

VILLAGE OF HORTONVILLE
AGENDA OF THE VILLAGE BOARD
MARCH 20, 2025
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. March 6, 2025 Regular Board meeting minutes
 - B. Licenses and Permits
 - C. 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. Committee Reports
8. Unfinished Business from Previous Meetings
9. New Business
 - A. Discussion and possible action on Arbor Day Proclamation
 - B. Discussion and possible action on Main Street Road Widths
 - C. Discussion and possible action on Resolution R-7-25 Alonzo Park Rental Fee Increase
 - D. Discussion and possible action on Olk Street Lift Station Hydromatic Pump Replacement Quotes
 - E. Discussion and possible action on 2025 Sewer Televising Quotes
 - F. Discussion and possible action on 2025 miscellaneous projects engineering contract
10. 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
[Topics or questions for future agendas only – no discussion or answers, motion to schedule an item]

11. 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
12. Comments and suggestions from citizens present
13. Adjournment

NEXT REGULAR VILLAGE BOARD MEETING: APRIL 3, 2025

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
MARCH 6, 2025 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, Bob Jewell, Jim Moeller, Jane Olk, and Julie Arendt Vanden Heuvel.

Trustees absent: Shauna Keel

Officials/Staff present: Clerk-Treasurer Jane Booth, Director of Public Works Aaron Steber, Chief of Police Brian Bahr, and Village Engineer Ron Wolf.

Officials Excused: Administrator Nathan Treadwell, Library Director Alexandria Krause, and Attorney Ashley Lehocky.

Consent Agenda

Motion [Moeller/Olk] to approve as outlined. Roll call vote, 6 ayes, 0 nays, motion carried.

A. February 20, 2025 Regular Board meeting minutes

B. Presentation of accounts and other claims against the Village

Agenda Changes

None

Preregistered Citizens to be heard

Dalton Davis, 1550 Nye Street, said that he was running for the trustee seat for the April 1, 2025 Spring Election and wanted to introduce himself. I spent 5 years in the Marine Corp and graduated from Hortonville.

Committee Reports

None

Unfinished Business from previous meetings

None

New Business

Discussion and possible action on Alonzo Park Camera System

Director of Public Works Steber said that this came up in the last meeting and a couple of board members noticed that they didn't have the recording device for the monitor included in the quote. I went back to them and had forgotten that they were able to utilize our old monitor and DVR that we had leftover when we upgraded the cameras. That is why it was left out of the quote.

Motion [Moeller/Olk] to approve the quote from TECC in the amount of \$6,553.81 for the Alonzo Park Cameras.

Roll call vote, 6 ayes, 0 nays, motion carried.

Discussion and possible action on Alonzo Park Rental Fees

DPW Director Steber said that Administrator Treadwell wanted to know if the board wanted to increase the rental for Alonzo Park with the inclusion of the new splashpad and playground.

Question was asked if people will realize that the pavilion is reserved?

In the past the on-call person from DPW could put out signs. The suggestion was to raise it to \$150 for residents and \$200 for nonresidents.

The suggestion was to put reserved signs on the tables, and or on the pavilion itself when it is reserved. The suggestion was to hand out the reserved signs when the renter picks up the keys.

Motion [Moeller/Arendt Vanden Heuvel] to change the Alonzo Park rental rates to \$150.00 for resident, \$200.00 for non-resident and \$75.00 for non-profit.
Roll call vote, 6 ayes, 0 nays, motion carried.

Discussion on Main Street Road Widths

Trustee Moeller said that it is tight, and he wondered if we wanted to take away a foot on the sidewalk. I want people to take a look at New London before the construction is started here in our downtown.

Village Engineer Ron Wolff said that the layout that we have is a 40 wide street, we have an 11 foot through lane on each side of the street. A fire truck will take all of the 11-foot lane. We have a 9-foot parking lane, and of that, 7 foot is paved, and 2 feet for the gutter.

Most vehicles are 7 feet wide, and it will be snug. The tradeoff that you would give is that it would diminish the sidewalk/trail, and cars would then slow down.

DPW Director Robert Garske from New London said he did relay that traffic is slower, and he didn't hear any complaints from the Fire Department.

Village Engineer Ron Wolff said that the New London Fire Chief said that he had no problem using that street. He also said that I don't feel that the fire trucks will need to go through downtown very often.

Discussion ensued.

The board decided to bring this back to the next meeting.

Discussion on potential Wheel Tax Numbers

Trustee Abitz said thanks for allowing me to bring this up again. She has numbers from Hortonville for vehicles. If the numbers were true, then we would have about \$100,000.

President Bellile said that the printout she received from DOT was 4,005 vehicles. I do have how many households that we have and if you count 2 vehicles for each household.

Administrator Treadwell did have a good memo in the packet regarding this.

President Bellile reiterated that a wheel tax can only be used toward roads.

Trustee Moeller said that it doesn't become a progressive tax.

Report of Village Officials

Clerk-Treasurer: The report is in the packet. Kaytlin Hooyman has started and is doing great. She trained with the previous DPW Clerk for 7 days. Lauren Prochnow has submitted her WMCA Clerk Certification.

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

Chief of Police: The report is in the packet. I would just add that the truck sale was \$26,750. I want to say thank you to Public Works; they are really helping out with maintenance on the Police vehicles.

Library Director: None

Attorney: None

Administrator: The report is in the packet.

Any other miscellaneous topics for future discussion

Downtown road widths

Communications and Miscellaneous Business

Black Otter Lake District news: Nothing new

Building permit report: The February building report was submitted.

Hortonville-Hortonia Fire District news: I attended their training last night.

Gold Cross Ambulance run reports and news: None

Hortonville Civic Association: Nothing new

Senior Activities Committee: Nothing new

Comments and suggestions from citizens present

None

Adjournment

Motion [Moeller/Olk] to adjourn. Unanimous voice vote, motion carried. The Board adjourned at 6:57 p.m.

Minutes submitted by,

Jane Booth, WCMC
Village Clerk/Treasurer

March 20, 2025 INVOICE LISTING

VILLAGE INVOICES

221309	Ayres Associates Inc
242745601030125	Charter Communications
171759001030125	Charter Communications
171758901030125	Charter Communications
78696	Corporate Network Solutions
78800	Corporate Network Solutions
ACH	Delta Dental
ACH	EFTPS
CD2115460	Election Systems & Software
4828684	Employee Benefits Corporation
INV-62369	Fox Cities Embroidery
2/25	Gilbert's Sentry Foods
02-25	Gilbert's Sentry Foods
250478/250474	Graphic Composition LLC
1144612	Harter's Fox Valley Disposal
WS0325	Hortonville Water & Sewer Utility
2stQtr2025	Hortonville-Hortonia Fire District
PO9863	Kelbe Brothers
8000594-0225	Kwik Trip
00309835-0225	Kwik Trip
428162PGGB	Lathrop, Carrie
03/25	Lax, Abigail
728281796	Lumen
3-25	Lun-Moe, Pat
13453	McClone
938337	McMahon
15932/15990	Menards
INV2738076	Metro Sales Inc
013709	MSA Professional Services
014037	MSA Professional Services
IN248855	Multi Media Channels
ACH	Network Health
5	Parkitecture & Planning
Clothing2025-1	Ringer, Mike
002832L/2025Apr	Securian Financial Group
86054	Speedy Clean
365563	ThedaCare at Work
365563	ThedaCare at Work
2482	Town Counsel Law & Litigation LLC
2488	Town Counsel Law & Litigation LLC
I03098661	Tri-City Glass & Door
6104324501	Verizon
6106776030	Verizon
Jan-Feb 25	WI Department of Justice
ACH	Wisconsin Deferred Comp
ACH	Wisconsin Dept of Revenue
15543	Wisconsin Timber Rattlers
ACH	Wisconsin, State of

March 07, 2025- March 20, 2025

Downtown Alley 2 Master Plan	\$	7,650.00
Internet/Email- March 2025- PW/W/S	\$	119.99
Internet/Email- March 2025- Admin/PD/Library/W/S	\$	136.98
Internet/Email- March 2025- Admin/PW/Court	\$	159.99
Spillman Error Troubleshoot- PD	\$	82.50
Lisa/Kaytlin Email Updates	\$	82.50
Dental Insurance Premiums- April 2025	\$	1,713.72
Federal, FICA taxes for 03/20/2025 Payroll	\$	19,963.38
Service Contract- May 2025-April 2026	\$	424.35
Health Reimbursement- March 2025	\$	66.36
Clothing Allowance- J. Booth/B. Kronberg	\$	173.88
Supplies- Senior Activities	\$	11.99
Supplies- Senior Activities	\$	6.98
Copper Mailing- 2025/Village Voice Mailing- 1st Quarter 2025	\$	2,249.00
Village Wide Refuse Pickup- February 2025	\$	11,946.20
Water/Sewer Billing 11/26/2024-02/26/2025- Miller Park	\$	185.94
2nd Quarter Fire Budget Payment- 2025	\$	25,235.93
Mini Excavator Parts- Windshield Repair	\$	326.06
Fuel- DPW-February 2025	\$	50.14
Fuel- PD-February 2025	\$	771.05
Restitution Payment- 01/08/2025	\$	75.00
Community Center Reimbursement- 03/08/2025	\$	150.00
Long Distance Charges for March 2025	\$	0.48
Senior Activity Reimbursement	\$	16.46
Workers Comp Premium- April 2025	\$	2,663.00
Contruccion Services- Alonzo Park Upgrades	\$	575.00
Supplies- Streets/Parks/Water/Sewer	\$	412.90
Contract Base Charge- February 2025	\$	246.84
Contruccion Services- N Mill Street	\$	2,082.50
Professional Services - Small Business Development Grant	\$	2,182.50
Public Hearing	\$	25.10
Total Health Premiums- March 2025	\$	14,475.96
Alonzo Park Construction Administration	\$	2,560.00
Clothing/Boot Allowance 2025	\$	69.99
Life Insurance Premiums- April 2025	\$	497.29
Cleanout Womens Bathroom Drain- MSC	\$	562.50
EAP Clinical Assessment and Session	\$	400.00
EAP Workplace Training/Education- Harrassment Training	\$	400.00
Legal Services- February 2025	\$	1,180.00
Court Services- February 2025	\$	1,247.00
Fix Broken Automatic Glass Door- Library	\$	1,756.00
Monthly Phone Charges- January 2025	\$	995.57
Monthly Phone Charges- February 2025	\$	995.57
Background Checks- 2025	\$	28.00
EE contributions 03/20/2025 Payroll	\$	591.00
TID#3 Annual Fee	\$	600.00
Wisconsin Timber Rattlers Tickets- Summer Rec 2025	\$	1,180.75
State W/H for 03/20/2025 Payroll	\$	3,355.81

