

Request for Annexation Review

Wisconsin Department of Administration

WI Dept. of Administration
Municipal Boundary Review
101 E. Wilson Street, 9th Floor
Madison WI 53703
608-264-6102 Fax: 608-264-6104
wimunicipalboundaryreview@wi.gov
<http://doa.wi.gov/municipalboundaryreview/>

Petitioner Information

Office use only:

RECEIVED

January 24, 2022

Municipal Boundary Review
Wisconsin Dept. of Admin.

Name: Jimmer R. Christenson

Address: N 3498 Sunset Lane

Lafosse, WI 54601

Email: jim.greasedlightning@gmail.com

1. Town where property is located: Holland

2. Petitioned City or Village: Holmen

3. County where property is located: La Crosse

4. Population of the territory to be annexed: 0

5. Area (in acres) of the territory to be annexed: 30.013

6. Tax parcel number(s) of territory to be annexed
(if the territory is part or all of an existing parcel): 8-1064-0

Petitioners phone:

608-498-6343

Town clerk's phone:

608-526-3354

City/Village clerk's phone:

608-526-4336

Contact Information if different than petitioner:

Representative's Name and Address:

Surveyor or Engineering Firm's Name & Address:

Phone:

Phone:

E-mail:

E-mail:

Richard Berg, Berg Enterprises

300 State St. PO Box 625

Holmen, WI 54636

608-526-9248

bergent@centurytel.net

Required Items to be provided with submission (to be completed by petitioner):

- ☒ Legal Description meeting the requirements of s.66.0217 (1) (c) [see attached annexation guide]
- ☒ Map meeting the requirements of s. 66.0217 (1) (g) [see attached annexation guide]
- ☒ Signed Petition or Notice of Intent to Circulate is included
- Indicate Statutory annexation method used:
 - ☒ Unanimous per s. 66.0217 (2), or,
 - OR
 - ☐ Direct by one-half approval per s. 66.0217 (3)
- ☒ Check or money order covering review fee [see next page for fee calculation]

Annexation Review Fee Schedule

A Guide for Calculating the Fee Required by ss.16.53 (4) and 66.0217, Wis. Stats.

Required Fees

There is an initial filing fee and a variable review fee

\$350 Initial Filing Fee (required with the first submittal of all petitions)
\$200 – 2 acres or less
\$350 – 2.01 acres or more

\$800 Review Fee (required with all annexation submittals except those that consist ONLY of road right-of-way)
\$200 – 2 acres or less
\$600 – 2.01 to 10 acres
\$800 – 10.01 to 50 acres
\$1,000 – 50.01 to 100 acres
\$1,400 – 100.01 to 200 acres
\$2,000 – 200.01 to 500 acres
\$4,000 – Over 500 acres

\$1150 TOTAL FEE DUE (Add the Filing Fee to the Review Fee)

Attach check or money order here, payable to: **Department of Administration**

THE DEPARTMENT WILL NOT PROCESS
AN ANNEXATION PETITION THAT IS NOT ACCOMPANIED
BY THE REQUIRED FEE.

THE DEPARTMENT'S 20-DAY STATUTORY REVIEW PERIOD
COMMENCES UPON RECEIPT OF THE PETITION AND REVIEW FEE

Check Received: 1-24-2022

Payer: S+J Properties of LaCrosse LLC

Check # 3025

12-8-2021

\$1,150⁰⁰

VILLAGE OF HOLMEN ANNEXATION PETITION

The undersigned, being all the electors and owners of all of the real property described below, do hereby petition the Village of Holmen for direct annexation of said described properties now located in the Town of Holland in La Crosse County, Wisconsin, to said Village of Holmen pursuant to Wisconsin Statutes, Sec. 66.0217(2) This land is contiguous to the Village of Holmen limits and is described as follows:

Description of property: See Attached

Total Acreage: 30.013 ac

Tax Parcel No(s): 8-1064-0

The proposed Village zoning on these parcels is: Ag

The current population of the territory affected by this petition is: Zero

Dated this 7th day of December, 20 21

State of Wisconsin}

}ss.

County of La Crosse}

Jimmer R. Christenson (owner)
Owner name

(Jimmer R. Christenson)

Owner name

Personally came before me this 7th day of Dec, 20 21.

Jimmer Christenson, to me
known to be the person(s) who executed the fore-
going instrument and acknowledged the same.

Rhonda D. Hesselberg
Notary Public, State of Wisconsin
My Commission Expires: 11/13/22

Owner address

RECEIVED
11/19/22
e 8am

Dated this _____ day of _____, 20 ____

State of Wisconsin}

}ss.

County of La Crosse}

Owner name

Owner name

Personally came before me this _____ day of _____, 20 ____.

