

VILLAGE OF HORTONVILLE
AGENDA OF THE VILLAGE BOARD
JUNE 5, 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. May 22, 2025 Regular Board meeting minutes
 - B. Licenses and Permits

2025-2026 Renewal Liquor Licenses
Combination Class “A” and “Class A” Fermented Malt Beverage and Liquor Licenses

Dolgencorp, LLC Kelli Van Bendegom, Agent	dba Dollar General #20213 315 E Main Street
Gilbert’s Supervalu, Inc. Jeffrey A. Gilbert, Agent	dba Gilbert’s Sentry Foods 323 E. Main St.
Kwik Trip, Inc Joshua Cross, Agent	dba Kwik Trip #740 261 E. Main St.
Prashna, LLC Prabhu Dhungana, Agent	dba Hortonville BP 102 E. Main St.

Combination Class “B” and “Class B” Fermented Malt Beverage and Liquor Licenses

Bob & Geri’s Black Otter Supper Club, LLC Geri Guyette, Agent	dba Black Otter Supper Club 503 S. Nash St.
Grand View Golf Club, Inc Travis Bauer, Agent	dba Grand View Golf Club 135 John St.
Alonzo’s on Main Jodi L. Jurkovac, Agent	dba The Hardtails Saloon 302 W. Main St.
Kat’s Enterprises, LLC Kaitlyn Hildebrandt, Agent	dba Heritage Inn 224 W Main St.
New Hortonville Lanes, LLC Ryan Burbey, Agent	dba Hortonville Lanes 103 W. Main St.
Otter Creek Sports Bar & Grill, LLC Judith K. Peterson, Agent	dba Otter Creek Sports Bar & Grill 110 W Main St.

- 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 O-2-25 Ordinance amending retail Class C Wine License
 - B. Discussion and possible action on Alonzo Park Playground/Splash Pad Pay Application # 3
 - C. Discussion and possible action on R-11-25 to approve 2024 Compliance Maintenance Annual Report
 - D. Discussion and possible action on Request for reimbursement for asphalt repair of resident at 455 E Main Street.
 - E. Discussion on Pocket Park TID Agreement
 - F. Discussion on food trucks in the Village
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 appoint minute taker for Closed Session
14. Motion to go into Closed Session State Statute 19.85 (1)(c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."
15. 5-minute recess to clear meeting room
16. Board to go into Closed Session under State Statute 19.85 (1)(c)

17. Board to return to Open Session (roll call vote)
18. Any action on matters discussed in Closed Session
19. Adjournment

NEXT REGULAR VILLAGE BOARD MEETING: JUNE 19, 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
MAY 15, 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, Carrie Lathrop, Jane Olk, and Julie Arendt Vanden Heuvel.

Trustees excused: Jim Moeller, Shauna Keel

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

Officials excused: Clerk-Treasurer Jane Booth, Library Director Alexandria Krause

Consent Agenda

Motion [Arendt Vanden Heuvel/Olk] to approve as outlined. Roll call vote, 5 ayes, 0 nays, motion carried.

A. May 3, 2025 Regular Board meeting minutes

B. Presentation of accounts and other claims against the Village

Agenda Changes

None

Preregistered Citizens to be heard

None

Committee Reports

None

Unfinished Business from previous meetings

None

New Business

Discussion and possible action on 2025 Sidewalk Replacement Bids

DPW Director Steber said that there were three bids that came in. Capital R Concrete was the lowest bid at \$70,573.00

Motion [Arendt Vanden Heuvel/Olk] to accept Capital R Concrete in the amount of \$70,573.00
Roll call vote, 5 ayes, 0 nays, motion carried.

Discussion and possible action on July 3rd Village Board meeting

Administrator Treadwell asked if the board wanted to cancel this meeting.

Motion [Arendt Vanden Heuvel/Jewell] to cancel the July 3rd Village Board meeting.
Roll call vote, 5 ayes, 0 nays, motion carried.

Discussion on Yard Waste and Material Storage Site space needs

DPW Director Steber said this is something that we wanted to make the board aware of.

Our one compost site is now kind of cut off by HWY 15, it is a dangerous access and hard to get our equipment in there. We have our space behind Otto Miller Park which is starting to fill up. About ½ of that property is wetlands and unusable. We are looking at potential other sites.

Administrator Treadwell said that we do have a 6-acre site with one entrance, with only 1 acreage of usage total because of the wetlands.

No motion was made, discussion only.

Report of Village Officials

Clerk-Treasurer: The report is in the packet.

Director of Public Works: The report is in the packet. The plan is to finish pouring the rubber for the new playground next week.

Trustee Lathrop asked if there were any provisions made for the geese. He said the plan is to spray off any goose droppings every morning if there are any.

Chief of Police: The report is in the packet. Trustee Arendt Vanden Heuvel asked if we could make sure there is money in the budget to keep funds available for the sirens.

Library Director: None

Attorney: We have another new attorney starting on Monday, his name is Adam, and he has almost 30 years of experience.

Administrator: The report is in the packet. I spent a good amount of time this week meeting with different developers for some potential development.

Any other miscellaneous topics for future discussion

None

Communications and Miscellaneous Business

Black Otter Lake District news: Nothing new, next meeting is May 22 at 5:00 pm.

Building permit report: The April building permit report was submitted.

Hortonville-Hortonia Fire District news: Their fundraiser event is this Saturday.

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

Hortonville Civic Association: The Circus Tickets are in the process of being handed out, they will be sold here through Admin, at the library, at Donaldson, Gilberts and Bricks. The posters will be going up in the next couple of days.

Senior Activities Committee: None

Comments and suggestions from citizens present

None

Motion to go into Closed Session (Motion noting statutory exception and roll call vote)

Motion [Olk/Arendt Vanden Heuvel] to go in 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
Roll call vote, 6 ayes, 0 nays, motion carried.

AND

Motion to go into Closed Session under State Statute 19.85 (1)(c) “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.” Roll call vote, 5 ayes, 0 nays, motion carried.

5-minute recess to clear meeting room

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

to go in 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 and sale of property.

Board to return to Open Session (roll call vote)

Motion [Arendt Vanden Heuvel/Olk] to return to open session. Roll call vote 5 ayes, 0 nays.
Motion carried

Any action on matters discussed in Closed Session

None

Adjournment

Motion [Olk/Jewell] to adjourn. Unanimous voice vote, motion carried. The Board adjourned at 7:17 p.m.

Minutes submitted by,

Jane Booth, WCMC
Village Clerk/Treasurer

June 05, 2025 INVOICE LISTING

VILLAGE INVOICES

4004235380-0525	Assurity
9207795005-0525	AT&T
6-May	Axon Enterprises
0425	BMO Harris Bank
2027	Bowmar Appraisal Inc
5-25	Bryant, Andi
171758301050125	Charter Communications
912541	Complete Office
5639/2600	Degal's Repair Shop LLC
ACH	Delta Dental
5-25	Denning, Mark
ACH	Depository Trust
0001769-IN	East Central Wisconsin Planning Commission
ACH	EFTPS
101273	Ehlers
4927565	Employee Benefits Corporation
5-25	Enchanted Florist
0445348	Ferguson Water Works
12124	Fly Me Flag
INV-63136	Fox Cities Embroidery
604264	Fox Valley Truck
R10000167331	GFL Environmental
05-25	Gilbert's Sentry
8961	Gold Cross Ambulance Service
Clothing2025-3	Green, Luke
Clothing2025-4	Green, Luke
05-25	Higgins, Dan
P007004875-Apr-May25	Illinois Mutual
63170764/63170783/6317075	Ingram
716755	Junior Library Guild
00309835-0425	Kwik Trip
4281N7D6QQ	Kwik Trip Inc
05-25	Lathrop, Carrie
2025-2000-1082	Library Furniture International
736287174	Lumen
65226	Martenson & Eisele Inc
20112	Menards
INV2790199	Metro Sales Inc
INV2775658	Metro Sales Inc
507126008/207092113	Midwest Tape
015933	MSA Professional Services
IN264367	Multi Media Channels
ACH	Network Health
6611-141344/6611-142011	O'Reilly Auto Parts
130667	Outagamie County Treasurer
7	Parkitecture & Planning
5/25	Petty Cash
2512607900	Prairie Moon Nursery
28977/28978	Ray's Sanitation
1170	RG Inspections LLC
86901	Speedy Clean
65042	TECC Security Systems
24-Mar	TECC Security Systems
367961	Thedacare at Work
2562	Town Counsel Law & Litigation LLC
2565	Town Counsel Law & Litigation LLC
05/25	Treadwell, Nathan
I03099810	Tri-City Glass & Door
6139067	Unique Management Services
LibraryRental2025	US Postal Service
INV00711875	USA Blue Book
INV3560412VC3	VC3 Inc
5463273464	WE Energies
5034327867	Wells Fargo Vendor Financial
201536	Wisconsin Backflow Testing
ACH	Wisconsin Deferred Comp
ACH	Wisconsin Retirement System
ACH	Wisconsin, State of
ACH	Wolf River Community Bank
ACH	Wolf River Community Bank
ACH	Wolf River Community Bank
ACH	Wolf River Community Bank
0223778/0223793/0223821	Wolfarth's Landscaping LLC
3147515	WT.Cox