Invoice Total \$ 110,682.16

03/13/25 Direct Deposit P/R \$ 58,981.30

Grand Total \$ 169,663.46

WATER & SEWER UTILITY INVOICES**March 07, 2025- March 20, 2025**

12568	B&M Technical Services	Replace Wet Level Transducer- Natures Haven	\$	1,356.50
P80720932	Batteries Plus	120V Battery Back-Ups- Wells	\$	176.44
27063030125	Charter Communications	Internet/Email- March 2025- Sewer	\$	65.26
9010017025	Clean Water Testing	Coliform Bacteria Test	\$	57.00
9010045205	Clean Water Testing	Coliform Bacteria Test	\$	57.00
Is33929	Litho Specialists Inc	5000 Utility Bill Forms	\$	363.00
516296	NCL of Wisconsin	Water Supplies- WWTP	\$	156.93
W&S 0225	WE Energies	Water/Sewer Electric & Gas- February 2025	\$	12,059.85
			Grand Total	<u>\$ 14,291.98</u>



Proclamation

By the Village of Hortonville

Whereas, *the economic and aesthetic welfare of the people of Hortonville is largely dependent on the trees and forested lands of the state, and*

Whereas, *everyone in Hortonville benefits directly or indirectly from trees and forested land, and*

Whereas, *trees provide jobs, products, habitat for wildlife, recreational opportunities, and*

Whereas, *trees provide oxygen, help purify the air, stabilize the soil; and assist in the water cycle, and*

Whereas, *trees are an invaluable physical and psychological addition to Hortonville; provide shade, cool the air, and reduce noise levels, and*

Whereas, *trees are an asset, attract tourism, increase property values, and enhance life, and*

Whereas, *tree management increases their benefit to our community through planning, maintenance, timely removal and replacement, and*

Whereas, *well maintained trees benefit present and future generations:*

Now, Therefore, We, the Village Board of Hortonville, do hereby proclaim April 20 through April 26, 2025, as

Hortonville Arbor Week

Jeanne Bellile, Village President

Jane Booth, Village

Clerk Date:

R-07-25

RESOLUTION AMENDING CURRENT FEE SCHEDULE

WHEREAS, a number of previous Resolutions were adopted over time by the Village of Hortonville Board of Trustees which involved various fee schedules, and

WHEREAS, the Board of Trustees recognize that the need exists to periodically add to, update and/or amend said fee schedule,

THEREFORE, BE IT RESOLVED that the Village Board of Trustees hereby amends the Fee Schedule as follows:

\$150 – Alonzo Park Resident Fee
\$200 – Alonzo Park Non-Resident Fee
\$75 – Non-Profit Fee

IT IS SO RESOLVED this 20th day of March, 2025

Ayes _____

Nays _____

Dated: _____

BY THE BOARD

Jeanne Bellile, President

Jane Booth, Clerk-Treasurer

Alonzo Park Rental

Current Full Day Rental			
	Resident	Non Resident	Non-Profit
Rental Cost	\$ 40.00	\$75.00	25.00
Tax	\$ 2.20	\$ 4.13	
Deposit	\$ 50.00	\$ 50.00	25.00
Total	\$ 92.20	\$129.13	50.00

Alonzo Park Rental

Proposed Full Day Rental			
	Resident	Non-Resident	Non-Profit
Rental Cost	\$ 100	\$150	75.00
Tax	\$ 5.50	\$ 8.25	
Deposit	\$ 50.00	\$ 50.00	25.00
Total	\$ 155.50	\$208.25	100.00



B & M TECHNICAL SERVICE, INC.

PO Box 48 | 364 Industrial Drive Coloma, WI 54930

Office 715-228-7604 | Fax 715-228-3418

bmtechservice.com

Date: 3/3/2025

Quote Number: 20251111

B&M Contact: Todd Schultz

Email: regina@bmtechservice.com

Direct: 715-228-7604

To: Hortonville Utility

Attn: Sean Kuske

Re: Replacement of Oak Street Pumps - ShinMaywa 3HP

We are pleased to provide the following base bid:

Qty.	Description:	Net Each	Net Extension
2	ShinMaywa CNWX Submersible Series Pump: 3 HP, 230 Volt, 4" Discharge, 3" Solids, 3 Phase, 65 Foot Cable Installation, startup, testing and training - Two Technicians / Mileage Included		
		Total:	\$ 18,441.00

Submittal Estimated Delivery:	Not Applicable	Site Installation:	Incl
Equipment Estimated Delivery/Installation:	Per Schedule	Programming/Startup:	n/a
Installation Manuals:	Incl.	Service Contract:	n/a
Operation Manuals:	Incl.	Downpayment Due:	n/a
Tariff Surcharges:	Not Incl.	Payment Terms:	Net 30
Sales Tax:	Not Incl.	Quote Expiration:	30 Days
Estimated Freight:	TBD	Equipment Warranty:	Per Manufacturer

Additions or deductions to base bid:

Exceptions and Special Notes:

Clarification Notes: Our intent is to reuse the existing guide rail system (pump stand, guide rails and adapter) with minor changes if needed. Otherwise the guide rail system needs to be replaced it would be based on time and material.

Unless otherwise noted any other equipment/services is not included and to be supplied by others.

For projects totaling more than \$10,000, 50% downpayment is required upon quote acceptance. Parts cannot be ordered prior to receiving downpayment.

To accept quote, please sign below and return to B&M Technical Service, Inc.

Quoted by _____
Regina Weyenberg, Inside Sales & Project Coordinator
regina@bmtechservice.com
Direct: 715-228-7604

Accepted by _____
Hortonville Utility

Remit Accepted Quote to: regina@bmtechservice.com

This information provided is confidential and proprietary to B&M Technical Service and is intended solely for the recipient listed above. Do not duplicate or distribute.



Headquarters
707 Ford Street, Kimberly, WI 54136
t. 920-733-4425 f. 920-733-0211

Minnesota Office
12265 Nicollet Ave., Burnsville, MN 55337
t. 952-444-1949

QUOTE

Number CESQ98981
Date Feb 17, 2025
Expires Mar 19, 2025

Sold To

Hortonville, Village of
Sean Kuske
Po Box 99
531 N Nash Street
Hortonville, WI 54944

dpw@vohortonville.com
Phone 920-779-4086
Fax

Ship To

Hortonville, Village of
Sean Kuske
Po Box 99
531 N Nash Street
Hortonville, WI 54944

dpw@vohortonville.com
Phone 920-779-4086
Fax

Sales Rep

Fluid Technology Sales

Nate Johnson 920-850-2901

n.johnson@craneengineering.net

Fluid Technology Sales

Nate Johnson 920-850-2901

n.johnson@craneengineering.net

Terms	RFQ	Ship Via	FOB	Crane Order#
		Best Way	Warehouse	

Line	Qty	Product	Lead Time	Unit Price	Ext. Price
1	2	Sulzer XFP 80C CB1.5 PE28/4 - 3.8 HP/460 Volt/ 1780 RPM - IEC Premium Efficiency Motor; Standard - Single Vane, Non Clog Impeller with Externally Adjustable Wear Plate - Includes Sulzer CA462 Seal and Thermal Protection Relay - 5-Year Manufacturer Warranty - Includes Machined Guide Shoe Adapter Flange		\$6,187.49	\$12,374.98
2	1	Installation Estimate - Install CA462 Seal and Thermal Protection Relay - Make All Electrical Connections - Install Adapter Flange and Guide Shoe - Lower Pump Into Wet Well and Verify Proper Operation		\$850.00	\$850.00

Total \$13,224.98

Please contact me if I can be of further assistance.

Does not include tax and shipping charges unless stated

*We reserve the right to adjust quoted pricing due to the current volatility of the materials market.
We will make every effort to maintain the quoted price.*



<https://www.craneengineering.net/tech-expo>

- 1. Governing Provisions.** These Terms and Conditions of Sale (the "Agreement") constitute an offer by Crane Engineering Sales, Inc. ("Seller") to provide the Products as set forth on the Contract of Sale attached to this Agreement (the "Products") to Buyer, subject to the terms and conditions set forth below. Buyer may not modify, renounce or waive any term or condition hereof or any of Seller's rights hereunder unless Seller consents in writing. Seller agrees to provide the Products to Buyer only on the terms of this Agreement (except as supplemented and/or modified by the parties Contract of Sale), notwithstanding any language in Buyer's purchase order, if one exists, or other writing or oral representation previously or hereafter received by Seller purporting to modify or replace the terms of this Agreement with any different or additional terms or reciting that provision or delivery of the Products or any other action or inaction by Seller constitutes agreement or consent by Seller to such modification or replacement. SELLER'S AGREEMENT TO PROVIDE THE PRODUCTS IS EXPRESSLY CONDITIONED ON BUYER'S ASSENT TO ALL OF THE TERMS AND CONDITIONS SET FORTH BELOW AND, NOTWITHSTANDING BUYER'S SUBMISSION OF A PURCHASE ORDER, THE TERMS AND CONDITIONS OF SALE OF THIS AGREEMENT (AND THE DISTRIBUTOR AGREEMENT) SHALL CONTROL.
- 2. Purchase Orders and Payment.** All orders must be accompanied by a signed purchase order and must be approved for credit. For orders under \$50,000 the terms are net 15 days from the date of invoice, unless agreed to otherwise in writing by both parties prior to order entry. Seller may require full or partial payment or a payment guarantee in advance of shipment whenever, in its opinion, the financial condition of the Buyer so warrants. For orders exceeding \$50,000 in sell price, terms of payment will be 40% down with order, 20% payable upon approved drawings, 20% payable upon inspection and approval of assembly prior to shipment (witness test available as an optional charge), 10% payable upon shipment, and 10% payable upon commissioning of equipment not to exceed 90 days from shipment. Note: Equipment will be shipped after receipt of 80% of the value of the order. From time to time Buyer (or its Customers) will be asked to fill out a credit application, which is subject to Seller's Credit Department's approval. Seller reserves the right to change the terms and required method of payment at any time, and to charge Buyer a 1.25% finance charge per month on any past due amounts, or the highest rate applicable by law. Buyer agrees to reimburse Seller for all costs incurred by Seller in collecting any sums owed by Buyer to Seller, including without limitation, interest and attorney's fees. Each purchase order that Buyer delivers to Seller for the purchase of Products ("Order") shall set forth the following terms as agreed upon by Seller and Buyer for such Order: the quantity, description and prices of the Products being ordered; the address for delivery of the Products; requested delivery dates; shipping instructions; and the address to which Seller's invoice shall be sent. Any other terms contained in any Order shall be objected to by Seller without need for further notice of objection, shall not be binding upon Seller and shall have no force or effect. Buyer's mutually agreed change orders shall be subject to all provisions of this Agreement, whether or not the Order or change order so states. All Orders shall be subject to Seller's acceptance. Seller shall promptly provide notice to Buyer of acceptance or rejection of Buyer's Orders.
- 3. Acceptance.** Buyer shall be deemed to have accepted this Agreement on the earliest to occur of the following: (a) Seller's receipt of Buyer's Order, if Seller has previously supplied Buyer with a copy of the terms and conditions of sales set forth in this Agreement, (b) Buyer's payment of any amounts due under this Agreement; (c) Buyer's or its representative's or customer's receipt of the Products; or (d) any other event constituting acceptance under applicable law.
- 4. Cancellation or Modification.** Buyer may not cancel or modify any Order except upon terms accepted by Seller in a writing signed by Seller's authorized officer. In the event of such cancellation or modification, Buyer shall compensate Seller for all resulting costs and damages, including, but not limited to, out-of-pocket expenses, lost profit, allocable overhead and all other incidental and consequential damages.
- 5. Returns.** No Products may be returned to Seller for refund or credit without Seller's prior written approval and, if permitted, shall be subject to an inspection/restocking charge and/or depreciation fee when applicable, plus the costs of freight, packaging and insurance costs.
- 6. Prices.** Buyer shall purchase from Seller the Products at the prices determined by Seller from time to time. Seller may at any time and in its sole discretion change the prices of Products, without notice, and the price at time of shipment applies except when specifically covered by a firm price quotation. Unless otherwise agreed in writing, all prices shall be F.O.B. Shipping Point.
- 7. Taxes and Other Costs.** All charges for freight, insurance, any sales, use, excise and other federal, state and local taxes, broker fees, or required by any governmental agency incident to the sale shall be paid by Buyer in addition to the price for the Products unless otherwise agreed upon. Such charges will be added at rates in effect at time of delivery except when forbidden by law to be collected by Seller from Buyer, unless Buyer furnishes Seller an exemption certificate acceptable to taxing authorities.
- 8. Delivery.** Delivery dates are approximate. Seller shall not be liable for any loss or damage due to delays in delivery or manufacture, resulting from causes beyond Seller's reasonable control, including, without limitation, an event of Force Majeure (as defined below). Partial deliveries shall be permitted. Title to Products and all risk of loss of or damage to Products shall pass to Buyer when Seller delivers the Products to the F.O.B. shipping point. Seller is not responsible for loss or damage in transit. If shipment is deferred at Buyer's (or its Customer's) request beyond the shipping date specified in the original Order, Seller reserves the right to immediately bill Buyer (or its Customer, as the case may be) for such unshipped portion, and for expenses incurred for storage, it being understood that unshipped material become Buyer's (or its Customer's, as the case may be) property and Seller's liability is that of warehouseman only.
- 9. Warranties and Remedy.** Seller warrants that all new Products manufactured by Seller will be free from material defects in workmanship and material for a period of 12 months from date of delivery under normal use and service. The warranty for all components in Seller's Products and all parts and Products not manufactured by Seller is limited to the warranty specified by original manufacturer of such component, part or Product. Buyer must make claims to Seller in writing for shortages in the Products within 10 days following the date of delivery of the Products and for defects in the Products within the Warranty Time Period specified herein and, in either case, within ten days after discovery of such shortage or defect. Buyer's failure to inspect the Products and/or make a claim pursuant to this section for shortages within 10 days following the date of delivery of the Products and for defects within the specified Warranty Time Period and, in either case, within ten days after discovering such shortage or defect shall constitute Buyer's irrevocable acceptance of the Products and Buyer's acknowledgment that the Products fully comply with the terms, conditions and specifications of this Agreement.

