

**Village of Bristol**  
**Cash Balances By Fund**

		<b>As of 3/13/2023</b>
<b>Fund</b>		<b>Cash Balance</b>
100	General Fund	(104,960.58)
200	Fire & Rescue	(254,768.43)
201	Garbage/Recycling	149,727.35
202	Equipment Replacement	518,331.51
203	Capital Construction	1,864,634.61
204	TID#1 Sewer District 5	216,192.50
205	TID#2 Sewer District 5	607,876.91
206	TID#3 Sewer District 3	(34,140.73)
300	Debt Service Fund	240,803.80
301	Community Dev Authority Fund	615,319.29
400	Capital Projects Fund	582,768.10
600	Water Utility fund	112,190.96
601	Sewer District #1	(1,574,853.59)
603	Sewer District #3	320,746.42
604	Sewer District #4	281,628.75
606	Stormwater fund	192,663.62
800	Agency fund (Tax collection)	(1,946,768.45)
	<b>Grand Total Cash</b>	<b>\$ 1,787,392.04</b>



# COUNTY OF KENOSHA

Office of the Sheriff

David W. Zoerner  
Sheriff  
1000 - 55th Street  
Kenosha, WI 53140  
(262) 605-5101  
Fax: (262) 605-5130

March 9, 2023

Mike Farrell, Village President  
Village of Bristol  
19801 – 83<sup>rd</sup> Street  
Bristol, WI 53104

President Farrell,

This letter is to inform you of the calls for service and the arrest and citation totals for the Village of Bristol for February, 2023. The following is a summary of how those calls were received.

Source	Month	Year to Date
911	92	197
Officer Initiated	183	347
Phone	94	172
<b>Total Calls</b>	<b>369</b>	<b>716</b>

  

Citations	42	85
Criminal Arrests	7	15
<b>Total Arrests</b>	<b>49</b>	<b>100</b>

The included printout lists; the case number, date of call, unit number of the responding deputy, how the call was received, and the address of the call.

Should you have any questions regarding the data or need additional data regarding law enforcement activity in the Village of Bristol, please feel free to contact me.

Sincerely,

David W. Zoerner  
Sheriff – Kenosha County

By: Chief Deputy Justin Miller  
Justin Miller  
Chief Deputy

# Village of Bristol Fire Department

## January 2023 Monthly Report

Reporting Period: January 2023

### Executive Summary

**Overall Status:** Green (meeting expectations)

	Green (Meeting expectations)	Yellow (Needs improvement)	Red (Significant improvement needed)	Summary
<b>Budget</b>	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Overall, the health of the budget in the month of January was average when compared to previous budget years.
<b>Emergency Operations</b>	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Call volume in the month of January was down when compared to January 2022.
<b>Public Education</b>	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	During the month of January public education opportunities were limited to fire inspections.
<b>Staffing levels</b>	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Staffing levels meet the operational needs of the department

**Comments:**

- The table above is a quick reference snap shot of the department status through the first month of 2023. Overall the department through the first month is meeting the expectations set by the departments administrative staff.

### Emergency Operations

**Overall Response:**

- We responded to 71 responses in the month of January. The January daily average was 2.2 responses with a monthly average of 71 for 2023.

**Emergency Medical Operations:**

- 50 of the 71 responses in January were related to emergency medical incidents of which 15 were motor vehicles crashes. One incident on I-94 reached multiple alarms as the total number of vehicles/people involved exceeded the capabilities of the initial response. A total of five patients were transported from the I-94 incident to local hospitals and multiple other patients denied the need for emergency care. Special thank you to our mutual aid partners.

**Fire Operations:**

- The remaining 21 responses in the January were for structure fires, passenger vehicle fires, false alarms and multiple calls for service assistance.

**Special Operations:**

- In the month of January there were no incidents for Special Operations.