_____, to me
known to be the person(s) who executed the fore-
going instrument and acknowledged the same.

Notary Public, State of Wisconsin
My Commission Expires: _____

Owner address

ANNEXATION DESCRIPTION

(PARCEL NUMBER 8-1064-0)

PART OF THE NW1/4 OF THE SE1/4 OF SECTION 23, T18N, R8W, TOWN OF HOLLAND, LACROSSE COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH QUARTER CORNER OF SECTION 23, T18N, R8W; THENCE N00°11'27"W, 1322.58 FEET, TO THE SOUTHWEST CORNER OF THE NW1/4 OF THE SE1/4 OF SAID SECTION 23; THENCE N00°05'15"W, 326.00 FEET ALONG THE WEST LINE OF THE NW1/4 OF THE SE1/4 OF SAID SECTION 23, TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE N00°05'15"W, 989.45 ALONG THE WEST LINE OF THE NW1/4 OF THE SE1/4 OF SAID SECTION 23, TO THE NORTHWEST CORNER THEREOF; THENCE N89°26'48"E, 1318.31 FEET ALONG THE NORTH LINE OF THE NW1/4 OF THE SE1/4 OF SAID SECTION 23, TO THE NORTHEAST CORNER THEREOF; THENCE S00°16'42"E, 991.50 FEET ALONG THE EAST LINE OF THE NW1/4 OF THE SE1/4 OF SAID SECTION 23, TO A POINT LYING N00°16'42"W, 326.00 FEET FROM THE SOUTHEAST CORNER OF THE NW1/4 OF THE SE1/4 OF SAID SECTION 23; THENCE S89°32'12"W, 1321.60 FEET, TO THE POINT OF BEGINNING OF THIS DESCRIPTION.

CONTAINING 30.013 ACRES.

DRAFTED BY:

Richard A. Berg 1-11-2022

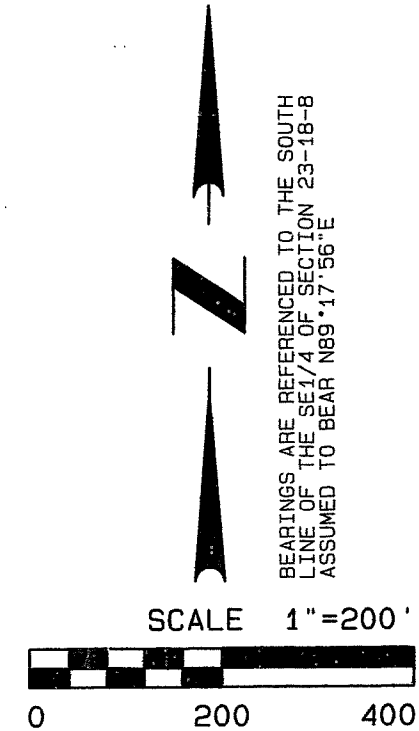
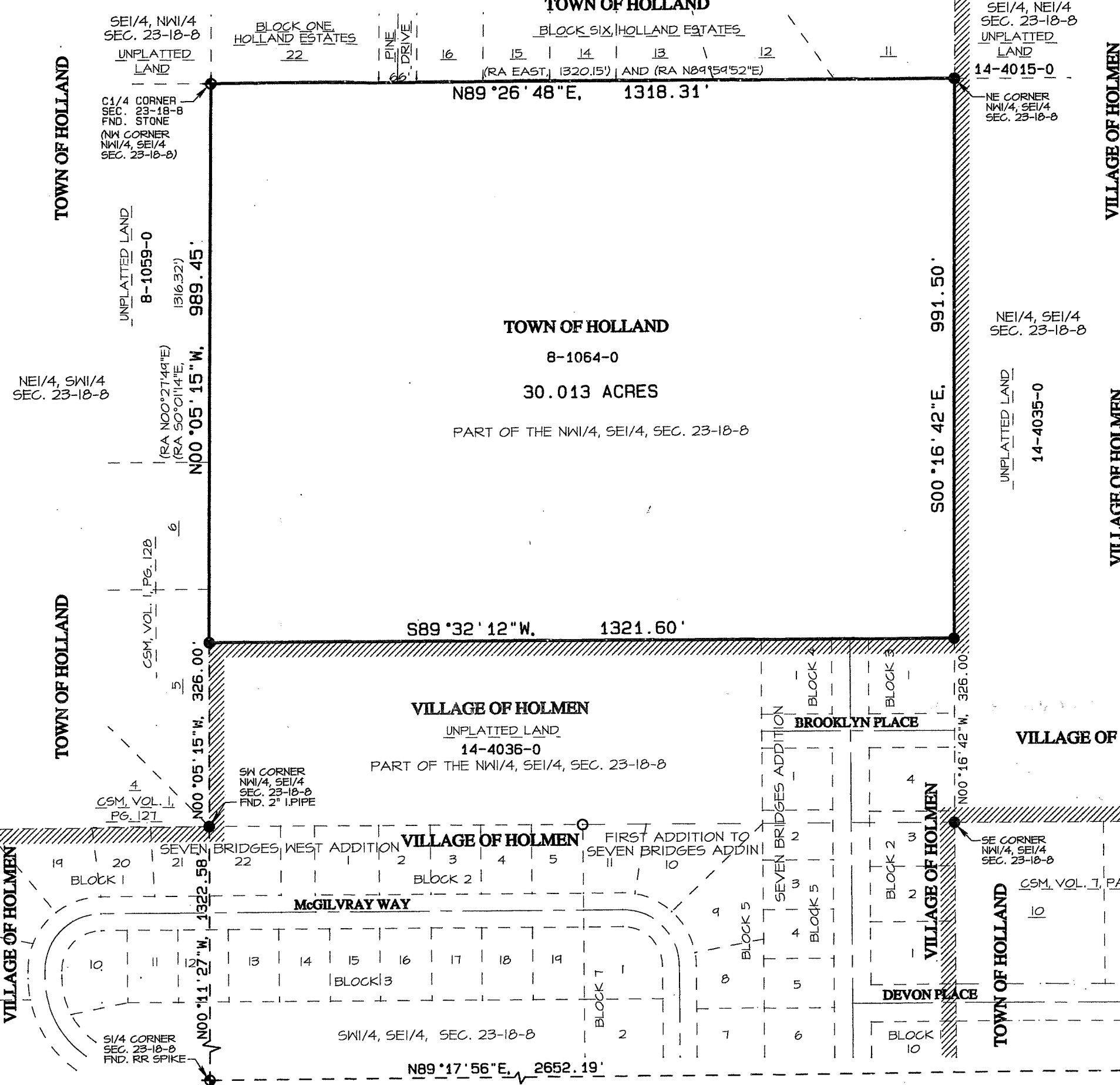
RICHARD A. BERG, PLS#1213