Seller's obligation under this warranty is limited to repairing or replacing, at Seller's option, any part which upon Seller's examination proves defective. Alternatively, at Seller's option, Seller may grant Buyer a credit toward future purchases in the amount of the net price paid for any Products proved to be defective. All credits are subject to inspection and approval by Seller's authorized representatives. Such warranty satisfaction shall be available only: (a) with respect to shortages, in the 10 days following the date of delivery of the Products; and (b) with respect to defects, within the specified Warranty Time Period; provided, however, Seller is notified in writing within ten days after discovery of alleged shortage or defect and the defect has not been caused by Buyer's or its representative's or customer's misuse, neglect or alteration or by physical environment.

This warranty excludes Products and any parts, failures and damage:

- (i) to which repair or replacement becomes necessary due to normal wear and tear;
- (ii) which are exhaustible items, including but not limited to such items as filter bags and seals;
- (iii) on which repairs, alterations or adjustments have been performed or begun by Buyer or any third party without Seller's consent;
- (iv) which are not promptly reported to Seller within the warranty period above;
- (v) which are modified without Seller's written approval;
- (vi) which are due to negligence other than that of Seller;
- (vii) which are due to accident, misuse, abuse, overloading, jamming, improper installation (other than installations made by Seller), improper operation, or abnormal conditions of temperature, moisture, dirt or corrosive matter or other environmental factors; or
- (viii) which have been damaged otherwise without the fault of Seller.

Seller's obligation or liability under this warranty does not include any transportation or other charges or liability for direct, indirect, special or consequential damages or delay resulting from the improper use or application of the product or the substitution upon it of parts or accessories not approved by Seller or repair by anyone other than a Seller authorized representative. Buyer shall be responsible for all parts and service technician charges relating to work not covered by warranty. Buyer shall pay Seller for such parts and service work not under warranty within 15 days of the date of Seller's invoice. A past due charge of 1.25% per month shall apply to amounts past due.

10. LIMITATION OF LIABILITY. SELLER'S AGGREGATE LIABILITY WITH RESPECT TO DEFECTIVE PRODUCTS SHALL BE LIMITED TO THE MONIES PAID BY BUYER TO SELLER FOR THE DEFECTIVE PRODUCTS MANUFACTURED BY SELLER. SELLER EXTENDS NO WARRANTY, INCLUDING WITHOUT LIMITATION ANY WARRANTY AGAINST DEFECTS, IN PRODUCTS MANUFACTURED BY PARTIES OTHER THAN SELLER.

SELLER SHALL NOT BE LIABLE TO BUYER, OR TO ANYONE CLAIMING UNDER BUYER, FOR ANY OTHER OBLIGATIONS OR LIABILITIES, INCLUDING, BUT NOT LIMITED TO, OBLIGATIONS OR LIABILITIES ARISING OUT OF BREACH OF CONTRACT OR WARRANTY, NEGLIGENCE OR OTHER TORT OR ANY THEORY OF STRICT LIABILITY, WITH RESPECT TO THE PRODUCTS OR SELLER'S UNDERTAKINGS, ACTS OR OMISSIONS. IN NO EVENT SHALL SELLER BE LIABLE FOR INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF BUYER, ITS CUSTOMERS OR USERS OF THE PRODUCTS, INCLUDING BUT NOT LIMITED TO, LOSS OF PROFITS.

11. DISCLAIMER OF IMPLIED WARRANTIES. SELLER AND BUYER AGREE THAT THE FOREGOING WARRANTIES ARE EXCLUSIVE AND IN LIEU OF ALL OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTY OF MERCHANTABILITY OR THE IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE. SELLER HEREBY DISCLAIMS ALL OTHER EXPRESS OR IMPLIED WARRANTIES. Any oral or written description of the Products is for the sole purpose of identifying the Products and shall not be construed as an express warranty.

12. ASSIGNMENT. BUYER SHALL NOT, WITHOUT THE PRIOR WRITTEN CONSENT OF SELLER, ASSIGN ITS RIGHTS OR OBLIGATIONS UNDER THIS AGREEMENT TO ANY THIRD PARTY. SUBJECT TO THE FOREGOING, THIS AGREEMENT SHALL BIND AND INURE TO THE BENEFIT OF SELLER AND BUYER AND THEIR RESPECTIVE PERMITTED SUCCESSORS AND ASSIGNS.

13. Force Majeure. Seller shall be entitled to suspend performance of its obligations under the Agreement to the extent that such performance is impeded by circumstances beyond the reasonable control of Seller, including, but not limited to war (whether declared or not), revolution, national strikes, natural disasters, acts of government, export or import prohibitions, fire, explosions, floods, accidents, sabotage, civil unrest, riots, and breakage or loss during transportation or storage as well as subcontractors' material and part shortages and delivery delays.

14. Governing Law and Jurisdiction. This Agreement shall be governed by and construed in accordance with the internal laws of the State of Wisconsin. Upon termination of this Agreement for any reason, Seller shall have all of the rights and remedies provided by law, including without limitation the rights of a secured party under Chapter 409, Wisconsin Statutes or any successor statute or similar statute in the jurisdiction where Buyer is located or stores the Products.

15. Miscellaneous. Seller reserves the right to correct clerical or similar errors relating to price or any other term shown in this Agreement. If any provision of this Agreement shall be determined to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected thereby. No waiver of breach of any of the provisions of this Agreement shall be construed to be a waiver of any succeeding breach of the same or any other provision.



L.W.ALLEN
PUMP SYSTEMS

PROPOSAL

TEL: (800) 362-7266
www.lwallen.com

Name	Customer	Proposal#	Due/Bid Date
Hortonville	Sean	032025MRB	March 5, 2025
Scope			

L.W. Allen is pleased to provide the following equipment for your consideration.

Lift Station Option # 1 Semi-Open Impeller Style

Furnish One (1) Hydromatic Model S4SD Solids handling sewage pump with Semi-open Impeller capable of pumping 175 GPM @ 28' TDH. 3 phase 3 HP 460 volt submersible sewage pump with 35' Cords. This pump is equipped with dual tandem mechanical seals and seal failure probe located in the seal chamber. Includes one year warranty.

Not Included: Freight

Proposal Amount \$ 5,975.00 USD + Freight
Freight Terms: Freight Not Included

\$ 5975 x 2 = \$11,950 (+ freight)

Lift Station Option # 2 Two Port Impeller Style

Furnish One (1) Hydromatic Model S4N Solids handling sewage pump with 2 Port Impeller capable of pumping 175 GPM @ 28' TDH. 3 phase 3HP 460 volt submersible sewage pump with 35' Cords. This pump is equipped with dual tandem mechanical seals and seal failure probe located in the seal chamber. Includes one year warranty.

Proposal Amount \$ 7,340.00 USD + Freight
Freight Terms: Freight Not Included

\$ 7340 x 2 = \$14,680 (+ freight)

Items specifically not included in this proposal

1. Sales or use tax
2. Installation of equipment. Alignment of equipment. By-Pass pumping. Start Up Services.
3. Receiving and storage of equipment
4. Sealing Flanges, Guide rail system parts of any kind, Anchor bolts, reducers, elbows, bushings, piping, fittings, gauges, valves, seal water system and/or accessories, Lifting Chain.
5. Brackets, wire, Electrical Controls, VFD's, clamps, piping, junction boxes, or anything else not specifically noted in above scope of supply.
6. Special paint coatings (other than standard), special features in motor (other than standard)
7. Bid, performance, payment and/or equipment bond of any kind
8. Field Terminations
9. Permits
10. Freight

Respectfully submitted by,

Rick Bartelt

Rick Bartelt

Municipal

rbartelt@lwallen.com

(608) 222-8622

SJE Confidential Information. Valid for 30 days.

Acceptance of Proposal (Purchase Order or Signature) – The preceding prices, specifications and attached terms and conditions of sale are satisfactory and hereby accepted. You are authorized to proceed.

