

Village of Hales Corners

5635 S. New Berlin Road

Hales Corners, WI 53130

Phone: (414) 529-6161

Fax: (414) 529-6179

www.halescorners.org



James R. Ryan Municipal Building

PUBLIC WORKS COMMISSION

Meeting Notice/Agenda

July 16, 2026 (Thursday) – 5:30 p.m.

Hales Corners Village Hall (5635 S. New Berlin Road)

Notice is hereby given that the Public Works Commission will meet at the above date, time, and place.

Notice is given that a majority of the Village Board may attend this meeting to gather information about an agenda item over which they have decision-making responsibility. This would constitute a meeting of the Board per State ex rel. Badke v. Greendale Village Board even though the Board will not take formal action at this meeting.

AGENDA

1.0 ROLL CALL

VACANT: ☐ Present ☐ Excused ☐ Absent; A. Fritz: ☐ Present ☐ Excused ☐ Absent;

R. Merkel: ☐ Present ☐ Excused ☐ Absent; T. Spottek: ☐ Present ☒ Excused ☐ Absent;

M. MacGillis: ☐ Present ☐ Excused ☐ Absent; A. Dunning (Liaison): ☐ Present ☐ Excused ☐ Absent;

Staff:

Public:

2.0 GENERAL BUSINESS

- Approval of Minutes – April 16, 2026
- Public Comment

3.0 ADMINISTRATION REPORT

3.1 DPW Task Updates

3.2 Director Updates

4.0 PROJECTS:

- 4.1** Hales Happiness Water Main – Update
- 4.2** Village Library Parking Lot Project – Update
- 4.3** Whitnall Way Lift Station – Update
- 4.4** 2026 Road Program
- 4.5** Ridge Road Project

5.0 NEXT SCHEDULED MEETING – August 20, 2026 @ 5:30pm

6.0 ADJOURNMENT



Steven Houde, Director of Public Works
July 10, 2026

Note: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services by contacting the Clerk's Office, 414-529-6161.

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MINUTES

➤ *Meeting called to Order by MacGillis at 5:31 PM*

1.0 ROLL CALL

M. Postotnik: ☐ Present ☒ Excused ☐ Absent; A. Fritz: ☒ Present ☐ Excused ☐ Absent;

R. Merkel: ☒ Present ☐ Excused ☐ Absent; T. Spottek: ☐ Present ☒ Excused ☐ Absent;

M. MacGillis: ☒ Present ☐ Excused ☐ Absent; D. Bessen: ☒ Present ☐ Excused ☐ Absent;

Staff:

➤ *S. Houte, Director of Public Works*

Public:

➤ *None*

2.0 GENERAL BUSINESS

- Approval of Minutes – March 19, 2026

➤ *Fritz motioned to approve the minutes, and McGillis seconded it with spelling correction to be made. No discussion and passed 2-0.*

- Public Comment

➤ *None*

3.0 ADMINISTRATION REPORT

3.1 DPW Task Updates

- *Seasonal Banner Replacement*
- *Lory Ln LS– Grease issue*
 - *Had the LS cleaned*
- *Crack Filling (Mastic) Wk of April 13th.*
 - *116th (Godsell to Denis)*
 - *Kurtz Rd (between 5500 & 5700)*
 - *110th St (Grange to Janesville)*
 - *Grange (117th St)*
 - *121st St (Robinwood to Grange)*
 - *Parnell (116th St to 110th St.)*
- *Scoping of roads for crack filling project.*
 - *Contracted Work*
- *Responding to storm damage*
 - *Fallen trees*
 - *Clearing drainage structures*
- *Responding to resident complaints*
- *ROW cleaning/restoration*
 - *Plow damage*

3.2 DPW Manager Updates

- *Wis-DNR Annual Report*
- *WIS-DOT Coordination*
 - *Janesville Rd - Resurfacing*
 - *Village Staff performed sanitary sewer manhole inspections (33)*
 - *Follow up regarding interim paving adjustments*
 - *Forest Home Resurfacing Project*
 - *Salt Order for 2026-2027*
 - *Due by March 31st.*
 - *Staff ordered the same as last year of 400 TN with a reserve of 80 TN.*
- *Forest Home Street Light Electrical Issue*
 - *Pace Electric Identified line breaks and made splices*
 - *Temporary overhead wiring removed*
- *Coordination with DPW Staff*
 - *Resident inquires*
 - *Road Patching*
 - *Culvert Replacements*
- *Right of Way Permitting*
 - *Resident driveway replacements*
 - *Utility relocate or replacements*
- *Emergency Cross Culvert Repair*
 - *At Parnell crossing 111th St had to replace 18" CMP because of pipe failure.*
- *Hales Happiness Trust Area*