ANNEXATION MAP

PARCEL NUMBER 8-1064-0

PART OF THE NW1/4 OF THE SE1/4 OF SECTION 23, T18N,
R8W, TOWN OF HOLLAND, LACROSSE COUNTY, WISCONSIN.

TOWN OF HOLLAND



NOTE:
HATCHED LINES DELINIATE
VILLAGE OF HOLMEN LIMITS

RA = RECORDED AS



Richard A. Berg
1-11-2022

DRAFTED BY:
RICHARD A. BERG PLS#1213
BERG ENTERPRISES
300 STATE ST. PO BOX 625
HOLMEN WI. 54636

SE CORNER
SEC. 23-18-8
FND. LUNDE MON.

PETITION # _____

REAL PROPERTY LISTERS ANNEXATION REVIEW

1. Territory to be annexed:	From Town of:	To City/Village of:
S & J PROPERTIES OF LACROSSE LLC	HOLLAND	VILLAGE HOLMEN

2. Checklist: (Y) Yes; (N) No; (NA) Not applicable; (NC) Not checked

Location and Position

☐ Y (1) Location description by government lot, recorded private claim, ¼ - ¼ section, section, township, range and county

☐ Y (2) Contiguous with existing village/city boundaries

☐ N (3) Creates an island area in Township (completely surrounded by city)

☐ N (4) Creates an island area in City (completely surrounded by town)

Petition and Map Information

☐ N (1) Identify owner(s) of annexed land

☐ Y (2) Identify parcel ID numbers included in annexation.

☐ N (3) Identify parcel ID numbers being split by annexation

☐ Y (4) North arrow

☐ Y (5) Graphic Scale

☐ Y (6) Streets and Highways shown and identified

☐ N/A (7) Legend

☐ Y (8) Total area/acreage of annexation

3. Other relevant information and comments:

TAX ROLL HAS OWNER AS - S & J PROPERTIES OF LACROSSE LLC – NOT JIMMER CHRISTENSON
8-1064-0 WILL BE A SPLIT BECAUSE THERE IS A LITTLE STRIP LEFT BEING IN THE SW-SE 23-18-8 WHICH IS PRT OF OLD HIGHWAY
93 WHICH LIES SOUTH OF SEVEN BRIDGES ADDN THAT IS PRT OF PRCL 8-1064-0 – THE PREVIOUS ANNEX IN DOC NO. 1690505 DID
NOT INCL THIS PIECE (THE VILLAGE SHOULD LOOK AT THE LEGAL ON THAT ANNEX & CORRECT IT) BUT THIS REMAINING PIECE
WAS INCLUDED IN THE ORIGINAL DEED TO S & J PROPERTIES IN DOC NO. 1687878 – SO WHEN THIS ANNEXATION IS RECORDED
THAT LITTLE PIECE WILL BE LEFT IN S & J PROPERTIES UNDER PRCL 8-1064-0

Prepared by: _____
Title: _____
Phone: _____
Date: _____

Please **RETURN PROMPTLY** to:
Municipal Boundary Review
PO Box 1645
Madison WI 53701
(608) 264-6102 **FAX** (608) 264-6104
wimunicipalboundaryreview@wi.gov

