

# Village of Sherwood News

October 2020



Sherwood 5th  
Annual Fall Fest

Oct. 3rd 2-6pm at  
Wanick Park  
\*Vendor Fair



Oct. 31st  
Noon to  
2pm  
Trick-or-  
Treat



Sherwood 7th  
Annual Winter  
Solstice

Dec. 19th 4-7pm  
at Wanick Park  
Amphitheater  
\*Hot Beverages  
\*Bonfire  
\*Other Winter  
Fun!

## FROM THE VILLAGE PRESIDENT

Dear Friends and Neighbors,

As this unprecedented year draws to a close in this last quarter of 2020 I want to wish everyone a wonderful holiday season and may we all have a brighter New Year. I want to thank all of the essential workers, all volunteers and those that may have made a difference to anyone during this pandemic. YOU are what makes living here so special. Let's all stay safe, keep the kids safe and we'll get through this together.

Please note Village Board members will soon have email addresses for easy contact with residents. They are included in the "Contact Us" section of this newsletter and will be available in the near future.

Always remember to shop local.

Joyce Laux

Your Village President



## EMPLOYMENT OPPORTUNITY

### Clerk-Treasurer Position

The Village of Sherwood has an opening for a FT Clerk-Treasurer.

No municipal experience is required. Training is available leading to certification by the Wisconsin Clerks Association. A minimum of Associates Degree in accounting or business is required. Duties: Utility billing oversight; Assist with finance & budgeting; Finance reconciliation; Audit prep.; Oversee elections and records; Attend evening Board meetings producing Record Minutes.

Skills: Microsoft Office; Good math & analytical skills; Attention to detail and a commitment to public service.

Salary Range: \$35 to \$40K (DOQ/DOE). Benefits eligible. Send cover letter, resume, and job application (available at <https://www.villageofsherwood.org/opportunities>) to Attn: Clerk-Treasurer Position, Village of Sherwood, W482 Clifton Road; 54169 or e-mail [mail to:administrator@villageofsherwood.org](mailto:mail_to:administrator@villageofsherwood.org). Signed job application must be included with submittal.

## CONTACT US

### VILLAGE HALL

W482 CLIFTON RD  
**PHONE:** (920) 989-1589  
**HOURS OF OPERATION:**  
M-F 8:30 AM — 4:30 PM

### Village Administrator

Randy Friday

### Clerk/Treasurer

Interim/Randy Friday

### Utility/Finance Clerk

Kathy Mader

### Park and Rec. Coordinator

Brenda Stumpf

### Office Coordinator

Kristy Van Hefty

### PUBLIC WORKS

W479 CLIFTON RD  
**PHONE:** (920) 989-4085

### Public Works Supervisor

Scott Nadler

### Public Works Staff

Reed Beyer

### VILLAGE OFFICIALS

#### President:

Joyce Laux 2021 989-1956  
JLaux@villageofsherwood.org

#### Vice President:

Roger Kaas 2021 989-2106  
RKaas@villageofsherwood.org

#### Trustees:

David Miller 2022 841-3141  
DMiller@villageofsherwood.org

Bob Benz 2021 989-1760  
BBenz@villageofsherwood.org

Kathy Salo 2022 740-2927  
KSalo@villageofsherwood.org

Lisa Ott 2021 989-2741  
LOtt@villageofsherwood.org

Paul Grube 2022 851-1146  
PGrube@villageofsherwood.org

“Be a Fan” of your local municipality...

Keep up-to-date on our up-coming events on our Facebook page:

[www.facebook.com/villageofsherwood](http://www.facebook.com/villageofsherwood)



## FROM THE CLERK-TREASURER

### Information Regarding Online Utility & Bill Payments

Using GovPayNet, the Village accepts credit, debit cards, and pre-paid debit cards for utility payments and many other services. The card holder is charged a fee for using the system, which is 2.65% of the balance for tax and utility payments and 4% of the balance for administrative or civil payments. The minimum charge is \$1.00. Cards accepted are Mastercard, Visa, American Express, and Discover Card. If you call GovPayNet for assistance you will be charged an additional \$2.50.