- *Sent notification for mailbox relocation and postal requirements.*
- *Sanitary Sewer Manhole Rehabilitation*
 - *Strong Seal*
 - *Visu-Sewer*
 - *Replace missing manhole cover gaskets*
 - *Village Staff*
- *Project site visits & monitoring*
 - *Hales Happiness*
- *Library Parking Lot Reconstruct*
 - *Preconstruction Meeting*
 - *Scheduled to begin at the end of April*
- *2026 Road Project*
 - *Bidding*
- *Ridge Road*
 - *Design*
- *Daily correspondence and phone calls*

4.0 PROJECTS:

- 4.1** Hales Happiness Water Main – Update
 - *Paving Scheule, Punch List, Restoration, and Driveway preparations*
- 4.2** Village Library Parking Lot Project – Update
 - *To begin Work on the 20th.*
- 4.3** Lory Lane Lift Station – Update
 - *Project close out, Final Payment.*
- 4.4** Whitnall Way Lift Station – Update
 - *In design for generator.*
- 4.5** 2026 Road Program
 - *Receiving Bids next week.*

5.0 NEXT SCHEDULED MEETING – May 21, 2026 @ 5:30pm

6.0 ADJOURNMENT

- *Fritz motioned to adjourn, and Merkle seconded it with. No discussion and passed 3-0. Adjournment @ 6:27pm.*



Steven Houte, Director of Public Works
April 10, 2026

Note: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services by contacting the Clerk's Office, 414-529-6161.

Steven Houte

From: DPW Garage
Sent: Friday, April 24, 2026 2:16 PM
To: Steven Houte
Subject: Arbor Day
Attachments: Oct. Glory Maple Arbor Day 2026.jpg; Red Bud Arbor Day 2026.jpg

Follow Up Flag: Follow up
Flag Status: Flagged

Steve - FYI

DPW planted a October Glory Maple and a Red Bud for Arbor Day this year. Both trees are planted in the Hales Meadows green space. See attached photos.

Buck Hughes
Village of Hales Corners DPW Foreman
5641 S New Berlin Rd, Hales Corners WI 53130
414-529-6167

Village of Hales Corners

Plow Damage/Spring Restorations 2026

Address	Complaint	Status
5741 S 110th Street	Asphalt chunks in ROW. Resident call in.	Done
Arrowhead Bulb	Asphalt chunks in ROW. Self reported by Jake.	Done
5425 S 92nd Street	Ruts in ROW, car went off road during flood. Reported by VG President	Done
124th and Edgerton	Fill in ruts left by loader during welcome sign installation. DPW reported.	Done
Whitnall Ct.	Mastic chunks and road debris deposited in ROW. Resident call in.	Done
Meadowlark Ct.	Road debris and concrete chunk in ROW. Self report by Buck.	Done
Cardinal Ct.	Road debris in ROW. Rake or power broom. Self report by Buck.	Done
Hales Meadows bulbs	ROW clean up. Rake or power broom. Self report by Buck	Done
Robinwood Ct.	ROW sod damage. Fold over and step in. Resident request.	Done
Burkart ROW strip	Minor shouder damage by guard rail. Rake out. Self report by Buck.	Done
Green Ct.	Asphalt chunks in ROW. Self reported by Buck.	Done
Liberty Ct.	Asphalt chunks in ROW. Self reported by Buck.	Done
122nd and Parkview SW Corner	Marker post hit by unknown. Replace post and restore. Resident call in.	
Village Hall	Standard restore clean up. Self report by Buck	Done
11081 W Denis	Asphalt chunks in street and ROW from plow. Resident call in.	Done
Wildflower Ct	Shave down area and seed	Done
Donna Ct	Debris in ROW	Done
111th and Woodside	Debris in Cul de Sac ROW	Done
Library	Standard clean up	Done
Fire Dept.	Standard clean up and possible topsoil and seed a few areas	
111th and Luther	Plow Damage in ROW, possible topsoil and seed repair	Done
110th and Grange (Praedel's)	Repair plow damage and seed salt stressed grass south of walking path	Done

