

VILLAGE OF HORTONVILLE
AGENDA OF THE VILLAGE BOARD
MARCH 7, 2024
6:00 P.M. Regular Board Meeting
Municipal Services Center Board/Court Room
531 N. Nash St., Hortonville, WI



1. Pledge of Allegiance
2. Call to Order by Presiding Officer
3. Roll Call
4. Agenda Changes [to change the position of an item already on the agenda]
5. Consent Agenda
 - A. February 15, 2024 Regular Board meeting minutes
 - B. Presentation of accounts and other claims against the Village
6. Preregistered Citizens to be heard. – LIMIT 5 MINUTES
 - A. State name and address
 - B. Comments to be limited to 5 minutes
 - C. Pursuant to WI Statutes 19.83(2) and 19.84(2), The Board's role is to listen to public comments, and not to ask questions, discuss, or take action regarding pre-registered citizens comments.
7. Presentation by Todd Timm with the Hortonville Area School District
8. Committee Reports
 - A. Library Board
9. Unfinished Business from Previous Meetings
10. New Business
 - A. Discussion and possible action on CU-1-24
 - B. Discussion and possible action on YMCA Usage of Community Center
 - C. Discussion and possible action on Resolution R-09-24 Budget Amendment #2
 - D. Discussion and possible action on Xylem Quote for UV disinfection bulbs and bulb cleaning for WWTP
 - E. Discussion on Video and Sound System for Community Room
11. Report of Village Officials
 - A. Clerk-Treasurer
 - B. Director of Public Works
 - C. Police Chief
 - D. Library Director
 - E. Attorney
 - F. Administrator
 - G. Building Permit Report
 - H. Any other miscellaneous topics for future discussion
12. Communications and Miscellaneous Business
 - A. Black Otter Lake District news
 - B. Hortonville-Hortonia Fire District news
 - C. Gold Cross Ambulance run reports and news
 - D. Hortonville Civic Association

E. Senior Activities Committee

13. Comments and suggestions from citizens present
14. Motion to go into Closed Session (State Statute 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session."
15. 5 minute recess to clear meeting room
16. Board to go into Closed Session under State Statute 19.85 (1)(e)
17. Board to return to Open Session
18. Any action on matters discussed in Closed Session
19. Adjournment

NEXT REGULAR VILLAGE BOARD MEETING: MARCH 21, 2024

Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Village Administration Office at 779-6011 with as much advance notice as possible.

**VILLAGE OF HORTONVILLE
VILLAGE BOARD
FEBRUARY 15, 2024 MEETING MINUTES
DRAFT – NOT APPROVED**

President Jeanne Bellile called the meeting to order at 6:00 p.m. in the Community Center at 531 N. Nash St., Hortonville, Wisconsin.

Trustees present: Grace Abitz (by phone), Pat Lund-Moe, Jim Moeller, Jane Olk, Shauna Keel, and Julie Arendt Vanden Heuvel.

Trustees absent:

Officials/Staff present: Administrator Nathan Treadwell, Clerk-Treasurer Jane Booth, Director of Public Works Aaron Steber, Chief of Police Kristine Brownson and Attorney Ashley Lehocky.

Officials excused: Library Director Alexandria Krause

Consent Agenda

Motion [Arendt Vanden Heuvel/Olk] to approve holding out in the presentation of accounts, Immels invoice and the Kemira invoice. Roll call vote, 6 ayes, 1 Abstain (Lund-Moe), 0 nays, motion carried.

A. February 1, 2024 Regular Board meeting minutes

B. Presentation of accounts and other claims against the Village

Agenda Changes

None

Public Hearing

Motion [Arendt Vanden Heuvel/Lund-Moe] to open the public hearing for special assessment for street construction for alley #3. Roll call vote, 7 ayes, 0 nays, motion carried.

Bob Riemer, 339 S Mill Street, said that normally from what I understand when you go out for a bid, the job has to be done the way the bid says. Well, they didn't do that, they shorted 80 ton of gravel, and the black top they put on is the under coat and not topcoat. They did a terrific job on the dig out for the landscaping. No turf damage the landscaping was a joke, they made it worse than what it was, and there was no way they spent over \$1,000 on what they did, and I don't think it is right to bill a property owner the entire amount.

Collette Riemer, 339 S Mill, said that my biggest thing was on the morning of October 18, they did everything when the ground was wet, there were puddles all over. After they got done, it looked nice. When they came back in December, it was a real piss poor job. The topsoil that is all over the road, they put topsoil on the black top and then sprinkled seed over it. It is not going to grow, not in December with two inches of snow on it. My bottom line is that in 40 years nothing has been done, and now we are expected to take 100 percent of the cost. I don't think that it is fair. It is now a snowmobile trail, and I am not impressed with MCC. This is our money, and we would like it spent wisely if we have to spend it.

John Van, 402 S Lincoln Street. I am the owner of John D Van Towing; I own a bunch of storage units and Land & Mountain in Menasha. I got to meet Nathan who was out there with me three times. This job was a disaster, restoration is not even close to 6, 000. I have pictures, I had my driveway done, I have red gravel, and they put in grey gravel. They moved it 50 feet into my driveway. It was about 7 inches of water, and I had to redo my driveway to get the water to

run off my driveway. The snowmobile will tear that up. It is like number 3 grade blacktop. MCC has red and grey gravel. I rebuilt that driveway five years ago.

Trustee Moeller said that I know there is a snowmobile marker up there. To my knowledge the snowmobile hasn't gone down there in a really long time. I think the snowmobile club never took the sign down. I don't expect you to see snowmobiles running down that road. I thought they were coming back in the spring to do the landscaping.

DPW Director said that they tried to put some in at the end to finish the project. I think what we can do is have our guys go out there and look at it in the spring and fix it to better standards.

John Van said it will be a bigger job because you will have to pull everything out. They were there a very short time, and it was terrible.

DPW Director Steber asked why they would have to pull everything out.

John Van said that they put it on top of sod two inches down and that is going to rot.

Chief of Police Brownson said that she took down the snowmobile markers this past Monday because someone had vandalized them. The snowmobile club is looking to put them back up. That is a trail that comes off the lake.

DPW Director Steber said that he can have our guys fix this and he will take a look at the specs and make sure they did it to the specs. Steber said that there are contingencies, and he will deal with them. He also stated that they should have done the job according to the specifications in the plan and if they didn't, we can go back and have recourse with that.

Close the public hearing

Motion [Arendt Vanden Heuvel/Olk] to close the public hearing. Unanimous voice vote, motion carried.

Preregistered Citizens to be heard

Jason Abendschein, 530 Golf Side Court, and I want to take this opportunity to introduce myself. I am a candidate for the Village Board. My family and I moved here three years ago, and we have fallen in love with this community, and I want to see it prosper. The reason I am running for the board is I want to give back to the community. We are looking forward to the splash pad in Alonzo Park. We are here for the long haul. We have a two-year-old son, and I want to continue moving forward with these great things and make the Village a better place. Thank you for your time, nice to meet you all.

Bob Jewell, 205 Oak Knoll Court, I am also a candidate for the Village Board. I have lived here a short time, but I have connections here for over 40 years with family members. I have a daughter who is a teacher here in Hortonville, I wanted to take the time to introduce myself and I would appreciate your support.

Committee Reports

Library Board – There was a meeting at the end of January. We made 2023 budget line adjustments. The next meeting will be February 27.

Unfinished Business from previous meetings

None

New Business

Discussion and possible action on Resolution R-8-24 Alley #3 Special Assessment

Administrator Treadwell said that you should have 2 final special assessments in your packet. One is for all the costs to the residents; the other is for the village taking the larger portion which is basically what we can afford without dipping into the amounts for Mill Street.

Attorney Lehocky said that once you take final action, a lien is placed on the property. What I am hearing is that we are having the contractors come back and do some additional work, what I am not hearing is that we will be getting some sort of refund.

Trustee Abitz said that after hearing how the project went it sounds like the work isn't complete and asked if this could wait until it is complete before assessments are assigned?

Attorney Lehocky said that you can certainly wait until assessments need to occur within a reasonable amount of time. Understanding that the price is the price, I don't know what would change.

Trustee Abitz asked if the contractors knew it was a snowmobile trail?

Trustee Moeller said that we as a board should look at that before next winter.

Trustee Keel said she wouldn't mind moving the date out a couple of months for their comfort of seeing the progress that is going to happen. I realize the dollar amount isn't going to change.

Discussion ensued.

Motion [Moeller/Olk] to approve n R-08-24 with the assessment amount total of \$10, 000 and changing the date to June 19, 2024 and with the same installments.

Roll call vote, 7 ayes, 0 nays, motion carried

Discussion and possible action on Otto Miller Park Master Plan contract with Martenson and Eisele

DPW Steber said that this master plan was created to make sure everyone is on the same page and to get a consistent long-term vision as to where the park wants to go. This is the second phase, Martenson is creating a master plan working with the village, the school district, the booster clubs, and Hortonville Youth Sports, just to make sure everyone is on the same page. This would be getting a consistent long-term vision for this area for where the park wants to go.

Trustee Lund-Moe asked if the cost is all on the village or is it divided amongst all?

DPW Director Steber said no, the village is paying for this plan. The implementation of the upgrades outlined in the plan will be on the project partners.

Trustee Olk asked about the grant funding part of it and if they don't do it.

DPW Director Steber said we aren't there yet, and that will be done in the future jointly.

Motion [Moeller/Olk] to approve the agreement for professional services for Martenson and Eisele, Inc. in the amount not to exceed \$24,745.

Roll call vote, 7 ayes, 0 nays, motion carried.

Discussion and possible action on Immel's Invoice for Hydrant Replacement

DPW Steber said that at the last meeting I reported on the water leak and when we opened up the hydrant it completely cracked, and we had to do an emergency fire hydrant replacement. This is the cost for that emergency replacement.

Motion [Arendt Vanden Heuvel/Lund-Moe] to approve and pay the Immel Invoice in the amount of \$9,600 for Hydrant Replacement during the water leak on Giese Street.
Roll call vote, 7 ayes, 0 nays, motion carried.

Discussion and possible action on Kemira Invoice

DPW Steber said that this is an invoice for our ferric that we use at the plant to take phosphorus out of our affluent wastewater.

Motion [Arendt Vanden Heuvel/Keel] to approve and pay the invoice from Kemira Water Solutions in the amount of \$11,778.06.
Roll call vote, 7 ayes, 0 nays, motion carried.

Discussion and possible action on Summer Rec Fees

Administrator Treadwell said that the Park & Recreation Director Siri Claybaugh is here to explain the increase in summer rec fees.

Hi, I am Siri Claybaugh, and I am the director of Hortonville Recreation. Currently I am a senior at St. Norbert College for elementary education. I started working rec at sixteen for two summers. Following that I was the assistant director for Tony Fannin for two years. Last year I took over as director after the July 4th break. This will be my first year planning the program and I am very excited. The tentative calendar is already set for Hortonville Rec, the Brewers tickets have been purchased and we are finalizing dates for other field trips. I plan to pursue a few grants for transportation fees. I would like to increase the cost of registration because I want to include program T-shirts and reuseable water bottles with the registration fees. The program t-shirts will increase visibility on field trips and the water bottles will cut down on garbage in the park. The fees were previously \$150.00 for residents and \$225.00 for nonresidents. I would like to increase the fees by \$50.00. I will also be seeking out sponsorships for the T-shirts and the water bottles. I would like all sponsorships to remain in the rec program.

President Bellile said that this is very reasonable.

Motion [Lund-Moe/Arendt Vanden Heuvel] to raise the Summer Rec Fees to the suggested amount of \$200.00 for residents and \$275.00 for nonresidents.
Roll call vote, 7 ayes, 0 nays, motion carried

Discussion and possible action on O-3-24 Repealing of Utility Special Assessment Ordinance

Administrator Treadwell said that a few years ago, we removed the Street Assessment one and this one was buried in our utility. The idea is to remove this as well. This doesn't affect the ability to put special assessments on for utilities, it is just another constraint around that.

Motion [Moeller/Arendt Vanden Heuvel] to approve O-3-24 Repealing chapter 42 article 2 of Utility Special Assessment.
Roll call vote, 7 ayes, 0 nays, motion carried

Discussion and possible action on Resolution R-05-24 2023 Final Budget Amendments

Administrator Treadwell said that this is basically the cleanup for our general fund. This balances our budget. The village came in positive again this year.

Motion [Arendt Vanden Heuvel/Moeller] to approve resolution R-05-24 the 2023 Final Budget Amendments.

Roll call vote, 7 ayes, 0 nays, motion carried

Discussion and possible action on Resolution R-06-24 Amending Personnel Manual

Administrator Treadwell said that this is basically a change this year to amend the embroidered clothing for employees that don't have a clothing allowance to a fiscal year instead of employee anniversary date.

Motion [Arendt Vanden Heuvel/Keel] to approve Resolution R-06-24 amending the Personnel Manual.

Unanimous voice vote, motion carried

Discussion and possible action on Resolution R-07-24 Amending 2024 Budget Hometown Holiday

Motion [Arendt Vanden Heuvel/Moeller] to approve Resolution R-07-24 amending the 2024 Budget for Hometown Holiday.

Roll call vote, 7 ayes, 0 nays, motion carried

Discussion and possible action on setting up Public Safety meeting.

Next Public Safety meeting will be held on April 9th at 6:00 pm.

Discussion and possible action on setting up COW for Discussion on Multiuse pathway in Downtown

Next COW will be held on March 7th at 5:00 pm.

Discussion and possible action on setting up Public Works meeting

Next Public Works Committee meeting will be March 21 at 5:30 pm.

Discussion on public parking permits

Administrator Treadwell said that this was from the guy that came to the last meeting and wanted to park during the winter on the streets.

Chief of Police Brownson said she had a phone conversation with them. If someone calls and they need parking on village streets we take that one person at a time. My opinion is that they can call for permission and we can grant them permission.

Trustee Moeller said that he sees it as a cost thing and as an inconvenience for the person that wants to park. I don't like the idea of a permit which was brought up at the last meeting.

Report of Village Officials

Clerk-Treasurer: The report is in the packet.

Director of Public Works: The report is in the packet. I will be out next week on vacation.

Chief of Police: The report is in the packet. I would also like to report that our new officer

Stephens is out on his own because he is done with his training. I have ordered a new squad, and it should be here by October. We moved the speed board closer into town on Nye Street. My Administrative Assistant will be gone all next week.

Library Director: There is a new book group starting on February 22 targeting people that like action and suspense novels. The Seuss Spectacular is on Saturday, March 2.

Attorney: Nothing

Administrator: My report was sent out. Working with a few different developers. I did have to send out notices to a few industrial park businesses who were outside of our covenants.

Any other miscellaneous topics for future discussion

President Bellile would like a discussion of the Government 101 class that the LWM puts on for new board members.

Trustee Lund-Moe was wondering if we could look at the sound system as it is very hard to hear if you are in the audience, and amongst the board members.

Communications and Miscellaneous Business

Black Otter Lake District news: Meeting was held on Tuesday; February 12 and we have a new BOLD logo, and it will be going out on letterhead. Aaron put out an RFP for BOLD. DPW Director Steber said we are looking at the entire watershed that feeds into the lake because those are the 3 main drivers contributing to the water quality. Proposals are due by the end of March. Saturday, May 4 is lake clean up day. Next meeting is April 3 at 5:30 pm.

Building permit report: None

Hortonville-Hortonia Fire District news: None

Gold Cross Ambulance run reports and news: The January run report was submitted.

Hortonville Civic Association: Nothing new

Senior Activities Committee: We met last Thursday and on Monday we had coffee and conversation with Courtney, a physical therapist discussing arthritis. March 4th is a potluck and movie. Prepping for Senior Autumn fest in October.

Comments and suggestions from citizens present

A resident asked what the Interest rate would be on the Special Assessment Alley #3.

Motion to go into Closed Session

Motion [Lund-Moe/Keel] to go into closed session under State Statute Section 19.85 (1)(g)

“Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.”

AND

State Statute 19.85(1)(e) “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.”

Roll call vote, 7 ayes, 0 nays, motion carried.

Board to return to Open Session

Motion [Keel/Arendt Vanden Heuvel] to return to open session at 8:20 p.m. Roll call vote, 7 nays, 0 nays, motion carried.

Any action on matters discussed in Closed Session

None

Adjournment

Motion [Keel/Moeller] to adjourn. Unanimous voice vote, motion carried. The Board adjourned at 8:21 p.m.

Minutes submitted by,

Jane Booth, WCMC
Village Clerk/Treasurer

March 07, 2024 INVOICE LISTING**VILLAGE INVOICES****February 16, 2024-March 07, 2024**

4004097088-0224	Assurity	Employee Disability Insurance- February 2024	\$	649.26
9207795005-0224	AT&T	Phone Billing- February 2024	\$	106.22
468045	Be's Refreshments	Water- Office	\$	42.30
Feb 2024	Black Otter Lake District	Tax Settlement- January	\$	15,017.82
0124	BMO Harris Bank	January Charges- 2024	\$	6,267.92
02-24	Bultman, Sarah	Supplies Reimbursement- Library	\$	17.99
2074427	Center Point Large Print	Large Print Library Books	\$	237.90
171756701022124	Charter Communications	Internet/Email- March 2024- PW/W/S	\$	117.98
Clothing2024-1	Cleereman, Joe	Clothing/Boot Allowance- 2024	\$	102.29
653357	Complete Office	Office Supplies- Court	\$	7.77
75687	Corporate Network Solutions	Bitdefender- February 2024- PD	\$	35.40
75244/75270	Corporate Network Solutions	Microsoft 365 Annual Subscription- 2024	\$	1,876.00
ACH	Delta Dental	Dental Insurance Premiums- March 2024	\$	1,254.73
ACH	EFTPS	Federal, FICA taxes for 02/15/2024 Payroll	\$	13,293.86
ACH	EFTPS	Federal, FICA taxes for 02/29/2024 Payroll	\$	13,402.71
CD2076184	Election Systems & Software LLC	ES&S Election Firmware License- Express Vote BMD	\$	410.00
02079-0001-1	Emmons & Olivier Resources Inc	Black Otter Creek Stream Survey	\$	3,000.00
4352784	Employee Benefits Corporation	Health Reimbursement- February 2024	\$	57.85
4364427	Employee Benefits Corporation	Health Reimbursement- February 2024	\$	30.00
Feb 2024	FVTC	Tax Settlement- January	\$	57,079.04
6159409	Gannett Wisconsin Media	Variance- Peterson	\$	44.47
Feb 2024	HASD	Tax Settlement- January	\$	456,730.90
42809426XJ	HASD	Restitution Payment- Isaiah Tate- Bathroom Dispenser	\$	175.00
150218	Inclusion Solutions LLC	Express Vote Privacy Canopy	\$	157.08
67687900/67684759/630253	Ingram Library Services	Library Books	\$	1,702.60
02-24	Krause, Allie	Mileage Reimbursement- MPL & APL	\$	54.54
2/24	Lange, Ellie	Community Center Reimbursement- 10/28 Rental	\$	308.25
341547	MCC Inc	Pot-Hole Filling- Alley 2	\$	315.37
2032390	Meat Block, The	Burgers & Buns- Valentine's Day	\$	115.98
95982	Menards	MSC Supplies- Trapping Squirrels	\$	173.75
IN182435	Multi Media Channels	Public Hearing- Alley 3	\$	45.89
IN183612	Multi Media Channels	Spring Primary/Public Hearing- Alley 3	\$	270.42
IN184896	Multi Media Channels	Ads for Bids- Watershed Planning	\$	56.61
ACH	Network Health	Total Health Premiums- March 2024	\$	12,133.82
Feb 2024	Outagamie County Treasurer	Tax Settlement- January	\$	98,692.58
4316	OWLS	2024 WPLC/ Microsoft Office 365 Licenses	\$	2,081.99
2/24	Petty Cash, Village	Election Food/Office Supplies/NWPA Meeting- Sean	\$	116.03
45820156Feb2024	Reserve Account	Machine Postage- Pitney Bowes	\$	2,000.00
4460297	Schwaab Inc	Office Supplies- Court	\$	97.49
MS7320	Seidl, Michael	Reimbursement- Parking Ticket	\$	30.00
5495	Tony's Cemetery Services	Mickey Guyette Burial	\$	750.00
6122367	Unique	Collection Agency- Library	\$	11.65
3148	Unitel	Update Directory- Stephens	\$	120.00
02-24	Vargo, Andrea	Mileage Reimbursement- WLA Library Legislative Day	\$	154.10
9954964888	Verizon	Monthly Phone Charges- January 2024	\$	1,028.31
5028611063	Wells Fargo Vendor Financial	Xerox Copier- Library	\$	180.00
ACH	Wisconsin Deferred Comp	EE contributions 02/15/2024 Payroll	\$	406.00
ACH	Wisconsin Deferred Comp	EE contributions 02/29/2024 Payroll	\$	406.00
237941	Wisconsin Document Imaging	Contract Invoice- Library	\$	133.15
ACH	Wisconsin Retirement System	WRS Contributions- February 2024	\$	26,039.69
ACH	Wisconsin, State of	State W/H for 02/15/2024 Payroll	\$	4,639.64
ACH	Wisconsin, State of	State W/H for 02/29/2024 Payroll	\$	2,369.50
ACH	Wolf River Community Bank	Principle and Interest- WRCB CIP Loan #2842	\$	34,922.56
ACH	Wolf River Community Bank	Principle and Interest- WRCB Engineering Loan #2843	\$	4,606.16
CM13403	YMCA of the Fox Cities	Member Dues- February 2024	\$	20.00

Invoice Total \$ 764,096.57

\$ 43,028.89

\$ 43,701.72

Grand Total \$ 850,827.18

WATER & SEWER UTILITY INVOICES**February 16, 2024-March 07, 2024**

Mileage2024-1	Hass, Mark	Mileage Reimbursement- WWOA Conference- Kalahri	\$	140.83
DNRRenewal2024	Hass, Mark	DNR Renewal Fee- 2024	\$	45.90
Rt 2 2/29/24	Hortonville Postmaster	Rt 2 W/S Billing- Postage	\$	230.55
ACH	Wolf River Community Bank	2018 Pine St Sewer/Screw Pump Loan	\$	5,727.72

Grand Total \$ 6,145.00

531 N. Nash St.
P.O. Box 99
Hortonville, WI 54944-0099



Phone: 920-779-6011
Fax: 920-779-6552
Cell: 920-538-6709
www.hortonvillewi.org

Nathan Treadwell – Village Administrator

CU-1-24 Conditional Use Additional Building

In order to comply with the Public Institutions Zoning Code the owner must go through the Conditional Use Process for any additional buildings over one accessory buildings.

On February 15th we held a public hearing at the Planning and Zoning meeting. Parcels within 300 feet of the parcel were notified of the proposed use and public hearing. One couple came and asked about the Water runoff.

Although this is already addressed in current ordinance staff suggested that the Planning & Zoning Commission recommends approval to the Village Board as long as there is a drainage plan submitted with the building permit.

VILLAGE OF HORTONVILLE
CONDITIONAL USE APPLICATION - ZONING

\$300 Fee Paid _____

Number 1000145 CO-1-2'

Date Filed 1/19/24

Name of Applicant or Agent Life Point Church / Andrew Reece (Pastor)

Address of Applicant or Agent PO Box 16, Hortonville, WI 54944

Phone Number of Applicant or Agent 320 815 2505

Name of Property Owner Life Point Church

Address of Property Owner 323 W Embarrass St

Phone Number of Property Owner 920 779-9100

Parcel ID# and Legal Description of Property: _____
240009700

W25FT OF S100FT LOT 2 BLK 15 & LOTS 3 & 4 BLK 15

Lot Size _____ Present Use Community Church Present Zoning PI

Proposed Use Build an All Purpose Building/ Community Center

Specify Reason for Petition (i.e. insufficient lot area, setback or other) _____

New Building replacing parsonage

ATTACH THE FOLLOWING:

Plot Plan showing the area involved, its location, dimensions, location and type of present improvements, and location of adjacent structures within 300 feet of the area.

SCHEDULE A CONFERENCE WITH THE VILLAGE ADMINISTRATOR BEFORE FILING THE PETITION


Signature of Applicant or Agent

1-19-2023
Date

Sec. 44-76. Public institutional district (PI).

(a) *Purpose.* The P-I district is intended to provide for public and institutional uses and buildings, utilized by the community, and to provide open space standards where necessary for the protection of adjacent residential properties.

(b) *Principal permitted uses.* The following principal uses are permitted as of right in the P-I district:

Public and semi-public uses

- Educational institution; business, technical or vocational school
- Educational institution; college or university
- Educational institution; elementary school, junior high school, or high school
- Governmental facility
- Hospital
- Non-profit/religious institution
- Public parks or playgrounds
- Recreation facility, non-profit
- Day care, group, when located and operated in an educational institution, place of worship or semi-public building

(c) *Accessory uses.* Accessory uses in the P-I district may include:

- (1) The accessory uses, buildings and structures are permitted conditional use as of right in the P-I district.
- (2) Fences and walls are to be six feet in height and subject to conditional use permit/appeal for higher height. Fences and walls are also allowed to be placed on the lot line.

(d) *Temporary uses and structures.* Temporary uses and structures specified in ordinance may be permitted in the P-I district.

(e) *Site plan.* Prior to obtaining a building permit on any land in the P-I district, a site plan shall be required. Site plan review and approval.

(f) *Signs.* All new sign permits will go through the conditional use process.

(g) *Parking and landscape standards.* Off-street parking and loading requirements are set forth in off-street parking and loading standards (one space for every 200 square feet of floor area). Landscaping requirements are set forth in landscaping and screening standards.

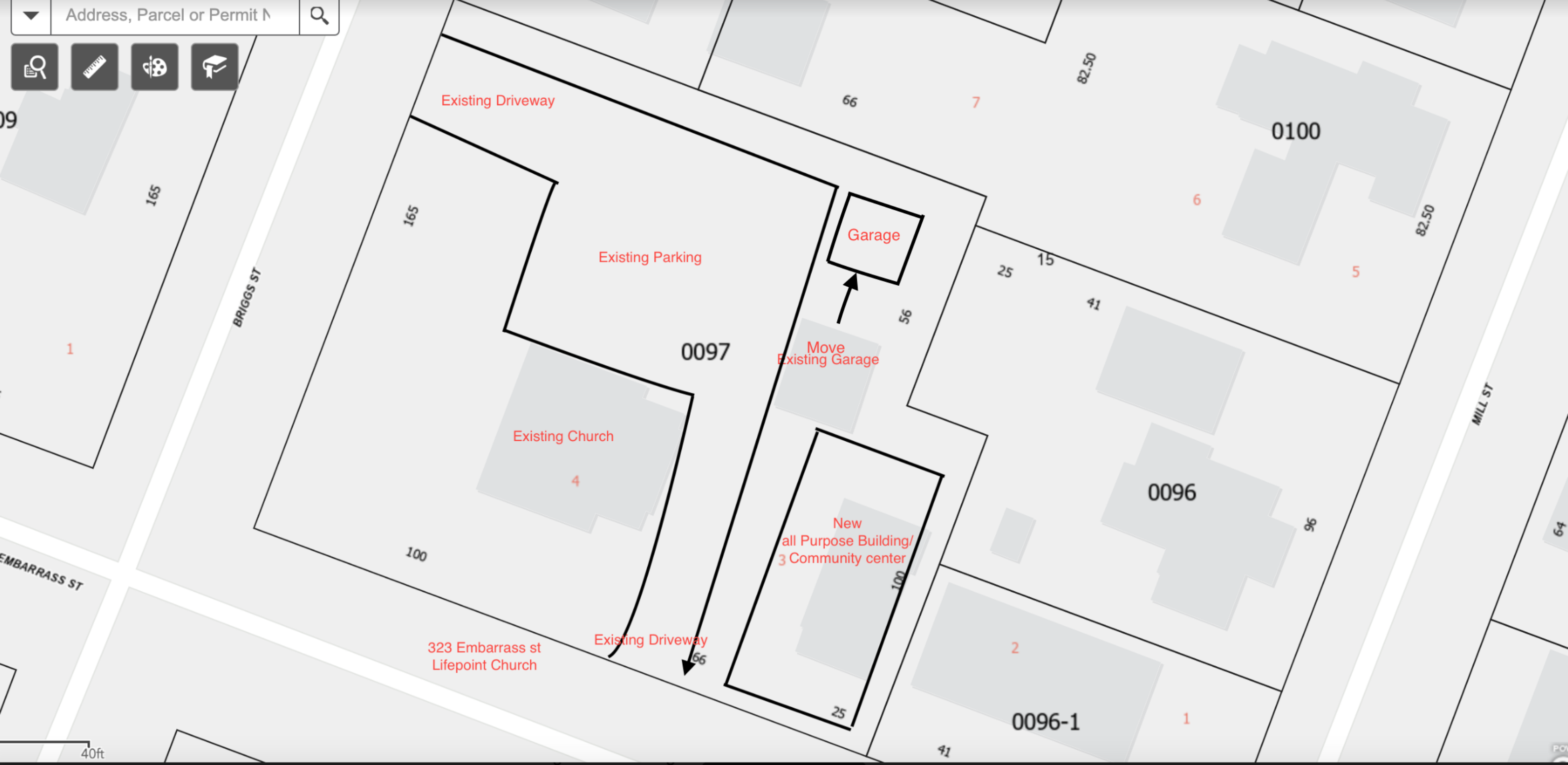
(h) *Development standards.* The space limits applicable in the P-I district are as follows:

- (1) Minimum lot area: None.
- (2) Maximum lot coverage: Seventy percent.
- (3) Minimum lot width: None.
- (4) Minimum front yard: Five feet plus an additional one foot for each two feet that the building or structure exceeds 35 feet in height.
- (5) Minimum rear yard: Five feet plus an additional one foot for each two feet that the building or structure exceeds 35 feet in height.

(6) Minimum side yard: Five feet plus an additional one foot for each two feet that the building or structure exceeds 35 feet in height.

(7) Maximum building height: Sixty feet.

(Ord. No. O-2-21, 10-7-2021)



VILLAGE OF HORTONVILLE
R – 09 - 24
2024 BUDGET AMENDMENT

WHEREAS, the Villages Funds did not have adequate appropriations made in the 2024 Budget to fund various items,

THEREFORE BE IT RESOLVED that the following amounts are changed (added to or subtracted from) as listed.

Expenditure increases/decreases allowed by revenues or transfers to cover expenses:

Account #	Description of Account	2024 Approved Budget	2024 Amended Budget	Amending Line Item
Fund 100 General Fund Expenditures				
100-56-56710-202	COMMUNITY PROMOTION - PROFESSIONAL SERVICES	3,400	3,540	140
100-54-54100-399	ANIMAL CONTROL	800	3,100	2,300
100-59-59650-399	CONTINGENCY FUND/FUND BALANCE	20,852	18,412	-2,440

BE IT FURTHER RESOLVED that this resolution shall take effect upon publication as required by Wisconsin State Statute 65.90(5)(a).

IT IS SO RESOLVED THIS 7th Day of MARCH, 2024

BY THE BOARD

Ayes _____

Jeanne Bellile, President

Nays _____

Jane Booth, Clerk Treasurer

Xylem Water Solutions U.S.A., Inc.

4828 PARKWAY PLAZA BLVD
CHARLOTTE, NC 28217
Tel. (704) 409-9700 Fax: (704) 716-7610

REMIT TO

26717 Network Place
Chicago, IL 60673-1267

INVOICE				YOUR PURCHASE ORDER SIGNED QUOTE	
INVOICE NO. 3556D10739		FUS NO. E59215		DATE SHIPPED 2/07/24	DELIVERY NOTE J08670
INVOICE DATE 2/08/24		TRN A3	WHS 112	PAYMENT TERMS 100% N30 FROM INVOICE	

Sold To:

Customer No. 208074

Ship To:

Global No. 5022134

VLG OF HORTONVILLE

521 W CEDAR ST

HORTONVILLE

WI 54944-9403

VILLAGE OF HORTONVILLE WWTP

ATTN: RYAN ST. JOHN

521 W. CEDAR STREET

HORTONVILLE WI 54944

FREIGHT TERMS Jobsite		DELIVERY TERMS PP/Add Actual surcha		ORDER PROCESSED BY WEDECO-CHARLOTTE, NC	
SHIP VIA Shipper choice-Ground		ORDER TEXT		CUSTOMER TEXT LAXTMAN	
LINE	ITEM/DESCRIPTION	QUANTITY SHIPPED UM	UNIT PRICE DISCOUNT/CHARGE	NET PRICE	EXTENDED AMOUNT
	CONTACT SEAN KURSKE 920-419-1571				
	STATED LEAD TIMES ARE ESTIMATED AT TIME OF QUOTATION BUT MAY BE IMPACTED BY CURRENT SUPPLY CHAIN ISSUES INCLUDING RAW MATERIAL SHORTAGES AND LABOR CONSTRAINTS AS WELL AS GLOBAL TRANSPORTATION AND LOGISTICS DELAYS				
001	7600006102394 LAMP, UV ECORAY ELR30	20 EA	182.00	182.000	3,640.00
002	7600000033309 QUARTZ SLEEVE 48X2X1512	20 EA	209.00	209.000	4,180.00
003	7600000036552 LAMP INSERT, TAK	20 EA	107.00	107.000	2,140.00
004	7600000036392 BRUSH, TAK, SS FOR NEW SENSOR	4 EA	32.00	32.000	128.00
	SUB-TOTAL OF POSITIONS				10,088.00
	PLUS ACTUAL S & H CHARGES				146.27
Cont on					2

IMPORTANT - This invoice is governed by and subject to TERMS AND CONDITIONS OF SALE - XYLEM AMERICAS. Different terms are hereby rejected unless expressly assented to in writing. Terms are accessible at <http://www.xylem.com/en-us/Pages/terms-conditions-of-sale.aspx>. Please contact Xylem at the number listed on this invoice within 72 hours should you have any issues or concerns pertaining to this invoice.

4828 PARKWAY PLAZA BLVD
CHARLOTTE, NC 28217
Tel. (704) 409-9700 Fax: (704) 716-7610

REMIT TO

INVOICE			YOUR PURCHASE ORDER SIGNED QUOTE	
INVOICE NO. 3556D10739		FUS NO. E59215		DATE SHIPPED 2/07/24
				DELIVERY NOTE J08670
INVOICE DATE 2/08/24		TRN A3	WHS 112	PAYMENT TERMS 100% N30 FROM INVOICE

Sold To:

Customer No. 208074

Ship To:

Page 2

Global No. 5022134

VLG OF HORTONVILLE

521 W CEDAR ST

HORTONVILLE

WI 54944-9403

VILLAGE OF HORTONVILLE WWTP
ATTN: RYAN ST. JOHN
521 W. CEDAR STREET
HORTONVILLE WI 54944

FREIGHT TERMS Jobsite		DELIVERY TERMS PP/Add Actual surcha		ORDER PROCESSED BY WEDECO-CHARLOTTE, NC	
SHIP VIA Shipper choice-Ground		ORDER TEXT		CUSTOMER TEXT LAXTMAN	
LINE	ITEM/DESCRIPTION	QUANTITY SHIPPED UM	UNIT PRICE DISCOUNT/CHARGE	NET PRICE	EXTENDED AMOUNT
	NET AMOUNT BEFORE TAXES USD				10,234.27
DISPATCH INFO: FedEx 270722511853				ORDER TOTAL USD	10,234.27

IMPORTANT - This invoice is governed by and subject to TERMS AND CONDITIONS OF SALE - XYLEM AMERICAS. Different terms are hereby rejected unless expressly assented to in writing. Terms are accessible at <http://www.xylen.com/en-us/Pages/terms-conditions-of-sale.aspx>. Please contact Xylem at the number listed on this invoice within 72 hours should you have any issues or concerns pertaining to this invoice.

531 N. Nash St.
P.O. Box 99
Hortonville, WI 54944-0099



Phone: 920-779-6011
Fax: 920-779-6552
www.hortonvillewi.org

ADMINISTRATION

clerktreas@hortonville.wi.gov

MARCH 7, 2024

LICENSES

- License applications for "Class B" Liquor License
- New statewide Cigarette/Tobacco and Electronic Vaping Device License Application

ELECTIONS

- Badger Book pre-election tasks
- Held the Spring Primary – 281 total votes cast, 65 absentee ballots returned Thomas J. Zartner received the fewest votes
- Certificate of Nomination sent to Outagamie County for Spring Pres. Pref & Spring Election
- Name Placement drawing for Pres. Pref & Spring Election
- Information on Election Mail handling procedures from Election Security Advisor/Cybersecurity Advisor
- Ballot proofs approved with Outagamie County
- Had employees watch a video on administering Narcan from Police Dept (in response to the Cybersecurity, FBI, U.S. Elections Assistance Commission and the U.S. Postal Inspection Service) on mail handling and potential hazardous materials exposure from handling mail during the 2024 Election Cycle.

WEBINARS/ZOOM MEETINGS/TRAININGS

- Weekly Department Head Meetings
- Weekly Staff Meetings
- WEC Webinar – 2024 April & Presidential Preference Election

FINANCES

- Daily bank deposits
- Prepared February Tax Settlements
- Audit Preparations – upload many documents into the Hawkins Ash Online Portal Audit is March 11-13, 2024
- Balance and reconcile accounts/journal entries/prepare invoices
- Prepared EBC/HRA Reimbursement Invoices/other various invoices
- Import amended budget numbers into CIVIC
- Sent TID Reports and PC-202 to David Ferris
- Tax Exempt Property Owners letters were sent (PC-220) (PC-220A)

PUBLICATIONS

- Publish Type B-D Notice for Spring Primary
- Publish BOLD Watershed Planning RFP

PUBLIC RECORD REQUESTS

- Request for amended Declaration of Candidacy form

- SmartProcure – Paid invoice report

OTHER

- Village Board agendas & packets, committee agendas
- Village Board minutes, committee minutes
- Other Committee/Commission meeting agendas & minutes as needed
- Worked with Brock/GIS Specialist Outagamie County on addresses for Shy Lane, and the replat of Westwind Estates and Jaquot Street
- The Wis Dep of Safety and Proof Service Injury and Illness Report was filed
- Ordered 50 recycling carts from Outagamie County (only 4 on hand currently)

Kristine Brownson
Chief of Police

Hortonville Police Department
531 N Nash Street
Hortonville, WI 54944
Office (920)779-6165
Fax (920)779-6189
kbrownson@hortonvillepd.com



Police Chief Report—February 16- March 7, 2024

Community Programs

Training and Department Meetings

- Department head meetings
- DEC Meeting, OUTAGAMIE COUNTY DRUG ENDANGERED CHILDREN, Appleton PD
- Federal Grant Webinar
- Stress Management for First Responders, Webinar
- County Executive Meeting, Grand Chute
- Wrapp Demo, Black Creek

Misc Information

- Processed several evidence requests for the DA's office and municipal court.
- Submitted UFAD and Narcan reports
- (UPDATE) I have reached out to the county to get an update on MM approval/denial and to discuss Main St to Greendale and M to MM.
 - ✓ Hwy MM, waiting for approval from the county board
 - ✓ Hwy M, (Bi-pass to Village limit) Traffic study indicating heavy traffic area, denied
 - ✓ Hwy JJ, (Greendale to Lake St) Traffic study indicating heavy traffic area, denied
 - ✓ Nye St, Waiting for Hortonville to approve and place signage.

531 N. Nash St.
P.O. Box 99
Hortonville, WI 54944-0099



Phone: 920-779-6011
Fax: 920-779-6552
www.hortonvillewi.org

3/7/2024 Director of Public Works Report

Meetings attended:

- Staff meetings
- Department head meetings
- Hortonville Youth Sports Meeting 3/6
- Calls/emails with MSA to work on GIS updates
- Meeting with Ayers and Associates about downtown areas
- Otto Miller Park Master Plan calls with Martenson & Eisele
- CTH JJ progress meeting with McMahon and County
- Pre-Bid meeting with lighting contractors at high school
- Public meeting on downtown renovations with McMahon 3/5

Current and past projects include:

- RFP for watershed management planning for Black Otter Lake due March 27
- Corrosion Control DNR Worksheet to finish off Lead and Copper exceedance requirements.
- Phosphorus reduction planning with McMahon
- Site Surveys for potential stream restoration solutions EOR
- Master Planning at Otto Miller Park with School District and HYS
- Ongoing Alonzo Park upgrades with McMahon and Parkitecture
- Hwy 15 project McMahon

Sincerely,

A handwritten signature in blue ink, appearing to read 'A. Steber'.

Aaron Steber
Director of Public Works
Office: 920-779-6011
Cell: 920-378-3958



2024

FEBRUARY

VILLAGE OF HORTONVILLE BUILDING PERMITS

Permit Number	Name	Address	Project	Estimated Proj. Cost	Permit Fee	Type
24-007	Shayne Pues	318 Birch St	200 Amp Service Upgrade	2,200	80.00	res
24-008	Michael & Peggy Hasart	498 N Crest	42' x 60' Storage Building	100,000	453.00	res
24-009	Bill Fischer	714 S Nash	Boiler Replacement	7,000.00	50.00	res
24-010	Michael Gibbons	344 S Nash St	New Home	240,000.00	793.00	nsf
24-011	John & Sondra Gorham	142 Crystal Springs Dr	50' x 64' Storage Building	228,440.00	605.00	res
24-012	Autumn Gerow	318 Spruce St	Roof Replacement	11,232.00	50.00	res

TOTALS 588,872.00

2023			2024		
Permit Types	Number of Permits	Project Cost	Permit Types	Number of Permits	Project Cost
residential total	9	95578.59	residential total	5	348,872.00
new residential total			new residential total	1	240000.00
multi-family total			multi-family total		
comm/ind total	1	2700	comm/ind total		
municipal, public total			municipal, public total		
Total	10	\$98,278.59	Total	6	\$588,872.00

Prepared by Village office staff

Hortonville Call Report



Run No.	Alert Date & Time	EnRoute	At Scene	Resp Time/Responded From	Code	Problem	Destination	Transport Mode
3146 24	2024-02-01 01:33:36	01:35:10	01:46:48	00:13:12		1 Cardiac Arrest	<None>	Emergency
3754 24	2024-02-07 11:56:30	11:56:44	12:08:24	00:11:54	130 2ND ST	1 Breathing Problems	ThedaCare Med Ctr - New London	Emergency
4007 24	2024-02-09 11:16:43	11:16:56	11:27:08	00:10:25	1405 MILL ST	1 Unconscious / Fainting	Hortonville Elementary School	Emergency
5000 24	2024-02-18 20:27:10	20:27:23	20:37:46	00:10:36	1405 MILL ST	1 Convulsions / Seizures	ThedaCare Med Ctr - New London	Emergency
5085 24	2024-02-19 17:39:21	17:39:22	17:53:38	00:14:17	2316 W NORDALE DR	2 Traumatic Injury	ThedaCare Reg Med Ctr - Appleton	Non Emergency
5348 24	2024-02-22 06:40:59	06:41:01	06:52:33	00:11:34	N5414 COUNTY HWY-D	2 Fall Victim	ThedaCare Reg Med Ctr - Appleton	Non Emergency
5672 24	2024-02-25 03:41:29	03:42:34	03:53:02	00:11:33	1405 MILL ST	1 Unconscious / Fainting	Ascension - St. Elizabeth Hospital	Emergency
5841 24	2024-02-27 00:22:13	00:24:15	00:32:27	00:10:14	810 W MAIN ST	2 Traumatic Injury	ThedaCare Med Ctr - New London	Non Emergency
5913 24	2024-02-27 15:10:25	15:10:29	15:20:00	00:09:35	4735 W CONVERTERS DR	1 Allergies	Hortonville High School	Emergency
5994 24	2024-02-28 14:15:19	14:15:21	14:24:42	00:09:23	1405 MILL ST	1 Breathing Problems	Ascension - St. Elizabeth Hospital	Emergency
6055 24	2024-02-29 08:34:12	08:34:14	08:49:42	00:15:30	2316 W NORDALE DR	2 Abdominal Pain	Ascension - St. Elizabeth Hospital	Non Emergency
Non-Emergency		4	Avg Response Time - Emergency		00:10:56			
Emergency		7	Avg Response Time - Non-Emergency		00:12:53			
Stand-By		0	Downgraded to Non-Emergency Enroute					
Total		11	Upgraded to Emergency Enroute					