

VILLAGE OF HORTONVILLE
AGENDA OF THE VILLAGE BOARD
MAY 1, 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. April 17, 2025 Regular Board meeting minutes
 - B. Licenses and Permits
 - i. Temporary Class "B" Retailer's License
Hortonville/Hortonia Fire District 700 W Nye Street
Kick Off to Summer May 17, 2025
Jack Kuhnke in charge
 - ii. Temporary Class "B" Retailer's License
Hortonville/Hortonia Fire District Otto Miller Park
18th Annual Fire/EMS Softball Tournament July 25-27, 2025
Jack Kuhnke in charge
 - iii. Temporary Class "B" Retailer's License Commercial Club Park
Hortonville Stars Baseball May 4, 8, 18, 30
Michael Bunkleman in charge June 4, 8, 13, 26, 29
 July 7, 10, 11, 13, 14, 25, 27
 August 1, 3, 10, 17, 24
 - 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 appointment of Committee Members
 - B. Discussion and possible action on 2026 early CIP Purchases – Police squad and PW Truck
 - C. Discussion and possible action on the purchase of additional meters for the water utility
 - D. Discussion and possible action on Alonzo Park Backup Generator - Certificate for Payment

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. Motion to go into Closed Session under State Statute 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session." Specifically, potential purchase of public property

14. 5-minute recess to clear meeting room

15. Board to go into Closed Session under State Statute 19.85 (1)(e)

16. Board to return to Open Session (roll call vote)

17. Any action on matters discussed in Closed Session

18. Adjournment

NEXT REGULAR VILLAGE BOARD MEETING: MAY 15, 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
APRIL 17, 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: Bob Jewell, Shauna Keel, Carrie Lathrop, Jim Moeller, Jane Olk, and Julie Arendt Vanden Heuvel.

Trustees absent: None

Officials/Staff present: Administrator Nathan Treadwell, Clerk-Treasurer Jane Booth, Director of Public Works Aaron Steber, Chief of Police Brian Bahr, and Library Director Alexandria Krause.

Officials Excused: Attorney Ashley Lehocky

Consent Agenda

Motion [Moeller/Arendt Vanden Heuvel] to approve as outlined. Roll call vote, 7 ayes, 0 nays, motion carried.

- A. April 3, 2025 Regular Board meeting minutes
- B. Licenses and Permits
 - i. 6 Month Class "B" Beer License Otto Miller Concession Stand
Hortonville Youth Sports 130 John Street
Danielle Menting, Agent
- C. Presentation of accounts and other claims against the Village

Agenda Changes

None

Preregistered Citizens to be heard

Robert Perzentka, 910 Wyman Street, New London, was here to say that he didn't agree with the Business License. Starting a business is hard.

Mary Ellen Ahlgrimm, 665 Commerce Street with Ahlgrimm Explosives, is here to oppose the business license. We should be offering incentives, particularly the businesses on Main Street. Where will this stop with the licenses? We pay \$19,000 per year for property taxes.

Grant Krull, 224 W Main Street, I am new to Hortonville and my family is new to Hortonville. We spent a lot of time to facelift the Heritage Inn. The last chief of Police 3 times on the corner of Main and there were 28 different occasions where people didn't stop for the stop sign. I could see justification for tickets, I am sure you could find the funding for this with the money from tickets. I haven't seen police stop anyone on Main Street.

Pat Lund-Moe, 352 Nye Street, I am here to propose the amendment for the Senior Activities Committee. The amendment is confusing to me, we have been going for 2014 and we set the agenda. If a Village Board trustee is appointed to the committee, that is a lot, there is a lot going on. We have a mealsite manager. I am concerned with the appointment and the amount of the work that is involved.

Committee Reports

None

Unfinished Business from previous meetings

None

New Business

Discussion and possible action on Appointment of Citizen members of the Commission

President Bellile said that Mike Bellile, Roger Retzlaff, and Tom Banker will stay on the Planning & Zoning Commission for another three years.

Library Board representative will be Trustee Carrie Lathrop as the board rep.

The Zoning Board of Appeals will be Christina King, Deb Obry, and Tom Banker are returning their term for another 3 years.

Senior Activities will be Trustee Jane Olk as the board rep.