Signature

Name Print/Type

Official Position

Date

Standard Terms and Conditions

Controlling Provisions: The terms and conditions and supplemental exhibits contained herein (the "Terms and Conditions") shall supersede any provisions, terms, and conditions contained on any purchase order or other written form any direct buyer ("Buyer") may use or provide (whether received by S.J. Electro Systems, Inc. or any of its subsidiaries or affiliates (collectively, "SJE") prior or subsequent to the date hereof), and the rights of the parties shall be governed exclusively by the Terms and Conditions as described herein. SJE sells certain services, products, replacement parts and related software (collectively, the "Goods"). The purchase of the Goods is governed by the Terms and Conditions. Any communication by Buyer to SJE to purchase Goods will be treated by SJE as a request to purchase the Goods. The response, however communicated, will be understood by all parties as an agreement by SJE to sell to Buyer the requested Goods pursuant to the Terms and Conditions. SJE specifically opposes any terms or conditions that are in addition to or different from the Terms and Conditions, unless specifically agreed to in each instance in writing by SJE.

Quotations, Acceptance, and Agreements: Any quotation is a good faith estimate. Acceptance of a quotation, whether by a separate purchase order or by other means, shall constitute an acknowledgement and approval of the quotation as written and an acceptance of the Terms and Conditions. Written quotations which have not been finalized by a binding purchase order shall expire on the date specified in the quotation or, in the absence of such specification, thirty (30) calendar days from the date issued. SJE may revise or withdraw a quotation at any time prior to the finalization of a binding purchase order.

Per company policy, a separate written agreement signed by both parties or a purchase order accepted and acknowledged by SJE is required to form any legally binding agreement.

Intellectual Property: All devices, patents, designs (including drawings, plans and specifications), software existing or to be developed, estimates, prices, notes, memos, summaries, electronic data and other documents or information prepared or disclosed by SJE shall remain the sole intellectual property of SJE. Following acceptance and final payment, SJE shall grant to Buyer a non-transferable, non-exclusive license for use and sale of the Goods.

Credit Approval: The credit terms granted on each order are subject to SJE's continuing approval of Buyer's credit. SJE may withdraw the extension of credit and require modified payment terms if, in SJE's sole judgment, Buyer's credit or financial standing is impaired such that SJE in good faith deems payment insecure.

Prices and Taxes: All prices are FOB shipping point, unless otherwise stated or referenced in attached exhibits. All prices are subject to any commercially reasonable additions that may be necessary to cover any duties, taxes or charges. All prices are in U.S. Dollars. Prices may be subject to change without notice.

Shipping Policy: Shipping and handling charges cover the transportation of the Goods from SJE's warehouse to Buyer, unless otherwise specified. Standard shipping rates are assessed upon placement of order. SJE uses many methods of shipment including UPS shipping services but reserves the right to substitute carriers without notice. UPS next-day air, UPS second-day air, UPS three-day ground, UPS Express and UPS Expedited are services available to Buyer for expediting orders. Expedited orders will be shipped based on the method Buyer selects. These services may not be available for shipment into all countries.

Shipping weights listed on website are estimates only. The actual shipping weights may vary.

Title, Risk of Loss, Inspection of Equipment: Title and risk of loss to the Goods shall pass to Buyer upon delivery of the Goods to the respective delivery carrier. Buyer shall immediately inspect the Goods upon receipt and any damage must be noted on the delivery carrier's bill of lading at time of receipt. SJE is not liable for any damages caused by shipping. SJE is not liable for any shortages or nonconformance unless notified by Buyer within two (2) business days of Buyer's receipt of the Goods.

Operations/Maintenance Manuals: Installation, maintenance and operation manuals will be furnished to Buyer in the number of copies specified at the time of quotation or order. Additional copies subject to charges as outlined in attached exhibits.

Installation and Use: Buyer will be solely responsible for the proper application, installation and service of the Goods. Installation instructions are supplied by SJE and must be followed.

Payment: Buyer shall pay SJE the full purchase price as set forth in the respective order between SJE and Buyer. Unless otherwise agreed to in writing between SJE and Buyer, freight, storage, insurance, taxes, duties, and any governmental charges relating to the Goods shall be paid by Buyer. If SJE is required to pay any such charges, Buyer shall immediately reimburse SJE upon notice from SJE of same. All payments are due within approved credit terms. Buyer may be charged the lower of 1.5% interest per month or the maximum legal rate on all amounts not received by the due date described therein.

Security Interest: SJE shall retain a security interest in the Goods until the full purchase price has been paid. Buyer's failure to pay any amounts due, including interest, shall give SJE the right to possession and removal of the Goods after providing ten (10) days written notice to Buyer. SJE's taking of such possession shall be without prejudice to any other remedies SJE may have.

Changes, Cancellations, Returns: All changes, cancellations, or returns must have SJE prior written approval and are conditional on compliance with manufacturer's cancellation/return policies and subject to restocking fees and service charges. Authorized returns must be packaged and shipped prepaid to SJE.

Return Policy: SJE will only accept Goods returned within one (1) year from the date of manufacture, un-used, and current production models. Returned Material Authorization ("RMA") numbers must be assigned to any Goods Buyer wishes to return for credit. To obtain an RMA, Buyer must contact SJE's Service Center at 218-847-1317 or toll free at 888-342-5753. Buyer is responsible for payment of return shipping fees unless such returned Goods result from an SJE order processing error. Upon return, SJE shall reimburse Buyer for the return freight resulting from the return of Goods due to such SJE order processing error. In the event of any return in compliance with this paragraph, SJE will provide Buyer credit for the returned Goods and work to reship correct Goods to Buyer. SJE reserves the right to refuse acceptance of returned Goods after inspection.

Notwithstanding the foregoing (and so long as the return is not due to an order processing error of SJE), a restocking fee shall be charged to Buyer for returned Goods as outlined in the attached Exhibits.

Force Majeure: SJE shall not be liable or responsible to Buyer, nor be deemed to have defaulted under or breached any agreement with Buyer, for any failure or delay in fulfilling or performing any term of any agreement with Buyer, when and to the extent such failure or delay is caused by or results (directly or indirectly) from acts beyond SJE's reasonable control, including, without limitation: (a) acts of God; (b) flood, fire, earthquake or explosion; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (d) government order or law; (e) actions, embargoes or blockades in effect on or after the date of any subject agreement between SJE and Buyer; (f) action by any governmental authority; (g) national or regional emergency; (h) strikes, labor stoppages or slowdowns or other industrial services; or (i) any other cause beyond the reasonable control of SJE.

Indemnification and Default: In addition to all other amounts due hereunder, Buyer shall reimburse SJE in full for all collection costs or charges, including reasonable attorney fees, which SJE may incur in the collection of any past due amounts from Buyer, including applicable interest on overdue accounts. If Buyer is in default under this or any other agreement with SJE, SJE may defer performance hereunder until such default is resolved. SJE shall have no obligation to provide factory startup assistance or factory training (when requested) until all invoices (including retentions) for equipment have been paid in full. Furthermore, SJE shall have no liability to Buyer to the extent Buyer damages, or any damages are suffered by, or claims are made against Buyer as a result of Buyer's negligence, willful misconduct, misrepresentation of any Goods, or failure to utilize the Goods properly.

Warranty and Liability: During the warranty period, Buyer's exclusive remedy will be either repair or replacement, at the sole discretion of SJE and subject to the Terms and Conditions of any component which proves to be defective due to defective materials or workmanship of SJE.

SJE DISCLAIMS ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE, AND SJE SHALL NOT, IN ANY MATTER, BE LIABLE FOR ANY SPECIAL, INDIRECT, PUNITIVE, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING LIQUIDATED DAMAGES, OR PENALTIES THAT RESULT FROM A BREACH OF CONTRACT, BREACH OF WARRANTY (EXPRESS OR IMPLIED), STRICT LIABILITY, PRODUCT LIABILITY OR OTHERWISE. IN NO EVENT SHALL SJE'S LIABILITY TO BUYER OR ANY OTHER PARTY EXCEED THE LESSER OF (i) THE COST OF REMEDIATING ANY DEFECT OR DEFICIENCY IN THE PERFORMANCE OF SJE HEREUNDER OR (ii) THE PURCHASE PRICE OF THE GOODS IN RESPECT OF WHICH THE CLAIM IS MADE.

ANY ELECTRICAL WIRING AND SERVICING OF THE GOODS MUST BE PERFORMED BY A LICENSED ELECTRICIAN. WARRANTY CLAIMS FOR GOODS WHICH WERE AT ANY TIME WIRED OR SERVICED BY ANYONE OTHER THAN A LICENSED ELECTRICIAN SHALL NOT BE HONORED IN WHOLE OR PART BY SJE.

Furthermore, this warranty shall not apply to: (a) damage due to any weather-related or other conditions beyond the control of SJE; (b) defects or malfunctions resulting from the Goods not installed, operated, or maintained in accordance with instructions provided, applicable local codes, ordinances, or accepted trade practices; (c) failures resulting from abuse, misuse, accident, or negligence; or (d) Goods repaired and/or modified without prior written authorization from SJE.

Some states do not allow limitations on implied warranty duration, as such, this limitation may not apply to Buyer. Some states do not allow the exclusion or limitation of incidental or consequential damages, as such, these limitations or exclusions may not apply to Buyer. The above-described warranty gives Buyer specific legal rights, and Buyer may also have other rights which vary from state to state.

TO OBTAIN WARRANTY SERVICE: Buyer shall assume all responsibility and expense for removal, reinstallation, and freight associated with any warranty service. Any Goods to be repaired or replaced under this warranty must be returned to SJE, or such place as designated by SJE. Buyer can contact SJE Service Center at 218-847-1317 or toll free at 888-342-5753 for an RMA on any Goods being submitted for a warranty claim.

Applicable Law and Forum: Any disputes between Buyer and SJE shall be venued in Becker County District Court in the State of Minnesota. Buyer agrees to submit to such jurisdiction and agrees that the dispute shall be governed by and construed in accordance with the laws of the State of Minnesota without giving effect to any choice of conflict of law provision or rule.



Valid for 30 days.



Formerly Northern Pipe, Inc.

2094 County Road QQ
Green Bay, WI 54311
Phone (920) 655-8049
atierney@aqualisco.com
www.aqualisco.com

Quote

Date	Quote #
2/26/2025	1839

Village of Hortonville
P.O. Box 99
Hortonville, WI 54944

Quote Good Thru	Payment Terms		Sales Rep	
3.5.2025	Net 30		AWT	
Description	Unit of Measure	Quantity	Unit Price	Total
Village of Hortonville 2025 Sewer Cleaning and CCTV				
Sanitary Sewer Cleaning	Foot	9,494	0.45	4,272.30
Sanitary Sewer CCTV	Foot	9,494	0.43	4,082.42
Lateral Televising - Honeysuckle Drive	Each	13	99.00	1,287.00
Storm Sewer Cleaning - 2500' +/-	Foot	2,500	0.45	1,125.00
Storm Sewer CCTV - 2500' +/-	Foot	2,500	0.43	1,075.00
Options for lift station cleaning: Lift Station Cleaning - two man crew - no confined space entry - \$274.50 per hour Lift Station Cleaning - three man crew - confined space entry - \$350.00 per hour - 3 lift stations - invoice will reflect total hours				
Heavy Cleaning - approval required - \$295 per hour - more than two passes with jetter				
Project is slated for spring completion.				
Customer is responsible for supplying maps, water and dumpsite.				