## Budget

### Budget Status as of 01/31/2023

Expense	Original Budget	Remaining Budget	Year to date spent	Current Forecast	% Spent
Salaries & Wages	\$ 477,483.21	\$ 442,224.50	\$ 35,258.71	\$ 423,104.52	7.38
Fuel	\$ 15,000.00	\$ 13,468.51	\$ 1,531.49	\$ 18,377.88	10.21
Operating Supplies	\$ 25,000.00	\$ 24,751.75	\$ 248.25	\$ 2,979.00	0.99
R/M Equipment	\$ 35,000.00	\$ 33,135.42	\$ 1,864.58	\$ 22,374.96	5.33
Fire Gear	\$ 18,000.00	\$ 17,857.00	\$ 143.00	\$ 1,716.00	0.79
Reimbursable Grants	\$ 1,015.00	\$ -	\$ 15,408.12	\$ 113,395.23	100.00
Total Budget	\$ 837,839.49	\$ 756,679.44	\$ 81,160.05		9.69

## Budgetary Comments:

- The above-mentioned categories are the top six expenditures for the department annually. Below is a brief description of each.
- Salaries & Wages - Monitored monthly to project expenses however a major variable for this is account is call volume. The busier the month the greater the impact on expenses.
- Fuel - expenses are directly impacted by emergency operations.
- Operating supplies – This category includes all EMS supplies, station cleaning supplies, and any other consumable to maintain our operation.
- Repair and Maintenance of Equipment – Expenditures in the account vary however as we continue to replace our aging fleet the costs to maintain those apparatus decreases.
- Fire Gear – Annually we purchase Personal Protective Equipment (fire gear) to outfit our staff. We also purchase firefighting equipment trough this account to support our operations.
- Reimbursable Grants - Late in 2022 we received multiple grants from the State of Wisconsin EMS program. The grants totalled \$113,395.23 to be spent on EMS equipment which was approved at the Village Board meeting in December of 2022. Many of those purchases were delivered in January. This account will remain over budget in 2023 as the grants were not budgeted for 2023.

## Milestones / Goals

Milestone/Goals	Start	Current Forecast	Actual	Status
Change operations to 2023	01/01/2023	01/01/2023	01/01/2023	Complete
Complete 2022 Annual Report	01/01/2023	03/31/2023		In Progress
Complete Annual State required 2% dues self-Certification	01/01/2023	03/31/2023		In progress
Complete ISO audit	01/10/2023	03/31/2023		In Progress
Medicare and Medicaid Audit	01/01/2023	12/31/2023		In Progress
Complete Building Construction Plan reviews	01/01/2023	On going in 2023		In Progress

<b>Monitor public roadway construction projects to ensure safe and efficient response in and around the Village</b>	01/01/2023	On going in 2023		In Progress
<b>Ensure daytime response reaction time is less than 90 seconds for EMS calls</b>	01/01/2023	01/31/2023	85 seconds	100 %
<b>Ensure nighttime response reaction time is less than 150 seconds for EMS calls</b>	01/01/2023	01/31/2023	125 seconds	100 %
<b>Ensure daytime response reaction time is less than 180 seconds for Fire Calls</b>	01/01/2023	01/31/2023	120 seconds	100%
<b>Ensure nighttime response reaction time is less than 210 seconds for Fire Calls</b>	01/01/2023	01/31/2023	200 seconds	100%
<b>Ensure response time to scene is on average less than ten minutes</b>	01/01/2023	01/31/2023	Average 7:29 minutes	Complete
<b>Complete first half of the 2023 bi-annual fire inspections</b>	01/01/2023	06/30/2023		In Progress

**Note:** Bold milestones/goals are key to the efficiency and effectiveness of our operations

## Accomplishments & Plans

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### Accomplishments during this Reporting Period:

- Developed plans for the layout of equipment in the new Squad 5251
- Started the 2023 recruit training class with four new staff members
- Added three new staff members with previous experience to the line
- Changed to the new MABAS Box Alarm cards
- Completed plan reviews of new projects

### Plans for the next Reporting Period:

- Place new 5251 In service
- Place new EMS grant equipment in service
- Offer additional Public Education classes
- Submit a request for financial assistance through the FEMA AFG grant program
- Present conceptual plans for station 2 and training facility to the Village Planning Commission

## 2023 Department Projects

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### Project Descriptions

This section contains a brief description of the projected 2023 department projects, annual maintenance of equipment and maintenance of facilities. These projects ensure our department is mission ready while maintaining our compliance with local and state mandates, along with generally accepted fire service operating standards.

