

VILLAGE OF HORTONVILLE
AGENDA OF THE VILLAGE BOARD
SEPTEMBER 18, 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. September 4, 2025 Regular Board meeting minutes
 - B. Presentation of accounts and other claims against the Village
6. Preregistered Citizens to be heard. – LIMIT 5 MINUTES
 - A. State name and address
 - B. Comments to be limited to 5 minutes
 - C. Pursuant to WI Statutes 19.83(2) and 19.84(2), The Board's role is to listen to public comments, and not to ask questions, discuss, or take action regarding pre-registered citizens comments.
7. Committee Reports
 - A. Library Board
8. Unfinished Business from Previous Meetings
9. New Business
 - A. Swearing in of Officer Devan McCready
 - B. Discussion and possible action on John Street/Fountain Court project Pay App #1
 - C. Discussion and possible action on approval of new Ward Map
 - D. Discussion and possible action on R-15-25 resolution amending the fee schedule
 - E. Discussion and possible action on Main and Nash Intersection design for 2026 Reconstruction.
10. Report of Village Officials
 - A. Clerk-Treasurer
 - B. Director of Public Works
 - C. Police Chief
 - D. Library Director
 - E. Attorney
 - F. Administrator
 - G. Building Permit Report
 - H. Any other miscellaneous topics for future discussion
[Topics or questions for future agendas only – no discussion or answers, motion to schedule an item]

11. Communications and Miscellaneous Business
 - A. Black Otter Lake District news
 - B. Hortonville-Hortonia Fire District news
 - C. Gold Cross Ambulance run reports and news
 - D. Hortonville Civic Association
 - E. Senior Activities
12. Comments and suggestions from citizens present
13. Adjournment

NEXT REGULAR VILLAGE BOARD MEETING: OCTOBER 2, 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
SEPTEMBER 4, 2025 MEETING MINUTES
DRAFT – NOT APPROVED**

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

Trustees present: Bob Jewell, Shauna Keel, Carrie Lathrop, Jane Olk, and Julie Arendt Vanden Heuvel.

Trustees absent: Jim Moeller

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

Consent Agenda

Motion [Olk/Jewell] to approve as outlined with the correction noted. Roll call vote, 5 ayes, 1 abstain (Arendt Vanden Heuvel) to the minutes 0 nays, 6 ayes, 0 nays to the licenses and permits and the presentation and other claims against the Village, motion carried.

- A. August 21, 2025 Regular Board meeting minutes
- B. Licenses and Permits
- C. Presentation of accounts and other claims against the Village

Agenda Changes

None

Preregistered Citizens to be heard

Claire Abitz, 326 N Olk Street stated that the design could be stronger, and the cost of \$300,000 plus is not well spent on the current design. I wish there were some kind of solution that we could refurb what we have or do it later. I think we could do something with what we have.

Judy Peterson, 104 N Lake Shore said she agrees that that is an outrageous amount of money. I paved the parking lot behind Otter Creek and was told that they would come and pave the rest of it. I feel the money could be used for that. I was told that it would be fixed back there and that it won't cost \$300,000 to fix that parking lot back there.

Committee Reports

None

Unfinished Business from previous meetings

None

New Business

Discussion and possible action on Halloween Proclamation

Sunday, October 26th, 2025, between 3:00 and 5:00 pm. will be the Trick or Treat hours for the Village of Hortonville.

Motion [Arendt Vanden Heuvel/Keel] to approve the Halloween Proclamation.

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

Discussion and possible action on Columbarium Contract for design services

Administrator Treadwell said that we would need a contract for this. This is a large vault that would have around 42 niches on either side with concrete all around it to be used for burials.

Motion [Arendt Vanden Heuvel/Olk] to approve the contract on the Columbarium Contract for design services not to exceed \$2,300.

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

Discussion and possible action on Alonzo Park shelter design contract

Administrator Treadwell said that we have some donors that want to donate a large sum of money for a pavilion type structure with a kitchen. We are seeing if we can repurpose anything that is there now, and maybe to utilize the concrete that is already there. They will provide us with a couple of different examples.

Consensus was to bring this to a Public Facilities Committee and look at the previous park plan.

Motion [Arendt Vanden Heuvel/Keel] to table this agenda and bring to a later Village Board meeting.

