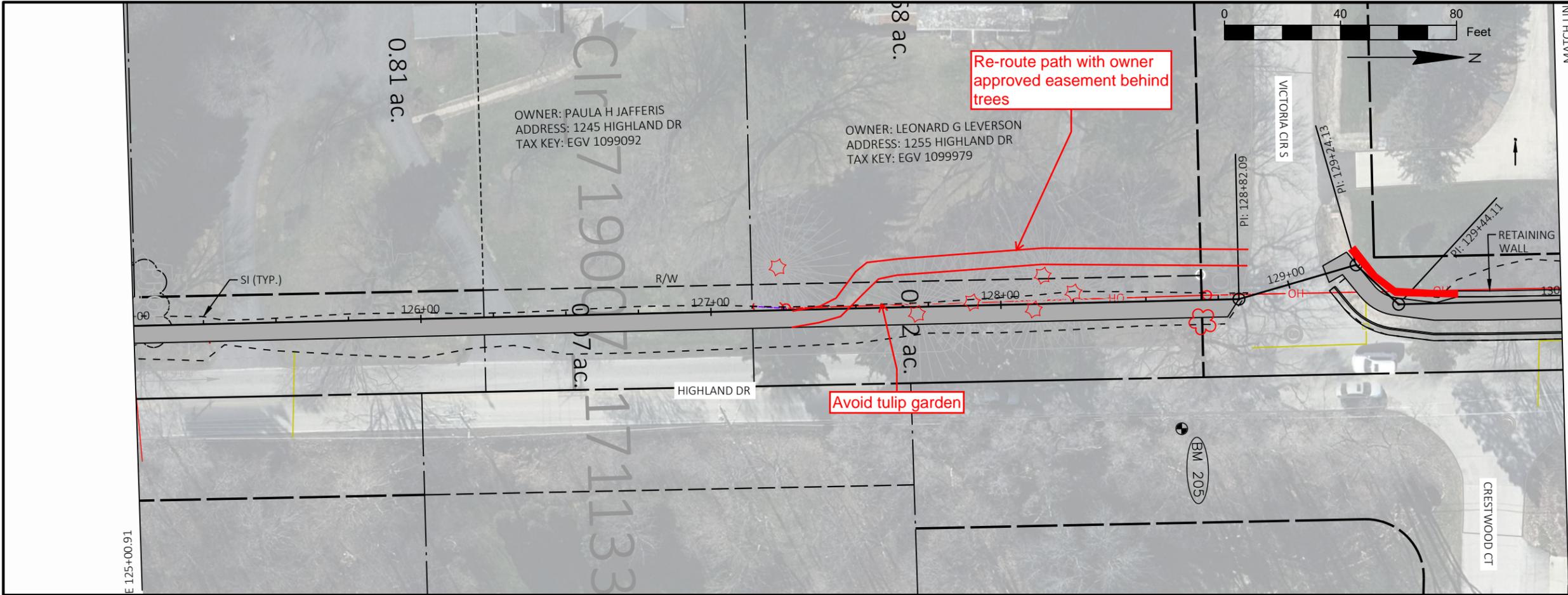
- **PIM Comment Review Meeting**
  - Committee review of meeting minutes from 12/19/25 meeting
    - Require further discussions and considerations on preferred traffic control for project
    - Concurrence on overall direction for:
      - Driveways
      - Tree removal
      - Private drain discharge notices
- **Homeowner Outreach**
  - KL to work with Richard on scheduling remaining homeowner meetings
  - Will request of additional retaining wall at 14800 Juneau be entertained?

### **Deliverables:**

- 60% plans scheduled for submittal at end of January for February PWUC review
- Site review with Elm Grove Forester at end of January

### **Attachments:**

- **Attachment A: PIM Sign-In and Comment Sheets**
- **Attachment B: PIM Comment Review Meeting Minutes 12/19/25**
- **Attachment C: Watertown Plank Sidewalk Plans**