Motion [Moeller/Arendt Vanden Heuvel] to approve the committee appointments with the exception of R-9-25 contingent upon passing.
Roll call vote, 7 ayes, 0 nays, motion carried.

Discussion on creation of potential annual business license

Trustee Moeller said that Jody from Hardtails said she was against the business license. She was not able to be here for the meeting.

Trustee Bellile read an email that Kay Brick from Bricks Hardware had written.

Consensus was to not create a business license for the Village of Hortonville.

Discussion and possible action on Resolution R-8-25 No Mow May 2025

Motion [Arendt Vanden Heuvel/Jewell] to approve resolution R-8-25 No Mow May 2025.
Roll call vote, 7 ayes, 0 nays, motion carried.

Discussion and possible action on Resolution R-9-25 To Repeal the Amendment to change the Senior Activities Committee Board Membership

Administrator Treadwell said that this is an amendment to repeal the previous resolution from last year.

Discussion ensued as to not making the village board representative the chair. Remove the wording that the village board rep NOT be the chair.

Motion [Arendt Vanden Heuvel/Keel] to approve R-9-25 with removing the third WHEREAS, which reads, the Strategic Plan suggested that a senior citizen task force should be created by the Village Board with a chairperson appointed who is a Village Trustee.

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

Discussion and possible action on Resolution R-10-25 Creation of Jag Lane

Motion [Jewell/Keel] to approve resolution R-10-25 for the creation of Jag Lane.
Roll call vote, 7 ayes, 0 nays, motion carried.

Discussion and possible action on Memorial Square Engineering Contract

DPW Director Steber said this is for final construction ready documents, Ayers has some turnover going on now, and when the price came in it was a little higher than we expected. We had MSA give us a quote and it came in at less than ½.

Motion [Moeller/Olk] to approve the MSA quote in the amount of \$27,300 for the Memorial Square Engineering Contract.

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

Discussion and possible action on Manhole Rehab project.

DPW Director Steber said that this was in our budget for this year. We received three quotes. The plan is that they are going to tackle the worst ones that are leaking now. The cost from Summit is \$25,000 for manholes 1-10 and includes a 10-year warranty.

Motion [Moeller/Keel] to approve the quote from Summit in the amount of \$25,000 for the manhole rehab project.

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

Report of Village Officials

Clerk-Treasurer: The report is in the packet.

Director of Public Works: The report is in the packet. Construction on the playground and splashpad is continuing at Alonzo Park and we should still be good for our opening day. Next Wednesday we will have two groups of third grade classes for Arbor Day here at 9:30 am and two third grade classes coming at 11:30 am.

Chief of Police: The report is in the packet. One note I wanted to make was that at the Nash and Main Street intersection we were averaging about 7 accidents per year and there has been one accident last year, which is a significant decrease in accidents. We are continuing to patrol that area.

Library Director: I have had nothing new since the last meeting.

Attorney: Nothing

Administrator: The report is in the packet. I talked to Brian Parker regarding the Nature's Haven Property along with a few of the other developers that are interested in that property. I did get an update from the Wisconsin economic development corporation; I had applied for that for that small business grant last year and we were told that we were denied. They had some funds leftover, and they basically said that we will be able to get those funds requested for the downtown. This will be run through the economic development committee.

Any other miscellaneous topics for future discussion

None

Communications and Miscellaneous Business

Black Otter Lake District news: My report was a handout here, we had our meeting on Tuesday, and we are still waiting on our feasibility report along with additional sampling this summer before they can complete it. Small repairs on the harvester and getting that out as soon as they can.

Building permit report: None

Hortonville-Hortonia Fire District news: We met on the 9th of April. I handed out some information along with the Fire Department budget. The new truck got pushed back a couple of months, scheduled for December 11, 2028. They are working on auto aid with New London, and we have been for four years. The other note is that the Fire Department needs to update their JAWS and cutter, approximate cost is \$42,000 and is battery powered, and they would keep the old one as a backup. This amount will come out of the existing budget. The current one is 13 years old and was a free demo unit from Pierce. Fire calls are a little low and EMS calls are average for this time of year.

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

Hortonville Civic Association: The Circus is going to be moved from Miller Park to Alonzo Park as it won't fit in Miller Park. June 29th is the date for that with two shows.