Please notify Aqualis within thirty days if the quotation is accepted.
All material is guaranteed to be specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. If prevailing wage apply - this quote will be adjusted accordingly. Bond fee and/or additional insurance requirements are not included in the quote amount. If applicable, add the amount (s) to this quote.

Total



1380 Earl Street
Menasha, WI 54952
920-734-4707

Quote

Date	Estimate
2/26/2025	4632

Name / Address	Service Point			
Village of Hortonville 521 W Cedar St PO Box 99 Hortonville, WI 54944	2025 Cleaning & Televising Hortonville			
Scope of Work	Quantity	Unit	Unit Price	Total
Clean and televise approximately 9,494' of 8" and 10" sanitary sewer.	9,494	LF	0.96	9,114.24
Addendum: Televising approximately 3,000' of N. Olk area storm sewer.	3,000	LF	1.25	3,750.00
Launch Lateral	15	Each	98.00	1,470.00
Total				\$14,334.24

PLEASE REVIEW, IF ACCEPTED WITHIN 30 DAYS SPEEDY CLEAN WILL HONOR PRICING

If prevailing wages apply, please contact us to adjust this quote accordingly.

Quantities are estimated – Actual quantities will be invoiced.

Proposal Approval: Please sign quote and e-mail back to info@speedycleaninc.com or mail to:

Speedy Clean, Inc
1380 Earl St.
Menasha, WI 54952

Signature _____ Date: _____

HOLD HARMLESS DISCLAIMER:

Due to the unique nature of the tasks and the unknown pipe conditions, completion of the work may not be possible. In good faith, Speedy Clean will make every possible effort to perform the work described or will determine that other methods will be needed to complete the repair; at that time, price will revert to a time and materials basis.



3600 Kewaunee Road
Green Bay, WI 54311
Phone: (920) 863-3663
Fax: (920) 863-3662

Quotation

Quote Number:
25066

Quote Date:
Mar 3, 2025

Quoted to:

VILLAGE OF HORTONVILLE
P.O. Box 99
531 N. Nash St.
Hortonville, WI 54944-0268

Page:
1

Quote Good Thru	Payment Terms	Sales Rep
4/2/25	Net 30 Days	

Description	Unit of Measure	Quantity	Unit Price	Extension
2025 SANITARY SEWER CLEANING AND TELEVISING .				
SANITARY SEWER CLEANING	FOOT	9,494.01	0.580	5,506.53
PIPE INSPECTION	FOOT	9,494.01	0.550	5,221.71
LATERAL INSPECTION FROM MAIN (ESTIMATED QUANTITY)	EACH	12.00	150.000	1,800.00
CLEAN LIFT STATIONS - INCLUDES 3 CREW MEMBERS FOR ENTRY ON ALL LIFT STATIONS	EACH	3.00	450.000	1,350.00
DISPOSAL CHARGES 1 YD OR LESS - UNLESS HORTONVILLE HAS A DIPOSAL SITE AT WWTP	EACH	1.00	175.000	175.00
WE CAN LOCATE ALL LATERALS ON HONEY SUCKLE AND DROP A RIBBON AT THE ROW (OR ANYWHERE ELSE) IF THAT IS NEEDED INFORMATION. MANY MUNICIPALITIES TAKE THE OPPORTUNITY TO COLLECT GPS DATA.				
STORM SEWER TELEVISING / E CEDAR, N OLK, AND STORM CROSSING UNDER SCHOOL				
STORM SEWER CLEANING (IF YOU WANT IT CLEANED)	FOOT	2,500.00	0.580	1,450.00
PIPE INSPECTION	FOOT	2,500.00	0.550	1,375.00
CATCH BASIN LEADS INVOICED AT \$2.95/FT (IF				

Please notify Great Lakes within 30 days if the quotation is accepted and the above prices will be honored.
This acknowledgment will enable us to schedule your work more efficiently.
If prevailing wages apply - this quote will be adjusted accordingly. Bond fee and/or additional insurance requirements are not included in the quoted amount. If applicable, add the amount(s) to this quote.

Subtotal
Sales Tax
Total

Continued
Continued
Continued



3600 Kewaunee Road
Green Bay, WI 54311
Phone: (920) 863-3663
Fax: (920) 863-3662

Quotation

Quote Number:
25066

Quote Date:
Mar 3, 2025

Quoted to:

VILLAGE OF HORTONVILLE
P.O. Box 99
531 N. Nash St.
Hortonville, WI 54944-0268

Page:
2

Quote Good Thru	Payment Terms	Sales Rep
4/2/25	Net 30 Days	

Description	Unit of Measure	Quantity	Unit Price	Extension
TELEVISED)				
CLEANING AND TELEVISIONING PRICES INCLUDE MOBILIZATION AND EASEMENT WORK	.			
QUANTITIES ARE ESTIMATED, ACTUAL QUANTITIES WILL BE INVOICED	.			

Please notify Great Lakes within 30 days if the quotation is accepted and the above prices will be honored.
This acknowledgment will enable us to schedule your work more efficiently.
If prevailing wages apply - this quote will be adjusted accordingly. Bond fee and/or additional insurance requirements are not included in the quoted amount. If applicable, add the amount(s) to this quote.

Subtotal	16,878.24
Sales Tax	
Total	16,878.24



Professional Services Agreement

MSA Project Number: 07807039

This AGREEMENT (Agreement) is made effective March 17, 2025 by and between

MSA PROFESSIONAL SERVICES, INC (MSA)

Address: 1500 N. Casaloma Drive, Appleton, WI 54913

Phone: (920) 545-2083

Representative: Dan Rammer

Email: drammer@msa-ps.com

VILLAGE OF HORTONVILLE (OWNER)

Address: 531 N Nash St, Hortonville, WI 54944

Phone: 920-779-6011

Representative: Nathan Treadwell

Email: village.administrator@hortonville.wi.gov

Project Name: 2025 Miscellaneous Projects

The scope of the work authorized is: See Attachment A: Scope of Services

The schedule to perform the work is: Approximate Start Date: March 2025
Approximate Completion Date: December 2025

The estimated fee for the work is: \$20,000

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and expense basis. Attachment B: Rate Schedule is attached and made part of this Agreement

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

VILLAGE OF HORTONVILLE

MSA PROFESSIONAL SERVICES, INC.

Nathan Treadwell
Village Administrator
Date: _____

Dan Rammer
Team Leader
Date: 3/17/2025

OWNER ATTEST:

Jane Booth
Village Clerk - Treasurer
Date: _____

MSA PROFESSIONAL SERVICES, INC. (MSA)
GENERAL TERMS AND CONDITIONS OF SERVICES (PUBLIC)

1. **Scope and Fee.** The scope of Owner's Project (the "Project"), scope of MSA's services (the "Work"), for those services are defined in Attachment A. The scope and fee constitute a good faith estimate of the tasks and associated fees required to perform the services defined in Attachment A. This agreement upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development service or involve renovation of an existing building or structure, activities often cannot be fully defined during initial planning. As the Project progresses, facts uncovered may reveal a change in direction which may alter the Work. MSA will promptly inform the OWNER in writing of such situations so that changes in this agreement can be made as required.

2. **Owner's Responsibilities.**

(a) Project Scope and Budget

The OWNER shall define the scope and budget of the Project and, when applicable, periodically update the Project budget, including that portion allocated for the cost of the Work. The Project budget shall include contingencies for design, development, and, when required by the scope of the Project, construction of the Project. The OWNER shall not significantly increase or decrease the overall Project scope or schedule, the portion of the budget allocated for the cost of the Work, or contingencies included in the overall budget or a portion of the budget, without the agreement of MSA to a corresponding change in the Project scope, quality, schedule, and compensation of MSA.

(b) Designated Owner Representative

The OWNER shall identify a Designated Representative who shall be authorized to act on behalf of the OWNER with respect to the Project. OWNER's Designated Representative shall render related decisions in a timely manner so as to avoid unreasonable delay in the orderly and sequential progress of MSA's services. MSA shall not be liable for any error or omission made by OWNER, OWNER's Designated Representative, or OWNER's consultant.

(c) Tests, Inspections, and Reports

When required by the scope of the Project, the OWNER shall furnish tests, inspections, and reports required by law or the Contract Documents, such as planning studies; preliminary designs; structural, mechanical, or chemical tests; tests for air, water, or soil pollution; and tests for hazardous materials.

(d) Additional Consultants

MSA's consultants shall be identified in Attachment A. The OWNER shall furnish the services of other consultants other than those designated in Attachment A, including such legal, financial, accounting, and insurance counseling services as may be required for the Project.

(e) OWNER Provided Services and Information

MSA shall be entitled to rely on the accuracy and completeness of services and information furnished by the OWNER, Designated OWNER Representative, or Consultant. MSA shall use reasonable efforts to provide prompt written notice to the OWNER if MSA becomes aware of any errors, omissions, or inconsistencies in such services or information.

3. **Billing.** MSA will bill the OWNER monthly with net payment due upon receipt. Balances due past thirty (30) days shall be subject to an interest charge at a rate of 18% per year from said thirtieth day. In addition, MSA may, after giving seven days written notice, suspend service under any agreement until the OWNER has paid in full all amounts due for services rendered and expenses incurred, including the interest charge on past due invoices.

4. **Costs and Schedules.** Costs (including MSA's fees and reimbursable expenses) and schedule commitments shall be subject to change for delays caused by the OWNER's failure to provide specified facilities or information or for delays caused by unpredictable occurrences including, without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, pandemics, acts of God or the public enemy, or acts of regulations of any governmental agency. Temporary delays of services caused by any of the above which result in additional costs beyond those outlined may require renegotiation of this agreement.

5. **Access to Site.** Owner shall furnish right-of-entry on the Project site for MSA and, if the site is not owned by Owner, warrants that permission has been granted to make planned explorations pursuant to the scope of

services. MSA will take reasonable precautions to minimize damage to the site from use of equipment, but has not included costs for restoration of damage that may result and shall not be responsible for such costs.

6. **Location of Utilities.** Owner shall supply MSA with the location of all pre-existent utilities and MSA has the right to reasonably rely on all Owner supplied information. In those instances where the scope of services require MSA to locate any buried utilities, MSA shall use reasonable means to identify the location of buried utilities in the areas of subsurface exploration and shall take reasonable precautions to avoid any damage to the utilities noted. However, Owner agrees to indemnify and defend MSA in the event of damage or injury arising from damage to or interference with subsurface structures or utilities which result from inaccuracies in information of instructions which have been furnished to MSA by others.

7. **Professional Representative.** MSA intends to serve as the OWNER's professional representative for those services as defined in this agreement, and to provide advice and consultation to the OWNER as a professional. Any opinions of probable project costs, reviews and observations, and other recommendations made by MSA for the OWNER are rendered on the basis of experience and qualifications and represents the professional judgment of MSA. However, MSA cannot and does not warrant or represent that proposals, bid or actual project or construction costs will not vary from the opinion of probable cost prepared by it.