Visit the Village website main screen, listed in the gold tabs find the last option credit & debit payments. Please note when using the website, you will fill out multiple fields and are required to pick what services you are paying for.

### 2021 Election Information

- **February 16th (Spring Primary Election, if required)**
- **April 6th (Spring Election)**

## Residents, Interested in running for a position as a Village Board Trustee or Village President?

Now is your chance ... Earn extra money for being part of the decision-making process to better our community. Incumbents and any newcomers to the political arena can take out papers to run for 1 of 3 seats on the Sherwood Village Board. Also, the Village President’s position is up for re-election.

If you are interested in running for one of the positions listed the required papers can be found on the Wisconsin Elections Commission website or stop in at the Village Hall for a packet. Circulation of Nomination papers begin after December 1st. Each candidate is required to obtain 20 resident signatures to run, however more signatures are recommended in the event an elector is disqualified. You can only have one resident signature per office.

If you have questions about the process, please stop in or call the Village Hall at 989-1589.

## WINTER REMINDERS FROM PUBLIC WORKS

- NO overnight parking is allowed on Village streets between November 1st and April 15th. Vehicles in violation will be ticketed and/or towed.
- Snow from your property, including the end of your driveway, is your responsibility. It is unlawful to shove accumulating snow to vacant lots, ditches, across the street, or in the street. Be aware of plugging your culvert ends with snow; you may regret it once it melts in the Spring.
- Please leave property edge markers alone. The DPW places stakes around the Village to know where to plow when clearing roadways.
- It is each property owner’s responsibility to keep their mailbox clear of snow and ice for mail delivery.

## SHERWOOD WATER & SEWER UTILITY

### Responsibility of Laterals is Split between Provider and Consumer

Water laterals providing service to customers generally consist of two parts. The utility-owned portion of the lateral is generally located in the public right-of-way and includes the section of the lateral from the main to the curb stop box. The customer-owned portion of the water lateral generally extends from the curb stop box to the property provided with service.

Wisconsin Admin. Code § PSC 185.52 requires that mains and laterals be placed at such depth or otherwise protected as will prevent freezing. Generally, if a freeze-up occurs in the main or utility-owned portion of the lateral, the utility is responsible for the expense of thawing its facilities. Individual customers generally may not be held responsible for the expense of thawing utility-owned laterals or mains.

If a freeze-up occurs in the customer-owned portion of a lateral, Wis. Admin. Code § PSC 185.88 specifies the situations when the utility is responsible for the expense of thawing the customer's portion of the lateral, and when the customer is responsible for the expense. This section provides that the utility is responsible for the expense of thawing the customer-owned portion of a lateral if it is the first thaw for the customer at the location, the lateral is electrically conductive, and the utility has not given notice to the customer to take corrective actions for a known condition (e.g., a notice that the customer should increase the lateral depth or provide insulation to prevent freezing).

The utility is also responsible if the freeze-up is the direct result of a utility disconnection that occurred during a time when the freeze-up could be reasonably expected to occur.

Generally, customers should be provided with these "known condition" notices so customers have time to take corrective actions to protect their laterals from freezing before the ground freezes. In order to ensure the notice is provided to the customer, utilities generally provide the notice in the form of a letter, door hanger, bill insert, documented phone call, or email. Media like radio, TV, newspapers and websites are unsuitable for this notice, as these forms of media would not address the specific known condition at an individual customer's property and may not even reach all the customers with known conditions.

Under Wis. Admin. Code § PSC 185.88, the customer is responsible for the expense of thawing a freeze-up in the customer's portion of the lateral if the customer's lateral is not electrically conductive, the customer neglected to provide or maintain proper insulation or protection, the utility advises the customer of corrective measures to be taken and the customer does not follow the utility's advice, or if the utility disconnects for a dangerous conditions.

*Source: Information on laterals and freezing pipe prevention is courtesy of the Wisconsin Public Service Commission. □*

### ADOPT A FIRE HYDRANT

The Sherwood Water and Sewer Utility encourages citizens to adopt a fire hydrant during the Winter. Help keep your neighborhood safe by clearing snow around the hydrant making it easily accessible for the Fire Department in case of an emergency.