May 16, 2025- June 05, 2025

Employee Disability Insurance- April 2025	\$	351.52
Phone Billing- May 2025	\$	35.49
Body Camera Contract- PD	\$	2,760.00
April Charges- 2025	\$	6,103.28
Assessor Contract- April- June 2025	\$	4,100.00
Mileage Reimbursement- WAPL Conference	\$	30.80
Phone/Internet- April 2025- PD	\$	139.99
Copy Paper- Library	\$	88.58
Stihl Weedeater/Mowing Supplies	\$	1,046.93
Dental Insurance Premiums- June 2025	\$	1,542.82
SLP Performer- Library	\$	715.20
2013/2014 Bonds Interest- Gen Fd/TID #3	\$	44,296.25
Comprehensive Outdoor Recreation Plan	\$	1,056.67
Federal, FICA taxes for 05/22/2025 Payroll	\$	16,046.15
ARPA Reporting	\$	250.00
Health Reimbursement- May 2025	\$	75.65
Funeral Flowers- Jenny	\$	46.95
Storm Sewer and Trash Guard- Miller Park	\$	776.57
US Flags (3)	\$	823.50
Clothing Allowance- P. Hanlon	\$	130.00
Lawnmower Repair- Bad Boy Mower	\$	549.73
Garbage Pick Up- May 2025	\$	1,478.61
Office Supplies- Library	\$	17.29
2025 Ambulance Subsidy- 2nd Quarter Payment	\$	11,252.50
Clothing/Boot Allowance- 2025	\$	56.91
Clothing/Boot Allowance- 2025	\$	126.59
Conference Mileage Reimbursement- Library	\$	16.80
Employee Disability Insurance- April & May 2025	\$	187.92
Children & Adult Library Books	\$	1,913.62
Children's Books	\$	47.88
Fuel- PD-April 2025	\$	928.81
Restitution Payment-J. Mueller-Ryan	\$	264.39
LWM Class Reimbursement	\$	95.00
Magazine Boxes- Library	\$	1,515.46
Long Distance Charges for May 2025	\$	0.16
Otto Miller Master Plan	\$	1,646.78
Supplies- Streets	\$	190.94
Contract Base Charge- April 2025	\$	153.90
Contract Invoice- Library	\$	97.37
Library DVD's	\$	45.73
2025 Projects- Grandview Urbanization/John St Mill & Overlay/Fountain Ct Storm Se	\$	5,731.90
Sidewalk Bid/Board of Review	\$	57.09
Total Health Premiums- June 2025	\$	17,219.96
Beacon Warning Lite- PW/ Oil Filters- PD	\$	48.15
2025 Election Expenses	\$	848.54
Alonzo Park Construction Administration	\$	2,560.00
Election Food/MSC Materials	\$	78.74
Seed Paper- Adult Program- Library	\$	43.50
Portable Restroom- 230 Lakeshore Dr/304 E Main St	\$	460.00
Generator Install- Alonzo Park	\$	324.00
Water Jet and Cut Roots- Miller Park	\$	4,173.75
Camera Upgrade- Miller Park	\$	2,818.90
Add Additional Cameral- Alonzo Park	\$	492.73
EAP Session	\$	400.00
Legal Services- April 2025	\$	525.00
Court Services- April 2025	\$	768.50
Mileage Reimbursement- WCMA/ Supplies Reimbursement	\$	45.54
Service Door Adjustments- MSC	\$	263.75
Collection Agency- Library	\$	11.65
USPS PO Box 130 Annual Rental- Library	\$	154.00
Marking Paint and Flags-Supplies- PW	\$	568.31
VC3 Manage Services Onboarding	\$	2,990.11
Water/Sewer Electric/Gas-April 2025	\$	6,268.20
Xerox Copier- Library	\$	180.00
Replaced Leaking Valve- Otto Miller Park	\$	695.30
EE contributions 05/22/2025 Payroll	\$	711.00
WRS Contributions- May 2025	\$	20,112.33
State W/H for 05/22/2025 Payroll	\$	2,853.62
Principle and Interest- WRCB SC Swiderski Loan #2603	\$	58,350.17
Principle and Interest- WRCB SC Swiderski Loan #2117	\$	51,795.07
Principle and Interest- WRCB CIP Loan #3608	\$	31,480.21
Principle and Interest- WRCB Engineering Loan #2843	\$	4,606.16
Mulch- MSC	\$	439.89
Annual Magazine Subscription- LIBRARY	\$	555.84

Invoice Total \$ 319,634.65

05/22/25 Direct Deposit P/R \$ 48,295.38

Grand Total \$ 367,930.03

WATER & SEWER UTILITY INVOICES

May 16, 2025- June 05, 2025

1047125	Aqua-Aerobic Systems	SBR SCADA Upgrade	\$	36,887.00
25-009349	Badger Laboratories	Total Phosphorous Testing- WWTP	\$	300.00
25-010359	Badger Laboratories	Total Phosphorous Testing- WWTP	\$	180.00
9010317659	Clean Water Testing	Coliform Bacteria Test	\$	57.00
9508562064	Grainger	Jaw Coupling Insert- Supplies- Water	\$	70.03
032914	InSource Solutions	Win-911 Solutions Support	\$	1,000.00
29258	Martelle Water Treatment	Lab Materials- WWTP	\$	1,109.98
0177991-IN	Midwest Meter	3/4" Meters & Bases (100)	\$	37,900.00
WI25-04-113	Water Well Solutions Wisconsin LLC	Porta-Tower System	\$	7,400.00
			Grand Total	\$ 84,904.01

O-2-25

VILLAGE OF HORTONVILLE

Outagamie County, Wisconsin

**AN ORDINANCE AMENDING SECTIONS 8-27 THRU 8-34 TO CREATE A RETAIL
“CLASS C” LIQUOR LICENSE**

WHEREAS, the Village Board of Trustees of the Village of Hortonville, Outagamie County, Wisconsin, has the authority to regulate liquor licensing within the Village of Hortonville;

WHEREAS, the Village Board is authorized under Wis. Stat. §125.51 to issue Retail “Class C” liquor licenses which authorizes the retail sale of wine by the glass or in an opened original container for consumption on the premises where sold;

NOW, THEREFORE, the Village Board of the Village of Hortonville does ordain, amend, and rescind as follows:

Sec. 8-27. - Classes of licenses and fees.

There shall be the following classes and denominations of licenses which, when issued by the clerk-treasurer under the authority of the village board, shall authorize the licensee to sell, deal or traffic in intoxicating liquor or fermented malt beverages as provided in Wis. Stats. ch. 125. Except as otherwise provided in this article, the full license fee shall be charged for the whole or fraction of any year.

- (1) Class "A" fermented malt beverage retailer's license.
- (2) Class "B" fermented malt beverage retailer's license. A Class "B" license may be issued at any time for six months in any calendar year for 50 percent of the annual license fee. The license may not be renewed during the calendar year in which issued. This license class includes picnic and club licenses.
- (3) Wholesaler's fermented malt beverage license.
- (4) Retail "Class A" liquor license.
- (5) Retail "Class B" liquor license. A retail "Class B" liquor license shall permit its holder to sell liquor in original packages or containers in multiples not to exceed four liters at any one time to be consumed off the licensed premises. A license in this class may be issued after July 1 in any license year which shall expire on the following June 30. The fee for the license shall be prorated according to the number of months or fraction thereof remaining until the following June 30.

- (6) Retail “Class C” license. A retail “Class C” license authorizes the retail sale of wine by the glass or in an opened original container for consumption on the premises where sold. The sale of alcoholic beverages must account for less than fifty percent (50%) of all gross receipts of the licensed premises. The annual fee for a “Class C” license shall be \$100.00. All other provisions of Wis. Stat. § 125.51 are hereby adopted.
- (7) Operator's license. Operator's licenses may be granted to individuals by the village clerk-treasurer for the purposes of complying with Wis. Stats. §§ 125.32(2) and 125.68(2). In addition:
- a. Operator's licenses may be issued only on application on forms provided by the clerk-treasurer. Operator's licenses may be issued only to persons who comply with the provisions of Wis. Stats. § 125.17(6).
 - b. A temporary operator's license may be issued for a period of one to 14 days only to operators employed by or donating their services to nonprofit corporations. No person may hold more than two licenses of this kind per year. The period for which the license is valid shall be stated on the license. The fee for a temporary operator's license shall be \$10.00.
 - c. The village clerk-treasurer shall have the authority to issue a provisional license to a person who has applied for an operator's license other than those persons who have been denied an operator's license by the village board, provided that the person's application for an operator's license has been verified for its truthfulness and, further, provided that the applicant is enrolled in a training course as provided under Wis. Stats. § 125.17(6)(b).
 - d. The fee for a provisional license shall be set by the village board and the license shall expire 60 days after issuance or when an operator's license is granted, whichever is sooner.
 - e. False statements on the application constitute cause for not issuing the provisional license or for revocation of the provisional license.

Sec. 8-29. - License restrictions.

- (a) Statutory requirements. "Class B" Class "B", and “Class C” licenses shall be issued only to persons eligible therefor under Wis. Stats. §§ 125.04 and 125.33(3)(b).
- (b) Location.
 - (1) No retail "Class B" or Class "B" license shall be issued for premises the main entrance of which is less than 300 feet from the main entrance of any established public school, parochial school, hospital or church. Such distance shall be measured by the shortest route along the highway from the closest point of the main entrance of such school, church or hospital to the main entrance to such premises.

- (2) This subsection (b) shall not apply to premises licensed as such on June 30, 1947, nor shall it apply to any premises licensed as such prior to the occupation of real property within 300 feet thereof by any school, hospital or church building.
- (c) Violators of liquor or beer laws or ordinances. No retail "Class B", Class "B", or "Class C" license shall be issued to any person who has been convicted of a violation of any federal or state liquor or fermented malt beverage law or the provisions of this article or whose license has been revoked under Wis. Stats. § 125.12, during one year prior to such application. A conviction of a member of a partnership or the partnership itself shall make the partnership or any member thereof ineligible for such license for one year.
- (d) Health and sanitation requirements. No retail "Class B", Class "B", or "Class C" license shall be issued for any premises which does not conform to the sanitary, safety and health requirements of the state department of safety and professional services pertaining to buildings and plumbing, to the rules and regulations of the state department of health and social services applicable to restaurants and to all such ordinances and regulations adopted by the village.
- (e) License quota. The number of persons and places that may be granted a retail Class "B" liquor license under this article is limited as provided in Wis. Stats. § 125.51(4).
- (f) Limitations on other business. No Class "B" license may be granted for any premises where any other business is conducted in connection with the premises, except that this restriction does not apply if the premises for which the Class "B" license is issued is connected to premises where any other business is conducted by a secondary doorway which serves as a safety exit and is not the primary entrance to the Class "B" premises. No other business may be conducted on a premises operating under a Class "B" license. These restrictions do not apply to any of the following:
- (1) A hotel.
 - (2) A restaurant, whether or not it is a part of or located in any mercantile establishment.
 - (3) A combination grocery store and tavern.
 - (4) A combination sporting goods store and tavern in towns, villages and fourth class cities.
 - (5) A combination novelty store and tavern.
 - (6) A bowling alley or recreation premises.
 - (7) A club, society or lodge that has been in existence for six months or more prior to the date of filing application for the Class "B" license.
- (g) Corporations. No corporation organized under the laws of the state or of any other state or foreign country may be issued any alcohol beverage license unless such corporation meets the requirements of Wis. Stats. § 125.04(6).

- (h) Age requirement. Operator's licenses may be issued to applicants who have attained the age of 18 years.
- (i) Effect of revocation of license. Whenever any license has been revoked, at least 12 months shall elapse before another license shall be granted to the person whose license was revoked.
- (j) Delinquent taxes, assessments and claims. No license shall be granted or renewed for any premises for which taxes, assessments or other claims of the village are delinquent and unpaid, or to any person delinquent in payment of such claims to the village.
- (k) Issuance for sales in dwellings prohibited. No license shall be issued to any person for the purpose of possessing, selling or offering for sale any intoxicating liquor or fermented malt beverages in any dwelling house, flat or residential apartment.

Sec. 8-33. - Operation and premises regulations.

- (a) *Gambling and disorderly conduct prohibited.* Each licensed premises shall be conducted in an orderly manner; and no disorderly, riotous or indecent conduct or gambling shall be allowed at any time on any licensed premises.
- (b) *Employment of underage persons.* No retail "Class B", Class "B", or "Class C" licensee shall employ any person under the legal drinking age who does not have a valid operator's license to sell, serve or dispense any alcohol beverage.
- (c) *Sales by clubs.* No club shall sell intoxicating liquors or fermented malt beverages except to members and guests invited by members.
- (d) *Safety and sanitation requirements.* Each licensed premises shall be maintained and conducted in a sanitary manner and shall be a safe and proper place for the purpose for which used.
- (e) *Separate area required.* Any retail outlet for intoxicating liquor located in the village which is licensed as "Class A", Class "A", or a "Class C" retail and is not a liquor store per se shall store and display its stock of intoxicating liquors in a separate area of the business establishment. The fact that it is the area for the storing and displaying of the intoxicating liquor shall be plainly marked for all customers to view. The area shall be capable of being cordoned off at all times other than during the hours that the business establishment is authorized to sell alcohol beverages.
- (f) *Checkout personnel.* The business establishment must have checkout personnel on hand between 8:00 a.m. and 9:00 p.m. to ensure that no intoxicating liquor is sold to underage or intoxicated customers.