Annexation Review Questionnaire

Wisconsin Department of Administration

WI Dept. of Administration
Municipal Boundary Review
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Madison WI 53701
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<http://doa.wi.gov/municipalboundaryreview>

Petitioner: **Christenson**

Petition Number: **14477**

1. Territory to be annexed: From **TOWN OF HOLLAND** To **VILLAGE OF HOLMEN**

2. Area (Acres): 30.43

3. Pick one: ☒ Property Tax Payments

OR ☐ Boundary Agreement

a. Annual town property tax on territory to be annexed:

\$ 5.35

a. Title of boundary agreement _____

b. Year adopted _____

b. Total that will be paid to Town

(annual tax multiplied by 5 years): 26.75

c. Participating jurisdictions _____

d. Statutory authority (pick one)

c. Paid by: ☐ Petitioner ☐ City ☒ Village

☐ s.66.0307 ☐ s.66.0225 ☐ s.66.0301

☐ Other: _____

4. Resident Population: Electors: 0 Total: _____

5. Approximate **present land use** of territory:

Residential: — % Recreational: _____ % Commercial: _____ % Industrial: _____ %

Undeveloped: 100 %

6. If territory is undeveloped, what is the **anticipated use**?

Residential: _____ % Recreational: _____ % Commercial: _____ % Industrial: _____ %

Other: _____ %

Comments: Not sure

7. Has a ☐ preliminary or ☐ final plat been submitted to the Plan Commission: ☐ Yes ☐ No

Plat Name: _____

8. What is the **nature of land use adjacent** to this territory in the city or village?

Residential south

In the town?: Residential north, undeveloped other sides

9. What are the **basic service needs** that precipitated the request for annexation?

☒ Sanitary sewer

☒ Water supply

☐ Storm sewers

☐ Police/Fire protection

☐ EMS

☐ Zoning

Other: _____

10. Is the city/village or town capable of providing needed utility services?

City/Village ☒ Yes ☐ No Town ☐ Yes ☒ No

If yes, approximate timetable for providing service:

Sanitary Sewers immediately
or, write in number of years.

City/Village ☐
Town ☐

Water Supply immediately
or, write in number of years.

☐

Will provision of sanitary sewers and/or water supply to the territory proposed for annexation require capital expenditures (i.e. treatment plant expansion, new lift stations, interceptor sewers, wells, water storage facilities)?

☐ Yes ☐ No

Unsure

If yes, identify the nature of the anticipated improvements and their probable costs: _____

11. Planning & Zoning:

a. Do you have a comprehensive plan for the City/Village/Town? ☒ Yes ☐ No

Is this annexation consistent with your comprehensive plan? ☒ Yes ☐ No

b. How is the annexation territory now zoned? General Ag

c. How will the land be zoned and used if annexed? Unsure

12. Elections: ☐ New ward or ☐ Existing ward? Will the annexation create a new ward or join an existing ward? For more information, please contact the Wisconsin Election Commission at (608) 266-8005, elections@wi.gov or see their annexation checklist here: <http://elections.wi.gov/forms/el-100>

13. Other relevant information and comments bearing upon the public interest in the annexation:

Prepared by: ☒ Town ☐ City ☐ Village

Name: Marilyn J Pedretti

Email: clerk@townofhollandwi.gov

Phone: 608-526-3354

Date: 2/3/2022

Please **RETURN PROMPTLY** to:

wimunicipalboundaryreview@wi.gov

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

(March 2018)

Annexation Review Questionnaire

Wisconsin Department of Administration

WI Dept. of Administration
Municipal Boundary Review
PO Box 1645
Madison WI 53701
608-264-6102 Fax: 608-264-6104
wimunicipalboundaryreview@wi.gov
<http://doa.wi.gov/municipalboundaryreview>

Petitioner: **Christenson**

Petition Number: **14477**

1. Territory to be annexed: From **TOWN OF HOLLAND**

To **VILLAGE OF HOLMEN**

2. Area (Acres): **30.013**

3. Pick one: ☒ Property Tax Payments

OR ☐ Boundary Agreement

a. Annual town property tax on territory to be annexed:

\$ **5.35**

a. Title of boundary agreement _____

b. Year adopted _____

b. Total that will be paid to Town

(annual tax multiplied by 5 years): **\$26.75**

c. Participating jurisdictions _____

c. Paid by: ☐ Petitioner ☐ City ☒ Village

d. Statutory authority (pick one)