8. **Construction.** When applicable to the scope of the Project, the OWNER shall contract with a licensed and qualified Contractor for implementation of construction work utilizing a construction contract based on an EJCDC construction contract and general conditions appropriate for the scope of the Project and for the delivery method. In the construction contract, the OWNER shall use reasonable commercial efforts to require the Contractor to (1) obtain Commercial General Liability Insurance with contractual liability coverage insuring the obligation of the Contractor, and name the OWNER, MSA and its employees and consultants as additionally insureds of that policy; (2) indemnify and hold harmless the OWNER, MSA and its employees and consultants from and against any and all claims, damages, losses, and expenses ("Claims"), including but not limited to reasonable attorney's fees and economic or consequential damages arising in whole or in part out of the negligent act or omission of the contractor, and Subcontractor or anyone directly or indirectly employed by any of them. This agreement shall not be construed as giving MSA, the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work, the same being the sole and exclusive responsibility of the contractors or subcontractors.

9. **Standard of Care.** In conducting the services, MSA will apply present professional, engineering and/or scientific judgment, which is known as the "standard of care". The standard of care is defined as that level of skill and care ordinarily exercised by members of the same profession practicing at the same point in time and in the same or similar locality under similar circumstances in performing the Services. The OWNER acknowledges that "current professional standards" shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later standards, if such later standards purport to impose a higher degree of care upon MSA.

MSA does not make any warranty or guarantee, expressed or implied, nor have any agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, MSA will not accept those terms and conditions offered by the OWNER in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt, or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

10. **Municipal Advisor.** MSA Professional Services, Inc. is not acting as a 'Municipal Advisor' to the owner pursuant to Section 15B of the Exchange Act. For financial advice related to the corresponding project, the client is encouraged to discuss their finances with internal and/or external advisors and experts before making decisions incurring debt and/or supporting those obligations. MSA desires to serve each client well by providing the best information publicly available and is providing information as part of its engineering responsibilities to inform client options. The information is not intended to provide financial advice or recommendations and is not bound by the formal Municipal Advisor fiduciary duty.

11. **Conduct Expectations.** Owner and MSA understand their respective obligations to provide a safe, respectful work environment for their employees. Both parties agree that harassment on the job (unwelcome verbal, physical or other behavior that is related to sex, race, age, or protected class status) will not be tolerated and will be addressed timely and in compliance with anti-harassment laws.

12. Electronic Documents and Transmittals. Owner and MSA agree to transmit and accept project related correspondence, documents, text, data, drawings and the like in digital format in accordance with MSA's Electronic Data Transmittal policy. Each party is responsible for its own cybersecurity, and both parties waive the right to pursue liability against the other for any damages that occur as a direct result of electronic data sharing.

13. Building Information Modelling (BIM). For any projects, and not limited to building projects, utilizing BIM, OWNER and MSA shall agree on the appropriate level of modelling required by the project, as well as the degree to which the BIM files may be made available to any party using the Electronic Document Transmittal provisions of section 12 of this Agreement.

14. Construction Site Visits. If the scope of services includes services during the Construction Phase, MSA shall make visits to the site as specified in Attachment A– Scope of Services. MSA shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall MSA have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Accordingly, MSA neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

15. Termination. This Agreement shall commence upon execution and shall remain in effect until terminated by either party, at such party's discretion, on not less than thirty (30) days' advance written notice. The effective date of the termination is the thirtieth day after the non-terminating party's receipt of the notice of termination. If MSA terminates the Agreement, the OWNER may, at its option, extend the terms of this Agreement to the extent necessary for MSA to complete any services that were ordered prior to the effective date of termination. If OWNER terminates this Agreement, OWNER shall pay MSA for all services performed prior to MSA's receipt of the notice of termination and for all work performed and/or expenses incurred by MSA in terminating Services begun after MSA's receipt of the termination notice. Termination hereunder shall operate to discharge only those obligations which are executory by either party on and after the effective date of termination. These General Terms and Conditions shall survive the completion of the services performed hereunder or the Termination of this Agreement for any cause.

This agreement cannot be changed or terminated orally. No waiver of compliance with any provision or condition hereof should be effective unless agreed in writing and duly executed by the parties hereto.

16. Betterment. If, due to MSA's error, any required or necessary item or component of the Project is omitted from the construction documents, MSA's liability shall be limited to the reasonable costs of correction of the construction, less what OWNER'S cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that MSA will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the Project.

17. Hazardous Substances. OWNER acknowledges and agrees that MSA has had no role in identifying, generating, treating, storing, or disposing of hazardous substances or materials which may be present at the Project site, and MSA has not benefited from the processes that produced such hazardous substances or materials. Any hazardous substances or materials encountered by or associated with Services provided by MSA on the Project shall at no time be or become the property of MSA. MSA shall not be deemed to possess or control any hazardous substance or material at any time; arrangements for the treatment, storage, transport, or disposal of any hazardous substances or materials, which shall be made by MSA, are made solely and exclusively on OWNER's behalf for OWNER's benefit and at OWNER's direction. Nothing contained within this Agreement shall be construed or interpreted as requiring MSA to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state, or local statute, regulation, or rule governing treatment, storage, transport, and/or disposal of hazardous substances or materials.

All samples of hazardous substances, materials or contaminants are the property and responsibility of OWNER and shall be returned to OWNER at the end of a project for proper disposal. Alternate arrangements to ship such samples directly to a licensed disposal facility may be made at OWNER's request and expense and subject to this subparagraph.

18. Insurance. MSA will maintain insurance coverage for: Worker's Compensation, General Liability, and Professional Liability. MSA will provide information as to specific limits upon written request. If the OWNER requires coverages or limits in addition to those in effect as of the date of the agreement, premiums for additional

insurance shall be paid by the OWNER. The liability of MSA to the OWNER for any indemnity commitments, or for any damages arising in any way out of performance of this contract is limited to such insurance coverages and amount which MSA has in effect.

19. Reuse of Documents. Reuse of any documents and/or services pertaining to this Project by the OWNER or extensions of this Project or on any other project shall be at the OWNER's sole risk. The OWNER agrees to defend, indemnify, and hold harmless MSA for all claims, damages, and expenses including attorneys' fees and costs arising out of such reuse of the documents and/or services by the OWNER or by others acting through the OWNER.

20. Indemnification. To the fullest extent permitted by law, MSA shall indemnify and hold harmless, OWNER, and OWNER's officers, directors, members, partners, consultants, and employees (hereinafter "OWNER") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of MSA or MSA's officers, directors, members, partners, employees, or Consultants (hereinafter "MSA"). In no event shall this indemnity agreement apply to claims between the OWNER and MSA. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that MSA is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of MSA to defend the OWNER on any claim arising under this agreement.

To the fullest extent permitted by law, OWNER shall indemnify and hold harmless, MSA, and MSA's officers, directors, members, partners, consultants, and employees (hereinafter "MSA") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of the OWNER or the OWNER's officers, directors, members, partners, employees, or Consultants (hereinafter "OWNER"). In no event shall this indemnity agreement apply to claims between MSA and the OWNER. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that the OWNER is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of the OWNER to defend MSA on any claim arising under this agreement.

To the fullest extent permitted by law, MSA's total liability to OWNER and anyone claiming by, through, or under OWNER for any cost, loss or damages caused in part or by the negligence of MSA and in part by the negligence of OWNER or any other negligent entity or individual, shall not exceed the percentage share that MSA's negligence bears to the total negligence of OWNER, MSA, and all other negligent entities and individuals.

21. Accrual of Claims. To the fullest extent permitted by Laws and Regulations, all causes of action arising under this Agreement will be deemed to have accrued, and all statutory periods of limitation will commence, no later than the date of Substantial Completion; or, if MSA's services do not include Construction Phase services, or the Project is not completed, then no later than the date of Owner's last payment to MSA.

22. Dispute Resolution. OWNER and MSA desire to resolve any disputes or areas of disagreement involving the subject matter of this Agreement by a mechanism that facilitates resolution of disputes by negotiation rather than by litigation. OWNER and MSA also acknowledge that issues and problems may arise after execution of this Agreement which were not anticipated or are not resolved by specific provisions in this Agreement. Accordingly, both OWNER and MSA will endeavor to settle all controversies, claims, counterclaims, disputes, and other matters thru mediation with a mutually agreed upon mediator. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. Neither demand for mediation nor any term of this Dispute Resolution clause shall prevent the filing of a legal action where failing to do so may bar the action because of the applicable statute of limitations. If despite the good faith efforts of OWNER and MSA any controversy, claim, counterclaim, dispute, or other matter is not resolved through negotiation or mediation, OWNER and MSA agree and consent that such matter may be resolved through legal action in the court having jurisdiction as specified in this Agreement.

23. Exclusion of Special, Indirect, Consequential and Liquidated Damages. MSA shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the Project or this contract.

24. Limitation of Liability. Neither MSA, its Consultants (if any), nor their employees shall be jointly, severally, or individually liable to the OWNER in excess of the amount of the insurance proceeds available.

25. Successors and Assigns. The successors, executors, administrators, and legal representatives of Owner and MSA are hereby bound to the other party to this Agreement and to the successors, executors, administrators and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement. Neither party may assign, sublet, or transfer any rights under or interest (including, but without limitation, claims arising out of this Agreement or money that is due or may become due) in this Agreement without the written consent of the other party, which shall not be unreasonable withheld, except to the extent that any assignment, subletting, or transfer is mandated by law.

26. Notices. Any notice required under this Agreement will be in writing, and delivered: in person (by commercial courier or otherwise); by registered or certified mail; or by e-mail to the recipient, with the words "Formal Notice" or similar in the e-mail's subject line. All such notices are effective upon the date of receipt.

27. Survival. Subject to applicable Laws and Regulations, all express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

28. Severability. Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations will be deemed stricken, and all remaining provisions will continue to be valid and binding upon Owner and MSA.

29. No Waiver. A party's non-enforcement of any provision will not constitute a waiver of that provision, nor will it affect the enforceability of that provision or of the remainder of this Agreement.

30. State Law. This agreement shall be construed and interpreted in accordance with the laws of the State of Wisconsin.

31. Jurisdiction. OWNER hereby irrevocably submits to the jurisdiction of the state courts of the State of Wisconsin for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. OWNER further consents that the venue for any legal proceedings related to this Agreement shall be Sauk County, Wisconsin.

32. Understanding. This agreement contains the entire understanding between the parties on the subject matter hereof and no representations. Inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or effect, and this agreement supersedes any other prior understanding entered into between the parties on the subject matter hereto.