2026 Ditching/Restoration Areas

Larger Jobs

Address/Location	Work Needed	Status
12160 W Luther ave	Grade and restore ditch, as needed	Waiting on driveway installation
6159 S 121st st	Grade/Restore shoulder areas of new road patch	Ready when dry
5825 S Lory Ln	Grade/Restore ditchline Repair ruts from car	Ready when dry
5570 S 104th st	Shoot grades, see if flow can be improved	Waiting on grade shots
121st and Liberty Ct.	Restore culvert ends/ditches, as needed	Waiting on culvert installation
118th and Parkview Ln	Restore culvert ends/ditches, as needed	Waiting on culvert installation
11904 Timberline	Clean out culvert inlet and creek bed	Houte will advise pending access
5267 Robinwood Ln	Shoot grades, see if flow can be improved	Waiting on grade shots
5960 Seneca Trl	Shoot grades, to determine clean out length	Waiting on grade shots
5600 Kurtz Rd	Restore sewer repair area	Ready when dry
Library, Lower Lot	Prep area around CB, pave and restore, as needed	Ready when we get access
Arrowhead + Haleco	Restore asphalt ditch abutting both end walls	Waiting on 2 culvert intallations
112th and Parnell ave	Grade/shape, as needed. Restore culvert end	Ready when dry

Sam 414 77

2026 DPW Culvert Replacements

Address/Location	Work Needed	Material	Endwall	Band
121st and Liberty Ct.	Replace 14x9x40' cross culvert	CMP	2	1
118th and Parkview In	Replace 24x18x36' cross culvert	CMP, maybe HDPE	no	maybe
Arrowhead + Haleco	Replace 17x13 inlet culvert on east side of Arrowhead	CMP or HDPE	1	no
Arrowhead + Haleco	Replace 17x13 inlet culvert on west side of Arrowhead	CMP or HDPE	1	no

Notes: CMP or ADS will be determined after grade shots are complete.