Sec. 8-34. - Closing hours.

No premises for which a wholesale or retail liquor or fermented malt beverage license has been issued shall remain open for the sale of liquor:

- (1) If a wholesale license, between 5:00 p.m. and 8:00 a.m. except on Saturday when the closing hour shall be 9:00 p.m.
- (2) If a retail Class "A", "Class A", or "Class C" license premises may remain open for the conduct of their regular business, but may not sell intoxicating liquor between 9:00 p.m. and 8:00 a.m. and may not sell fermented malt beverages between 12:00 midnight and 8:00 a.m.
- (3) If a retail Class "A", "Class A", or "Class C" license, between 2:00 a.m. and 6:00 a.m. weekdays and 2:30 a.m. and 6:00 a.m. Saturdays and Sundays. On January 1, Class "A", "Class A", or "Class C" premises shall not be required to close. No package, container or bottle sales may be made after 12:00 midnight.
- (4) Hotels and restaurants whose principal business is the furnishing of food or lodging to patrons, bowling alleys, golf courses and the like may remain open for the conduct of their regular business, but no intoxicating liquors or fermented malt beverages shall be sold during prohibited hours.

EFFECTIVE DATE

This ordinance and amendments shall take effect the day after passage and publication as provided by law.

Adopted and passed this _____ day of _____, 2025.

VILLAGE BOARD OF HORTONVILLE

BY: _____

Jeanne Bellile, Village Board President

ATTEST: _____

Jane Booth, Village Clerk-Treasurer

Sec. 8-27. - Classes of licenses and fees.

There shall be the following classes and denominations of licenses which, when issued by the clerk-treasurer under the authority of the village board, shall authorize the licensee to sell, deal or traffic in intoxicating liquor or fermented malt beverages as provided in Wis. Stats. ch. 125. Except as otherwise provided in this article, the full license fee shall be charged for the whole or fraction of any year.

- (8) Class "A" fermented malt beverage retailer's license.
- (9) Class "B" fermented malt beverage retailer's license. A Class "B" license may be issued at any time for six months in any calendar year for 50 percent of the annual license fee. The license may not be renewed during the calendar year in which issued. This license class includes picnic and club licenses.
- (10) Wholesaler's fermented malt beverage license.
- (11) Retail "Class A" liquor license.
- (12) Retail "Class B" liquor license. A retail "Class B" liquor license shall permit its holder to sell liquor in original packages or containers in multiples not to exceed four liters at any one time to be consumed off the licensed premises. A license in this class may be issued after July 1 in any license year which shall expire on the following June 30. The fee for the license shall be prorated according to the number of months or fraction thereof remaining until the following June 30.
- (13) Retail "Class C" license. A retail "Class C" license authorizes the retail sale of wine by the glass or in an opened original container for consumption on the premises where sold. The sale of alcoholic beverages must account for less than fifty percent (50%) of all gross receipts of the licensed premises. The annual fee for a "Class C" license shall be \$100.00. All other provisions of Wis. Stat. § 125.51 are hereby adopted.
- (14) ~~(6)~~ Operator's license. Operator's licenses may be granted to individuals by the village clerk-treasurer for the purposes of complying with Wis. Stats. §§ 125.32(2) and 125.68(2). In addition:
 - a. Operator's licenses may be issued only on application on forms provided by the clerk-treasurer. Operator's licenses may be issued only to persons who comply with the provisions of Wis. Stats. § 125.17(6).
 - b. A temporary operator's license may be issued for a period of one to 14 days only to operators employed by or donating their services to nonprofit corporations. No person may hold more than two licenses of this kind per year. The period for which the license is valid shall be stated on the license. The fee for a temporary operator's license shall be \$10.00.

- c. The village clerk-treasurer shall have the authority to issue a provisional license to a person who has applied for an operator's license other than those persons who have been denied an operator's license by the village board, provided that the person's application for an operator's license has been verified for its truthfulness and, further, provided that the applicant is enrolled in a training course as provided under Wis. Stats. § 125.17(6)(b).
- d. The fee for a provisional license shall be set by the village board and the license shall expire 60 days after issuance or when an operator's license is granted, whichever is sooner.
- e. False statements on the application constitute cause for not issuing the provisional license or for revocation of the provisional license.

Sec. 8-29. - License restrictions.

- (l) Statutory requirements. "Class B", ~~and~~ Class "B", and "Class C" licenses shall be issued only to persons eligible therefor under Wis. Stats. §§ 125.04 and 125.33(3)(b).

(m) Location.

- (3) No retail "Class B" or Class "B" license shall be issued for premises the main entrance of which is less than 300 feet from the main entrance of any established public school, parochial school, hospital or church. Such distance shall be measured by the shortest route along the highway from the closest point of the main entrance of such school, church or hospital to the main entrance to such premises.
- (4) This subsection (b) shall not apply to premises licensed as such on June 30, 1947, nor shall it apply to any premises licensed as such prior to the occupation of real property within 300 feet thereof by any school, hospital or church building.
- (n) Violators of liquor or beer laws or ordinances. No retail "Class B", ~~or~~ Class "B", or "Class C" license shall be issued to any person who has been convicted of a violation of any federal or state liquor or fermented malt beverage law or the provisions of this article or whose license has been revoked under Wis. Stats. § 125.12, during one year prior to such application. A conviction of a member of a partnership or the partnership itself shall make the partnership or any member thereof ineligible for such license for one year.
- (o) Health and sanitation requirements. No retail "Class B", ~~or~~ Class "B", or "Class C" license shall be issued for any premises which does not conform to the sanitary, safety and health requirements of the state department of safety and professional services pertaining to buildings and plumbing, to the rules and regulations of the state department of health and social services applicable to restaurants and to all such ordinances and regulations adopted by the village.

- (p) License quota. The number of persons and places that may be granted a retail Class "B" liquor license under this article is limited as provided in Wis. Stats. § 125.51(4).
- (q) Limitations on other business. No Class "B" license may be granted for any premises where any other business is conducted in connection with the premises, except that this restriction does not apply if the premises for which the Class "B" license is issued is connected to premises where any other business is conducted by a secondary doorway which serves as a safety exit and is not the primary entrance to the Class "B" premises. No other business may be conducted on a premises operating under a Class "B" license. These restrictions do not apply to any of the following:
- (8) A hotel.
 - (9) A restaurant, whether or not it is a part of or located in any mercantile establishment.
 - (10) A combination grocery store and tavern.
 - (11) A combination sporting goods store and tavern in towns, villages and fourth class cities.
 - (12) A combination novelty store and tavern.
 - (13) A bowling alley or recreation premises.
 - (14) A club, society or lodge that has been in existence for six months or more prior to the date of filing application for the Class "B" license.
- (r) Corporations. No corporation organized under the laws of the state or of any other state or foreign country may be issued any alcohol beverage license unless such corporation meets the requirements of Wis. Stats. § 125.04(6).
- (s) Age requirement. Operator's licenses may be issued to applicants who have attained the age of 18 years.
- (t) Effect of revocation of license. Whenever any license has been revoked, at least 12 months shall elapse before another license shall be granted to the person whose license was revoked.
- (u) Delinquent taxes, assessments and claims. No license shall be granted or renewed for any premises for which taxes, assessments or other claims of the village are delinquent and unpaid, or to any person delinquent in payment of such claims to the village.
- (v) Issuance for sales in dwellings prohibited. No license shall be issued to any person for the purpose of possessing, selling or offering for sale any intoxicating liquor or fermented malt beverages in any dwelling house, flat or residential apartment.

Sec. 8-33. - Operation and premises regulations.

- (g) *Gambling and disorderly conduct prohibited.* Each licensed premises shall be conducted in an orderly manner; and no disorderly, riotous or indecent conduct or gambling shall be allowed at any time on any licensed premises.

- (h) *Employment of underage persons.* No retail "Class B", ~~or~~ Class "B", or "Class C" licensee shall employ any person under the legal drinking age who does not have a valid operator's license to sell, serve or dispense any alcohol beverage.
- (i) *Sales by clubs.* No club shall sell intoxicating liquors or fermented malt beverages except to members and guests invited by members.
- (j) *Safety and sanitation requirements.* Each licensed premises shall be maintained and conducted in a sanitary manner and shall be a safe and proper place for the purpose for which used.
- (k) *Separate area required.* Any retail outlet for intoxicating liquor located in the village which is licensed as "Class A", ~~or~~ Class "A", or a "Class C" retail and is not a liquor store per se shall store and display its stock of intoxicating liquors in a separate area of the business establishment. The fact that it is the area for the storing and displaying of the intoxicating liquor shall be plainly marked for all customers to view. The area shall be capable of being cordoned off at all times other than during the hours that the business establishment is authorized to sell alcohol beverages.
- (l) *Checkout personnel.* The business establishment must have checkout personnel on hand between 8:00 a.m. and 9:00 p.m. to ensure that no intoxicating liquor is sold to underage or intoxicated customers.

Sec. 8-34. - Closing hours.

No premises for which a wholesale or retail liquor or fermented malt beverage license has been issued shall remain open for the sale of liquor:

- (5) If a wholesale license, between 5:00 p.m. and 8:00 a.m. except on Saturday when the closing hour shall be 9:00 p.m.
- (6) If a retail Class "A", ~~or~~ "Class A", or "Class C" license premises may remain open for the conduct of their regular business, but may not sell intoxicating liquor between 9:00 p.m. and 8:00 a.m. and may not sell fermented malt beverages between 12:00 midnight and 8:00 a.m.
- (7) If a retail Class "A", ~~or~~ "Class A", or "Class C" license, between 2:00 a.m. and 6:00 a.m. weekdays and 2:30 a.m. and 6:00 a.m. Saturdays and Sundays. On January 1, Class "A", ~~or~~ "Class A", or "Class C" premises shall not be required to close. No package, container or bottle sales may be made after 12:00 midnight.
- (8) Hotels and restaurants whose principal business is the furnishing of food or lodging to patrons, bowling alleys, golf courses and the like may remain open for the conduct of their regular business, but no intoxicating liquors or fermented malt beverages shall be sold during prohibited hours.