**ATTACHMENT A:
SCOPE OF SERVICES**

Phase 100: John St Mill and Overlay; estimated fee \$5,000

- Develop plans, details and specifications for milling of the existing pavement and repave with 4" asphalt pavement.
- It is assumed no pavement markings, curb and gutter or utilities will be included in the project.
- Assist with bidding of project via Quest
- Project is planned to be constructed in 2025 after September 1.
- Construction related services are not included.
- No permits are anticipated and permitting is not included

Phase 200: Olk St Street Lighting; estimated fee \$5,000

- Develop electrical plans and details for the street lighting along Olk St from E Towne Drive to N Nash St
- Project is expected to be bid and constructed in 2026.
- No permits are expected and permitting is not included

Phase 300: Grandview Road Urbanization; estimated fee \$10,000

- Develop plans for urbanization of Grandview Road starting near Crestview Dr and continuing east approximately 600'.
- The roadway is assumed to stay the same width, urbanization will include curb & gutter and sidewalk installation as well as storm sewer construction.
- Water main and sanitary sewer are not included.
- Work shall be coordinated with the development of the parcel to the south of Grandview Road.
- Assist with bidding project via Quest
- Project is planned to be constructed in 2025
- Construction related services are not included.
- Permitting is not included.
- Assumes all stormwater management will be provided by proposed development

ATTACHMENT B: RATE SCHEDULE

<u>CLASSIFICATION</u>	<u>LABOR RATE</u>
Administrative	\$ 85 – \$154/hr.
Architects	\$ 85 – \$198/hr.
Community Development Specialists	\$137 – \$198/hr.
Digital Design	\$115 – \$151/hr.
Environmental Scientists/Hydrogeologists	\$110 – \$193/hr.
Geographic Information Systems (GIS)	\$100 – \$193/hr.
Housing Administration	\$ 97 – \$198/hr.
Inspectors/Zoning Administrators	\$110 – \$160/hr.
IT Support	\$175 – \$193/hr.
Land Surveying	\$ 85 – \$198/hr.
Landscape Designers & Architects	\$ 85 – \$220/hr.
Planners	\$ 85 – \$215/hr.
Principals	\$225 – \$314/hr.
Professional Engineers/Designers of Engineering Systems	\$155 – \$204/hr.
Project Managers	\$120 – \$248/hr.
Real Estate Professionals	\$140 – \$193/hr.
Staff Engineers	\$ 85 – \$149/hr.
Technicians	\$100 – \$151/hr.
Wastewater Treatment Plant Operator	\$ 92 – \$118/hr.

REIMBURSABLE EXPENSES

Copies/Prints	Rate based on volume
Specs/Reports	\$10
Copies	\$0.14/page
Plots	\$0.01/sq.in.
Flash Drive	\$10
GPS Equipment	\$20/hour - \$10.75/hour for DOT
GPS R2 Equipment	\$20/hour - \$2/hour for DOT
Dini Laser Level	\$85/per day
Mailing/UPS	At cost
Mileage – Reimbursement	IRS Rate – IRS Rate + \$5/day
Mileage – MSA Vehicle	\$0.70 mile standard/ \$0.69 mile for DOT
Nuclear Density Testing	\$30/day
Organic Vapor Field Meter	\$100/day
PC/CADD Machine	Included in labor rates
Robotic Survey Equipment	\$20/hour - \$10/hour for DOT
Stakes/Lath/Rods	At cost
Travel Expenses, Lodging, & Meals	At cost
Traffic Counting Equipment & Data Processing	At cost
Geodimeter	\$30/hour
Drone Flight	\$375/flight - \$360/flight for DOT

Labor rates represent an average or range for a particular job classification. These rates are in effect until December 31, 2025.

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 20, 2025

ELECTIONS

- Mailed absentee ballots to voters that had requests on file
- Held in-person absentee voting

WEBINARS/ZOOM MEETINGS/TRAININGS

- Weekly Department Head Meetings
- Weekly Staff Meetings
- WEC Webinar – Protected Voters & the Safe at Home Program March 5

FINANCES

- M, W, F bank deposits
- Balance and reconcile accounts/journal entries/prepare invoices
- Approved payroll, initiated withdrawals
- Prepared EBC/HRA Reimbursement Invoices/other various invoices
- Monthly reconciliation of bank accounts
- Held the audit – March 10-11

LICENSES

- Starting the 2025-2026 renewal liquor license paperwork

PUBLICATIONS

PUBLIC RECORD REQUESTS

OTHER

- Village Board agendas & packets, committee agendas
- Village Board minutes, committee minutes
- Other Committee/Commission meeting agendas & minutes as needed
- Real Estate Certificates – 1 in March
- Dog Licenses issues – 27 in March

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



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

3/20/2025 Director of Public Works Report

Meetings attended:

- Staff meetings
- Department head meetings
- Meetings with McMahon and Associates & Outagamie County to discuss downtown design widths
- Meeting with OTIS to discuss Opera House Elevator
- Meeting with Outagamie County Parks
- Discussions on Community Outdoor Recreation Plan with staff
- Meeting with Ayers to discuss Memorial Square and Parking Lot updates
- Meeting with MSA to look over potential RFP's for sidewalk replacement and Mill and Overlay Project on John St
- Meeting with Ruekert Mielke to kick off Bug Tussel construction project

Current and past projects include:

- Bug Tussel fiber construction starts Monday March 17 (see attached route)
- 2025 Hydromatic Pump Quotes
 - o Crane Engineering - \$13,224.98
 - o L.W. Allen - \$14,680.00
 - o B&M - \$18,441.00
- 2025 Sewer Televising Quotes – Village is required to televise at least 10% of our system on an annual basis
 - o Aqualis - \$ 11,841.72
 - o Speedy Clean - \$ 14,334.24
 - o Great Lakes TV Seal Inc - \$ 16,878.24
- Arbor Day/Earth Day Celebration at Village Hall week of April 21 – April 25

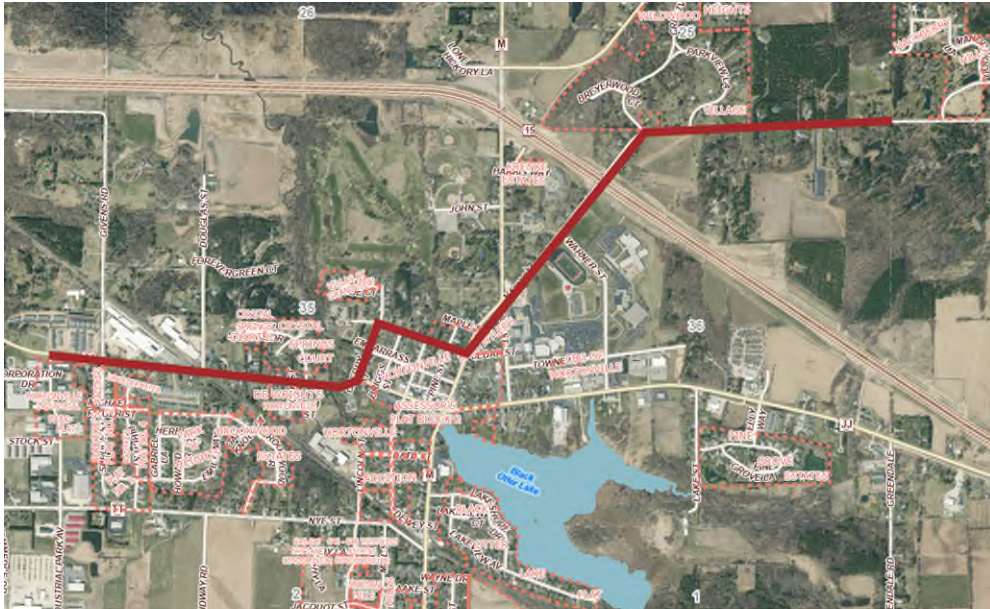


Figure 1: Bug Tussel route through Village of Hortonville

Sincerely,

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





531 North Nash Street
Hortonville, WI 54944-0099
Phone: 920-779-6165
Fax: 920-779-6189
www.hortonvillewi.org

03-20-2025 Police Department Report

Meetings

- Village Department Head Meetings
- Met with Todd Timm regarding SRO contract
- Outagamie County Chief's Meeting (3/19)
- Outabago (Outagamie/Winnebago) county-wide mental health meeting
- Presented for Hortonville Senior Committee Meeting
- Attended Hortonville Municipal Court
- Attended Hortonville School District Board Meeting

Training

- EVOC (Emergency Vehicle Operation) on 4/7 and 4/8 for all officers
- Registered Officer Sweeney, Officer Sokolski, Officer Heiden, Officer Wulgaert, and Officer Stephens for narcotic training with Outagamie County Sheriff's Office.

Ongoing Projects and Miscellaneous

- Vest partnership grant and updating officers with expired or expiring vests
- Working with district on potential design for SRO squad (will present on a later date)
- Siren Testing (03/17)
- Provided HHFD with tour of Hortonville High School
- Completion of updates to domestic violence packets

Upcoming

- Officer Wulgaert has entered last phase of training (potential solo date of 4/6)
- Outagamie County Emergency Management update meeting
- Updating policies
- Individual officer meetings (February/March)

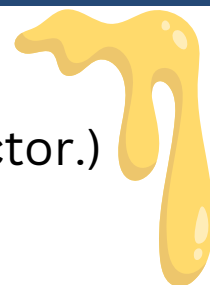


Hortonville 2024

PUBLIC LIBRARY

“Rural library... big city heart!”

(Pardon the cheese factor.)



COMMUNITY PARTNERSHIPS



COMMUNITY PROGRAMMING



Programs by the numbers... 2024

192 programs offered

5,409 program attendance

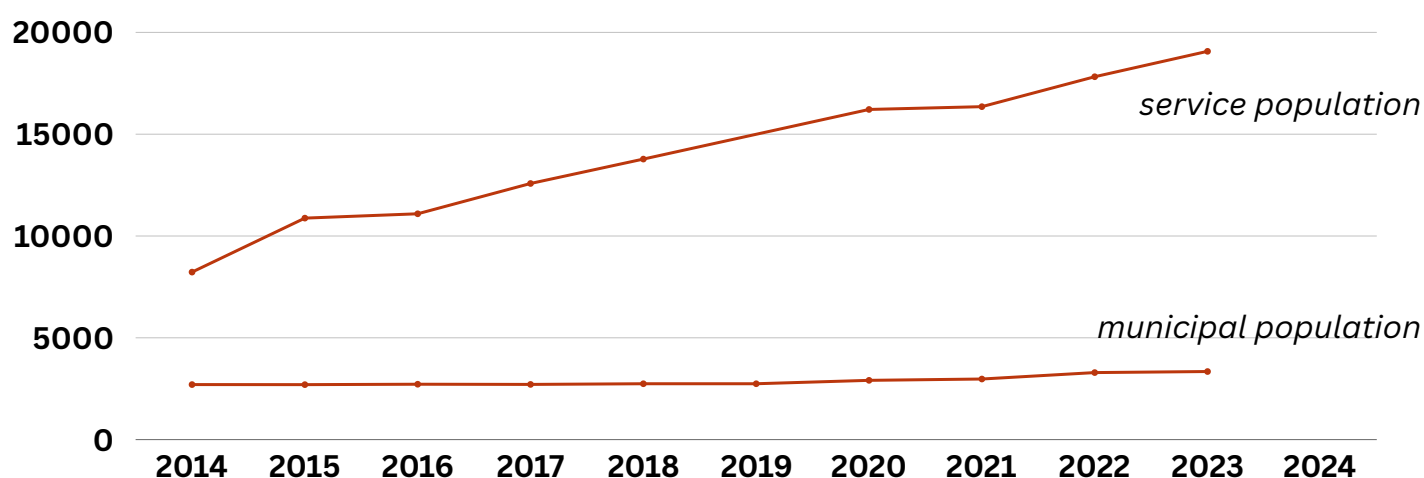
1,250 “Summer Library Program” registrations
for 14,487 hours read

627 craft kits supplied

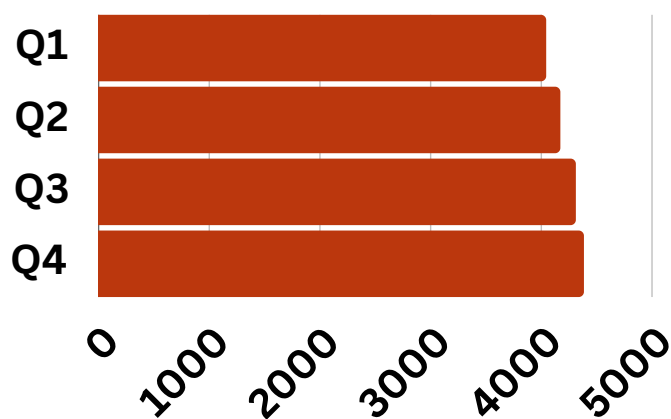


COMMUNITY GROWTH

Service population is increasing at an exponentially higher rate than municipal population- this drives library service but comes with significant challenges.