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

Discussion and possible action on Ehlers contract for TID 7 creation

Administrator Treadwell said that part of the goal with this is the park in Natures Haven. The issue is the wetlands, and they will have to amend some things there in order for them to be financially reasonable. We are looking at ten years out at some larger road projects that this TID will help fund. This is a longer term TID.

Motion [Arendt Vanden Heuvel/Olk] to accept the contract with Ehlers for the creation of TID 7 in the amount of \$18,000.

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

Report of Village Officials

Clerk-Treasurer: The report is in the packet.

Director of Public Works: The report is in the packet. We did start the Fountain Court and John Street projects; they were both milled and will be paved on Monday.

Chief of Police: The report is in the packet. Officer McCready stopped in for orientation and she was chosen for the SRO Officer. I believe we have resolved the siren issues with a loose wire.

Library Director: No report

Attorney: Nothing new

Administrator: The report is in the packet. We did start working on budgeting, hoping to start the process in October with the Board.

Any other miscellaneous topics for future discussion

Need to schedule a Public Facilities Committee meeting.

Communications and Miscellaneous Business

Black Otter Lake District news: We had our annual meeting on last Wednesday, the budget was approved, we were able to thank the volunteers that have done a lot of work on the lake.

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

Hortonville-Hortonia Fire District news: None

Gold Cross Ambulance run reports and news: None

Hortonville Civic Association: Nothing new

Senior Activities Committee: Our next meeting is September 11, 2025, at noon.

Comments and suggestions from citizens present

Claire Abitz said that she looked up the last Public Facilities meeting and it was 2 years ago, and the Memorial Square was not discussed at that time.

Motion to go into Closed Session

Motion [Olk/Arendt Vanden Heuvel] 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."

Unanimous voice vote, motion carried.

Board to return to Open Session

Motion [Jewell/Keel] to return to open session at 6:52 p.m. Unanimous voice vote, motion carried.

Any action on matters discussed in Closed Session

None

Adjournment

Motion [Keel/Olk] to adjourn. Unanimous voice vote, motion carried. The Board adjourned at 6:53 p.m.