Senior Activities Committee: Report was submitted.

Comments and suggestions from citizens present

Robert Perzentka gave some examples of Incentives for businesses that the Village could potentially do.

Adjournment

Motion [Moeller/Keel] to adjourn. Unanimous voice vote, motion carried. The Board adjourned at 6:52 p.m.

Minutes submitted by,

Jane Booth, WCMC
Village Clerk/Treasurer

May 01, 2025 INVOICE LISTING

VILLAGE INVOICES

April 18, 2025- May 01, 2025

1079090-IN	All-American Publishing	FOHL/HHS Shirts- Library	\$	450.00
05-25	American Legion Auxiliary Unit 55	Geranium Sale- 52 Flowers- 2025	\$	260.00
4004235380-0425	Assurity	Employee Disability Insurance- April 2025	\$	351.52
9207795005-0425	AT&T	Phone Billing- April 2025	\$	35.49
4/25	Block, Sydney	Community Center Reimbursement for 4/26 Rental	\$	150.00
0325	BMO Harris Bank	March Charges- 2025	\$	9,161.77
OC 3	Brauer Supply and Equipment	36" x 24" Park Closed Sign	\$	205.00
3103	Building For Kids	2025 Summer Recreation Field Trip	\$	150.00
042525	Del Plaine, Roberta	Dog License Reimbursement	\$	10.00
ACH	Delta Dental	Dental Insurance Premiums- May 2025	\$	1,542.82
ACH	EFTPS	Federal, FICA taxes for 04/24/2025 Payroll	\$	15,614.51
4885966	Employee Benefits Corporation	Health Reimbursement- April 2025	\$	75.65
4893859	Employee Benefits Corporation	Health Reimbursement- April 2025	\$	1,700.71
4901433	Employee Benefits Corporation	Health Reimbursement- April 2025	\$	771.26
420617	Faulks Brothers Construction	Quickpitch Red Infield Mix- Miller Park	\$	1,274.22
04/25	Gilbert's Sentry	Middle School Spa Party- Library	\$	6.98
4/25	Gilbert's Sentry	VPP Breakroom Supplies	\$	33.00
Clothing2025-3	Glocke, Colton	Clothing/Boot Allowance 2025	\$	199.46
Clothing2025-1	Green, Luke	Clothing/Boot Allowance 2025	\$	181.38
3230509	Hawkins Ash CPA's	Progress Bill- Accounting Services through 04/16/2025	\$	3,516.00
3230510	Hawkins Ash CPA's	Progress Bill- Accounting Services for TIDS	\$	3,435.00
DPW-0125	Hortonville BP	DPW/Utility Fuel- January 2025	\$	582.07
DPW-0225	Hortonville BP	DPW/Utility Fuel- February 2025	\$	715.43
DPW-0325	Hortonville BP	DPW/Utility Fuel- March 2025	\$	529.15
63161112	Ingram Library Services	Teen Books- Library	\$	221.70
03312025	Little Chute Library	Book Replacement- Library	\$	20.00
732295246	Lumen	Long Distance Charges for April 2025	\$	0.34
938618	McMahon	Construction Services- Alonzo Park Upgrades	\$	1,150.00
18042/18411/18423/18540	Menards	Supplies- MSC/Miller Park/Water/Alonzo Park	\$	318.36
INV2750589	Metro Sales Inc	Contract Invoice- Library	\$	94.68
INV2685792	Metro Sales Inc	Contract Base Charge- April 2025	\$	127.67
506938101/506950498/50699	Midwest Tape	Library DVD's	\$	654.48
IN259145	Multi Media Channels	Liquor License Publication- HYS	\$	16.74
ACH	Network Health	Total Health Premiums- May 2025	\$	17,219.96
03312025	Oneida Community Library	Book Replacement- Library	\$	14.95
6611-139703	O'Reilly Auto Parts	Oil Filter- Wood Chipper	\$	12.23
CVA16336001	Otis Elevator	Fix Stuck Elevator- Opera House	\$	817.25
3320644648	Pitney Bowes	Postage Machine Lease- Mar 06, 2025- June 05, 2025	\$	175.98
28570/28571	Ray's Sanitation	Portable Restroom- 230 Lakeshore Dr/304 E Main St	\$	460.00
Clothing2025-2	Ringer, Mike	Clothing/Boot Allowance 2025	\$	58.01
4/25	Steffanus, Barb	Community Center Reimbursement for 4/19 Rental	\$	150.00
6137975	Unique Management Services	Collection Agency- Library	\$	23.30
4/25	Voight, Mark	Community Center Reimbursement for 4/12 Rental	\$	150.00
03212025	Waupaca Library	Book Replacement- Library	\$	18.00
5425756743	WE Energies	Water/Sewer Electric/Gas-March 2025	\$	5,997.05
5033944940	Wells Fargo Vendor Financial	Xerox Copier- Library	\$	180.00
ACH	Wisconsin Deferred Comp	EE contributions 04/24/2025 Payroll	\$	591.00
22876/22878	Wisconsin Library Association	WLA Conference Fees- A. Krause/WLA Conference Fees- Library Staff	\$	2,660.00
ACH	Wisconsin Retirement System	WRS Contributions- April 2025	\$	20,034.78
ACH	Wisconsin, State of	State W/H for 04/24/2025 Payroll	\$	2,713.69
ACH	Wolf River Community Bank	Principle and Interest- WRCB CIP Loan #3608	\$	31,480.21
ACH	Wolf River Community Bank	Principle and Interest- WRCB Engineering Loan #2843	\$	4,606.16
222608/222610	Wolfrath's Landscaping LLC	Topsoil for Alonzo Park	\$	159.96
			Invoice Total	\$ 131,077.92
04/24/25 Direct Deposit P/R				\$ 48,780.59
			Grand Total	\$ 179,858.51