Cards Held by Quarter



New collections address inclusive adaptations for readers- an initiative in our strategic plan.



Ended the year with 4,385 cardholders by the end of the 4th quarter- up 341 from the end of the 1st quarter! That's higher than our municipal population!

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



Phone: 920-779-6011
Fax: 920-779-6552
Cell: 920-946-9945
www.hortonvillewi.org

Nathan Treadwell - Administrator
Village.Administrator@hortonville.wi.gov

Administrator weekly update –3/17/2025

Economic Development

- **Terrace Manor (Grandview) Subdivision**
 - Conducted a walkthrough with our engineering firm to secure an engineering contract for the urbanization of the south side of Grandview Road and sidewalk installation. This project was planned and agreed upon in the Developer's Agreement and will be fully funded by the TID.

Projects

- **Managed IT Services**
 - We are gradually providing VC3 with the necessary information to facilitate the transition from our current IT provider. The switch to VC3 is expected to be completed in April.
- **Village Property on Lakeview to the County**
 - I met with the county parks director, and we are now prepared to move forward with transferring the property to the county. This will be added to the next meeting agenda for discussion.
- **Small Business Development Grant Application**
 - We were not selected for this grant and have been asked to refrain from making any announcements until the state officially releases the list of recipients.
- **Historical Society Reactivation**
 - The Annual Historical Society Meeting is scheduled for March 27th at 6:00 p.m., during which elections will be held. Following the meeting, the Village will transfer responsibilities to the newly elected board

Misc.

- **SRO Contract**
 - Brian and I have updated the contract for the SROs with HASD. Their Administrator requested an updated contract, which we are proposing for a three-year term to align with the expiration of our union contract in December 2027.
- **Bug Tussle – Fiber Optic Cable**
 - This project will begin soon; Aaron and I conducted a walkthrough with their team last Friday.

- **Tennis Courts – School District Partnership**
 - o The School District is obtaining bids for the construction of eight tennis courts. We are planning to collaborate with them on stormwater infrastructure improvements using TID funds. In exchange, the courts will be available for public use when not in use by the school. This partnership will be presented to the board for approval soon, as it was included in this year's TID budget.
 - o If the School District proceeds with this project, it will allow us to update Miller Park by converting the existing tennis court into additional pickleball courts at a lower cost than building new courts.

Hortonville Call Report



Run No.	Alert Date & Time	EnRoute	At Scene	Resp Time/Responded From	Code	Problem	Destination	Transport Mode	
3454 25	2025-02-05 01:54:08	01:55:10	02:05:01	00:10:53	1405 MILL ST	1	Unconscious / Fainting	ThedaCare Reg Med Ctr - Appleton	Emergency
4206 25	2025-02-12 09:37:33	09:39:01	09:49:45	00:12:12	W6981 PARKVIEW DR	2	Sick Person	ThedaCare Med Ctr - New London	Non Emergency
4464 25	2025-02-14 23:48:18	23:48:20	23:53:15	00:04:57	W6981 PARKVIEW DR	1	Unconscious / Fainting	Ascension - St. Elizabeth Hospital	Emergency
4533 25	2025-02-15 15:44:32	15:44:49	15:54:46	00:10:14	1405 MILL ST	2	Convulsions / Seizures	<None>	Downgrade to Non-Emergency
4543 25	2025-02-15 17:19:43	17:19:45	17:23:34	00:03:51	CHERRY ST & W MAIN ST	2	Convulsions / Seizures	ThedaCare Med Ctr - New London	Downgrade to Non-Emergency
4813 25	2025-02-18 10:11:44	10:11:46	10:14:21	00:02:37	CHERRY ST & W MAIN ST	2	Fall Victim	<None>	Non Emergency
5011 25	2025-02-20 07:49:33	07:50:32	08:01:02	00:11:29	W6981 PARKVIEW DR	1	Sick Person	Ascension - St. Elizabeth Hospital	Emergency
5111 25	2025-02-20 20:58:41	20:58:51	21:06:52	00:08:11	1405 MILL ST	1	Breathing Problems	ThedaCare Med Ctr - New London	Emergency
5181 25	2025-02-21 14:30:12	14:31:16	14:40:16	00:10:04	W6981 PARKVIEW DR	1	Breathing Problems	ThedaCare Reg Med Ctr - Appleton	Emergency
5298 25	2025-02-22 19:37:59	19:38:06	19:41:53	00:03:54	CHERRY ST & W MAIN ST	1	Unconscious / Fainting	ThedaCare Reg Med Ctr - Appleton	Emergency
5498 25	2025-02-25 01:01:10	01:02:10	01:14:30	00:13:20	W6981 PARKVIEW DR	1	Heart Problems	ThedaCare Reg Med Ctr - Appleton	Emergency
Non-Emergency		4	Avg Response Time - Emergency		00:08:58				
Emergency		7	Avg Response Time - Non-Emergency		00:07:13				
Stand-By		0	Downgraded to Non-Emergency Enroute						
Total		11	Upgraded to Emergency Enroute						

VILLAGE OF HORTONVILLE
Senior Activities Committee Meeting Minutes

Thursday, February 13, 2025

1. **Call to Order** at 12:05pm

2. **Attendance:** Verna Zimmerman, Sarah Bultman, Joanne Mueller, Pat Lund-Moe, Lisa Springstroh; Absent: Lauren Prochnow, Rose Gorski

3. **Agenda Changes-** none

4. **Approval of January 9, 2025 meeting minutes ;** Verna/Joanne, approved.

5. **Thank you cards for speakers and donors (signed during meeting)**

6. **Review of activities since last meeting**

January 13th: Coffee and Conversation. Kim from Long Term Care Board did not show up. After Pat followed up with her, she said she'd be in touch. We will wait for her to initiate.

January 20th: Birthday Party— Boys in the Boat; light attendance due to the cold weather, but the movie was very well received.

February 3rd- Potluck; HHS acapella group; well received, smaller attendance; multi-generational activities are appreciated by both the seniors and the youth. We hope to have them again.

February 10th-Susan Kazik from Mosaic, caregiver support; very good presentation, small group. She left hand-outs and spent extra time with a couple of individuals.

7. **Upcoming Events:**

March 3rd: Potluck and card making: Rose, Lynn, and Jackie are planning. Start at 9am, break for potluck lunch. We will set up on the other side of the Community Room.

March 10th: Coffee and Conversation: Watch a video on history of the Kwik Trip Glazer. We'll provide glazers and coffee. Requesting Chief Bahr to attend and introduce himself to the group.

March 17th: Birthday Party/ Stan Dorn: History of Hortonville Fire Department; Verna and Joanne will bake bars.

8. **Events planned to include in Village Voice and calendars:**

April 7th: Potluck and HHS students perform solo/ensemble pieces (alt. date April 21st)

April 14th: Field Trip to History Museum at the Castle with lunch to follow. Joanne/Verna moved/seconded to have participants pay \$5 for their entrance fee and committee pay the rest. Approved. Restaurant for lunch with each paying for their own lunch.

April 21st: "Bingo for Bars" or HHS music. Bring favorite bars and the recipe with winners getting bars for prizes.

May 5th: Cinco de Mayo party. Sr Activities to fund the taco bar and pinata. Ask people to bring salads and desserts. Sarah offered to plan some other activities.

May 12th: Kelly Sassman will present on Tai Chi at Coffee and Conversation

May 19th: Tammy Borden discusses her book, "Waltraud". (or local history if she is unavailable)

June 2nd: Plantings around Village building starting at 9am, snacks afterwards

June 9th: Whistler's Knoll for Herb program, lunch available.

Pat will submit article for Village Voice and follow up with field trip arrangements.

Karen Dickrell is available to meet with us regarding early steps on planning a community center. Pat will follow up and let committee know date planned.

10. **Items for Future Agendas**

Community Center
Field Trips/programs
Autumn Fest
Summer Rec joint picnic

12. Future meeting dates: March 13th and April 10th

13. Adjourned at 2:03pm; motion Joanne/Sarah Approved

Senior Activities Committee Update for Village Board March 2025

Our committee met on Thursday, March 13th.

Activities since last meeting:

Review of Activities:

March 3rd @ 9am : Greeting card assembly and potluck. Good turnout with some new attendees.

March 10th @ 9am: Coffee & Conversation: Great turnout. Chief Bahr did an excellent job offering an overview of the department and asking questions from the group. Wisconsin Foodie video on Kwik Trip Glazers History was shown, with glazers for treats.

Upcoming Activities:

March 17th @ 1pm: Stan Dorn will present on the history of the fire department. Desserts provided.

April 7th: Cardmaking beginning at 9am, followed by potluck. Tammy Borden, author of “Waltraud” will speak at 12:45. We will have the whole room reserved.

April 14th: Field Trip to History Museum at the Castle. Reserve with \$5 fee by April 7th. Committee will pay the remaining \$4 for each attendee. Lunch at each person’s expense to follow time at the museum.

April 21st: May Basket assembly

Autumn Fest: Rose and Pat will meet with Kevin and Father Phil at St. Peter and Paul to reserve October 14th for the event. Pat will get the menu from Meat Block to review at our next meeting. We will individually look at the Badger Talks website to see if there are topics that might be good for our program. We discussed possibility of having “focus group” discussions at tables regarding our plans for a center.

Community/Senior Center: Continued our brainstorming on future. Pat called Bethlehem to ask if we could tour the school building at some point, letting them know we are early in our discussion and just looking at options. Community Foundation will also be contacted to get their advice on how to move forward. List of senior centers in the state is available. Plan to tour some of similar community size to ours. Other buildings in the community were mentioned including the Opera House, Wolf River and BMO banks, as well as collaborating with the Legion.

Next meeting is April 10th at noon.

Submitted by Pat Lund-Moe for the Senior Activities Committee