Minutes submitted by,

Jane Booth, WCMC
Village Clerk/Treasurer

September 18, 2025 INVOICE LISTING

VILLAGE INVOICES		September 05, 2025- September 18, 2025	
09/25	Appleton Public Library	Lost Item Repayment- Library	\$ 6.00
4004235380-0925	Assurity	Employee Disability Insurance- September 2025	\$ 320.56
NNO-2025	Bahr, Brian	National Night Out Reimbursement- 2025	\$ 1,135.90
0825	BMO Harris Bank	August Charges- 2025	\$ 9,496.23
8-31-25	Brick's Hardware	Supplies- MSC/Street/Lawnmower/Water/Sewer	\$ 283.28
171758301090125	Charter Communications	Phone/Internet- September 2025- PD	\$ 139.99
171756701082125	Charter Communications	Internet/Email- September 2025- PW/W/S	\$ 119.99
242745601090125	Charter Communications	Internet/Email- September 2025- PW/W/S	\$ 119.96
171759001090125	Charter Communications	Internet/Email- September 2025- Admin/PD/Library/W/S	\$ 145.48
171758901090125	Charter Communications	Internet/Email- September 2025- Admin/PW/Court	\$ 159.99
09/25	Coolich, Casey	Return Deposit- Alonzo Park- 09/13/25 Rental	\$ 50.00
09/25	Davis, Kurstin	Return Deposit- Alonzo Park- 09/07/25 Rental	\$ 50.00
6083	Degal's Repair Shop LLC	Lawnmower Belt- Bad Boy Mower	\$ 24.06
1907181	Deluxe	Office Supplies- W2s/W3s/Envelopes	\$ 47.50
7690561	Demco	Office Supplies- Library	\$ 96.96
ACH	EFTPS	Federal, FICA taxes for 09/11/2025 Payroll	\$ 15,616.56
5070315	Employee Benefits Corporation	Health Reimbursement- September 2025	\$ 949.24
5083991	Employee Benefits Corporation	Health Admin Fee- September 2025	\$ 75.65
5086735	Employee Benefits Corporation	Health Reimbursement- September 2025	\$ 1,349.15
8-25	Enchanted Florist	Funeral Flowers- Sweeney	\$ 112.95
09-25	Felton, Antionette	Restitution- R. Lichtwald- 9/3/25	\$ 63.30
09-25	Fox Valley Metro Police Dept	McCready- Vest & Carrier	\$ 850.00
546946	Fox Valley Truck	Lawnmower Belt- Bad Boy Mower	\$ 281.28
546960	Fox Valley Truck	Valve/Solenoid- Bad Boy Mower	\$ 35.25
546963/546955	Fox Valley Truck	Pulley/Belt- Lawnmower	\$ 350.16
8-25	Gilbert's Sentry	Reimbursement- WWTP	\$ 2.39
8/25	Gilbert's Sentry	Senior Activities Reimbursement	\$ 20.04
08-25	Gilbert's Sentry	Office Supplies- Library	\$ 39.58
252073	Graphic Composition	BOLD Mailing- 2025	\$ 1,177.66
252177	Graphic Composition	Village Voice Mailing- 3rd Quarter 2025	\$ 2,001.00
31260	Greg Young Ford	Repairs- Village SUV	\$ 4,583.77
1422103	Harter's Fox Valley Disposal	Village Wide Refuse Pickup- August 2025	\$ 11,988.60