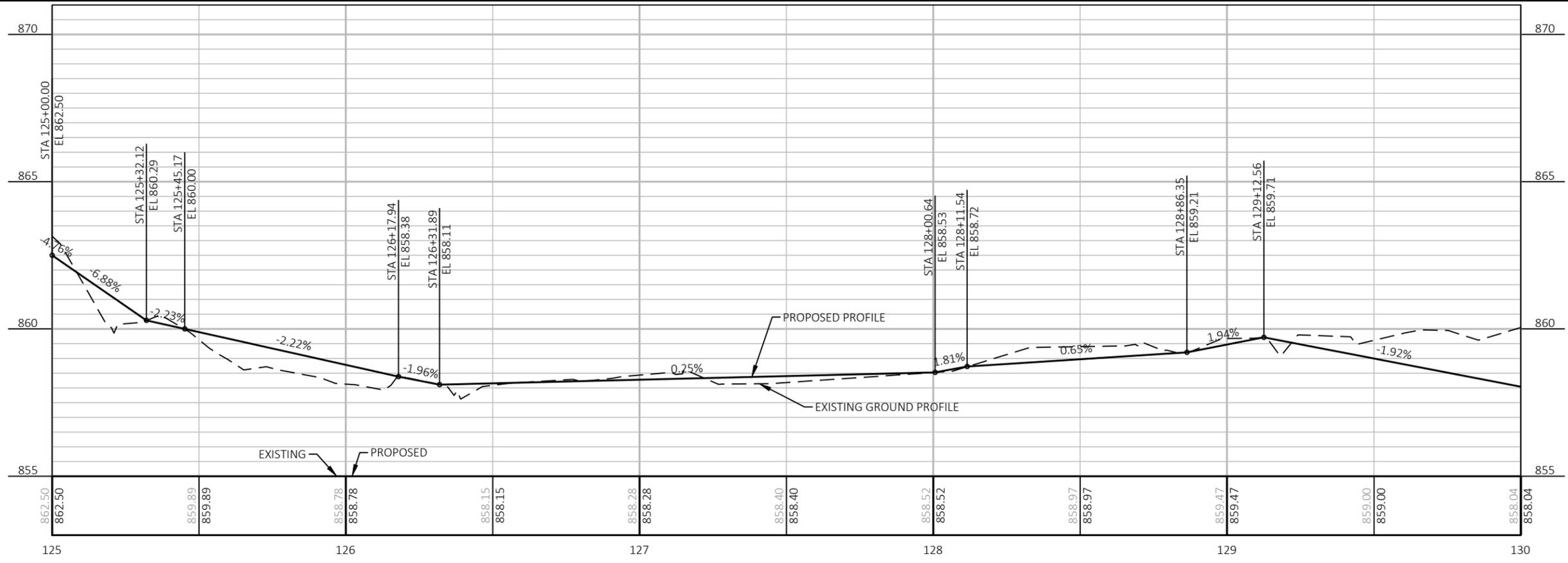
**KL Engineering**  
[A] Better Experience  
5400 King James Way  
Suite 200  
Madison, WI. 53719  
Phone: (608) 663-1218  
Phone: (800)-810-4012  
http://klengineering.com  
email@klengineering.com

VILLAGE OF ELM GROVE  
**PLAN & PROFILE**  
2026 PATHWAY

Project No: 25040-000  
Date: 11-7-2025  
Designed By: AGL  
Drafted By: TB  
Checked By: SDH

Revisions: XX-XX-XXXX

SHEET NO.  
**PP-06**





# VILLAGE OF ELM GROVE

13600 JUNEAU BLVD  
ELM GROVE, WI 53122

Date 12/17/2025 46  
Account 01-00006965-00-1

Korkos Investment LLC  
13435 Watertown Plank Rd #7  
Elm Grove WI 53122

After 01/25/2026 Pay \$1,724.49  
**Balance Due By 01/25/2026**  
**Balance \$1,707.42**  
Amount Enclosed \_\_\_\_\_



For Service at 13435 WATERTOWN PLANK RD

## Return Top Portion with Payment

Date	Charge	Previous Read	Current Read	Usage	Amount
	Prev Bal				\$1,707.42
10/6/2025	Receipt	Check#5175 Receipt# 0100006965			-\$1,707.42
12/17/2025	001 Connect Charge				\$15.10
12/17/2025	005 Sewer Flat			372015	\$1,216.04
12/17/2025	013 Stormwater			13.5	\$476.28
	Cur Charges				\$1,707.42
	Total				\$1,707.42

For Service at 13435 WATERTOWN PLANK RD

Account 01-00006965-00-1 Korkos Investment LLC

For Service From 10/1/2025 to 12/31/2025 After 01/25/2026 Pay \$1,724.49

### METER USERS:

**DUE DATES - If you have metered utility service - enter your meter reading at [www.elmgrovewi.org](http://www.elmgrovewi.org) - Departments>Clerk>Utility Billing. This reading is due quarterly on March 15th, June 15th, September 15th, December 15th.**

**DO YOU WANT EMAIL REMINDERS FOR METER READINGS? Fill out the email address on the meter Outstanding Payments as of October 30th will be moved to the Property Tax Bill.**