### Project Definition

<b>New 5251</b>	<ul style="list-style-type: none"><li>▪ In November of 2022 we took delivery of the new squad truck a 2007 Pierce dash.</li><li>▪ Currently the apparatus is being outfitted with equipment</li><li>▪ Anticipated in service date is mid to late February</li></ul>
<b>Water Rescue Trailer</b>	<ul style="list-style-type: none"><li>▪ The Bristol Firefighters Association purchased a 16 foot enclosed trailer for water related emergency responses.</li><li>▪ The new trailer will house all water related rescue equipment including the Boat.</li></ul>
<b>Sale of 1991 Heavy Rescue</b>	<ul style="list-style-type: none"><li>▪ To date we have had four potential buyers which we are actively working to secure a contract for purchase.</li></ul>
<b>Replacement Ford Explorer 5299</b>	<ul style="list-style-type: none"><li>▪ New Chevy Tahoe was ordered in May of 2022</li><li>▪ No delivery date provided</li></ul>
<b>Replacement Chevy Suburban 5298</b>	<ul style="list-style-type: none"><li>▪ New Ford F-250 was ordered in December of 2022</li><li>▪ No delivery date provided</li></ul>
<b>Add additional Technology</b>	<ul style="list-style-type: none"><li>▪ Adding I-pads with CAD (computer aided dispatch) software to ladder truck and new squad truck</li><li>▪ Adding a computer to new 5298 with the CAD as the current 5299</li></ul>
<b>Plan for new station 2 and Training Facility</b>	<ul style="list-style-type: none"><li>▪ Working on conceptual plans for a future second station and training facility</li><li>▪ Working on details for a storage garage on site by July</li></ul>
<b>Renewing the Department State EMS Paramedic License</b>	<ul style="list-style-type: none"><li>▪ By June 30, 2023, the department will renew our license</li><li>▪ Updated operational plan will be submitted to the state</li><li>▪ New medical director will be added to the state plan</li></ul>
<b>Maintain Facilities</b>	<ul style="list-style-type: none"><li>▪ Interior maintenance will be completed to ensure the facility is kept in an operational state</li><li>▪ Access the exterior for corrosion and potential upgrades (cleaning painting, corrosion control, etc)</li></ul>
<b>Maintain equipment</b>	<ul style="list-style-type: none"><li>▪ Maintain all equipment in a state of readiness.</li></ul>

# Village of Bristol Fire Department

## February 2023 Monthly Report

Reporting Period: February 2023

### Executive Summary

**Overall Status:** Green (meeting expectations)

	Green (Meeting expectations)	Yellow (Needs improvement)	Red (Significant improvement needed)	Summary
Budget	<input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Overall, the health of the budget in the month of January was average when compared to previous budget years.
Emergency Operations	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Call volume in the month of February was down when compared to February 2022.
Public Education	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	During the month of February public education opportunities were limited to fire inspections.
Staffing levels	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Staffing levels meet the operational needs of the department

**Comments:**

- The table above is a quick reference snapshot of the department status through the second month of 2023. Overall, the department through the second month is meeting the expectations set by the departments administrative staff.

### Emergency Operations

**Overall Response:**

- We responded to 63 responses in the month of February. The February daily average was 2.2 responses with a monthly average of 67 for 2023. The call volume through the first two months is down by 29 responses. Some of these maybe a result of the mild winter with reduced weather-related incidents.