### **Preventative Measures for Winter**

#### **How to Avoid Freezing Pipes**

As our weather gets colder, our pipes are under extreme pressure – from water! Water expands as it freezes, which puts intense stress on metal and plastic pipes. This pressure (no matter how strong the pipe) can still cause pipes to crack or break. Unheated interiors such as basements, sprinkler lines, garages, crawl spaces, attics and kitchen cabinets are likely household areas where this can occur, but exterior exposed pipes with little to no insulation are also subject to freezing.

Here are some helping tips to help prevent pipes from freezing:

- Drain lines from outside sources such as those for swimming pools and sprinkler lines (per manufacturer directions).
- Detach, drain, and store hoses indoors.

Close inside valves supplying outdoor hose bibs. Open outside hoses bibs to allow water to drain. Keep the outside valve open so that any water remaining in the pipe can expand without causing the pipe to break.

- If you turn on a faucet and only a trickle comes out, suspect a frozen pipe. Likely places for frozen pipes include against exterior walls or where your water service enters your home through the foundation.
- If you will be going away during the cold winter, leave the heat inside your home (set it no lower than 55 °F).

Being prepared and informed for the winter season will help you avoid the unpleasant and costly situation of frozen pipes. □

## FROM THE PARKS AND RECREATION COORDINATOR

This summer has been very interesting to say the least, but we did manage to hold a couple events we hope you got to enjoy.

Our Sunday Afternoon entertainment schedule was altered this year and we didn't have as much entertainment as previous years. We were fortunate to have *Miller & Mike* on July 12th do a fabulous juggling show and on August 9<sup>th</sup> *Zoomalata* magic performed mysterious magic tricks. Both were very entertaining.

Movie nights were held outside without any weather issues. This year, we showed "Frozen 2" and "Toy Story 4". Movies are shown normally at the Amphitheater building, but this year we did alter a bit to have enough space to socially distance. If weather becomes a problem, we move indoors to the Village Gym.

The Kaukauna Pop Up Library saw a very good turnout and we "Thank You" for utilizing this service. They really appreciated it and it was good to see a number of you attend.



Tennis Lessons were held in July and August. The kids really enjoyed the lessons this year. "Thank You" to our in-

structor Shayla Binsfeld for teaching the young ones.

Did you know we also host a Zumba Class? Classes are held on Tuesdays and Thursdays from 5:30-6:30 currently at Wanick Park. Feel free to pop into a class and check it out. There is a drop-in fee of just \$5 if you would like to give it a try before actually signing up for a session. If you would like more information in regards, please contact Brenda.

Keep in Mind: Fallfest will be held on October 3rd from 2-6p.m. at Wanick Park. We are accepting vendors and working on other details to keep the event safe for everyone. Keep a lookout for additional information. If you know of anyone interested in vending please let Brenda know.

Winter Solstice is scheduled on December 19th. This is always a great family event especially when Mother Nature graces us with the right weather. More information will be on our website and Facebook as it becomes available.

I have to give a shout out to our "Flower Bed Adopters"!!! They make our lives a bit easier, by planting, weeding and taking care of the flower beds in the Village. So "Thank You" *Bonita Gillespie, Leigh Grube, Jon & Bonnie McCluskey and SJSH* for all of your hard work this Summer maintaining the beds. We are always looking for flower bed adopters. If you have a green thumb you would like to share, please let me know.

Have any questions, comments, ideas, or concerns? Contact me at the Village Offices (920-989-1589) or by e-mail: [parkandrec@villageofsherwood.org](mailto:parkandrec@villageofsherwood.org).

Brenda Stumpf – Rec. Coordinator

## REMINDER TO GET YOUR 2020 DOG LICENSE

**Dogs over five months of age must be licensed with the Village annually prior to March 31** to avoid a penalty charge and/or fine. A current rabies vaccination certificate is required before a license can be issued. Dog tags are **blue** this year. If you have a different colored tag, it is out of date, and a new tag is required by law.

The cost of the annual license:

**\$5 for spayed or neutered dogs**

**\$10 for unaltered dogs**



The Village Office is still closed due to the COVID-19 so please include rabies vaccination papers from the vet and your payment, a self addressed stamped envelope and mail it to us or, put it in our outdoor drop box and we will mail you the dog tag license.