LIGHT POLE KNOCKDOWN REPORT & ESTIMATE FOR HOLOPHANE

DATE: 4/16/2026
TIME: 5:21pm

RESPONDANT(S):
DPW: Jake Beilfuss
Mike Engel
CONTRACTOR(S): Pace Electric

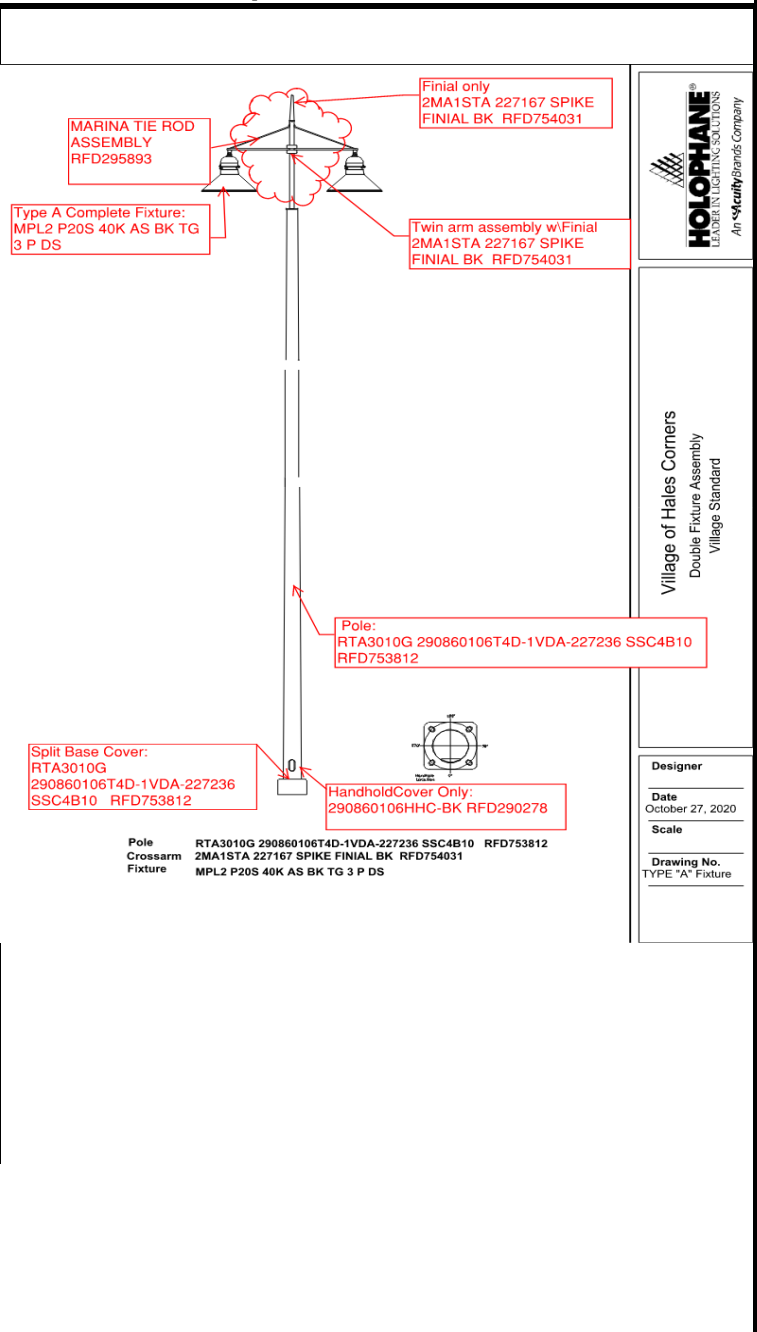
DAMAGE DESCRIPTION:

A car left the roadway at W Janesville rd and W Forest Home ave while negotiating the round a bout hitting a street light pole. The pole and all components are a total loss.

RESPONSE DESCRIPTION:

DPW shut down power to the circuit and removed damaged pole, components and debris from scene. Pace electric capped wires and restored power to the circuit.

RESPONSE COST			
DPW	HRS	UNIT	TOTAL
STAFF 1	1	\$ 53.00	\$ 53.00
STAFF 2	1	\$ 53.00	\$ 53.00
STAFF 3		\$ 53.00	\$ -
STAFF 4		\$ 53.00	\$ -
LOADER		\$ 57.64	\$ -
BKT TRK	1	\$ 62.64	\$ 62.64
MISC.		LS	
EXCAV.		\$ 150.00	\$ -
R1 - SUBTOTAL=			\$ 168.64
CONT.	1	\$ 350.00	\$ 350.00
MISC.		LS	
R2 - SUBTOTAL=			\$ 350.00
LABOR COST/REPLACEMENT			
DPW	HRS	UNIT	TOTAL
STAFF 1	1	\$ 53.00	\$ 53.00
STAFF 2		\$ 53.00	\$ -
STAFF 3		\$ 53.00	\$ -
STAFF 4		\$ 53.00	\$ -
LOADER		\$ 150.00	\$ -
BKT TRK		\$ 150.00	\$ -
MISC.		LS	
EXCAV.		\$ 150.00	\$ -
R3 - SUBTOTAL=			\$ 53.00
CONT.	1	\$ 1,050	\$ 1,050.00
MISC.		LS	
R4 - SUBTOTAL=			\$ 1,050.00



REPLACEMENT ITEMS & CONTRACTING COSTS

[illegible]

Steven Houte

From: Hartjes, Troy <Troy.Hartjes@raSmith.com>
Sent: Monday, May 18, 2026 6:40 AM
To: Steven Houte
Subject: LSSIP Culvert Application-Robinwood
Attachments: 2026 LSSIP Application - Robinwood Ln 2026-04-21.pdf; 2026-04-21 Cost Estimate.xlsx

Follow Up Flag: Follow up
Flag Status: Flagged

Steve,

Attached is the application that we can print/download from the on-line application system. Not much else is available and they didn't provide any confirmation.