Vinton Construction Company PO Box 137 Two Rivers, WI 54241				Contractor's Application for Payment No. 3	
To Village of Hortonville (Owner):		From (Contractor): Vinton Construction Company PO Box 137 Two Rivers, WI 54241		Application Date: 5/30/2025 Via (Engineer): Blake Theison, Katie MacDonald, Parkitecture + Planning	
Project: Alonzo Park Playscape		Contract: Alonzo Park Playscape			
Owner's Contract No.:		Contractor's Project No.: 24111		Engineer's Project No.:	

Approved Change Orders		
Number	Additions	Deductions
1	\$412.16	
2	\$16,984.00	
3	\$8,331.75	
TOTALS	\$25,727.91	
NET CHANGE BY CHANGE ORDERS	\$25,727.91	

1. ORIGINAL CONTRACT PRICE.....	\$ 924,278.55
2. Net change by Change Orders.....	\$ 25,727.91
3. Current Contract Price (Line 1 ± 2).....	\$ 950,006.46
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....	\$ 946,670.46
5. RETAINAGE:	
a. 2.5% X 950,006.46 Work Completed.....	\$ 23,750.16
b. X Stored Material.....	\$
c. Total Retainage (Line 5.a + Line 5.b).....	\$ 23,750.16
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 922,920.30
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ 627,151.89
8. AMOUNT DUE THIS APPLICATION.....	\$ 295,768.41

Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.	
Contractor Signature By:  Date: 5/30/2025	

Payment of:	\$	295,768.41
		(Line 8 or other - attach explanation of the other amount)
is recommended by:		APPROVED <i>By Blake Theisen at 12:40 pm, May 30, 2025</i>
		(Engineer) (Date)
Payment of:	\$	
		(Line 8 or other - attach explanation of the other amount)
is approved by:		
		(Owner) (Date)
Approved by:		
		Funding or Financing Entity (if applicable) (Date)

Unit Cost Breakdown

Project: Hortonville Alonzo Park Playscape

Page 1 of 1

Contractor: Vinton Construction Company

Application Date: 05/30/25

Payment Application #: 3

VCC Job# 24111

ITEM NO.	DESCRIPTION OF WORK	Scheduled-				Work Completed				Total Completed/Stored		Scheduled Vs.	Percent Complete
		Quantity	UOM	Unit Price	Amount	Previous Request		This Request		To Date		Actual	
						Quantity	Amount	Quantity	Amount	Quantity	Amount	Add(Deduct)	
1	Mobilization	1.00	LS	\$ 29,700.00	\$ 29,700.00	0.75	\$ 22,275.00	0.25	\$ 7,425.00	1.00	\$ 29,700.00	\$ -	100.0%
2	Erosion Control	1.00	LS	\$ 8,000.00	\$ 8,000.00	1.00	\$ 8,000.00	-	\$ -	1.00	\$ 8,000.00	\$ -	100.0%
3	Demolition	1.00	LS	\$ 2,500.00	\$ 2,500.00	1.00	\$ 2,500.00	-	\$ -	1.00	\$ 2,500.00	\$ -	100.0%
4	Earthwork	1.00	LS	\$ 40,000.00	\$ 40,000.00	1.00	\$ 40,000.00	-	\$ -	1.00	\$ 40,000.00	\$ -	100.0%
5	Undercut Allowance	1.00	AL	\$ 10,000.00	\$ 10,000.00	-	\$ -	-	\$ -	-	\$ -	\$ 10,000.00	0.0%
6	Dense Graded Basecourse	1,117.00	TON	\$ 29.75	\$ 33,230.75	1,281.00	\$ 38,109.75	60.00	\$ 1,785.00	1,341.00	\$ 39,894.75	\$ (6,664.00)	120.1%
7	Concrete Pavement - 4"	4,661.00	SF	\$ 8.20	\$ 38,220.20	4,300.00	\$ 35,260.00	361.00	\$ 2,960.20	4,661.00	\$ 38,220.20	\$ -	100.0%
8	Concrete Pavement - 4" Thickened	1,516.00	SF	\$ 9.20	\$ 13,947.20	1,516.00	\$ 13,947.20	-	\$ -	1,516.00	\$ 13,947.20	\$ -	100.0%
9	Concrete Pavement - 6" Reinforced	1,150.00	SF	\$ 10.20	\$ 11,730.00	1,150.00	\$ 11,730.00	-	\$ -	1,150.00	\$ 11,730.00	\$ -	100.0%
10	Concrete Pavement - 6" Reinforced Colored	2,374.00	SF	\$ 18.00	\$ 42,732.00	2,374.00	\$ 42,732.00	-	\$ -	2,374.00	\$ 42,732.00	\$ -	100.0%
11	Concrete Curbing	173.00	LF	\$ 52.50	\$ 9,082.50	173.00	\$ 9,082.50	-	\$ -	173.00	\$ 9,082.50	\$ -	100.0%
12	4" Storm Sewer	162.00	LF	\$ 39.30	\$ 6,366.60	162.00	\$ 6,366.60	-	\$ -	162.00	\$ 6,366.60	\$ -	100.0%
13	8" Storm Sewer	199.00	LF	\$ 58.70	\$ 11,681.30	199.00	\$ 11,681.30	-	\$ -	199.00	\$ 11,681.30	\$ -	100.0%
14	36" Storm Structure	1.00	EA	\$ 4,315.00	\$ 4,315.00	1.00	\$ 4,315.00	-	\$ -	1.00	\$ 4,315.00	\$ -	100.0%
15	Yard Inlet	2.00	EA	\$ 1,800.00	\$ 3,600.00	2.00	\$ 3,600.00	-	\$ -	2.00	\$ 3,600.00	\$ -	100.0%
16	4" Underdrain	386.00	LF	\$ 36.00	\$ 13,896.00	386.00	\$ 13,896.00	-	\$ -	386.00	\$ 13,896.00	\$ -	100.0%
17	Water Lateral - 4"	1.00	LS	\$ 12,425.00	\$ 12,425.00	1.00	\$ 12,425.00	-	\$ -	1.00	\$ 12,425.00	\$ -	100.0%
18	Water Service Connection and Fittings	1.00	LS	\$ 18,745.00	\$ 18,745.00	1.00	\$ 18,745.00	-	\$ -	1.00	\$ 18,745.00	\$ -	100.0%
19	Electric Service	1.00	LS	\$ 8,350.00	\$ 8,350.00	1.00	\$ 8,350.00	-	\$ -	1.00	\$ 8,350.00	\$ -	100.0%
20	Light Type A	3.00	EA	\$ 2,537.00	\$ 7,611.00	3.00	\$ 7,611.00	-	\$ -	3.00	\$ 7,611.00	\$ -	100.0%
21	Light Type B	1.00	EA	\$ 1,154.00	\$ 1,154.00	1.00	\$ 1,154.00	-	\$ -	1.00	\$ 1,154.00	\$ -	100.0%
22	Shade Structures	4.00	EA	\$ 7,250.00	\$ 29,000.00	2.00	\$ 14,500.00	2.00	\$ 14,500.00	4.00	\$ 29,000.00	\$ -	100.0%
23	Lawn Restoration	1.00	LS	\$ 24,300.00	\$ 24,300.00	-	\$ -	1.00	\$ 24,300.00	1.00	\$ 24,300.00	\$ -	100.0%
24	Trees - Deciduous	13.00	EA	\$ 775.00	\$ 10,075.00	-	\$ -	13.00	\$ 10,075.00	13.00	\$ 10,075.00	\$ -	100.0%
25	Trees - Ornamental	6.00	EA	\$ 775.00	\$ 4,650.00	-	\$ -	6.00	\$ 4,650.00	6.00	\$ 4,650.00	\$ -	100.0%
26	Trees - Evergreen	4.00	EA	\$ 500.00	\$ 2,000.00	-	\$ -	4.00	\$ 2,000.00	4.00	\$ 2,000.00	\$ -	100.0%
27	Splashpad Equipment and Plumbing Installation	1.00	LS	\$152,800.00	\$ 152,800.00	0.90	\$137,520.00	0.10	\$ 15,280.00	1.00	\$ 152,800.00	\$ -	100.0%
28	Splashpad Rules Sign	1.00	LS	\$ 1,250.00	\$ 1,250.00	-	\$ -	1.00	\$ 1,250.00	1.00	\$ 1,250.00	\$ -	100.0%
29	Playground Equipment Installation	1.00	LS	\$317,017.00	\$ 317,017.00	0.50	\$158,508.50	0.50	\$158,508.50	1.00	\$ 317,017.00	\$ -	100.0%
30	Open Air Shelter	1.00	LS	\$ 55,900.00	\$ 55,900.00	0.50	\$ 27,950.00	0.50	\$ 27,950.00	1.00	\$ 55,900.00	\$ -	100.0%
Change Orders													
1.0	Install 120V 20Amp Outlet for Sump Pump	1.00	LS	\$ 412.16	\$ 412.16	-	\$ -	1.00	\$ 412.16	1.00	\$ 412.16	\$ -	100.0%
2.0	Shed with Concrete Slab	1.00	LS	\$ 16,984.00	\$ 16,984.00	-	\$ -	1.00	\$ 16,984.00	1.00	\$ 16,984.00	\$ -	100.0%
3.0	3" Back Flow Preventer	1.00	LS.	\$ 8,331.75	\$ 8,331.75	-	\$ -	1.00	\$ 8,331.75	1.00	\$ 8,331.75	\$ -	100.0%
	Total:				\$ 950,006.46		\$650,258.85		\$296,411.61		\$ 946,670.46	\$ 3,336.00	
	Less: 5% Retainage (1st 50% of contract)						\$ 23,106.96		\$ 643.20		\$ 23,750.16		
	Total:						\$627,151.89		\$295,768.41		\$ 922,920.30		
	Amount Previously Paid						\$627,151.89		\$ -		\$ 627,151.89		
	Amount DueThis Request								\$295,768.41		\$ 295,768.41		

Compliance Maintenance Annual Report

Hortonville Wastewater Treatment Facility

Last Updated: Reporting For:

5/20/2025

2024

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	0.2450	x	239	x	8.34	=	489
February	0.2562	x	206	x	8.34	=	440
March	0.2345	x	213	x	8.34	=	417
April	0.3561	x	201	x	8.34	=	596
May	0.3572	x	168	x	8.34	=	501
June	0.4370	x	150	x	8.34	=	547
July	0.5590	x	142	x	8.34	=	661
August	0.3741	x	164	x	8.34	=	512
September	0.2780	x	210	x	8.34	=	486
October	0.2443	x	211	x	8.34	=	430
November	0.3279	x	190	x	8.34	=	519
December	0.2821	x	231	x	8.34	=	544

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	.8	x	90	=	0.72
		x	100	=	.8
Design BOD, lbs/day	905	x	90	=	814.5
		x	100	=	905

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

Compliance Maintenance Annual Report

Hortonville Wastewater Treatment Facility

Last Updated: Reporting For:

5/20/2025

2024

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

- ☒ Yes Enter last calibration date (MM/DD/YYYY)

2025-08-26

☐ No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

☒ Yes

☐ No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

☐ Yes

☒ No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks

Holding Tanks

Grease Traps

☐ Yes

☐ Yes

☐ Yes

☒ No

☒ No

☒ No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

☐ Yes

gallons

☒ No

Holding Tanks

☐ Yes

gallons

☒ No

Grease Traps

☐ Yes

gallons

☒ No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

☐ Yes

☒ No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

Compliance Maintenance Annual Report

Hortonville Wastewater Treatment Facility

Last Updated: Reporting For:
5/20/2025 **2024**

☐ Yes ☒ No If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.	
--	--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Hortonville Wastewater Treatment Facility

Last Updated: Reporting For:

5/20/2025

2024

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	5	1	0	0
February	30	27	23	1	0	0
March	30	27	20	1	0	0
April	30	27	4	1	0	0
May	30	27	5	1	0	0
June	30	27	3	1	0	0
July	30	27	3	1	0	0
August	30	27	2	1	0	0
September	30	27	2	1	0	0
October	30	27	2	1	0	0
November	30	27	2	1	0	0
December	30	27	3	1	0	0

* Equals limit if limit is ≤ 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

n/a

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

- ☒ Yes Enter last calibration date (MM/DD/YYYY)