**If you no longer have your previously licensed pet or have any questions, please contact the Village Office at (920) 989-1589**

## CALUMET COUNTY INFORMATION

### Calumet County Public Health 2020 Seasonal Flu Vaccine

It is time for you, your family and your friends to receive protection from the flu! Safe and inexpensive, the influenza (flu) vaccine will protect millions of children and adults. Calumet County Public Health will again be offering the flu vaccine.

For adults with Medicare Part B or “Medicare Advantage Plans,” the flu vaccination fee will be billed by the Health Division. Please remember to bring the insurance cards to the clinic. For all other adults (age 19 and older), there will be a fee please reference the Calumet County Website for more information as it becomes available.

Flu vaccine for children (6 months through 18 years of age) will be provided for free ONLY if:

- a. the child's health insurance will NOT cover the vaccine or
- b. the child has Medical Assistance, (BadgerCare, Forward Health, BadgerCare Plus) or
- c. the child is Native American or Alaskan Native.

All other children (6 months through 18 years of age) can receive the vaccine from Calumet Public Health for a fee please reference the Calumet County Website for more information as it becomes available.

If you have any questions, Please call Calumet County Public Health at 920-849-1432 or toll free at 833-620-2730. The Calumet County Courthouse and Public Health Office are located at 206 Court Street, Chilton, WI. 53014.

Please reference the Calumet County Website for Public Health Flu Clinic information as it becomes available

<https://www.co.calumet.wi.us/>

## FROM THE CALUMET COUNTY SHERIFF'S DEPARTMENT

### When You Call 911

You will speak with a person who has been trained to follow department policy and procedure and ask specific questions to obtain the best information possible for the safety of the public and the response personnel. Cooperation from the callers is a vital part of establishing effective public safety communications. As a caller, you should stay calm, stay safe, let the dispatcher ask questions, answer the questions, and follow the directions given to you to the best of your ability. If it is safe for you to stay on the line, do not hang up until the dispatcher indicates you should hang up.

Some of the following questions will be asked:

#### Where?

- Where is your emergency? Exact address is the most important question; do not expect that the dispatcher will know your exact location. This is especially true when calling from a cell phone. You may have heard that when you call with your cell phone, the dispatcher will know exactly where you are. This is not true! Some cell phones only give the location of the cell tower that you have contacted! When you give your location first, the dispatcher can send someone to your aid if the phone is disconnected unexpectedly.

#### What?

- What kind of emergency are you experiencing? If it is not an emergency, you should not call 911.

#### Who?

- Who is involved? Are there weapons present?

# Heating Safety

There is something about the winter months and curling up with a good book by the fireplace. But did you know that heating equipment is one of the leading causes of home fire deaths? With a few simple safety tips and precautions you can prevent most heating fires from happening.

## BE WARM AND SAFE THIS WINTER!

- Keep anything that can burn at least three-feet (one metre) away from heating equipment, like the furnace, fireplace, wood stove, or portable space heater.
- Have a three-foot (one metre) "kid-free zone" around open fires and space heaters.
- Never use your oven to heat your home.
- Have a qualified professional install stationary space heating equipment, water heaters or central heating equipment according to the local codes and manufacturer's instructions.
- Have heating equipment and chimneys cleaned and inspected every year by a qualified professional.
- Remember to turn portable heaters off when leaving the room or going to bed.
- Always use the right kind of fuel, specified by the manufacturer, for fuel burning space heaters.
- Make sure the fireplace has a sturdy screen to stop sparks from flying into the room. Ashes should be cool before putting them in a metal container. Keep the container a safe distance away from your home.
- Test smoke alarms at least once a month.



## Heating Equipment Smarts

**Install** wood burning stoves following manufacturer's instructions or have a professional do the installation. All fuel-burning equipment should be vented to the outside to avoid carbon monoxide (CO) poisoning.

**Install** and maintain CO alarms to avoid the risk of CO poisoning. If you **smell** gas in your gas heater, do not light the appliance. Leave the home immediately and call your local fire department or gas company.