This is the LSSIP application schedule:

- May 1st, 2026 (5:00 PM) – Deadline to submit an application for the LSSIP project solicitation.
- May – June 2026 - The LSSIP Statewide Program Manager reviews applications for the LSSIP Program Cycle in accordance with the selection criteria.
- July 2026 - WisDOT Secretary awards projects for the LSSIP Application cycle.
- End of the year (no exact date) - WisDOT sends State Municipal Agreements (SMAs) to LSSIP awardees for the first LSSIP project solicitation.

We did put in a cost and attached the spreadsheet for coming up with the cost.

Talk later today,

Troy

Troy Hartjes, P.E.
Senior Project Manager



W62 N588 Washington Avenue, Suite 201, Cedarburg, WI 53012-2074

direct: 262-317-3305

Troy.Hartjes@raSmith.com

[LinkedIn](#)

raSmith.com

Local Small Structure Improvement Program (LSSIP)

4/21/2026 2:56:24 PM

Introduction

Welcome to the Local Small Structure Improvement Program (LSSIP) Application page. Please read the information below carefully before proceeding with the application.

LSSIP is a one-time appropriation authorized as part of the 2025-2027 Wisconsin Biennial Budget (Act 15). This program aims to repair or replace deteriorated culvert crossings. Projects will be funded at up to a 90% state cost share.

Eligibility

Eligible projects must meet the following criteria:

1. The structure must be currently classified as a culvert. Culverts are structures underneath the roadway that are 20 feet or less in span but greater than 6 feet in span. It is permissible for the structure to extend over 20 feet after the improvement is completed.
2. Culverts that are part of a storm sewer system are not eligible for the LSSIP.
3. The culvert(s) involved in the project must have a condition rating of 4 or lower as determined by a certified bridge inspector.
4. The project sponsor must be the owner of the culvert(s) involved in the project.
5. The project sponsor must be a local unit of government.
6. The amount of paving included in this project should be limited to the minimum safe approach distance to the structure as defined by a certified engineering assessment. The cost of paving the roadway beyond a reasonable approach distance to the structure will be 100% the responsibility of the local sponsor.
7. The construction project to improve the structure should have a minimum projected design life of 10 years.
8. There is no municipal application limit for structures with Severe condition rating (0-2), there is a limit of 2 applications for structures with a Poor condition rating (3-4).
9. Applicants may submit multiple structures in a single application if these structures serve the same drainage function and are less than 20 feet apart.

Deadline

Project application deadline is no later than **5:00 pm on Friday, May 1, 2026**. Early submission prior to the application deadline is encouraged. **Late applications will not be accepted.**

Before You Begin

Before starting your LSSIP application, you will want to have the following documents readily available in order to make the application process smoother. This includes having relevant documentation to be included within the application ready to be uploaded from your file folder on your computer.

1. The Structure Identification Number(s) provided by the Wisconsin Department of Transportation (WisDOT) Bureau of Structures (BOS) for the culvert(s) involved in the project.

2. Detailed Cost Estimate.

3. Contact information for the project sponsor.

Saving Progress:

1. In order to save your progress in this application you must create an account by clicking "Login" above. Please do this before beginning the application.

2. Each page will save information if you click "save" or by clicking the navigation ("Next" or "Back") at the bottom of the page

Other Application Tips

1. For a detailed walk-through of the LLSIP application, please consult the Application Instructions.

****Insert link (instructions needed)****

2. Throughout the application, you will encounter this symbol next to some questions:  Hover over this symbol with your cursor for additional guidance when answering that question.

3. Many of the fields in this application are required. You will not be able to submit your application if some required fields have not been filled out. Sections with incomplete fields are marked with the following symbol: 

Please note that WisDOT staff may request revised or additional information from project applicants to resolve any eligibility issues prior to submitting applications for funding consideration. **Failure to provide a complete application or to provide supplementary information requested by WisDOT may preclude an application from consideration for receipt of funding. Applicants can minimize any potential eligibility issues by submitting applications and attachments as early as possible to allow WisDOT region staff to provide substantive technical assistance.**

For questions about LSSIP or assistance with this application, please contact LSSIP Program Manager, Izzy Schultze at isabella.schultze@dot.wi.gov or 608-267-6843.