4thQtr2025	Hortonville-Hortonia Fire District	4th Quarter Fire Budget Payment- 2025	\$ 25,235.93
P007004875-Sep25	Illinois Mutual	Employee Disability Insurance- September 2025	\$ 93.96
24-082	Junior Beechy	Refund Builders Escrow- 530 W Nye	\$ 250.00
09-25	Krause, Allie	Mileage Reimbursement- Library Conference	\$ 21.98
Clothing2025-3	Kuske, Sean	Clothing/Boot Allowance 2025	\$ 176.19
8000594-0825	Kwik Trip	Fuel- DPW-August 2025	\$ 38.50
00309835-0825	Kwik Trip	Fuel- PD-August 2025	\$ 1,994.18
22220	Larsen Materials LLC	Screening Gravel- MSC	\$ 840.00
13459	McClone	Workers Comp Premium- October 2025	\$ 2,663.00
INV2871505	Metro Sales Inc	Contract Invoice- Library	\$ 90.25
INV2886340	Metro Sales Inc	Contract Base Charge- September 2025	\$ 162.16
09/25	Meyer, Andie	Program Reimbursement- Library	\$ 10.20
020208	MSA Profesional Services	John St Mill & Overlay/Grandview Urbanization	\$ 10,050.53
019758	MSA Profesional Services	Hortonville GIS 2025	\$ 925.00
IN286233	Multi Media Channels	Public Hearing- Ordinance	\$ 27.89
18111	Nelson Tactical	D. McCready Uniform	\$ 499.50
CINV002815	NWTC	Range Rental- 9/9/25- D. McCready	\$ 50.00
104249792	Occupational Health Centers	Physical- D. McCready- PD	\$ 229.00
August 25	Outagamie County Treasurer	Court Fines- August 2025	\$ 370.00
1021720	Outagamie County Treasurer	Snow & Ice Removal/Engineering- Givens Rd/Bridge Inspections	\$ 22,405.56
1021759	Outagamie County Treasurer	Snow & Ice Removal/Engineering- Givens Rd/Engineering- Main	\$ 9,202.16
4667	OWLS	Barcode Invoices- Library	\$ 183.55
30937/30938	Ray's Sanitation	Portable Restroom- 230 Lakeshore Dr/304 E Main St	\$ 460.00
002832L/2025October	Securian Financial Group	Life Insurance Premiums- October 2025	\$ 561.70
09/25	Simon, Tiffany	Return Deposit- Alonzo Park- 09/06/25 Rental	\$ 50.00
09-25	Sokolski, Mitch	National Night Out Reimbursement- 2025	\$ 108.00
AutumnFest2025	St Peter & Paul Catholic Church	Rental for Senior Autumn Fest- 2025	\$ 200.00
3002760	Subscription Department	New London Press Star- 2 Year Renewal	\$ 129.00
7343	Suburban Wildlife Solutions LLC	Muskrat Removal- Wolf River Bank Pond	\$ 380.00
373348	ThedaCare at Work	EAP Session- August	\$ 200.00
2733	Town Counsel Law & Litigation LLC	Legal Services- August 2025	\$ 3,260.00
2739	Town Counsel Law & Litigation LLC	Court Services- August 2025	\$ 304.50
6642133-202508-1	Transunion Risk and Alternative	Online Research & Investigation- April-August 2025- PD	\$ 308.26
4856	Unitel LLC	Update Phone Extension- D. McCready	\$ 60.00

25-035	Van's Realty & Construction	Refund Builders Escrow- 664 Wildwind	\$	250.00
6121783625	Verizon	Monthly Phone Charges- August 2025	\$	995.57
5614340490	WE Energies	Water/Sewer Electric/Gas-August 2025	\$	6,078.76
5607192994	WE Energies	Water/Sewer Electric/Gas-Alonzo Splashpad- August 2025	\$	21.46
5035775731	Wells Fargo Vendor Financial	Xerox Copier- Library	\$	180.00
June 25	WI Department of Justice	Background Checks- June 2025	\$	56.00
July 25	WI Department of Justice	Background Checks- July 2025	\$	140.00
August 25	WI Department of Justice	Background Checks- August 2025	\$	42.00
ACH	Wisconsin Deferred Comp	EE contributions 09/11/2025 Payroll	\$	911.00
August 25	Wisconsin Department of Administration	Court Fines-August 2025	\$	1,140.80
25271/24598	Wisconsin Professional Police Association	Union Dues- August 2025	\$	228.50
24920/25602	Wisconsin Professional Police Association	Union Dues- September 2025	\$	228.50
ACH	Wisconsin Retirement System	WRS Contributions- August 2025	\$	19,720.98
ACH	Wisconsin, State of	State W/H for 09/11/2025 Payroll	\$	2,680.01
ACH	Wolf River Community Bank	Principle and Interest- WRCB Fire Truck Loan	\$	6,250.00
ACH	Wolf River Community Bank	Principle and Interest- WRCB Loan #1613790-10001	\$	1,025.45
0227230	Wolfrath's Landscaping LLC	Soil for Ruts- Miller Park	\$	397.53
CM14939	YMCA of the Fox Cities	Member Dues- September 2025	\$	30.00
			Invoice Total	\$ 173,610.04
09/11/25 Direct Deposit P/R				\$ 48,149.07
			Grand Total	<u>\$ 221,759.11</u>

WATER & SEWER UTILITY INVOICES

September 05, 2025- September 18, 2025

25-016822	Badger Laboratories	Total Phosphorous Testing- WWTP	\$	210.00
25-017613	Badger Laboratories	Total Phosphorous Testing- WWTP	\$	150.00
80209980	Badger Meter	Beacon Network Orion Cellular	\$	757.84
454653	Ferguson Water Works	Curb Box Coupler	\$	730.57
WS 25-25	Hortonville Water Utility	Tower Painting Water Usage	\$	103.80
August 2025	Hortonville, Village of	Payables- August 2025	\$	49,394.87
CI-07973	Hydrocorp	Cross Connection Program Inspections- August 2025	\$	409.99
940064/940222	McMahon	CCT Study/Well Generator Construction Services	\$	327.00
524908	NCL of Wisconsin	Water Supplies- WWTP	\$	227.13
2515119	Northern Lake Service Inc	Water Quality Testing	\$	271.05
632743	Utility Service Co Inc	Water Tower Maintenance Contract	\$	22,372.51
W&S 0825	WE Energies	Water/Sewer Electric & Gas- August 2025	\$	8,774.39
			Grand Total	<u>\$ 83,729.15</u>



Contractor's Application for Payment No. 1

Application Period: 6/19/2025 - 09/03/2025		Application Date: 09/05/2025
To (Owner): Village of Hortonville	From (Contractor): Northeast Asphalt, Inc.	Via (Engineer): MSA Professional Services
Project: John St. Mill & Overlay and Fountain CT Drainage Improvements	Contract: Asphalt Paving & Other Related Work	
Owner's Contract No.: 9616521	Contractor's Project No.: 710271	Engineer's Project No.: 7807039

Application For Payment
Change Order Summary

Approved Change Orders			1. ORIGINAL CONTRACT PRICE.....	\$	\$247,435.15
Number	Additions	Deductions	2. Net change by Change Orders.....	\$	\$9,578.45
1	\$8,812.95		3. Current Contract Price (Line 1 ± 2).....	\$	\$257,013.60
2	\$880.00		4. TOTAL COMPLETED AND STORED TO DATE		\$75,332.98
3		\$114.50	(Column F total on Progress Estimates).....	\$	
			5. RETAINAGE:		
			a. 5% X Work Completed.....	\$	\$3,766.65
			b. X Stored Material.....	\$	
			c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$3,766.65
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	\$71,566.33
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	
			8. AMOUNT DUE THIS APPLICATION.....	\$	\$71,566.33
			9. BALANCE TO FINISH, PLUS RETAINAGE		
			(Column G total on Progress Estimates + Line 5.c above).....	\$	\$185,447.27
TOTALS	\$9,692.95	\$114.50			
NET CHANGE BY CHANGE ORDERS	\$9,578.45				

Contractor's Certification

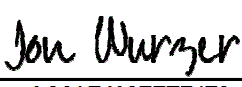
The undersigned Contractor certifies, to the best of its knowledge, the following:

(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:  Initial:  Date: 09/03/2025

AC6AF408E7E7473...

Payment of: \$ 71,566.33

(Line 8 or other - attach explanation of the other amount)

is recommended by:  9/9/2025

(Engineer) (Date)

Payment of: \$

(Line 8 or other - attach explanation of the other amount) 71,556.33

is approved by: _____

(Owner) (Date)

Approved by: _____

Funding or Financing Entity (if applicable) (Date)

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): V/O Hortonville John Street & Fountain Court Improvements						Application Number: 1					
Application Period: 6/19/2025 - 09/03/2025						Application Date: 09/05/2025					
A					B	C	D	E	F		G
Item			Contract Information			Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)						
1	Mobilization	1	LS	\$9,500.00	\$9,500.00						\$9,500.00
2	Traffic Control	1	LS	\$1,750.00	\$1,750.00	1	\$1,750.00		\$1,750.00	100%	
3	Erosion and Sedimentation Controls	1	LS	\$500.00	\$500.00	1	\$500.00		\$500.00	100%	
4	Sawcut	160	LF	\$2.00	\$320.00						\$320.00
5	Manhole Adjustment	2	EA	\$1,250.00	\$2,500.00						\$2,500.00
6	Asphalt Driveway, 3" w/Aggregate Base Course, 3/4", 9"	12	SY	\$72.50	\$870.00						\$870.00
7	Asphalt Milling, 4"	3110	SY	\$4.10	\$12,751.00						\$12,751.00
8	Roadway Base Repair	210	CY	\$75.00	\$15,750.00						\$15,750.00
9	Asphaltic Binder, 4LT48-28S, 2.25"	415	TN	\$91.10	\$37,806.50						\$37,806.50
10	Asphaltic Surface, 5MT58-28S, 1.75"	320	TN	\$87.10	\$27,872.00						\$27,872.00
JOHN STREET IMPROVEMENTS							\$2,250.00		\$2,250.00		\$107,369.50
11	Mobilization	1	LS	\$9,500.00	\$9,500.00	1	\$9,500.00		\$9,500.00	100%	
12	Traffic Control	1	LS	\$1,750.00	\$1,750.00	1	\$1,750.00		\$1,750.00	100%	
13	Erosion and Sedimentation Controls	1	LS	\$1,780.00	\$1,780.00	1	\$1,780.00		\$1,780.00	100%	
14	Clearing and Grubbing	1	LS	\$5,000.00	\$5,000.00	1	\$5,000.00		\$5,000.00	100%	
15	Remove Asphalt Driveway	42	SY	\$15.00	\$630.00	32	\$480.00		\$480.00	76%	\$150.00
16	Remove Concrete	48	SY	\$25.00	\$1,200.00	39.5	\$987.50		\$987.50	82%	\$212.50
17	Manhole Adjustment	3	EA	\$1,250.00	\$3,750.00						\$3,750.00
18	Sawcut	112	SY	\$2.00	\$224.00	82	\$164.00		\$164.00	73%	\$60.00
19	Topsoil Placement and Grading	500	SY	\$6.95	\$3,475.00						\$3,475.00
20	Seeding	500	SY	\$2.75	\$1,375.00						\$1,375.00
21	Hydromulch	500	SY	\$3.50	\$1,750.00						\$1,750.00
22	Concrete Driveway, 6" w/Aggregate Base Course, 3/4", 6"	450	SF	\$19.50	\$8,775.00	373.5	\$7,283.25		\$7,283.25	83%	\$1,491.75
23	Asphalt Driveway, 3" w/Aggregate Base Course, 3/4", 9"	45	SY	\$72.50	\$3,262.50						\$3,262.50
24	Asphalt Milling, 3"	1460	SY	\$4.30	\$6,278.00						\$6,278.00
25	Roadway Base Repair	100	CY	\$75.00	\$7,500.00						\$7,500.00
26	Asphaltic Binder, 4LT58-28S, 2"	195	TN	\$99.85	\$19,470.75						\$19,470.75
27	Asphaltic Surface, 5MT58-28S, 1.5"	150	TN	\$94.90	\$14,235.00						\$14,235.00
28	Storm Lateral, PVC, 6"	34	LF	\$35.00	\$1,190.00	43	\$1,505.00		\$1,505.00	126%	-\$315.00
29	Storm Sewer, PVC, 8"	444	LF	\$69.10	\$30,680.40	449	\$31,025.90		\$31,025.90	101%	-\$345.50
30	Core and Connect to Existing Storm	2	EA	\$3,200.00	\$6,400.00	2	\$6,400.00		\$6,400.00	100%	
31	Connect to Existing Storm Lateral	2	EA	\$400.00	\$800.00	3	\$1,200.00		\$1,200.00	150%	-\$400.00
32	Tee or Wye, 8 x 6"	5	EA	\$90.00	\$450.00	5	\$450.00		\$450.00	100%	
33	22.5 Bend, 8"	7	EA	\$90.00	\$630.00	7	\$630.00		\$630.00	100%	
34	45 Bend, 8"	6	EA	\$90.00	\$540.00	7	\$630.00		\$630.00	117%	-\$90.00