2025-08-26

☐ No

If No, please explain:

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

n/a

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

☐ Yes

☒ No

Compliance Maintenance Annual Report

Hortonville Wastewater Treatment Facility

Last Updated: Reporting For:
5/20/2025 2024

If Yes, please explain: 4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test? ☐ Yes ☒ No If Yes, please explain: 4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity? ☐ Yes ☐ No ☒ N/A Please explain unless not applicable:	
--	--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Hortonville Wastewater Treatment Facility

Last Updated: Reporting For:
5/20/2025 **2024**

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	5	1	0	0
February	30	27	9	1	0	0
March	30	27	9	1	0	0
April	30	27	5	1	0	0
May	30	27	7	1	0	0
June	30	27	2	1	0	0
July	30	27	2	1	0	0
August	30	27	2	1	0	0
September	30	27	2	1	0	0
October	30	27	2	1	0	0
November	30	27	2	1	0	0
December	30	27	3	1	0	0
* Equals limit if limit is <= 10						
Months of Discharge/yr				12		
Points per each exceedance with 12 months of discharge:					7	3
Exceedances					0	0
Points					0	0
Total Number of Points						0
NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0						
1.2 If any violations occurred, what action was taken to regain compliance?						
n/a						

0

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.203	1	0
February	1	0.484	1	0
March	1	0.467	1	0
April	1	0.138	1	0
May	1	0.222	1	0
June	1	0.190	1	0
July	1	0.139	1	0
August	1	0.233	1	0
September	1	0.258	1	0
October	1	0.211	1	0
November	1	0.207	1	0
December	1	0.258	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.
Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

1.2 If any violations occurred, what action was taken to regain compliance?

n/a

0

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

☐ Land applied under your permit

☐ Publicly Distributed Exceptional Quality Biosolids

☐ Hauled to another permitted facility

☒ Landfilled

☐ Incinerated

☐ Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 002 - Liquid Sludge

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75											<13			0	0
Cadmium		39	85											.698			0	0
Copper		1500	4300											1059			0	0
Lead		300	840											270			0	0
Mercury		17	57											<.676			0	0
Molybdenum	60		75											12		0		0
Nickel	336		420											56		0		0
Selenium	80		100											<18		0		0
Zinc		2800	7500											631			0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

☒ 0 (0 Points)

☐ 1-2 (10 Points)

☐ > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

☐ Yes

☐ No (10 points)

☒ N/A - Did not exceed limits or no HQ limit applies (0 points)

☐ N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

☒ 0 (0 Points)

☐ 1 (10 Points)

☐ > 1 (15 Points)

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

☐ Yes (20 Points)

☒ No (0 Points)

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3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken?
Has the source of the metals been identified?

n/a

0

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2024 - 12/31/2024
Density:	23,700
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Aerobic Digestion
Process Description:	after aerobic digestion, sludge is pumped to a storage tank

0

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.

4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?

☐ Yes (40 Points)

☒ No

If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	002
Method Date:	12/31/2024
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

0

5.2 Was the limit exceeded or the process criteria not met at the time of land application?

☐ Yes (40 Points)

☒ No

If yes, what action was taken?

6. Biosolids Storage

6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?

☒ >= 180 days (0 Points)

☐ 150 - 179 days (10 Points)

☐ 120 - 149 days (20 Points)

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o 90 - 119 days (30 Points) o < 90 days (40 Points) o N/A (0 Points) 6.2 If you checked N/A above, explain why.	0
7. Issues 7.1 Describe any outstanding biosolids issues with treatment, use or overall management: n/a	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing 1.1 Was your wastewater treatment plant adequately staffed last year? ● Yes ○ No If No, please explain: Could use more help/staff for: 1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping? ● Yes ○ No If No, please explain:	
2. Preventative Maintenance 2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items? ● Yes (Continue with question 2) ☐☐ ○ No (40 points)☐☐ If No, please explain, then go to question 3: 2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment? ● Yes ○ No (10 points) 2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly? ● Yes ● Paper file system ○ Computer system ○ Both paper and computer system ○ No (10 points)	0
3. O&M Manual 3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed? ● Yes ○ No	
4. Overall Maintenance /Repairs 4.1 Rate the overall maintenance of your wastewater plant. ○ Excellent ● Very good ○ Good ○ Fair ○ Poor Describe your rating:	

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The Hortonville WWTP ensures that proper preventative maintenance is completed to ensure the longevity of the equipment.	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name:

SEAN B KUSKE

Certification No:

38614

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Basic	OIT	Basic	Advanced
A1	Suspended Growth Processes	X		X	
A2	Attached Growth Processes				
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X		X	
C	Biological Solids/Sludges	X		X	
P	Total Phosphorus	X		X	
N	Total Nitrogen				
D	Disinfection	X		X	
L	Laboratory	X		X	
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	X	NA

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)

- Yes (0 points)
- No (20 points)

2.3 For wastewater treatment facilities with a registered or certified laboratory, is at least one operator that works in the laboratory certified at the basic level in the laboratory (L) subclass?

- Yes
- No
- N/A – Wastewater treatment facility does not have a registered or certified laboratory

2.4 For wastewater treatment facilities that own and operate a sanitary sewage collection system, has at least one operator been designated the OIC for sanitary sewage collection system and certified at the basic level in the sanitary sewage collection system (SS) subclass?

- Yes
- No
- N/A – Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- ☒ One or more additional certified operators on staff

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☐ An arrangement with another certified operator ☐ An arrangement with another community with a certified operator ☐ An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year ☐ A consultant to serve as your certified operator ☐ None of the above (20 points) If "None of the above" is selected, please explain:	0
4. Continuing Education Credits 4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: ● Averaging 6 or more CECs per year. ○ Averaging less than 6 CECs per year. Advanced Certification: ○ Averaging 8 or more CECs per year. ○ Averaging less than 8 CECs per year.	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Financial Management

1. Provider of Financial Information			
Name:	Village of Hortonville		
Telephone:	920-779-6011	(XXX) XXX-XXXX	
E-Mail Address (optional):	dpw@vohortonville.com		
2. Treatment Works Operating Revenues			
2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?			
● Yes (0 points) ☐			
○ No (40 points)			
If No, please explain:			
2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?			
Year: 2025			0
● 0-2 years ago (0 points) ☐			
○ 3 or more years ago (20 points) ☐			
○ N/A (private facility)			
2.3 Did you have a special account (e.g., CWWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?			
● Yes (0 points)			
○ No (40 points)			
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]			
3. Equipment Replacement Funds			
3.1 When was the Equipment Replacement Fund last reviewed and/or revised?			
Year: 2025			
● 1-2 years ago (0 points) ☐			
○ 3 or more years ago (20 points) ☐			
○ N/A			
If N/A, please explain:			
3.2 Equipment Replacement Fund Activity			
3.2.1 Ending Balance Reported on Last Year's CMAR		\$	650,248.79
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)		+	\$ 40,262.55
3.2.3 Adjusted January 1st Beginning Balance			\$ 690,511.34
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)		+	\$ 0.00

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)		-	\$	0.00
3.2.6 Ending Balance as of December 31st for CMAR Reporting Year			\$	690,511.34
All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.				
3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.				
3.3 What amount should be in your Replacement Fund?		\$	650,000.00	0
Please note: If you had a CWFPP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.				
3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?				
☒ Yes				
☐ No				
If No, please explain.				

4. Future Planning			
4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?			
☒ Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐			
☐ No			
Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Potential phosphorus plant upgrade. Potential digester and SBR tanks.	\$1,250,000	2030

5. Financial Management General Comments	

ENERGY EFFICIENCY AND USE	
6. Collection System	
6.1 Energy Usage	
6.1.1 Enter the monthly energy usage from the different energy sources:	
COLLECTION SYSTEM PUMPAGE: Total Power Consumed	
Number of Municipally Owned Pump/Lift Stations:	3

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	1,467	
February	1,590	
March	1,182	
April	1,159	
May	751	
June	845	
July	1,133	
August	792	
September	670	
October	744	
November	1,286	
December	1,785	
Total	13,404	0
Average	1,117	0

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☐ Self-Priming Pumps
- ☒ Submersible Pumps
- ☐ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

☒ No

☐ Yes

Year:

By Whom:

Describe and Comment:

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6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

looking into new technology to update pumps and equipment

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	52,992	7.60	6,973	15.16	3,496	3,099
February	47,808	7.43	6,434	12.76	3,747	2,116
March	48,096	7.27	6,616	12.93	3,720	1,750
April	60,192	10.68	5,636	17.88	3,366	1,799
May	55,584	11.07	5,021	15.53	3,579	437
June	60,192	13.11	4,591	16.41	3,668	150
July	68,832	17.33	3,972	20.49	3,359	54
August	60,000	11.60	5,172	15.87	3,781	65
September	52,128	8.34	6,250	14.58	3,575	102
October	51,264	7.57	6,772	13.33	3,846	409
November	54,720	9.84	5,561	15.57	3,514	636
December	65,664	8.75	7,504	16.86	3,895	2,324
Total	677,472	120.59		187.37		12,941
Average	56,456	10.05	5,875	15.61	3,629	1,078

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- ☒ Aerobic Digestion
- ☐ Anaerobic Digestion
- ☒ Biological Phosphorus Removal
- ☐ Coarse Bubble Diffusers
- ☒ Dissolved O2 Monitoring and Aeration Control
- ☒ Effluent Pumping
- ☒ Fine Bubble Diffusers
- ☒ Influent Pumping
- ☒ Mechanical Sludge Processing
- ☒ Nitrification
- ☒ SCADA System
- ☒ UV Disinfection
- ☒ Variable Speed Drives
- ☐ Other:

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7.2.2 Comments:

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

Hortonville WWTP will continue to replace outdated equipment for better energy efficient options

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

☒ No

☐ Yes

If Yes, how is the biogas used (Check all that apply):

☐ Flared Off

☐ Building Heat

☐ Process Heat

☐ Generate Electricity

☐ Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

☒ No

☐ Yes

☐ Entire facility

Year:

By Whom:

Describe and Comment:

☐ Part of the facility

Year:

By Whom:

Describe and Comment:

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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- ☒ Yes
- ☐ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- ☒ Yes
- ☐ No (30 points)
- ☐ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- ☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

The goals outlined below contribute to the overall mission and address issues of health and safety, cost-efficient operation and compliance with applicable law.

1. COMPLY WITH THE WPDES permit.
2. Minimize the occurrence of problematic overflows.
3. Improve or maintain system reliability.
4. Maintain asset cost-effectively through a rehabilitation and replacement program based on condition assessment.
5. Provide first-class customer service.
6. Reduce the potential threat to human health from sewer overflows.
7. Provide adequate capacity to convey peak flows.
8. Manage I/I.
9. Protect collection system worker health and safety.
10. Operate a continuous CMOM program.
11. Maintain annual cleaning and inspection programs.
12. Continue cost-efficient operation of the sewer utility

Did you accomplish them?