WATER & SEWER UTILITY INVOICES**April 18, 2025- May 01, 2025**

25-005746	Badger Laboratories	Water Testing- WWTP	\$	458.00
27063033025	Charter Communications	Internet/Email- March 2025- Sewer	\$	65.26
90102129410	Clean Water Testing	Coliform Bacteria Test	\$	57.00
9010237189	Clean Water Testing	Coliform Bacteria Test	\$	57.00
483238-00	Crane Engineering	Furnish & Install 3 Influent Check Valves- WWTP	\$	8,904.30
8175	Environmental Consulting & Testing	Acute WET Testing	\$	1,050.00
SIGB0045616	Fabick- CAT	Generator Coolant and Hose Replacement	\$	4,157.83
1880	Nile Expedite Solutions of Wisconsin	Sipping for WET Testing	\$	900.00
022-25	Precision Water Meter Testing	Testing 1 1/2"-2" Meters- Admin/Cemetery/Soccer Field	\$	875.00
CWF-2025	WI Environmental Improvement Fund	Clean Water Fund Loan Principal	\$	313,686.18
Grand Total			\$	<u>330,210.57</u>

**VILLAGE OF HORTONVILLE
COMMITTEE APPOINTMENTS
APRIL 15, 2025 TO APRIL 20, 2026**

PUBLIC WORKS COMMITTEE

SHAUNA KEEL - CHAIRPERSON
BOB JEWELL
CARRIE LATHROP
JULIE ARENDT VANDEN HEUVEL

PUBLIC FACILITIES COMMITTEE

JULIE ARENDT VANDEN HEUVEL-CHAIRPERSON
SHAUNA KEEL
JANE OLK
CARRIE LATHROP

PUBLIC SAFETY COMMITTEE

JIM MOELLER - CHAIRPERSON
SHAUNA KEEL
JANE OLK
BOB JEWELL

BLACK OTTER LAKE COMMISSION, VILLAGE TRUSTEE/LIAISON: BOB JEWELL

VILLAGE PRESIDENT, **JEANNE BELLILE**, IS EX-OFFICIO MEMBER OF ALL STANDING COMMITTEES

<u>BOARD MEMBERS</u>	<u>POSITION</u>	<u>ADDRESS</u>	<u>TELEPHONE</u>
JEANNE BELLILE Term Expires 4/20/2027	PRESIDENT	333 N PINE ST, PO 341	740-2204
BOB JEWELL Term Expires 4/20/2026	TRUSTEE	205 OAK KNOLL CT	460-4694
JAMES MOELLER Term Expires 4/20/2027	TRUSTEE	806 HICKORY STREET	418-5870
CARRIE LATHROP Term Expires 4/20/2027	TRUSTEE	124 N BRIGGS ST, PO 417	202-1602
JANE OLK Term Expires 4/20/2027	TRUSTEE	300 S NASH STREET	660-4402
JULIE ARENDT VANDEN HEUVEL TRUSTEE Term Expires 4/20/2026		121 E MAIN STREET	378-2575
SHAUNA KEEL Term Expires 4/20/2026	TRUSTEE	235 S MILL STREET	915-5054