## FACT

Half of home heating fires are reported during the months of **December, January, and February.**



**NATIONAL FIRE  
PROTECTION ASSOCIATION**  
The leading information and knowledge resource  
on fire, electrical and related hazards



# SHERWOOD CIVIC NEWS

## Bird City Update

“Autumn is a second spring when every leaf is a flower.” Albert Camus

Spring is known for the wide variety of birds traveling north through Wisconsin, but Fall is also a wonderful time to watch for migrating birds moving right through the Sherwood area to warmer climates. Take a walk through High Cliff State Park and watch for warblers in the tree tops and shorebirds along the shores of Lake Winnebago. Even the smallest of bird species, hummingbirds, may gather in area gardens where blooming annual and perennial flowers feed their journey south.



Sherwood is an official Wisconsin Bird City and to remain an active member, we need YOU! We need Sherwood residents to volunteer to participate in a small group whose purpose is to support and encourage awareness of how birds impact the health of our community. Contact me, Deb Cook -[debracook53@gmail.com](mailto:debracook53@gmail.com) to sign up.

## FRIENDS OF HIGH CLIFF

### New Friends project will better inform Butterfly Pond Trail users

Have you ever taken a walk along Butterfly Pond Trail in the park and wished you knew more about the plants and animals that live there?

The Friends of High Cliff is kicking off a project to answer your questions. The group plans to install a comprehensive series of interpretive signs along the trail. The total cost of the project is \$5,200 for artwork, signs, posts and tamper-proof mounting hardware. Installation is scheduled for Spring 2021. If you would like to contribute to this effort, please make your check payable to the Friends of High Cliff and send it to:

Friends of High Cliff State Park

Attn: Butterfly Pond Trail Signs

High Cliff State Park  
N7630 State Park Rd  
Sherwood, WI 54169

On a related note, if you have visited the upper park, you would have seen that the Friends' project – an ADA-accessible playground -- has been completed and installed. Unfortunately, because of current COVID-19 restrictions, all playgrounds in state parks remain closed. The Friends look forward to the eventual opening of the playground so that children and families can enjoy it!

The Friends of High Cliff State Park was established in 1997 as a non-profit corporation formed under chapter 181 of the Wisconsin Statutes. It is recognized by the IRS as a 501(c)(3) tax-exempt organization. FOHC is organized for the charitable and educational purpose of supporting, assisting, and promoting the Wisconsin Department of Natural Resources with interpretive, scientific, historical, educational, and related visitor services.





W482 Clifton Rd.  
P.O. Box 279  
Sherwood, WI 54169

www.villageofsherwood.org

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SHERWOOD WI  
PERMIT NO 15

\*\*\*\*\*ECRWSS\*\*\*\*\*  
POSTAL CUSTOMER

## Monthly Meeting Schedule

All meetings are held at the Village Hall, W482 Clifton Rd., unless posted otherwise:

- Plan Commission (PC) 1st Monday — 6:30 PM
- Village Board (VB) 2nd & 4th Mondays — 6:30 PM
- Park Rec and Urban Tree Board (PRUT) 3rd Monday — 6:30 PM
- Community Development Authority (CDA) 4th Wednesday — 6:30 PM

Agendas are posted at the Post Office, Dick's Family Foods, Village Hall, and on the Village website: [www.villageofsherwood.org](http://www.villageofsherwood.org).

*\*Holidays will cause meetings to be held the next day.*

## Office Closures

Village Office and Public Works Garage will be closed the following days:  
**November**

- ♦ Thursday, Nov. 26- Thanksgiving
- ♦ Friday, Nov. 27 – Day after Thanksgiving

**December**

- ♦ Thursday, Dec. 24 – Christmas Eve
- ♦ Friday, Dec. 25 – Christmas

October 2020				
MON	TUE	WED	THU	FRI
PC	6	7	8	9
VB	13	14	15	16
PRUT	20	21	22	23
VB	27	CDA	29	30
November 2020				
MON	TUE	WED	THU	FRI
PC	3	4	5	6
VB	10	11	12	13
PRUT	17	18	19	20
VB	24	CDA	HOL	HOL
	30			
December 2020				
MON	TUE	WED	THU	FRI
PC	8	9	10	11
VB	15	16	17	18
PRUT	22	CDA	HOL	HOL
VB	29	30	31	