- ☒ Yes
- ☐ No

If No, explain:

- ☒ Organization [NR 210.23 (4) (b)] ☐ ☐

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☒ Internal and external lines of communication responsibilities
- ☒ Person(s) responsible for reporting overflow events to the department and the public

- ☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Sewer Use Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2016-01-01

Does your sewer use ordinance or other legally binding document address the following:

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☒ Private property inflow and infiltration ☒ New sewer and building sewer design, construction, installation, testing and inspection ☒ Rehabilitated sewer and lift station installation, testing and inspection ☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary ☒ Fat, oil and grease control ☒ Enforcement procedures for sewer use non-compliance ☒ Operation and Maintenance [NR 210.23 (4) (d)] Does your operation and maintenance program and equipment include the following: ☒ Equipment and replacement part inventories ☒ Up-to-date sewer system map ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation ☒ A description of routine operation and maintenance activities (see question 2 below) ☒ Capacity assessment program ☒ Basement back assessment and correction ☒ Regular O&M training ☒ Design and Performance Provisions [NR 210.23 (4) (e)]☐☐ What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property? ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements ☒ Construction, Inspection, and Testing ☐ Others: ☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)]☐☐ Does your emergency response capability include: ☒ Responsible personnel communication procedures ☒ Response order, timing and clean-up ☒ Public notification protocols ☒ Training ☒ Emergency operation protocols and implementation procedures ☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]☐☐ ☒ Special Studies Last Year (check only those that apply): ☒ Infiltration/Inflow (I/I) Analysis ☐ Sewer System Evaluation Survey (SSES) ☐ Sewer Evaluation and Capacity Management Plan (SECAP) ☒ Lift Station Evaluation Report ☐ Others:	0														
2. Operation and Maintenance 2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained. <table><tr><td>Cleaning</td><td> 9 </td><td>% of system/year</td></tr><tr><td>Root removal</td><td> 2 </td><td>% of system/year</td></tr><tr><td>Flow monitoring</td><td> 0 </td><td>% of system/year</td></tr><tr><td>Smoke testing</td><td> 0 </td><td>% of system/year</td></tr><tr><td>Sewer line televising</td><td></td><td></td></tr></table>	Cleaning	9	% of system/year	Root removal	2	% of system/year	Flow monitoring	0	% of system/year	Smoke testing	0	% of system/year	Sewer line televising		
Cleaning	9	% of system/year													
Root removal	2	% of system/year													
Flow monitoring	0	% of system/year													
Smoke testing	0	% of system/year													
Sewer line televising															

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Manhole inspections	9	% of system/year
Lift station O&M	10	% of system/year
Manhole rehabilitation	3	# per L.S./year
Mainline rehabilitation	3	% of manholes rehabbed
Private sewer inspections	3	% of sewer lines rehabbed
Private sewer I/I removal	0	% of system/year
River or water crossings	0	% of private services
	0	% of pipe crossings evaluated or maintained
Please include additional comments about your sanitary sewer collection system below:		
the village of hortonville works towards the goal of cleaning at least 10% of the collection system per year.		
3. Performance Indicators		
3.1 Provide the following collection system and flow information for the past year.		
45.31	Total actual amount of precipitation last year in inches	
32	Annual average precipitation (for your location)	
17.4	Miles of sanitary sewer	
3	Number of lift stations	
0	Number of lift station failures	
0	Number of sewer pipe failures	
2	Number of basement backup occurrences	
0	Number of complaints	
.329	Average daily flow in MGD (if available)	
1.34	Peak monthly flow in MGD (if available)	
	Peak hourly flow in MGD (if available)	
3.2 Performance ratios for the past year:		
0.00	Lift station failures (failures/year)	
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)	
0.00	Sanitary sewer overflows (number/sewer mile/yr)	
0.11	Basement backups (number/sewer mile)	
0.00	Complaints (number/sewer mile)	
4.1	Peaking factor ratio (Peak Monthly:Annual Daily Avg)	
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)	
4. Overflows		

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LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **				
	Date	Location	Cause	Estimated Volume
None reported				
** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.				
5. Infiltration / Inflow (I/I)				
5.1 Was infiltration/inflow (I/I) significant in your community last year?				
☐ Yes				
☒ No				
If Yes, please describe:				
5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?				
☐ Yes				
☒ No				
If Yes, please describe:				
5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:				
n/a				
5.4 What is being done to address infiltration/inflow in your collection system?				
rehab-replace sewer mains and sanitary manholes that are letting in I/I to the plant. educate residents on proper sump pump discharge.				

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Hortonville Wastewater Treatment Facility

Last Updated: Reporting For:
5/20/2025 **2024**

Grading Summary

WPDES No: 0022896

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			32	128
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

Compliance Maintenance Annual Report

Hortonville Wastewater Treatment Facility

Last Updated: Reporting For:
5/20/2025 **2024**

Resolution or Owner's Statement

Name of Governing Body or Owner:	Village of Hortonville
Date of Resolution or Action Taken:	2025-06-05
Resolution Number:	R-11-25
Date of Submittal:	

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):
Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A
(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS
(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)
G.P.A. = 4.00

COMPLIANCE MAINTENANCE RESOLUTION

WHEREAS: The Village of Hortonville informs the Department of Natural Resources

WHEREAS: The Village Board reviewed the Compliance Maintenance Annual Report which is attached to this resolution

WHEREAS: The Village Board set forth the following actions necessary to maintain effluent requirements contained in the WPDES Permit:

Continue to monitor the hydraulic and organic loading to the WWTP.

Financial Management Section: Continue to meet or exceed current contributions into the Equipment Replacement Fund.

NOW BE IT SO RESOLVED: The Village Board will approve the Compliance Maintenance Annual Report for 2024.

Passed by a _____ vote of the Village Board on June 5, 2025

BY THE BOARD

Jeanne Bellile, President

Jane Booth, Clerk

Ayes_____

Nays_____

PROPOSAL

Wolf River Asphalt & Sealcoating Inc.

N5541 Old 54 Rd • Shiocton, WI 54170
Office 920-986-3122 • Fax 920-986-3976 • Nick's Cell 920-241-6778
NickB@wolfriverasphalt.com • WolfRiverAsphalt.com

PROPOSAL SUBMITTED TO Rob Stiles		PHONE 920-585-5023	DATE 5/14/2025
STREET 455 E Main St		JOB NAME New Driveway	
CITY, STATE, ZIP Hortonville, WI 54944		JOB LOCATION Same	
CONTACT Rob	FAX	EMAIL NASCARPOINTLEADER@YAHOO.COM	

We hereby submit specifications and estimates for all labor and materials as specified on plans for:

Asphalt paving to include:

1. Excavate / ~~Mill~~ as required an area of approximately 2,368 sq. ft.
Subbase excavation is extra charge if needed, unless noted below.
2. Fine grade and compact the existing base, to provide a suitable base on which to pave on, an area of approximately 2,368 sq. ft.
3. Place, fine grade and compact any additional crushed aggregate base course as needed on an area of approximately 1/2 load sq. ft. for asphalt paving. *Stone is additional charge if needed. \$35/Ton
4. Lay a 2.5 " compacted average depth asphalt surface course on approximately 2,368 sq. ft.
5. Line striping to be completed and included in the price. ☐ Yes ☒ No

Any permits needed are responsibility of property owner.

All materials meet Wisconsin Department of Transportation Standard Specifications.

NOTICE BY PRIME CONTRACTOR PURSUANT TO SECTION 289.02 (2) (A)

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, BUILDER HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED BUILDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS MORTGAGE LENDER, IF ANY. BUILDER AGREES TO COOPERATE WITH THE OWNER AND HIS LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

We Propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of:

\$ 7,500.00 Balance due upon completion.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized
Signature

Nick Brennan

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal – The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance _____

Signature _____

NOTE: Wolf River Asphalt & Sealcoating reserves the right to refuse to construct a pavement unless minimum grades of 1% are attainable for surface drainage. If the owner directs construction with less than a minimum grade of 1%, it is understood that waterponding may occur and that no warranty attaches to our work as to satisfactory surface drainage. Wolf River Asphalt & Sealcoating is not responsible for the redesigning of plan grades in order to establish a minimum of 1% drainage.

PROPOSAL

Wolf River Asphalt & Sealcoating Inc.

N5541 Old 54 Rd • Shiocton, WI 54170
Office 920-986-3122 • Fax 920-986-3976 • Nick's Cell 920-241-6778
NickB@wolfriverasphalt.com • WolfRiverAsphalt.com

PROPOSAL SUBMITTED TO Rob Stiles		PHONE 920-585-5023	DATE 5/14/2025
STREET 455 E Main St		JOB NAME New Driveway Apron	
CITY, STATE, ZIP Hortonville, WI 54944		JOB LOCATION Same	
CONTACT Rob	FAX	EMAIL NASCARPOINTLEADER@YAHOO.COM	

We hereby submit specifications and estimates for all labor and materials as specified on plans for:

Asphalt paving to include:

1. Excavate / Mill as required an area of approximately 675 sq. ft.
Subbase excavation is extra charge if needed, unless noted below.
2. Fine grade and compact the existing base, to provide a suitable base on which to pave on, an area of approximately 675 sq. ft.
3. Place, fine grade and compact any additional crushed aggregate base course as needed on an area of approximately - sq. ft. for asphalt paving. *Stone is additional charge if needed. \$35/Ton
4. Lay a 2.5 " compacted average depth asphalt surface course on approximately 675 sq. ft.
5. Line striping to be completed and included in the price. ☐ Yes ☒ No

Any permits needed are responsibility of property owner

All materials meet Wisconsin Department of Transportation Standard Specifications.

NOTICE BY PRIME CONTRACTOR PURSUANT TO SECTION 289.02 (2) (A)
AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, BUILDER HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED BUILDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS MORTGAGE LENDER, IF ANY. BUILDER AGREES TO COOPERATE WITH THE OWNER AND HIS LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

We Propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of:

\$ 2,100.00 Balance due upon completion.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized
Signature

Nick Brennan

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal – The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance _____