MUNICIPAL JUDGE

PETER OLK
Term Expires 4/30/2027

TELEPHONE

660-5603



April 25, 2025

Village of Hortonville
531 N. Nash Street
Hortonville, WI 54944

Re: Village of Hortonville
Alonzo Park Emergency Generator
Certificate for Payment #1
McM. No. H0004-09-23-00665

Enclosed herewith is Certificate for Payment #1 for the above referenced project. This Certificate is issued to Mueller Electric LLC in the amount of \$85,122.00 for partial payment for work performed through April 25, 2025.

Please process the enclosed, and forward payment to Mueller Electric LLC. Should you have any questions, please contact our office at your convenience.

Respectfully,

McMahon Associates, Inc.

A handwritten signature in black ink, appearing to read "Ronald J. Wolf".

Ronald J. Wolf, P.E.
Associate / Municipal & Civil Engineer

RJW:car

cc: Mueller Electric LLC

Enclosure: Certificate for Payment #1

McMAHON**ENGINEERS ARCHITECTS**

McMAHON ASSOCIATES, INC.

1445 McMAHON DRIVE PO BOX 1025
NEENAH, WI 54956 NEENAH, WI 54957-1025

TELEPHONE: 920.751.4200

FAX: 920.751.4284

**CERTIFICATE FOR
PAYMENT**VILLAGE OF HORTONVILLE
531 N. Nash Street
Hortonville, WI 54944

Contract No.	H0004-09-23-00665
Project File No.	H0004-09-23-00665
Certificate No.	One (1)
Issue Date:	April 25, 2025
Project:	Alonzo Park Emergency Generator

This Is To Certify That, In Accordance With The Contract Documents Dated: August 7, 2024MUELLER ELECTRIC LLC
W6330 Loomis Road
Porterfield, WI 54159Is Entitled To Partial Payment For Work Performed Through: April 25, 2025

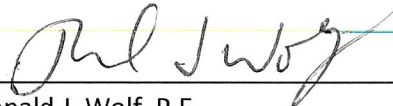
- ☒ Contractor's Application for Payment Attached
☒ Itemized Cost Breakdown Attached

Original Contract	<u>\$135,000.00</u>
Net Change Orders	<u>\$0.00</u>
Current Contract Amount	<u>\$135,000.00</u>

Completed To Date	<u>\$94,580.00</u>
Retainage 10%	<u>\$9,458.00</u>
Subtotal	<u>\$85,122.00</u>
Previously Certified	<u>\$0.00</u>

Amount Due This Payment: \$85,122.00

Please process and forward payment to Mueller Electric LLC.

Certified By:
McMAHON ASSOCIATES, INC.
Neenah, Wisconsin
Ronald J. Wolf, P.E.

Associate / Municipal & Civil Engineer

McMAHON

ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.

1445 McMahon Drive P.O. Box 1025
Neenah, WI 54956 Neenah, WI 54957-1025
Telephone: (920) 751-4200
FAX: (920) 751-4284

APPLICATION FOR PAYMENT

VILLAGE OF HORTONVILLE
531 N. Nash Street
Hortonville, WI 54944

PROJECT: Alonzo Park Emergency Generator
CONTRACTOR Mueller Electric LLC
Contract No. H0004-09-23-00665
Project No. H0004-09-23-00665
Application No. 1
Application Date April 25, 2025
Period From _____ To _____

Application Is Made For Payment In Connection With The Above Contract.
The following documents are attached:

- ☒ Schedule Of Values
☐ Schedule Of Unit Prices
☐ Inventory Of Stored Materials

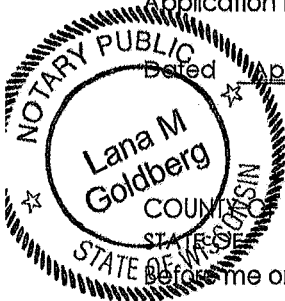
The Present Status Of The Account For This Contract Is As Follows:

Original Contract	<u>\$135,000.00</u>	Completed To Date	<u>\$94580</u>
Net Change Orders	<u>\$0.00</u>	Retainage <u>10</u>	<u>\$9458</u>
		%	
Current Contract Amount	<u>\$135,000.00</u>	Subtotal	<u>\$85122</u>
		Previous Applications	<u>\$0</u>

Amount Due This Application:

\$ 85122

The undersigned Contractor hereby swears, under penalty of perjury, that (1 All previous progress payments received from the Owner, on account of work performed under the contract referred to above, have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications For Payment under said contract, being Applications For Payment numbered 1 through _____ inclusive; and 2) All materials and equipment incorporated in said project or otherwise listed in or covered by this Application For Payment are free and clear of all liens, claims, security interests and encumbrances.



Dated April 25 20 25

Mueller Electric LLC

(contractor)

By

Heather Mueller owner
(name & title)

I, Heather Mueller } ss
owner, on this 25 day of April 20 25 personally appeared Heather Mueller
known to me, who being duly sworn, did depose and say that he/she is the _____
owner of the Contractor above mentioned; that he/she

(title)

executed the above Application For Payment and statement on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

My Commission Expires: 11-13-2028

(Notary Public)

SOV

Generator and ATS \$58000	100%
Labor \$31500	26%
Gear \$12500	100%
Concrete Pad \$10500	100%
Fence \$7500	0%
Directional Boring \$5600	100%
Material \$5000	2%
Landscaping \$4400	0%

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

MAY 1, 2025

ELECTIONS

- Completed the Registered List Alerts in WisVote – Deaths, Duplicates
-

WEBINARS/ZOOM MEETINGS/TRAININGS

- Weekly Department Head Meetings
- Weekly Staff Meetings

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
- Completed the ARPA Reporting with the DOR
- Completed the 2025 Maintenance of Effort Report with the DOR
- Scheduled Board of Review – May 15, 2025 to adjourn to September 10, 2025

LICENSES

- Dog Licenses issued – April

PUBLICATIONS

- Notice of Board of Review
- Sidewalk Bids for HASD Project

PUBLIC RECORD REQUESTS

- Building permits to date
- Election information on Village Trustees that were elected, and seats that will be on the ballot for April 2026

OTHER

- Village Board agendas & packets, committee agendas
- Village Board minutes, committee minutes
- Other Committee/Commission meeting agendas & minutes as needed
- Real Estate requests – April

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



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

5/1/2025 Director of Public Works Report

Meetings attended:

- Staff meetings
- Department head meetings
- Arbor Day/Earth Day Celebration at Village Hall was held on April 23rd and April 24th
- Meetings with contractor about Playground and Splash Pad
- Black Otter Lake District Meeting 4/15/2025
- Multiple Meetings with Ruekert Mielke on on-going Bug Tussel construction project
- Meetings with MSA on ongoing projects
- Meetings with contractor on Alonzo Park back-up Generator

Current and past projects include:

- Pay Application #1 for Mueller Electric
 - o \$85,122.00
- New Electrical Service Line for Back-up Generator at Alonzo to be installed May 1st
- Fox Wolf Watershed Alliance Black Otter Lake Clean-up Schedule for May 3rd, 2025
- Bug Tussel fiber construction is continuing through the Village
- Playground Construction at Alonzo is nearly complete, need warmer temperatures for poured rubber areas.
- Splashpad construction is on-going, still on pace for May 31st opening
- Water Tower painting and maintenance project nearly completed
- Working with consultant on updating GIS apps/tools
- 2025 Sidewalk Replacement Project is out to bid
 - o Sidewalk replacement section on Olk Street, Towne Drive, and Warner Street (near High School)
 - o Bids are due from contractors by 8:00 am on Thursday, May 15th at the Hortonville Municipal Center



Figure 1&2: 3rd Grade Classes Celebrating Arbor Week at Village of Hortonville

Sincerely,

Aaron Steber
Director of Public Works





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

05-01-2025 Police Department Report

Meetings

- Village Department Head Meetings
- Met with Tom Ellenbecker to set agenda for School Safety Meeting

Training

- All officers attending Taser certification at Seymour PD on 5/7
- Working with Outagamie County on establishing Rescue Task Force training dates for FD/EMS/LE
- Officer Wulgaert completed Patrol First Response for Missing and Abducted Children training course
- Officer Heiden completed Wisconsin Emergency Management (Recovery Disaster; The Local Community Role) training
- DOJ Handgun Qualification Training in May
- Working with Seymour PD on combining training opportunities to minimize staffing/OT issues
- Officer Wulgaert attending rifle patrol training

Ongoing Projects and Miscellaneous

- Vest partnership grant and updating officers with expired or expiring vests
- Prescription Drug Drop Off (4/29). We had about 180 pounds of medications
- Summer schedule until 9/1 completed and posted for officers
- Completed background check system for Hortonville Recreation Program
- Generator maintenance completed on 4/28. Issue with regulator, but believed to be resolved

Upcoming

- Updating policies
- Emergency Management meeting at municipal center
- May RTF training (multijurisdictional)
- Department Meeting/Training May
- Stuff the Cruiser Event (June)
- Police Lights of Christmas Event (June)

- SRO Conference for Officer Sokolski and Officer Hauser (June)



Outlook

Outstanding Staff Recognition

From [REDACTED]

Date Mon 4/28/2025 12:38 PM

To Brian Bahr <BBahr@hortonvillepd.com>

Good Afternoon Chief,

I just wanted to reach out to you to bring to your attention the wonderful work that your administrative assistant/non emergency employee Krissy is doing. We are relatively new residents of Hortonville, and it's only been in the last couple of months that we have had any reason to reach out to the police department. Several months ago Krissy took my call regarding a dead deer in the road, which snowballed into a conversation about the construction going on in our subdivision and some questions we had. And since then, I've reached back out regarding some noise issues, as well as continued questions regarding the construction. Krissy has taken each and every one of my calls with grace and professionalism. If she doesn't have the answer, she takes the time to find it and follow up with us. She has been nothing but terrific, and I wanted to make sure that she was recognized. It seems as though with each passing year, we see the decline in various service industries, and it is beyond incredible to see that decline has not affected the Village of Hortonville. We are often reminded that our decision to move into this community was the right one! Thank you again for everything. Keep up the great work!

[REDACTED]

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 –4/28/2025

Projects

- **Alonzo Park Fundraising**
 - We officially submitted our names for the signage at Alonzo Park in total we fund raised a total of \$69,438.51
- **Small Business Development Grant Application**
 - The Underwriting process will take about six weeks in total. I am working on getting them the answers to their questions that come up.

Misc.

- There is a commercial property that is going up for sale that I took some time this week to look into. We will discuss this at the board meeting this week. I wanted to talk about price and if we would like to put in an offer for the property as it has some value to the Village.
- Spent a good amount of time working with staff to fully understand why we are manually reading some meters. We had a staff meeting to discuss this issue, how to best address it and how we are moving forward.

Economic Development

- **Natures Haven Subdivision**

- Currently we have three interested parties in this property. One of them is for single family residential housing and two of them have a mix of single family residential and multiple family residential. Still waiting on concept plans for anyone that is interested in the parcels.

Projects

- **Veterans Memorial Reconstruction**

- The bricks are in the process of being recreated once done then we will get a date for installation.

- **Small Business Development Grant Application**

- As I mentioned at the last board meeting, it appears likely that the Village will be awarded this grant. For anyone inquiring, the grant will be issued directly to the Village.
- The Village's Economic Development Committee will be responsible for developing detailed criteria to determine how the funds will be allocated. Once the criteria are finalized, we will begin reaching out to local businesses—ideally in person. If in-person contact isn't possible, information will be sent by mail.
- Each business will be given a deadline to submit their application. After the deadline, the committee will review and score all submissions based on the established criteria.

Misc.

- I started to do some background into potentially switching water and sewer billing to a monthly process rather than quarterly. I reached out to the PSC the water regulatory commission on the process and to get some background information for what would be involved in potentially switching.