☐ s.66.0307 ☐ s.66.0225 ☐ s.66.0301

☐ Other: _____

4. Resident Population: ☐ Electors: ☐ Total: ☐

5. Approximate **present land use** of territory:

Residential: _____% Recreational: _____% Commercial: _____% Industrial: _____%

Undeveloped: **100**%

6. If territory is undeveloped, what is the **anticipated use**?

Residential: **100**% Recreational: _____% Commercial: _____% Industrial: _____%

Other: _____%

Comments: _____

7. Has a ☐ preliminary or ☐ final plat been submitted to the Plan Commission: ☐ Yes ☒ No

Plat Name: _____

8. What is the **nature of land use adjacent** to this territory in the city or village?

Residential / Ag

In the town?: **Residential / Ag**

9. What are the **basic service needs** that precipitated the request for annexation?

☒ Sanitary sewer

☒ Water supply

☒ Storm sewers

☒ Fire protection

☐ EMS

☒ Zoning

Other _____

10. Is the city/village or town capable of providing needed utility services?

City/Village ☒ Yes ☐ No Town ☐ Yes ☒ No

If yes, approximate timetable for providing service:

Sanitary Sewers immediately

or, write in number of years.

City/Village

☒

Town

☐

N/A

Water Supply immediately

or, write in number of years.

☒

☐

N/A

Will provision of sanitary sewers and/or water supply to the territory proposed for annexation require capital expenditures (i.e. treatment plant expansion, new lift stations, interceptor sewers, wells, water storage facilities)?

☐ Yes ☒ No

If yes, identify the nature of the anticipated improvements and their probable costs: _____

11. Planning & Zoning:

a. Do you have a comprehensive plan for the City/Village/Town?

☒ Yes ☐ No

Is this annexation consistent with your comprehensive plan?

☒ Yes ☐ No

b. How is the annexation territory now zoned?

Ag

c. How will the land be zoned and used if annexed?

Ag or R-1 Residential

12. Elections: ☐ New ward or ☒ Existing ward? Will the annexation create a new ward or join an existing ward? For more information, please contact the Wisconsin Election Commission at (608) 266-8005, elections@wi.gov or see their annexation checklist here: <http://elections.wi.gov/forms/el-100>

13. Other relevant information and comments bearing upon the public interest in the annexation:

The annexation is consistent with the Village/Town Boundary Agreement, and is planned for development in the Village.

Prepared by: ☐ Town ☐ City ☒ Village

Name: Scott Heinig

Email: heinig@holmen.wi.com

Phone: 608-526-6305

Date: 1/25/22

Please **RETURN PROMPTLY** to:

wimunicipalboundaryreview@wi.gov

Municipal Boundary Review

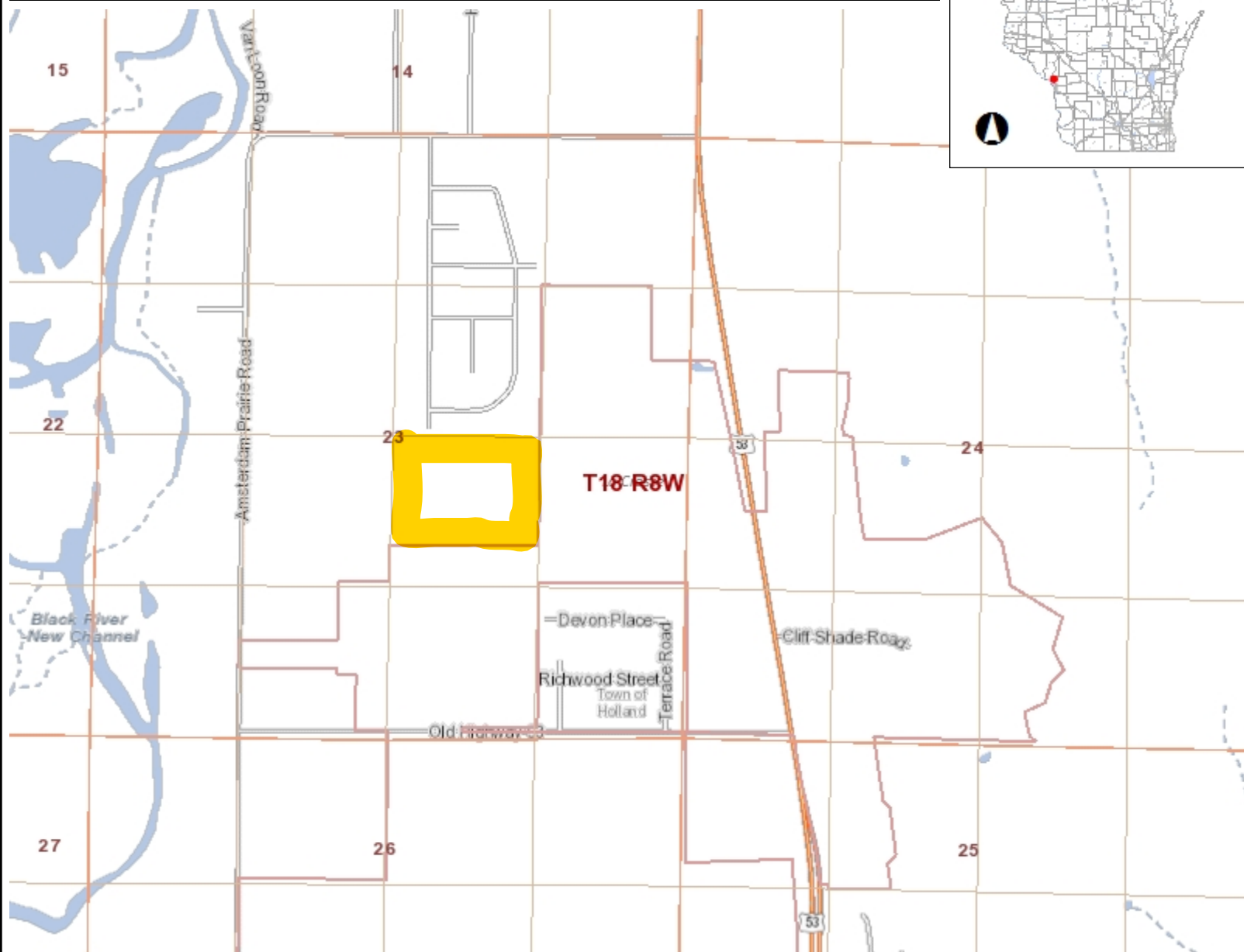
PO Box 1645, Madison WI 53701

Fax: (608) 264-6104

(March 2018)



Surface Water Data Viewer Map



Legend

- Township
- Section
- Quarter-Quarter
- County Boundary
- Cities, Towns & Villages
 - City
 - Village
 - Civil Town
- Municipality
- State Boundaries
- County Boundaries
- Major Roads
 - Interstate Highway
 - State Highway
 - US Highway
- County and Local Roads
 - County HWY
 - Local Road
- Railroads
- Tribal Lands
- Rivers and Streams
- Intermittent Streams
- Lakes and Open water