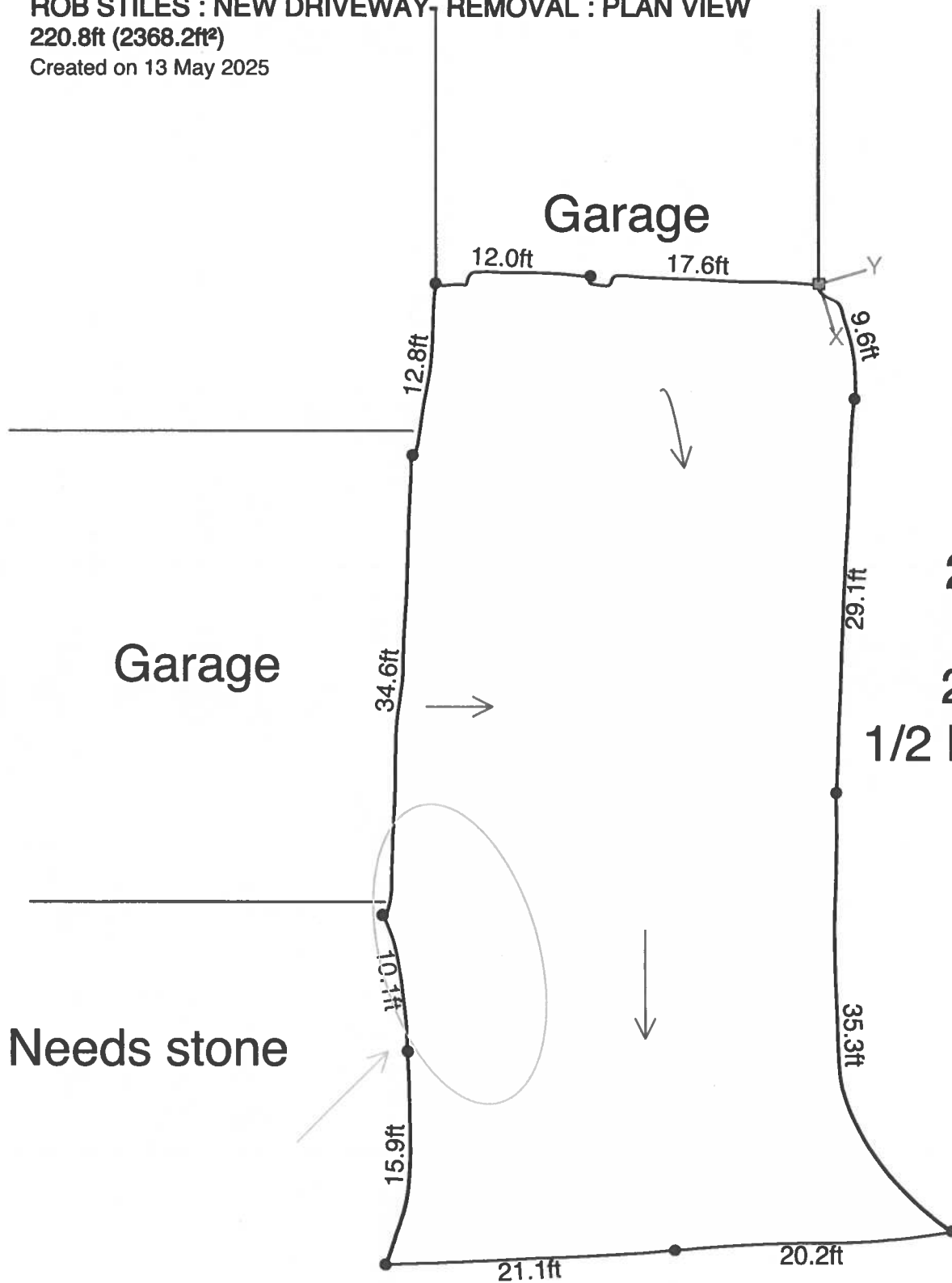
Signature _____

NOTE: Wolf River Asphalt & Sealcoating reserves the right to refuse to construct a pavement unless minimum grades of 1% are attainable for surface drainage. If the owner directs construction with less than a minimum grade of 1%, it is understood that waterponding may occur and that no warranty attaches to our work as to satisfactory surface drainage. Wolf River Asphalt & Sealcoating is not responsible for the redesigning of plan grades in order to establish a minimum of 1% drainage.

ROB STILES : NEW DRIVEWAY- REMOVAL : PLAN VIEW

220.8ft (2368.2ft²)

Created on 13 May 2025



2,368sqft
Removal
2.5" Pave
1/2 load of stone

0 5' 4" 10' 8" 21' 4" 32' 0" 42' 8" ft/in

SCALE: 1:133 (Scale to Fit)

measured with
moasure

**VILLAGE OF HORTONVILLE
DEVELOPMENT AGREEMENT**

THIS DEVELOPMENT AGREEMENT, is made by and between the Village of Hortonville, Outagamie County, Wisconsin, a body politic and municipality ("Village") and NLC Properties, LLC ("Developer").

WHEREAS, the Village of Hortonville owns Tax Parcel Number 240006000 in the Village of Hortonville, Outagamie County, Wisconsin ("the Property");

WHEREAS, the Property is approximately 0.05 acres, is located in the Village's busy downtown district and is currently zoned (D) Downtown Zoning District;

WHEREAS, due to the Property's size and location, the Village of Hortonville is limited in its ability to develop the Property for public use;

WHEREAS, Developer wishes to purchase and improve the Property by constructing a commercial building with retail space for Developer's existing photography business;

WHEREAS, Developer's proposed improvements to the Property, including the construction of a commercial building of no less than 1,000 square feet, are consistent with the current zoning, the Village's comprehensive plan and future land use map;

WHEREAS, the Village Board of Trustees for the Village of Hortonville has determined that it is in the public interest to sell the Property to Developer who will complete improvements at Developer's sole expense in a timely manner and as more fully set forth below.

NOW THEREFORE, in consideration of the recitals set forth above, the covenants and agreements set forth below, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Developer shall purchase the Property for a purchase price of eleven thousand three hundred dollars (\$11,300.00).
2. Developer shall construct a commercial building with no less than 1,000 square feet to be used as a graphics retail space ("the Improvements"), by December 31, 2024.
3. Developer shall construct all required Improvements in compliance all Village requirements and in accordance with all applicable statutes, administrative codes, ordinances and regulations of the State of Wisconsin and Outagamie County.

Return to:
Ashley C. Lehocky
940 E. Evergreen Drive
Kaukauna, WI 54130

Tax Parcel No. 240006000

4. Developer shall no later than December 31, 2023, contract with a reputable builder for construction of the Improvements.
5. Developer shall submit to the Village a copy of its agreement with a reputable builder for construction of the Improvements no later than December 31, 2023. Upon timely receipt of such contract, the Village shall refund the Developer seven thousand three hundred dollars (\$7,300.00) of the original purchase price.
6. If Developer fails to provide the Village with a satisfactory construction agreement for the Improvements on or before December 31, 2023, for completed construction of the Improvements on or before December 31, 2024, then no portion of the purchase price shall be refunded except upon mutual agreement, in writing by the parties.
7. Developer acknowledges that the actual cost of constructing required Improvements may exceed current or future estimated costs and acknowledges its obligation to pay all actual costs.
8. Developer acknowledges and agrees that nothing in this agreement shall be deemed a waiver or limitation of any Village immunity, power or authority conferred by law including but not limited to special assessments and special charges.
9. Developer acknowledges and agrees that nothing in this agreement waives any other requirement, obligation or fee of any Village ordinance or resolution.
10. This Agreement shall be interpreted consistent with the rules and requirements of Chapter 44, Code of the Village of Hortonville.
11. This Agreement may only be modified or amended in writing by the parties.
12. This Agreement shall terminate and be of no further force or effect after December 31, 2024, or upon construction of the Improvements, whichever occurs first.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

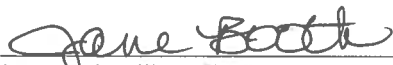
DEVELOPER
NLC Properties, LLC

VILLAGE OF HORTONVILLE

By: 
Bryan Hohn, Owner

By: 
Jeanne Bellile, Village President

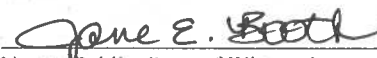
ATTEST:


Jane Booth, Village Clerk

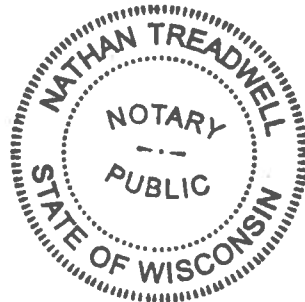
Personally came before me this 15
day of July, 2022, the above
Bryan Hohn
to me known to be the person(s) who
executed the foregoing instrument and
acknowledged the same.


Notary Public, State of Wisconsin
My commission expires: 11/30/2022

Personally came before me this 14
day of July, 2022, the above
Jeanne Bellile
to me known to be the person(s) who
executed the foregoing instrument and
acknowledged the same.


Notary Public, State of Wisconsin
My commission expires: 9-28-25

Drafted by:
Ashley Lechoky
Town Counsel Law & Litigation, LLC
940 E. Evergreen Drive
Kaukauna, WI 54130



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

June 5, 2025

ELECTIONS

- Pre-4 Year Maintenance Tasks Checklist
- Continue with the Death, Felon & Duplicate matches in WisVote

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
- Working with Ehlers on the TID annual reports
- Income from the Kayak rental program (last summer) was \$1,170
- Sent the PC-202 and the five TID Detailed Ledger Reports to Ehlers for the PE-300 reports due July 1

LICENSES

- Liquor License renewals - 6
- Cigarette License renewals - 5
- Operator License renewal applications – 74 so far

PUBLICATIONS

- Liquor License publication

PUBLIC RECORD REQUESTS

- Building Permit report

OTHER

- Village Board agendas & packets, committee agendas
- Village Board minutes, committee minutes
- Other Committee/Commission meeting agendas & minutes as needed
- Dog licenses issues – 21 May
- Real Estate Certificates issued – 5 May
- Ordered 50 recycling carts from Outagamie County

LIC #	FIRST NAME	LAST NAME	ADDRESS	CITY STATE ZIP
69	Greta	Hildebrandt	780 Spurr Rd	New London, WI 54961
70	Orlena	Wikoff	1127 W Wisconsin Ave	Appleton, WI 54914
71	Katie	Meyer	E9690 Church St	New London, WI 54961
72	Rachel	Wendt	807 Lincoln St	Hortonville, WI 54944
73	Michael	Samson	7065 W Parkview Ct, Apt 8	Greenville, WI 54942
74	Genesis	Langenhuizen	5462 Grandview Road	Larsen, WI 54947
75	Robert	Britz	1013 Shiocton St	New London, WI 54961
76	Talia	LaFave	10058 W 4th St	Appleton, WI 54914
77	Jessica	Kulibert	912 Wyman St	New London, WI 54961
78	Lori	Jensen	N2865 Gaigg Lane	Hortonville, WI 54944
79	Ashley	Warning	137 E Main St Box 468	Hortonville, WI 54944
80	Christopher	Longoria	422 W Main St	Hortonville, WI 54944
81	Jessica	Peterson	991 Elru Dr	Menasha, WI 54952
82	Alexander	Rhode	509 West Cook Street	New London, WI 54961
83	Melissa	Lasee	1984 Orrie Lane	Green Bay, WI 54304
84	Joseph	Nagler	819 W Elsie St #306	Appleton, WI 54914
85	Caitlin	Donahue	123 Givens Rd Apt 18	Hortonville, WI 54944
86	RonDae	Donahue	123 Givens Rd Apt 18	Hortonville, WI 54944
87	Bobbi Jo	Paschke	N1208 Crandon Ct.	Greenville, WI 54942
88	Mark	Berg	110 W Main St Apt A	Hortonville, WI 54944
89	Nathan	Rowe	N6052 Timberline Dr	Sherwood, WI 54169