**METER READINGS reported in cubic feet will be recalculated to show gallon usage.**

ALL DID Y DID Y	1106 965	13425 Watertown Plank Rd	5999	Jenny's Cards & Gifts	3,875	2.3	8913	1	116.53	29.13			
	1106 965	13425 Watertown Plank Rd	9999	Paper Envy	5,000	2.3	11500		150.36	37.59			
	1106 965	13425 Watertown Plank Rd	752	FuradisePetSpa	5,200	16.0	83200		1,087.85	271.96			
	1106 965	13425 Watertown Plank Rd	5812	Zisters	6,462	20.0	129240		1,689.83	422.46			
	1106 965	13425 Watertown Plank Rd	9999	Asian Bus Consult	16,000	2.3	36800		481.16	120.29			
	1106 965	13425 Watertown Plank Rd	7231	STEVE'S HAIR CARE	3,250	16.0	52000		679.91	169.98			
	1106 965	13425 Watertown Plank Rd	9999	HMS Billing-out	0	2.3	0		0.00	0.00			
	1106 965	13425 Watertown Plank Rd	7299	Stitch Inn	2,080	2.3	4784		62.55	15.64			
	1106 965	13425 Watertown Plank Rd	8021	Pavletich, J DDS	1,440	10.0	14400		188.28	47.07			
	1106 965	13425 Watertown Plank Rd	5999	Verizon Wireless	7,176	2.3	16505		215.80	53.95			
	1106 965	13425 Watertown Plank Rd	5999	Mystic-Ireland	0	2.3	0		0.00	0.00			
	1106 965	13425 Watertown Plank Rd	7299	Sparkle	3380	2.3	7774		101.65	25.41			
	1106 965	13425 Watertown Plank Rd	9999	LCA of WI LLC	3000	2.3	6900		90.22	22.55			
				Elm Grove Park and Shop LLC/Korkos Investments									
													13435 Watertown Plank Rd



# Memo

To: Public Works Committee  
From: Crystal Turner, Clerk  
Date: 01/08/2026  
Re: Review of potential meter installation for reporting sewer usage

---

## Introduction

Over the past six months, I have conducted a review of the Village's sewer utility billing process, building upon research originally completed in 2022. The purpose of this review was to identify methods to ensure more accurate reporting of sewer usage, increase efficiency in collecting data on commercial users, and strengthen long-term budgeting and oversight.

This review confirmed that many of the irregularities identified in 2022 remain unresolved and have continued into 2025, indicating a need for improved controls which can be found in the process of automating the meter reads.

## Summary of Issues Identified

The following issues were identified:

### 1. Unreported Vacant Commercial Properties

Businesses that are vacant are not reported to the Village in a timely manner. Following up with the property owners is a time-intensive process. In some cases, no readings are provided and estimates are used. Village staff cannot access buildings to obtain readings.

### 2. Incorrect Reporting to MMSD

Businesses have been incorrectly reported to MMSD, resulting in overcharges to the Village. Without consistent follow-up, meters can misreport or fail, causing prolonged inaccuracies. Example: A Bluemound Road property had a failed meter from over a year prior. The village had estimated the monthly amount.

The standard practice of estimating the bill, if no read is received, is twice the last in-person read. In the case of the Bluemound Road property, that last in-person read was half a period due to the

breakage and total amount billed was likely less than what was used. Therefore, no incentive for the property owner to fix.

### **3. Estimating reads**

When the village estimates a read, we can be entering an incorrect lower read (as was the case with Bluemound Rd) or drastically higher read resulting in either additional work to correct or refund an overage. Often the overage is credited on future bills.

### **4. Incorrect Units of Measure**

Some properties reported readings in cubic feet (CF) that were assumed and billed as gallons, resulting in inaccurate Village charges and MMSD reporting.

- Since August 2025, reporting now requires a photo of the meter.
- Staff converts CF to gallons prior to billing entry.

### **5. Changes in Business Use/Property Ownership**

Changes in occupancy or use affect MMSD calculations but are not always reported. Example: Dentist office converting to retail.

The current system limits the Village's ability to obtain final readings, split usage accurately, and establish new accounts at the time of ownership transfer.

The Village issues an annual self-reporting form to non-metered properties. Aside from this form there are no controls to ensure sewer usage is updated when properties become occupied.

- The last annual self-reporting form was issued in June 2025 and only had a 22% return rate.
- A September 2025 review revealed businesses that were not properly accounted for in flat-rate calculations that do have significant impact on sewer usage (Restaurants).

### **6. Inequitable Flat-Rate vs. Metered Charges**

Similar businesses may be charged the same despite differing operational intensity.

- A restaurant open three days per week is charged the same as one open seven days per week.
- Flat-rate properties may be charged differently than metered properties. Example: Property A in December 2025 as a metered building was charged for 292,900 gallons and a similar property, B was charged for 93,000 gallons on a flat rate. Please Note: no buildings are apples for apples.

## Background

The Village has fewer than 86 commercial sewer users, consisting of both flat-rate (51 Users) and metered properties (35 Users/40 meters).

Currently:

- Some businesses self-report readings -29 Users/34 Meters.
- City of Brookfield reports 6 meters to the Village.
- There are 8 deduct meters (sprinklers and pools) that are reported to the Village
- The City of Brookfield and City of Wauwatosa use Badger meters to monitor water consumption.
- Sewer usage is based on inbound water consumption, as water entering the property ultimately discharges to the sewer.
- These meters are installed on the inbound water service pipe.

Brookfield collects meter data via cellular transmission, reports in cubic feet, converts to gallons, and provides quarterly reports to the Village. Staff are working with Wauwatosa to begin similar reporting, potentially starting March 2026. However, neither municipality complete readings on deduct meters (meters that account for pool or sprinkler usage).

## Metering and Ownership Transitions

An Advanced Metering Infrastructure (AMI) based system would allow:

- Final meter reads at ownership transfer
- Accurate bill splitting
- Timely creation of new accounts
- Improved transparency and billing accuracy (to Property Owner and MMSD)

## Installation Overview

- **Unmetered commercial buildings:** Approximately a 1" connection would need to be hard-plumbed into the existing sewer line.
- **Existing metered buildings:** An additional meter would need to be installed. Properties on a well system may opt to replace the current meter with the Village approved meter or install an additional meter.
- Property owners would retain responsibility for hiring a plumber and obtaining permits. This process was designated to be the path forward in 2021. The Village would then credit the amount to the first bill up to \$600.
- Village inspectors would notify staff upon final inspection.
- Existing Brookfield or Wauwatosa water meters cannot be removed; sewer meters would be installed in addition.

## Cost and Operational Analysis

1. Expected meter lifespan – 10 years
2. Meter replacement procedures – review cost analysis worksheet to determine long term passed through cost recovery.

3. Meter sizing is based on sewer line size. The information for this is an estimate. As of December 2025, the survey response is minimal to accurately determine the cost of the meters (14 of 81 respondents).
4. Software/cellular connection costs – There are two options that were reviewed and, outside of Badger Meter, there are other vendors. At this point, the quotes were to get an idea of associated costs. Beacon allows the user to integrate meter reads into a utility billing software while AquaCue simply provides the meter reading either through its own software or the ability for the user to download the readings to another file such as excel.

### **Policy Considerations, Risks, and Open Questions**

Key issues requiring further evaluation include:

1. Coordination with Wauwatosa water connection policies, including properties on wells that have or will have access to Wauwatosa water.
2. Can deduct meters be placed and reported in the same manner
3. Additional AMI vendor quotes and cost comparisons.
4. Timing and cost implications to property owners
5. Handling irregular connection scenarios without duplicative costs
6. Fire Department usage (fire trucks, ice rink, pool deduct meters)
7. Water pipe sizing verification for flat-rate properties
8. Installation costs. Staff consulted with the Village of Deerfield following a League of Wisconsin Municipalities article (October 2025). Deerfield implemented Sensus meters with AquaHawk software in 2024 and trained DPW staff to install meters as a cost-saving measure. Deerfield has offered to share training materials and implementation insights with the Village.
9. Lead and asbestos considerations during installation

#### Attachments

Property A example

Property B example

Meter Funds-Cost

PWC October 2021 Minutes

2021 Draft Ordinance



Diam	Meter Cost	Qty	Total Meter amount
3/4	\$360.00	2	\$720.00
5/8	\$360.00	2	\$720.00
1	\$512.00	8	\$4,096.00
1 1/2	\$886.00	7	\$6,202.00
2	\$1,241.00	6	\$7,446.00
3	\$3,703.00	2	\$7,406.00
4	\$4,604.00	2	\$9,208.00
			\$35,798.00

flat 46  
meter 46

**ORDINANCE NO. 2022-xx****AN ORDINANCE TO CREATE A SECTION TO THE VILLAGE OF ELM GROVE  
MUNICIPAL CODE REGARDING THE INSTALLATION OF UTILITY METERS**

The Board of Trustees of the Village of Elm Grove, Waukesha County, Wisconsin, **DOES HEREBY ORDAIN AS FOLLOWS:**

Section 1: Chapter 326-7 of the Village of Elm Grove Municipal Code entitled “Commercial Sewer Meters”,