0.5 0 0.25 0.5 Miles

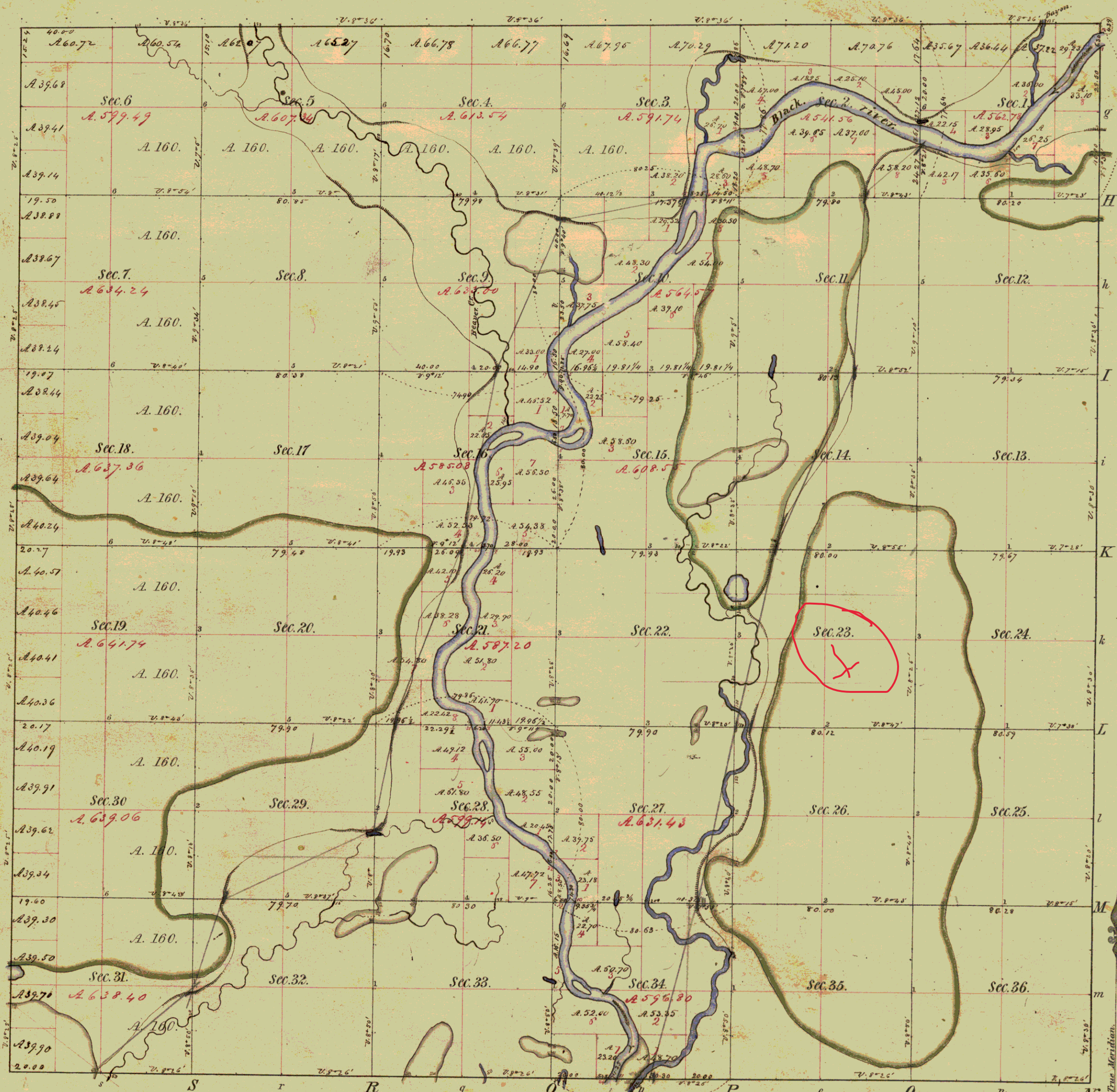
NAD_1983_HARN_Wisconsin_TM

1: 15,840

DISCLAIMER: The information shown on these maps has been obtained from various sources, and are of varying age, reliability and resolution. These maps are not intended to be used for navigation, nor are these maps an authoritative source of information about legal land ownership or public access. No warranty, expressed or implied, is made regarding accuracy, applicability for a particular use, completeness, or legality of the information depicted on this map. For more information, see the DNR Legal Notices web page: <http://dnr.wi.gov/legal/>

Notes

Township N^o 18 N., Range N^o 8 West, 4th Mer.



Frederickson
Total number of Acres, 22,393.02

Survey Designated	By Whom Surveyed	Date of Contract	Amount of Survey	When Surveyed	When paid for and ch ^d in the Sur. Gen. acc ^t
N. E. W. Township lines	James C. Freeman	4 th Sept. 1845	M. Ch ^d Lkr. 17 74 43	November 1845	
Subdivisions	Cyrus Woodworth	June 22 ^d 1847	78 44 74	Sept. & Oct. 1847	
8. Township line	Uriah Riggs	16 Augt 1845	6. 00. 00	November 1845	

The above Map, of Township N^o 18 North of Range N^o 8 West of the 4th Principal Meridian Wisconsin Territory is strictly conformable to the field notes of the survey thereof on file in this Office, which have been examined and approved.

Surveyor General's Office,
Dubuque June 7th 1848
Geo. N. Jones
Sur. Gen.

John A. C. Woodworth June 22^d 1847

Meanders of Black River			
Posts	Courses	Ch ^d Lkr.	Posts
Left bank down stream.			
1	N. 45° W. 12.08		
	S. 33° W. 9.90		
	S. 47° W. 12.40		
	S. 33° W. 13.30		
	S. 52° W. 5.86		
	S. 37° W. 8.30		
	S. 54° W. 8.15		
	West 5.05		
	N. 75° W. 6.60		
	N. 80° W. 10.55		
	N. 69° W. 12.17		
	N. 65° W. 12.20		
	N. 59° W. 9.37		
	N. 71° W. 9.93		
	N. 87° W. 11.46		
	S. 65° W. 16.76		
	S. 33° W. 15.98		
	S. 62° W. 5.97		
	S. 85° W. 4.54		
	N. 80° W. 10.95		
	S. 72° W. 3.84		
	S. 11° W. 7.93		
	South 4.61		
	S. 5° W. 5.02		
	South 2.07		
	S. 12° E. 7.00		
	S. 71° W. 7.00		
	S. 22° W. 5.57		
	S. 42° W. 14.60		
	S. 40° W. 8.56		
	S. 48° W. 12.20		
	S. 57° W. 29.71		
	S. 51° W. 7.02		
	S. 35° W. 5.14		
	S. 71° W. 10.02		
	S. 22° E. 9.28		
	S. 42° E. 9.27		
	S. 16° E. 9.28		
	S. 51° W. 5.10		
	S. 30° W. 6.37		
	S. 69° W. 2.53		
	S. 24° W. 5.29		
	N. 57° W. 2.58		
	N. 55° W. 7.20		
	West 6.08		
	S. 57° W. 4.48		
	S. 75° W. 7.52		
	S. 64° W. 3.43		
	S. 62° W. 2.77		
	S. 17° W. 6.13		
	S. 12° E. 6.26		
	S. 32° E. 7.80		
	S. 101° E. 4.44		
	S. 25° E. 7.80		
	S. 11° W. 6.85		
	S. 19° W. 5.00		
	S. 20° W. 6.77		
	S. 47° W. 5.70		
	S. 19° W. 7.22		
	S. 15° E. 10.14		
	S. 33° W. 9.24		
	S. 29° W. 4.76		
	S. 57° W. 2.93		
	S. 46° W. 12.24		
	S. 20° W. 3.60		
	S. 62° W. 10.79		
	S. 56° W. 9.30		
	S. 70° W. 8.23		
	S. 48° E. 6.75		
	S. 18° E. 4.20		
	S. 30° E. 3.27		
	S. 39° E. 2.02		
	S. 56° E. 2.67		
	S. 19° E. 3.24		
	S. 12° W. 4.21		
	South 3.73		
	S. 11° W. 3.52		
	S. 12° E. 5.70		
	S. 37° E. 8.68		
	S. 13° E. 11.17		
	S. 41° E. 5.50		
	S. 51° E. 3.75		
	S. 41° E. 2.92		
	S. 69° E. 8.42		
	S. 54° E. 2.33		
	S. 36° E. 3.83		
	S. 45° E. 1.14		
	S. 44° E. 13.80		
	S. 18° E. 3.33		
	S. 22° W. 4.00		
	S. 11° E. 5.00		
	S. 13° W. 2.20		
	S. 22° W. 5.00		
	S. 42° E. 7.02		
	S. 101° W. 4.08		
	S. 1° E. 4.25		
	S. 33° W. 3.40		
	S. 41° W. 4.48		
	S. 44° E. 3.38		
	S. 53° E. 3.63		
	S. 16° E. 2.96		
	S. 8° W. 3.46		
	S. 55° E. 2.74		
	S. 86° E. 6.66		
	S. 52° E. 3.48		
	S. 77° E. 3.82		
	S. 55° E. 5.70		
	S. 20° E. 5.47		
	S. 31° E. 9.13		
	S. 3° E. 5.50		
	S. 8° W. 4.57		
	S. 56° W. 4.55		
	S. 63° W. 3.18		
	S. 21° W. 7.40		
	S. 10° W. 4.60		
	S. 14° E. 7.48		
	S. 52° E. 10.89		
	S. 22° E. 4.90		
	S. 11° E. 4.54		
	S. 17° W. 4.63		
	S. 8° W. 2.20		
	S. 8° W. 2.05		
	S. 34° W. 13.80		
	S. 8° W. 5.90		
	S. 14° E. 6.93		
	S. 24° E. 4.34		