**Emergency Medical Operations:**

- 36 of the 63 responses in February were related to emergency medical incidents of which 9 were motor vehicles crashes.

**Fire Operations:**

- The remaining 27 responses in the February were for structure fires, passenger vehicle fires, false alarms and multiple calls for service assistance. Nine of these incidents were related to the ice storm in late February.

**Special Operations:**

- In the month of February, the department responded to one water related incident however prior to arriving on scene our responding units were canceled by the Incident Commander.



## Budget

Budget Status as of 02/28/2023

Expense	Original Budget	Remaining Budget	Year to date spent	Current Forecast	% Spent
Salaries & Wages	\$ 477,483.21	\$ 395,172.51	\$ 82,310.70	\$ 411,553.50	17.24
Fuel	\$ 15,000.00	\$ 11,474.92	\$ 3,525.08	\$ 17,625.00	23.50
Operating Supplies	\$ 25,000.00	\$ 21,478.54	\$ 3,521.46	\$ 17,607.30	14.09
R/M Equipment	\$ 35,000.00	\$ 23,868.53	\$ 11,131.47	\$ 55,657.35	31.80
Fire Gear	\$ 18,000.00	\$ 14,865.65	\$ 3,134.35	\$ 15,671.75	17.41
Reimbursable Grants	\$ 1,015.00	\$ -	\$ 15,408.12	\$ 113,395.23	100.00
Total Budget	\$ 837,839.49	\$ 756,679.44	\$ 81,160.05		24.56

## Budgetary Comments:

- The above-mentioned categories are the top six expenditures for the department annually. Below is a brief description of each.
- Salaries & Wages - Monitored monthly to project expenses however a major variable for this is account is call volume. The busier the month the greater the impact on expenses.
- Fuel - expenses are directly impacted by emergency operations.
- Operating supplies – This category includes all EMS supplies, station cleaning supplies, and any other consumable to maintain our operation. We responded to multiple incidents in the month requiring usage of multiple EMS supplies
- Repair and Maintenance of Equipment – Expenditures in the account vary however as we continue to replace our aging fleet the costs to maintain those apparatus decreases. Some of the apparatus received routine maintenance this month leading to a higher expense total.
- Fire Gear – Annually we purchase Personal Protective Equipment (fire gear) to outfit our staff. We also purchase firefighting equipment through this account to support our operations.
- Reimbursable Grants - This account will remain over budget in 2023 as the grants were not budgeted for 2023.

## Milestones / Goals

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Complete Building Construction Plan reviews	01/01/2023	On going in 2023		In Progress



<b>Monitor public roadway construction projects to ensure safe and efficient response in and around the Village</b>	01/01/2023	On going in 2023		In Progress
<b>Ensure daytime response reaction time is less than 90 seconds for EMS calls</b>	02/01/2023	02/28/2023	94 seconds	85 %
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<b>Ensure daytime response reaction time is less than 180 seconds for Fire Calls</b>	02/01/2023	02/28/2023	114 seconds	100%
<b>Ensure nighttime response reaction time is less than 210 seconds for Fire Calls</b>	02/01/2023	02/28/2023	168 seconds	100%
<b>Ensure response time to scene is on average less than ten minutes</b>	02/01/2023	02/28/2023	Average 8:21 minutes	Complete
<b>Complete first half of the 2023 bi-annual fire inspections</b>	01/01/2023	06/30/2023		In Progress

**Note:** Bold milestones/goals are key to the efficiency and effectiveness of our operations. The daytime response average above threshold is a result of multiple second EMS calls which leads to a longer reactions time. The second units is often staffed by staff coming from home and or their jobs.

## Accomplishments & Plans

### Accomplishments during this Reporting Period:

- Continued to strengthen partnerships with new local businesses
- Placed new 5251 in service for emergency responses
- Placed new EMS equipment in service
- Submitted a grant request through the FEMA AFG program
- Presented to Village Planning Commission conceptual plans for station 2 and training facility
- Completed five-year required maintenance on fire sprinkler system

### Plans for the next Reporting Period:

- Add CAD software to I-pads in fire apparatus
- Continue to work with Salem Lakes Fire Department for emergency responses in Paddock Lake during the hwy 50 construction
- Offer additional Public Education classes
- Submit a request for financial assistance through the Lyons Club to provide detectors for the hearing and visually impaired
- Completed EMS expense report for State of Wisconsin EMS grant report

## 2023 Department Projects

### Project Descriptions

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<b>Maintain Facilities</b>	<ul style="list-style-type: none"><li>▪ Interior maintenance will be completed to ensure the facility is kept in an operational state</li><li>▪ Access the exterior for corrosion and potential upgrades (cleaning painting, corrosion control, etc)</li></ul>
<b>Maintain equipment</b>	<ul style="list-style-type: none"><li>▪ Maintain all equipment in a state of readiness.</li></ul>
<b>Continue to monitor the hazards of new technology</b>	<ul style="list-style-type: none"><li>▪ Lithium-Ion batteries</li><li>▪ Electric vehicles</li></ul>



## Proposal

To: Randall R. Kerkman  
Village of Bristol  
19801 83rd Street  
Bristol, WI 53104  
262-857-2368

From: Drew Setzer  
Visu-Sewer, Inc.  
W230N4855 Betker Dr.  
Pewaukee, WI 53072  
262-695-2340

**Date:** 2/23/2023

**Project:** Lateral Service Connection Grouting  
George Lake Area F - Bristol, WI

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Visu-Sewer is pleased to offer the following services:

Test and seal grouting of approximately 60 sewer lateral connections in George Lake Area F within the Village of Bristol, WI. Project to consist of sealing 5 feet up the lateral connection from the 8" mainline sewer. Visu-Sewer will provide labor, equipment and material. Lateral cleaning if/as needed will be completed at the rate below. If obstructions within the lateral (i.e. offset joints, roots, mineral deposits, cast iron tuberculation, etc.) restrict the lateral sealing equipment's ability to perform, the lateral may not be completed.

**Time and Material Rate:**

**\$425.00 per hour (Port-to-Port) – First 8 hours of the day**

**\$525.00 per hour (Port-to-Port) – After 8 hours a day**

**\$12.00 per gallon (AV-100 grout)**

**Project Not to Exceed \$30,000.00**

The Village of Bristol shall provide access to all manholes, water from nearby hydrants (without charge), a dump site for captured debris (if needed), and any traffic control beyond cones and signs. Thank you for the opportunity to quote on this project. If you should have any questions, please do not hesitate to contact us at 262-695-2340.

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All material guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. This proposal may be withdrawn if not accepted within 30 days of issue. Time and material rates are charges "port to port". Terms - Net 30 days.

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## Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. Visu-Sewer, Inc. is authorized to do the work as specified.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

[www.visu-sewer.com](http://www.visu-sewer.com)

WISCONSIN - ILLINOIS - MINNESOTA - IOWA - MISSOURI



*The Village of*  
**B R I S T O L**  
NATURALLY

*Whereas,* In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

*Whereas,* this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

*Whereas,* Arbor Day is now observed throughout the nation and the world, and

*Whereas,* trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

*Whereas,* trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

*Whereas,* trees in our Village increase property values, enhance the economic vitality of business areas, and beautify our community, and

*Whereas,* trees, wherever they are planted, are a source of joy and spiritual renewal.

*Now, Therefore, I, Mike Farrell, President Village of Bristol do hereby proclaim May 6<sup>th</sup> as:*



In the Village of Bristol, and I urge all citizens to celebrate Arbor Day and to Support efforts to protect our trees and woodlands, and

*Further,* I urge all citizens to gladden the heart and promote the well-being of this and future generations.

*Dated this,* 13<sup>th</sup> day of March 2023.

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Village President