LIC #	FIRST NAME	LAST NAME	ADDRESS	CITY STATE ZIP
1	Jason	Stock	W7013 Glen Valley Dr	Greenville, WI 54942
2	Sherry	Bartman	N3562 Cty Hwy W	New London WI 54961
3	Lisa	Schulz	1715 Mill St	New London WI 54961
4	Sudy	Groeschel	216 Spruce St	Hortonville WI 54944
5	John	Parry	214 Birch St	Hortonville WI 54944
6	Stephanie	Kuba	N3264 Twelve Corners Rd	Appleton, WI 54913
7	Robert	Guyette	503 S Nash St	Hortonville WI 54944
8	Lori	Jensen	N2865 Gaigg Lane	Hortonville WI 54944
9	Nicole	Magolski	331 S Mill St	Hortonville WI 54944
10	Jillian	Smaxwell	125 Givens Rd # 18	Hortonville WI 54944
11	Renee	La Fleur	W6830 School Rd	Greenville, WI 54942
12	Faith	Blondeau	805 Hickory Street	Hortonville WI 54944
13	Taunesha	Sina	N1627 Erdine Lane	Hortonville WI 54944
14	Katherine	Neubert	5138 N Mayflower Drive	Appleton, WI 54913
15	Elizabeth	Schimmers	N1796 County Rd M	Hortonville WI 54944
16	Madeleine	Sargent	5510 N McCarthy Rd	Appleton, WI 54913
17	Emily	Griesbach	W9867 Cty Rd TT	Hortonville WI 54944
18	Jill	Griesbach	N3413 State Rd 76	Hortonville WI 54944
19	Kaytlin	Hooyman	219 N Mill Street	Hortonville WI 54944
20	Craig	Wheeler	W9867 Cty Rd TT	Hortonville WI 54944
21	Sabrina	Hale	420 N Main	Scandinavia WI 54977
22	Melanie	Bosch	W8732 Pheasant Run	Hortonville WI 54944
23	Rochelle	Magliaro	W5812 Easter Lily Dr	Appleton, WI 54913
24	Naomi	Kasuboski	731 Grandview Rd	Hortonville WI 54944
25	Bryan	Fletcher	236 Lakeview Dr	Hortonville WI 54944
26	Rhonda	Butler	W6568 Wege Rd	Hortonville WI 54944
27	Bo	Anderson	232 Brookwood Dr	Hortonville WI 54944
28	Cynthia	McKeever	836 West Main St	Hortonville WI 54944
29	Paula	Lebeck	232 Brookwood Dr	Hortonville WI 54944
30	Amy	Thorp	E1751 Erickson	Waupaca WI 54981
31	Melissa	Osendorf	633 E Quincy St	New London WI 54961
32	Ronald	Nachtrab	1610 Wyman St	New London WI 54961
33	Kristi	Otto	121 S Lake St	Hortonville WI 54944
34	Elizabeth	Powell	108 West North Water St Apt E	New London WI 54961
35	Hailey	Sell	216 W Main St	Hortonville WI 54944
36	Jodie	Wienandt	452 E Main St	Hortonville WI 54944
37	Samantha	Young	W10320 County Rd TT	Hortonville WI 54944
38	Renee	Brueggeman	N1453 Stohe Bluff Lane	Greenville, WI 54942
39	Harlee	Stuebs	908 W Main St Apt 3	Hortonville WI 54944
40	Nora	Hoople	731 Grandview Rd	Hortonville WI 54944
41	Jessica	Peterson	991 Elru Dr	Menasha, WI 54952
42	Mark	Berg, Jr	110 W Main St Apt A	Hortonville WI 54944
43	Jessica	Kulibert	912 Wyman St	New London WI 54961

44	Cassandra	Johnson	400 N Cherry St	Hortonville WI 54944
45	Nolan	Shea	224 E Benton Dr	Appleton, WI 54913
46	Marissa	Duffy	428 S Pine Grove Lane	Hortonville WI 54944
47	Joshua	Mattson	N1472 Wildwood Drive	Greenville, WI 54942
48	Samantha	Franko	137 State St	Neenah WI 54956
49	Bobbi Jo	Paschke	N1208 Crandon Ct	Greenville, WI 54942
50	Ellyn	Dakoske	110 Overland Trail	Oshkosh, WI 54904
51	Owen	Shea	224 E Benton Dr	Appleton, WI 54913
52	Caitlin	Noffke	W9897 State Rd 96	Fremont, WI 54940
53	Taylor	Kolling	814 Cherry St	Oshkosh, WI 54901
54	Macey	Shea	224 E Benton Dr	Appleton, WI 54913
55	Catherine	Porter	2324 W Wintergreen Dr	Grand Chute, WI 54914
56	Colleen	Noack	E9523 Don Drive	New London WI 54961
57	Andrew	Skaletski	647 S. Mill St	Hortonville WI 54944
58	Pamela	Willard	164 1/2 E Main St	Hortonville WI 54944
59	Stephan	Switala	1215 West Beckert Road	New London WI 54961
60	Ashley	Jesse	812 W Main Street #409	Hortonville WI 54944
61	Noah	Frazier	517 N Durkee St. Unit 3	Appleton, WI 54913
62	Iris	Harlow	217 Howard Drive	Hortonville WI 54944
63	Kari	Joas	8870 Cty Rd M	Larsen WI 54947
64	Devin	Dent	429 Lincoln St	Hortonville WI 54944
65	Bonnie	Hoier	459 E Main St	Hortonville WI 54944
66	Tanya	Leist	N2635 Bell Tower Lane	Hortonville WI 54944
67	Evynyn	Schultz	840 W Main St	Hortonville WI 54944
68	Stacey	Weber	121 N Douglas St	Hortonville WI 54944
69	Katherine	Lefeber	W8030 County Rd MM	Hortonville WI 54944
70	Mason	Radcliff	832 Michael Ritger St	Hortonville WI 54944
71	Reghan	Conradt	N5561 Pluger Road	Schiocton, WI 54170
72	Autumn	Mulroy	W9444 Cloverleaf Rd	Hortonville WI 54944
73	Steven	Powell	N1724 Winchester Rd	Hortonville WI 54944
74	Morgan	Mulroy	217 Spruce St	Hortonville WI 54944
75	Donna	Close	545 N Nash St	Hortonville WI 54944
76	Ashley	Warning	137 E Main St	Hortonville WI 54944
77	Amber	Tomsovic	W10761 School Rd	Hortonville WI 54944
78	Robert	Gerseth	217 Spruce St	Hortonville WI 54944
79	Nathan	Rowe	N6052 Timberline Dr.	Sherwood, WI 54169

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



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

6/5/2025 Director of Public Works Report

Meetings attended:

- Staff meetings
- Department head meetings
- FEMA Damage Assessment Training at Village Hall
- Multiple site visit meetings with contractors to get Playground and Splash Pad ready for grand opening 5/31
- BOLD meeting 5/28
- Meetings with contractor and WE Energies on Alonzo Park back-up Generator/Lift Station project
- Meeting the EOR on Summer 2025 additional sampling
- Meeting MSA for draft Memorial Square plans
- Meeting with Ruekert Mielke on on-going Bug Tussel construction project
- Meeting with contractors for potential updates to stormwater ponds

Current and past projects include:

- Alonzo Park Playground and Splashpad Grand Opening 5/31.
- Hydrant replacement project on corner of Nash and John Street completed 5/22, sidewalk replacement completed 6/2.
- CERV volunteer planting of native flower garden in front of Library 6/5
- Sidewalk replacement project around high school tentatively scheduled for June
- Working with WE Energies and Mueller electric on coordination of Lift Station work near Kwik Trip

Sincerely,

Aaron Steber
Director of Public Works
531 N Nash Street
PO Box 99
Hortonville, WI 54944





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

06-05-2025 Police Department Report

Meetings

- Village Department Head Meetings
- Outagamie County Chief's Meeting
- Attended Hortonville Municipal Court
- Attended Grand Opening of Hortonville Splash Pad
- Attended Hortonville High School Graduation

Training

- Established dates for RTF training for HHFD, HHFR, and HVPD. Initial training date in June in Freedom, small scale training in June, and large-scale training in July
- Officer Sokolski, Officer Pagel, Officer Sweeney, Officer Hauser, and I all completed DOJ Handgun Qualification on 5/28
- Officer Sokolski and Officer Hauser attending SRO Conference (June 10-12th)
- Officer Heiden attended emergency management training at municipal center

Ongoing Projects and Miscellaneous

- Vest partnership grant and updating officers with expired or expiring vests (officers fitted last week)
- Maintenance quotes for Generator and Siren
- Posted part-time position and interviewed candidate on 6/4
- DOJ TIME/CIB system audit of our agency (30 days to complete)
- 2025 Incidents January 1-May 31 (2082 Incidents) (2062 incidents in same time frame 2024)

Upcoming

- Updating policies
- TAC training
- June/July RTF training (multijurisdictional)
- Department Meeting
- Stuff the Cruiser Event (June)
- Police Lights of Christmas Event (June)

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 –6/2/25

Projects

- **Alonzo Park Splashpad and Playground**
 - After the Grand Opening we observed a few things that we still need to add to the park.
 - Adding in two more tables for under the centralized open-air gazebo
 - Adding in Recycling Cans
 - Adding in another Garbage Can
 - Adding in Bike Rack.
 - We are going to be actively monitoring this summer to see what parking capacity is going to be needed in the future. This is something we will be observing over the next few years in for a potential expansion in 2028 when main street is done in this section of main street.
- **Alonzo Park Ribbon Cutting Event**
 - The Ribbon cutting event was a success. We had over 400 hundred people come through the park that day.
 - We handed out about 200 sunglasses and over 200 dilly bars.
 - Prior to the event we had multiple different employees helping to get the park in order prior to the event.
 - I wanted to thank our Deputy Clerk – Lauren Prochnow for all her work in getting this event set up and making it a success.
- **Comprehensive Outdoor Recreation Plan Update**
 - We are currently working on the survey questions before this goes out sometime in the next two weeks.

2025

MAY

VILLAGE OF HORTONVILLE BUILDING PERMITS

Permit Number	Name	Address	Project	Estimated Proj. Cost	Permit Fee	Type
25-30	Tom McHugh Construction	590 Horton Terrace	New Home	263,000.00	1,050.00	nsf
25-39	Wyatt Buttke	822 Walnut St	Furnace and AC Replacement	5,000.00	100.00	res
25-40	Brian Henn	736 Grandview Rd	Furnace Replacement	4,499.00	50.00	res
25-41	Tom McHugh Construction	585 Horton Terrace	New Home	349,000.00	1,050.00	nsf
25-42	Tom McHugh Construction	564 Horton Terrace	New Home	309,000.00	1,050.00	nsf
25-43	Tom McHugh Construction	549 Horton Terrace	New Home	283,000.00	1,050.00	nsf
25-44	Tom McHugh Construction	560 Horton Terrace	New Home	297,600.00	1,050.00	nsf
25-45	Tom McHugh Construction	568 Horton Terrace	New Home	328,000.00	1,050.00	nsf
25-46	Tom McHugh Construction	601 Horton Terrace	New Home	270,000.00	1,050.00	nsf
25-47	Lori Breitrick	336 N Olk	Fence Permit	2,600.00	50.00	res
25-48	Jarred Meade	19 Crestview Dr	A/C Replacement	7,000.00	50.00	res
25-49	Barry Shelton	141 Baake St	Siding Replacement	5,000.00	50.00	res
25-50	Noemi Reyes	827 S Lincoln	10 x 16 Storage Shed	8,373.32	50.00	res
TOTALS				2,132,072.32		

2024			2025		
Permit Types	Number of Permits	Project Cost	Permit Types	Number of Permits	Project Cost
residential total	7	179,434.00	residential total	6	32,472.32
new residential total	1	500,000.00	new residential total	7	2,099,600.00
multi-family total			multi-family total		
comm/ind total	2	1,348,575.00	comm/ind total		
municipal, public total			municipal, public total		
Total	10	\$2,028,009.00	Total	13	\$2,132,072.32

Prepared by Village office staff