Right bank down stream.



TONY EVERS

GOVERNOR

KATHY BLUMENFELD

SECRETARY

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Voice (608) 264-6102 Fax (608) 264-6104

Email: wimunicipalboundaryreview@wi.gov

Web: <http://doa.wi.gov/municipalboundaryreview>

February 14, 2022

PETITION FILE NO. 14477

ANGELA HORNBERG, CLERK
VILLAGE OF HOLMEN
PO BOX 158
HOLMEN, WI 54636-0158

MARILYN PEDRETTI, CLERK
TOWN OF HOLLAND
W7937 COUNTY RD MH
HOLMEN, WI 54636-9213

Subject: CHRISTENSON ANNEXATION

The proposed annexation submitted to our office on January 24, 2022, has been reviewed and found to be in the public interest. In determining whether an annexation is in the public interest, s. 66.0217 (6), Wis. Stats. requires the Department to examine "[t]he shape of the proposed annexation and the homogeneity of the territory with the annexing village or city..." so as, to ensure the resulting boundaries are rational and compact. The statute also requires the Department to consider whether the annexing city or village can provide needed municipal services to the territory. The subject petition is for territory that is reasonably shaped and contiguous to the **VILLAGE OF HOLMEN**, which is able to provide needed municipal services.

Notes: the La Crosse County Real Property Lister indicates that County records show the owner as S & J Properties of La Crosse LLC, not Jimmer Christenson. The Lister also indicates that Parcel #8-1064-0 will be split because of this annexation due to a little strip being left in the SW-SE of 23-18-8 which is part of Old Highway 93 which lies south of Seven Bridges Addition that is part of Parcel #8-1064-0. A previous annexation did not include this piece. As a result, the Village may want to include this little piece or address in some manner.

The Department reminds clerks of annexing municipalities of the requirements of s. 66.0217 (9)(a), Wis. Stats., which states that "The clerk of a city or village which has annexed shall file immediately with the secretary of administration a certified copy of the ordinance, certificate and plat, and shall send one copy to each company that provides any utility service in the area that is annexed. The clerk shall record the ordinance with the register of deeds and file a signed copy of the ordinance with the clerk of any affected school district..."

State and federal aids based on population and equalized value may be significantly affected through failure to file with the Department of Administration. Please file a copy of your annexing ordinance, including a statement certifying the population of the annexed territory. **Please include your MBR number 14477 with your ordinance.** Ordinance filing checklist available at <http://mds.wi.gov/>, click on "Help on How to Submit Municipal Records". Email scanned copy of required materials (color scan maps with color) to mds@wi.gov or mail to: Wisconsin Department of Administration, Municipal Boundary Review, PO Box 1645, Madison WI 53701-1645. <http://mds.wi.gov/View/Petition?ID=2551>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner