VILLAGE OF HORTONVILLE
VILLAGE BOARD
NOVEMBER 7, 2024 MEETING MINUTES
APPROVED NOVEMBER 21, 2024

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, Bob Jewell, Shauna Keel, Jim Moeller, Jane Olk, and Julie Arendt Vanden Heuvel.
Trustees absent: None
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.
Official Excused: Library Director Alexandrea Krause and Director of Public Works Aaron Steber

Consent Agenda
Motion [Arendt Vanden Heuvel/Olk] to approve as outlined with the changes noted. Roll call vote, 7 ayes, 0 nays, motion carried.

A. October 17, 2024, 2024 Regular Board meeting minutes
B. Presentation of accounts and other claims against the Village

Agenda Changes
Move item 8 Unfinished business to after item 9 J new business.

Preregistered Citizens to be heard
None

Committee Reports
None

New Business
TID 4 & 5 Amendment Presentation from Administrator Treadwell.
Administrator Treadwell said that this is creating a donation from TID 4, which was funding from S.C. Swiderski development. The plan is to send over what is not needed from TID 4 to TID 5, in order to fund the reconstruction of the downtown. Currently, without any sharing amendment, TID 4 would close in 2031. Rather than closing the TID early and releasing the funds back, the plan is to use those funds in TID 5. This TID will have enough to fund their projects, and the project on Main Street. With projects and sharing, the TID will close in 2037.

Discussion and possible action on Resolution R-28-24 Approving an Amendment to the Project Plan of Tax Incremental District No. 4.
Motion [Moeller/Arendt Vanden Heuvel] to approve Resolution R-28-24 approving an amendment to the project plan of Tax Incremental District No. 4.
Roll call vote, 7 ayes, 0 nays, motion carried.

Discussion and possible action on Resolution R-29-24 Approving an Amendment to the Project Plan of Tax Incremental District No. 5.
Motion [Moeller/Arendt Vanden Heuvel] to approve Resolution R-29-24 approving an amendment to the project plan of Tax incremental District No. 5.
Roll call vote, 7 ayes, 0 nays, motion carried.

Discussion and possible action on Resolution R-24-24 Final Plat for Terrace Manor
Administrator Treadwell said the project specs were in the packet. This has been reviewed by our engineering firm and they have approved it. Each of the parcels will have a lateral as well as water and sewer.

Motion [Moeller/Jewell] to approve resolution R-24-24 Final Plat for Terrace Manor. Roll call vote, 7 ayes, 0 nays, motion carried.

Discussion and possible action on Resolution R-30-24 for accepting Pond and Street on Shy Lane
Administrator Treadwell said that after the last meeting MCC went back in and fixed the pond, added more clay and it is holding water now. The pond is up to standards, and the street has been up to standards.

Motion [Moeller/Olk] to approve resolution R-30-24 for accepting pond and street on Shy Lane. Roll call vote, 7 ayes, 0 nays, motion carried.

Discussion on General Fund Presentation
Administrator Treadwell presented the general fund 2025 budget. This is a preliminary look at the budget. The taxes would increase by 1.44 percent. The general fund will have no new increase. There will be a slight increase of $12-$16 dollar per $150,000 house. The garbage rate will increase from $120 to $130 for 2025. The assessor contract has increased a little bit for 2025. We have had ongoing issues with the HVAC and we have received quotes to repair the issues. General payroll increase for staff will be 4%. Health insurance quotes I will hopefully receive this week, but we are anticipating 10% increase. The biggest change for parks for next year are the utility fees that will increase for the splash pad.

Discussion on setting up the Public Hearing date for 2025 Budget
Administrator Treadwell proposed the date of December 5th.

Discussion and possible action on Resolution R-25-24 or Small Business development Loan
Administrator Treadwell said that I signed up for a small business development grant and I had eighteen days to complete it. What was designed was a façade grant for $150,000 for businesses in the downtown zoning district to update their façade. We would need to match the amount with TID 5. If accepted it would be executed by the economic development committee and the chamber. The grant would allow them to update in the amount of $20,000 per facade for front facing buildings, $20,000 for rear facing facades and $20,000 for side facade. The State would like the funds expensed within three years.

Motion [Moeller/Jewell] to approve resolution R-25-24 or Small Business Development Loan. Roll call vote, 7 ayes, 0 nays, motion carried.

Discussion and possible action on VC3 Contract
Administrator Treadwell said that this is the updated quote. Discussion ensued.

Motion [Moeller/Arendt Vanden Heuvel] to approve the VC3 Contract not to exceed the monthly subtotal of $3,204.23 and the one-time fee of $2,834.23 .
Roll call vote, 7 ayes, 0 nays, motion carried.

Discussion and possible action on Ayers Amended Contract – Engineering of Alley 2 Parking Lot, Stormwater and Trail.
Administrator Treadwell stated this is for the area behind downtown looking at the CIP for the parking lot and stormwater being put in. We need to make sure the size of the trail and the stormwater area is calculated correctly. This would be for the engineering of that area.

Motion [Moeller/Keel] to approve the Ayers Amended Contract – Engineering of Alley 2 Parking Lot, Stormwater and Trail as presented.
Roll call vote, 7 ayes, 0 nays, motion carried.

Unfinished Business from previous meetings
Discussion and possible action on Police Truck
Trustee Moeller said that he didn't find anybody that agreed that we should be increasing our fleet. I understand that we are not talking about a lot of money for the truck, I looked up numbers for a private sale of the vehicle. My biggest concern is that government resources rarely shrink and once we increase the fleet it is very hard to go back down. Moving forward the resource management needs to be looked at closer so that the vehicle traded in isn't the one with the least amount of mileage on it.

Chief of Police said that since the last meeting there have been instances where we needed a fifth vehicle. Then we had an officer that was required to go to court hearings for two days. We ended up paying him for his travel since we didn't have a squad. The pickup truck was useful, we would have had to use someone's personal vehicle. We also had trunk or treat, DPW isn't around to haul the generator filled with gas. Trick or treating was on a Sunday, and I loaded my truck full of cones in case I needed them. I can't put them in an SUV.

Trustee Arendt Vanden Heuvel asked what would happen to the money when the truck sells; does it go back into the CIP, or where is it dispersed? Most likely it will go into reserve funds. The Main St project will push back the purchase of a new vehicle for a couple of years, but it is in the budget at that point to bring in new squads.

Discussion ensued as to what vehicle we can get rid of.

Trustee Abitz asked if there could be a temporary agreement that until one of the vehicles becomes no longer usable, all five are kept. Trustee Moeller responded that with the election coming up, you can't do that, because it could be a new board that has different requests vs. the old board, if a new chief comes in, they would expect to keep the same fleet.

President Bellile reiterated that there would still be 4 vehicles, plus a new one, which is way too many vehicles. Chief Brownson stated it would still stay at 4 vehicles, which President Bellile agreed to, stating the most expensive vehicle should be sold and money from the sale be put into a fund.

Chief Brownson stated the 2022 vehicle was the one giving the most issues, and felt this one was costing the Village the most money.

Motion [Moeller/Bellile] to reduce the fleet by selling the truck.
Roll call vote, 6 ayes, 1 nay (Abitz), motion carried.

Report of Village Officials
Clerk-Treasurer: The report is in the packet.

Director of Public Works: The report is in the packet.

Chief of Police: The report is in the packet.

Library Director: Nothing

Attorney: Nothing

Administrator: We did submit our pre-application for the grant for the backup generator at the two lift stations, other than Alonzo this week. The grant was applied through FEMA. The grants would pay 80% of the total cost.

Any other miscellaneous topics for future discussion

Communications and Miscellaneous Business
Black Otter Lake District news: Information was in the packet. Next meeting is January 8th at 5:00

Building permit report: The October building report was submitted.

Hortonville-Hortonia Fire District news: None

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

Hortonville Civic Association: None

Senior Activities Committee: Report was in the packet.

Comments and suggestions from citizens present
None

Motion [Bellile/Moeller] to appoint Shauna as minute taker.

Motion to go into Closed Session under State Statute 19.85 (1) (c)
Motion [Arendt Vanden Heuvel/Olk] to go into closed session under State Statute19.85 (1) (c). Unanimous voice vote, motion carried.

5-minute recess to clear meeting room

Board to go into Closed Session under State Statute 19.85 (1)(c)

Board to return to Open Session (roll call vote)
Motion [Arendt Vanden Heuvel/Moeller] to return to open session. Unanimous voice vote, motion carried.

Any action on matters discussed in Closed Session
None.

Adjournment
Motion [Moeller/Olk] to adjourn. Unanimous voice vote, motion carried. The Board adjourned at 11:01 p.m.

Minutes submitted by,

Jane Booth, WCMC
Village Clerk/Treasurer