General Project Information

GENERAL PROJECT INFORMATION

Sponsor Information

Primary Sponsor Municipality Type:

- ☐ City
- ☒ Village
- ☐ Town
- ☐ County

Municipality Name: Hales Corners

County: Milwaukee

Primary Contact Full Name: Steven Houte

Sponsor Address

Address Line 1: 5635 S New Berlin Rd

Address Line 2:

City: Hales Corners

State: Wisconsin

Zip: 53130

Email: shoute@halescorners.org

Primary Phone: (414) 529-6167

Secondary Phone:

Please note, eligible structures should meet the following criteria:

- Culverts are structures underneath the roadway that are 20 feet or less in span but greater than 6 feet in span.
- It is permissible for the structure to extend over 20 feet after the improvement is completed.
- Culverts that are part of a storm sewer system are not eligible for the LSSIP.
- The culvert(s) involved in the project must have a condition rating of 4 or lower as determined by a certified bridge inspector.
- The project sponsor must be the owner of the culvert(s) involved in the project.
- The project sponsor must be a local unit of government.
- The amount of paving included in this project should be limited to the minimum safe approach distance to the structure as defined by a certified engineering assessment.
- The cost of paving the roadway beyond a reasonable approach distance to the structure will be 100% the responsibility of the local sponsor.
- The construction project to improve the structure should have a minimum projected design life of 10 years.
- There is no municipal application limit for structures with Severe condition rating (0-2), there is a limit of 2 applications for structures with a Poor condition rating (3-4).
- Applicants may submit multiple structures in a single application if these structures serve the same drainage function and are less than 20 feet apart.
- If you do not know the Functional Classification of the roadway, Functional Classification Maps are available on the [Functional Classification webpage](#).

Is the roadway over the structure(s) a sole access route?:

☒ No

☐ Yes

Does the current condition of the structure(s) require weight restriction, lane reduction, or closure of the roadway?:

☒ No

☐ Yes

What is the Functional Classification of the roadway over the structure(s)?: Local/Rural Road

Structure(s) Identification (Add an Entry for Each Structure in the Project)

Structure ID Number, without spaces or dashes (V#####): V400148

Project Cost

ESTIMATED PROJECT COST

Planning, design, and engineering costs : \$36400

Planning and design costs: \$36,400.00

Right-of-way acquisition costs: \$

Right of way aquisition costs:

Construction costs: \$242700

Construction costs: \$242,700.00

Total estimated cost: \$279,100.00

CERTIFICATION

Are you an authorized representative for the project sponsor?:

☒ I certify that I am an authorized representative for the project sponsor and that all information contained in this application is truthful and accurate to the best of my knowledge.

What is your specific affiliation with the primary municipality sponsoring this application?:

Engineering Consultant

Signature (Type your name): David Reiter

Date Signed

Date Signed: 4/21/2026

VILLAGE OF SALEM LAKES				
LOCAL SMALL STRUCTURE IMPROVEMENT PROGRAM				
COST ESTIMATE				
(ROBINWOOD LANE CULVERT)				
PROJECT ITEM	ESTIMATED QUANTITY	UNITS	UNIT COST	AMOUNT
38"x60" Dia. RCP Storm Sewer	144	LF	\$600.00	\$86,400
38"x60" Dia. RCP End Section	4	EA	\$5,000.00	\$20,000
Medium Rip Rap	45	TON	\$225.00	\$10,125
Cofferdam	2	EACH	\$30,000.00	\$60,000
3/4" Crushed Limestone	10	TON	\$500.00	\$5,000
7" Concrete Pavement	650	SF	\$25.00	\$16,250
4" Topsoil, Seed, Fertilizer, & Erosion Mat	130	SY	\$25.00	\$3,250
Traffic Control	1	LS	\$10,000.00	\$10,000
CONSTRUCTION COST SUBTOTAL				\$211,025
CONTINGENCY (15%)				\$31,654
PROJECT ENGINEERING & ADMINISTRATION (15%)				\$36,402
ESTIMATED TOTAL PROJECT COST				\$279,081

April 21, 2026

HALES CORNERS 2026 ANNUAL MEETING

1. Attendees
 - a. **Hales Corners** –
 - b. MMSD – Flannery Marlin, Victor Daos, Jeremy Metz
2. Contacts Update – emails / phone numbers / titles
 - a. Odor contact
 - b. Wet Basement contact
 - c. Municipal Contact List
 - i. Sewer/SWMP permit
 - ii. Annual Reports
 - d. TAT invite list
3. Information Technology Tools
 - a. New MMSD e-mail: municipalprogram@mmsd.com
 - i. Use for general questions, construction inspection needs, build over permit reviews
 - b. Municipal Portal
 - i. Sign-in/upload documents
 - ii. Naming Convention
 - iii. Issues/comments
 - c. E-Builder (PPII program)
 - i. Sign-in
 - ii. Issues/comments
 - d. MMSD Rules/Regulations
 - i. [MMSD Surface and StormWater Rules and Requirements](#)
 - e. Other Technology
4. PPII
 - a. General Update
 - b. CIPP permitting
5. Annual Reports
 - a. Timeline/Purpose
 - i. Due July 31, 2026
 - b. Sewer Permit – chapter 2
 - i. General requirements
 1. Timeline for review – 20 days
 2. DNR –typically 6-8 weeks
 3. Upsizing/adding new pipe
 - ii. Issues/comments
 - iii. Current –

HALES CORNERS 2026 ANNUAL MEETING

- c. As-builts
 - i. Outstanding as-builts
- d. Flow Allocations
 - i. Current requests
 - ii. Facilities Plan – updated population / land development forecasts
- e. SWMP Permit – chapter 13
 - i. General requirements
 - 1. New impervious areas – over ½ acre
 - 2. Timeline for review – 10 days
 - ii. Issues/comments
 - iii. Current –
- f. GI – chapter 13
 - i. General Requirements
 - 1. Time/review – 5 days
 - 2. New impervious areas – 5000 sq ft to ½ acre
 - ii. Current -
- g. Peak Flow Rate Reduction – chapter 3
 - i. Non-Compliant areas
 - ii. **Hales Corners** action Plan
 - 1. **N/A**
 - iii. Grant opportunities
- 6. Build Over Permits – chapter 14
 - a. General Requirements
 - i. Process
 - ii. Timeline for review – 30 days
 - iii. Utility Coordinator
 - iv. Coordinate when there are roadway projects, we try to do work at the same time, so a road isn't being torn up twice.
 - b. Issues/comments
 - c. Current – N/A
- 7. Watercourse (chapter 13) / Conveyance Connection Permits (chapter 2)
 - a. Request for outfall to river
 - b. Any structures over river that change width/height
 - c. Request to directly connect or disconnect to MMSD infrastructure
- 8. **Hales Corners** - Upcoming Projects
 - a. Development

HALES CORNERS 2026 ANNUAL MEETING

- i. E-mails/notifications?
 - b. Infrastructure
- 9. MMSD Water Quality
 - a. Monitoring – no issues
 - b. Industries – N/A
- 10. TAT meeting - feedback
 - a. Topics
 - i. Issues dealing with District
 - ii. General municipality Issues
 - 1. Other ways to connecting with municipalities –
 - iii. I&I
 - iv. **Hales Corners** specific?
 - b. Attendance
 - c. Format
- 11. Inspector Conference
 - a. January 2027
- 12. General Comments/Questions

Village of Hales Corners MS4 Audit 2026

MS4 Program Audit for WPDES Permit No. WI- S050059-04 <i>Construction, Post-Construction, and Pollution Prevention Programs</i> April 28, 2026: Village of Hales Corners Village Hall:	
Permittee: Village of Hales Corners	DNR Staff Representatives: Lexi Montes, Sam Katt

Time	Program/Agenda Item
9:00 - 9:10 AM	Opening/Overview
9:10 – 10:10 AM (~45 min to 1 hour)	Construction Site Pollutant Control Program (In-Office)
10:10 – 11:10 AM (~45 min to 1 hour)	Post-Construction Stormwater Management Program (In-Office)
11:10 – 12:10 PM (~45 min to 1 hour)	Pollution Prevention Program (In-Office)
12:10 – 12:40 PM (30 min)	Break (optional)
12:40 – 2:00 PM (~1-1.5 hours)	Visit an active private and public (Village project – road project, municipal building project, etc.) construction site which requires a Department Construction Stormwater Permit (i.e., over an acre or more of land disturbance) (In the field, weather dependent). Please provide addresses of a private and public development over an acre or more: Hales Corners Water Trust Name(s) of person responsible for conducting erosion control inspections at the Village (or if the Village utilizes a consulting firm please list information): Contractor (MJ Construction) and Engineer (raSmith) *If the Village does not have an active public development at the time of the audit, please note this here.
~2:00 – 2:30 PM (~30 min)	Visit a Village owned stormwater Best Management Practice (e.g., pond, infiltration basin, etc.) (In the field, weather dependent). Please provide name, type, and address of stormwater BMP: Bio-Filtration Basin (W. Edgerton Ave & W. Brookside Dr.) Name(s) of person responsible for conducting stormwater BMP inspections: S. Houe

2:30 – 3:30 PM (~1 hour)	Visit one Village owned property which requires a Stormwater Pollution Prevention Plan (SWPPPs) (In the field, weather dependent) Please provide the location of the Village owned property: DPW Building Provide the name(s) and role of the person responsible for conducting SWPPP inspections at the property: S. Houe, Director of Public Works
If needed at end (10 minutes)	Closing/Recap <i>Determine if additional meetings and/or materials are needed.</i>



May 14, 2026

Steven R Houte
DPW Project Manager
Village of Hales Corners 5635 S New Berlin Rd
Hales Corners, WI 53130-1775

RU 40136

SUBJECT: Announcement of **2026 Recycling Grants to Responsible Units**

Dear Responsible Unit Contact:

On behalf of the Governor, the Department of Natural Resources (DNR) is pleased to offer an award of \$20,013.07 to your responsible unit to offset your recycling program costs during the current calendar year. This grant amount is composed of your Basic Recycling Grant + the Recycling Consolidation grant if you applied and are eligible. Remember that the total grant amount may not exceed projected net eligible costs as stated in your grant application.

Basic Recycling Grant Award	\$20,013.07
Recycling Consolidation Grant Award	\$0.00

Calculating Your Basic Recycling Grant

Your Basic Recycling grant amount was determined as prescribed by Wisconsin Statutes:

- 1- We identify your RU percentage of total available funds from 1999, then
- 2- We apply that percentage to the total available grant appropriation (\$19,000,000).

Calculating Your Recycling Consolidation Grant

Per Wisconsin Statutes, the consolidation grant awards are calculated on a per capita basis. A total of **211** Responsible Units applied for this grant by the deadline and are eligible to receive this grant. The total population of all those eligible applicants is **4,133,698**. The Legislature provided \$1M for this program. So, the per capita rate is **\$0.241** per person in each Responsible Unit ($\$1,000,000 \div \text{population} = \0.243 per person in eligible RUs).

Timing of Grant Check

The grant award payments will be issued as one check per responsible unit on or before **June 1, 2026**.

Accepting Grant Conditions

By endorsing the grant check, you are accepting this award and agree to comply with the grant conditions, the program's financial guidelines, and the assurances you signed in your grant application. Grant conditions can be found at the Basic Recycling Grant website under the "RESOURCES" tab:

<https://dnr.wisconsin.gov/aid/Recycling.html>

Important Reminders

- If you spent less than the awarded amount within the current grant year, you will be required to repay the difference between your awarded amount and the actual amount you spent. A separate notification about this will be sent to affected RUs.
- Your Recycling Grant Award is to be used for eligible expenditures directly related to the cost estimates submitted with your grant application—*Estimated Budget Spreadsheet*.
- **You will report actual 2026 recycling costs in the spring of 2027 *Annual Report of Recycling Program Accomplishments*.** This Annual Report is necessary for maintaining continuity of data collection and to determine whether or not your total net eligible recycling costs matched or exceeded your grant award.

We appreciate your efforts to recycle in Wisconsin. Should you have any questions about this letter or the recycling grant program, please contact Wendy Soleska, Grant Manager by e-mail at Wendy.Soleska@wisconsin.gov or by telephone number (608) 852-1358.

Sincerely,

A handwritten signature in blue ink that reads "Jim Ritchie". The signature is written in a cursive, flowing style.

Jim Ritchie,
Director Community Financial Assistance

C. Wendy Soleska – Grant Manager (via e-mail)