- (A) Location. Any new construction resulting in the installation of a meter on a commercial property shall be installed in the basement or ground floor of the building in accordance with the discretion of the village manager or designee. Unless the village manager or designee specifically approves another location, the meter shall be located near the front wall of the building where the service exits the building.
- (B) Installation of Meter.
- (1) Meters will be furnished by the village. The size of meter installed will be determined by the village manager or designee.
  - (2) The provided meter must be installed by a licensed plumber at the cost to the property owner at the time of installation. The meter is not to be disconnected or interfered with by the consumer.
  - (3) All buildings constructed or subject to remodeling in the general location of the sewer meter shall afford adequate space for the installation of sewer meters; the repair, maintenance and servicing of the sewer meters; the replacement of the meters; the installation of a bypass line, if required; and any attendant appurtenant valves, fittings, piping or other devices that may be necessary for sewer service and metering facilities.
  - (4) The consumer is responsible for supplying and installing all piping within the building.
- (C) Remote Reading. The village approved meters are equipped with remote reading capability. The remote reading apparatus is not to be disconnected or interfered with by the consumer.
- (D) Connection Fee. All users shall pay a connection fee. The connection fee for the commercial properties will be determined annually by the size of the meter.
- (E) Maintenance of Meters. All consumers shall keep their meters in good repair and protected from damage. Consumers must contact the village if their meter is in disrepair or if the meter is unable to render readings to the village.
- (F) Violations and Penalties.
- (1) Any person who fails to comply with any of the provisions of this subchapter or with an order from the Village pursuant to this subchapter shall be liable to the Village for any expense, loss or damage occasioned by such violation, including reasonable attorney's fees and other expenses of litigation.
  - (2) Upon conviction of any violation of this subchapter, shall be subject to a forfeiture of not less than \$100.00 nor more than \$2,500.00 per violation, plus damages.

(3) Each day a condition is allowed to exist which is contrary to all or any part of this subchapter shall constitute a new violation.

(4) Change of ownership or occupancy of premises delinquent under the provisions of this subchapter shall not be cause for reducing or eliminating charges due and penalties for violations.

Section 2: Section 1 supersedes all other contravening Ordinances and parts of Ordinances.

Section 3: This ordinance shall take effect and be in full force from and after its passage.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2021 by the Board of Trustees of the Village of Elm Grove, Waukesha County, Wisconsin:

\_\_\_\_\_  
Neil H. Palmer  
Village President

ATTEST:

\_\_\_\_\_  
Michelle Luedtke  
Village of Elm Grove Clerk/Deputy Treasurer  
Waukesha County



# VILLAGE OF ELM GROVE

13600 JUNEAU BLVD  
ELM GROVE, WI 53122

Date 12/17/2025 49  
Account 01-00006964-00-0

Lambrecht Association  
Village Court LLC  
100 Maple Park Blvd, #104  
St. Clair Shores MI 48081-2254

After 01/25/2026 Pay \$4,774.07  
**Balance Due By 01/25/2026**  
**Balance \$4,726.80**  
Amount Enclosed \_\_\_\_\_



For Service at 890 ELM GROVE VILLAGE COURT

### Return Top Portion with Payment

Date	Charge	Previous Read	Current Read	Usage	Amount
	Prev Bal				\$4,210.33
10/14/2025	Receipt		Check#9183 Receipt# 0100006964		-\$4,210.33
12/17/2025	001 Connect Charge				\$15.10
12/16/2025	010 Sewer Metered	11669400	11962300	292900	\$3,829.70
12/17/2025	013 Stormwater			25	\$882.00
	Cur Charges				\$4,726.80
	Total				\$4,726.80

For Service at 890 ELM GROVE VILLAGE COURT

Account 01-00006964-00-0 Lambrecht Association

For Service From 10/1/2025 to 12/31/2025 After 01/25/2026 Pay \$4,774.07

#### METER USERS:

**DUE DATES** - If you have metered utility service - enter your meter reading at [www.elmgrovewi.org](http://www.elmgrovewi.org) - Departments>Clerk>Utility Billing. This reading is due quarterly on March 15th, June 15th, September 15th, December 15th.

**DO YOU WANT EMAIL REMINDERS FOR METER READINGS?** Fill out the email address on the meter Outstanding Payments as of October 30th will be moved to the Property Tax Bill.

**METER READINGS** reported in cubic feet will be recalculated to show gallon usage.

#### ALL USERS:

**DID YOUR BUSINESS GO OUT OF BUSINESS?** Email [villagehall@elmgrovewi.org](mailto:villagehall@elmgrovewi.org)

**DID YOUR BILLING ADDRESS CHANGE?** Email [villagehall@elmgrovewi.org](mailto:villagehall@elmgrovewi.org)