Initial
TH

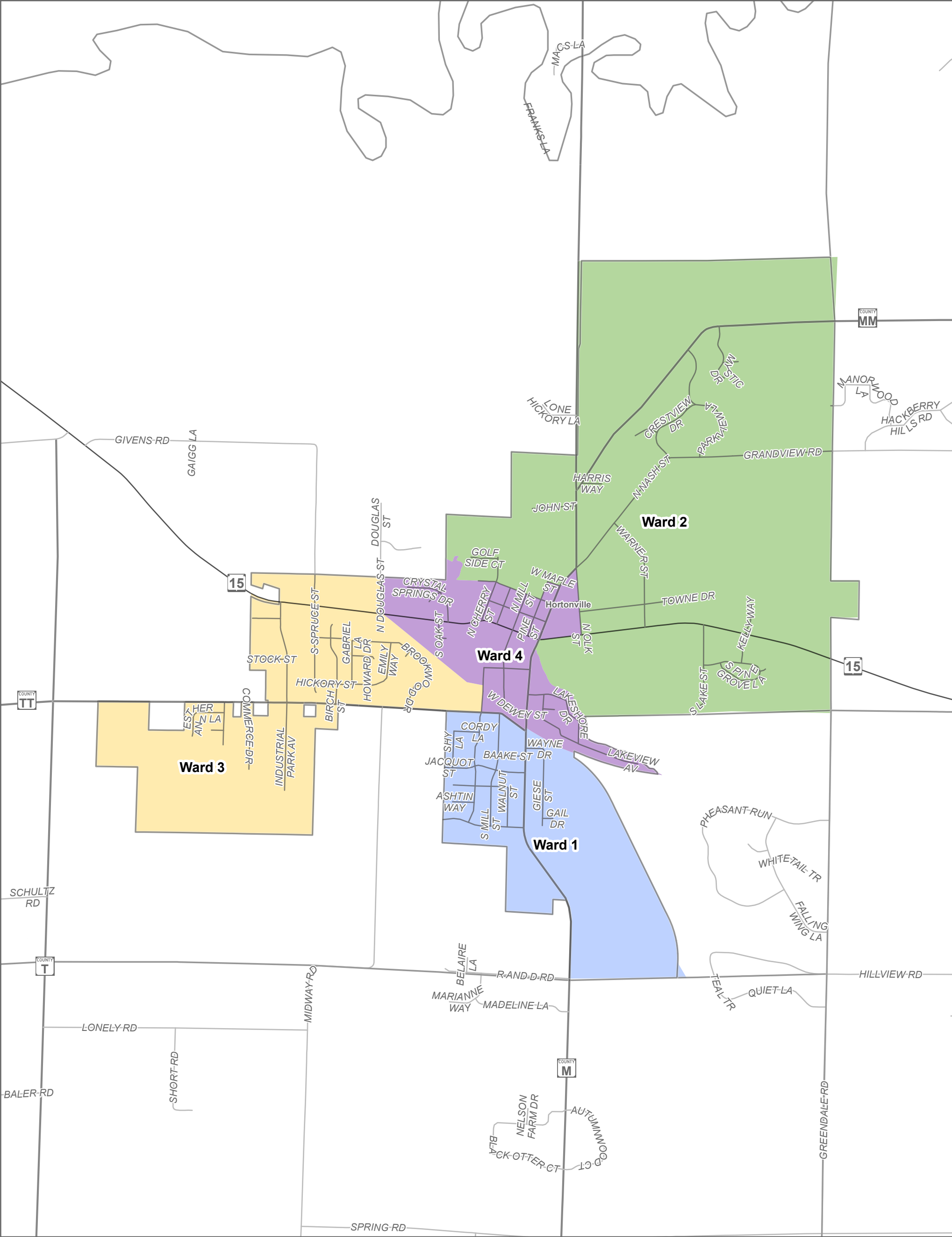
Progress Estimate - Unit Price Work

Contractor's Application

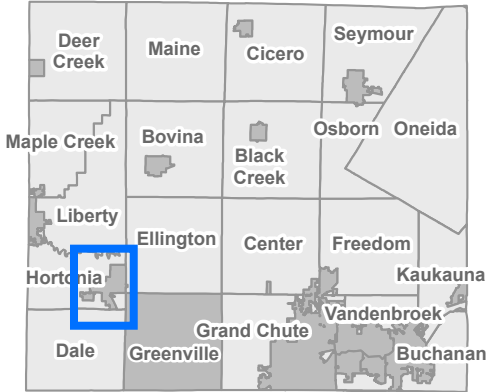
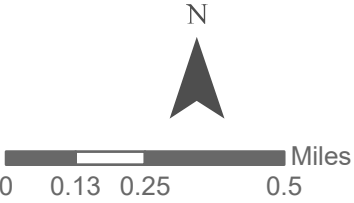
For (Contract): V/O Hortonville John Street & Fountain Court Improvements								Application Number: 1				
Application Period: 6/19/2025 - 09/03/2025								Application Date: 09/05/2025				
A						B	C	D	E	F		G
Item			Contract Information				Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item No.	Description		Item Quantity	Units	Unit Price	Total Value of Item (\$)						
35	Storm Sewer Cleanout		6	EA	\$1,195.00	\$7,170.00	2	\$2,390.00		\$2,390.00	33%	\$4,780.00
3000	CO #1 Traffic Control		1	LS	\$1,141.83	\$1,141.83	1	\$1,141.83		\$1,141.83	100%	
3005	CO #1 Mill Intersection		90	SY	\$43.49	\$3,914.10						\$3,914.10
3010	CO #1 1.5" 5MT 58-28S Intersection		10	TN	\$303.43	\$3,034.30						\$3,034.30
3015	CO #1 Mill Patch		16	SY	\$10.91	\$174.56						\$174.56
3020	CO #1 1.5" 5MT 58-28S Patch		2	TN	\$274.08	\$548.16						\$548.16
4000	CO #2 Replace Curb		1	LS	\$880.00	\$880.00	1	\$880.00		\$880.00	100%	
5000	CO #3 Deduct for 4" Storm Lateral		43	LF	-\$1.50	-\$64.50	43	-\$64.50		-\$64.50	100%	
5010	CO #3 Deduct for 4" Tees		5	EA	-\$10.00	-\$50.00	5	-\$50.00		-\$50.00	100%	
FOUNTAIN COURT IMPROVEMENTS								\$73,082.98		\$73,082.98		\$74,311.12
TOTAL PROJECT COSTS						\$257,013.60		\$75,332.98		\$75,332.98	29%	\$181,680.62

Initial
TH

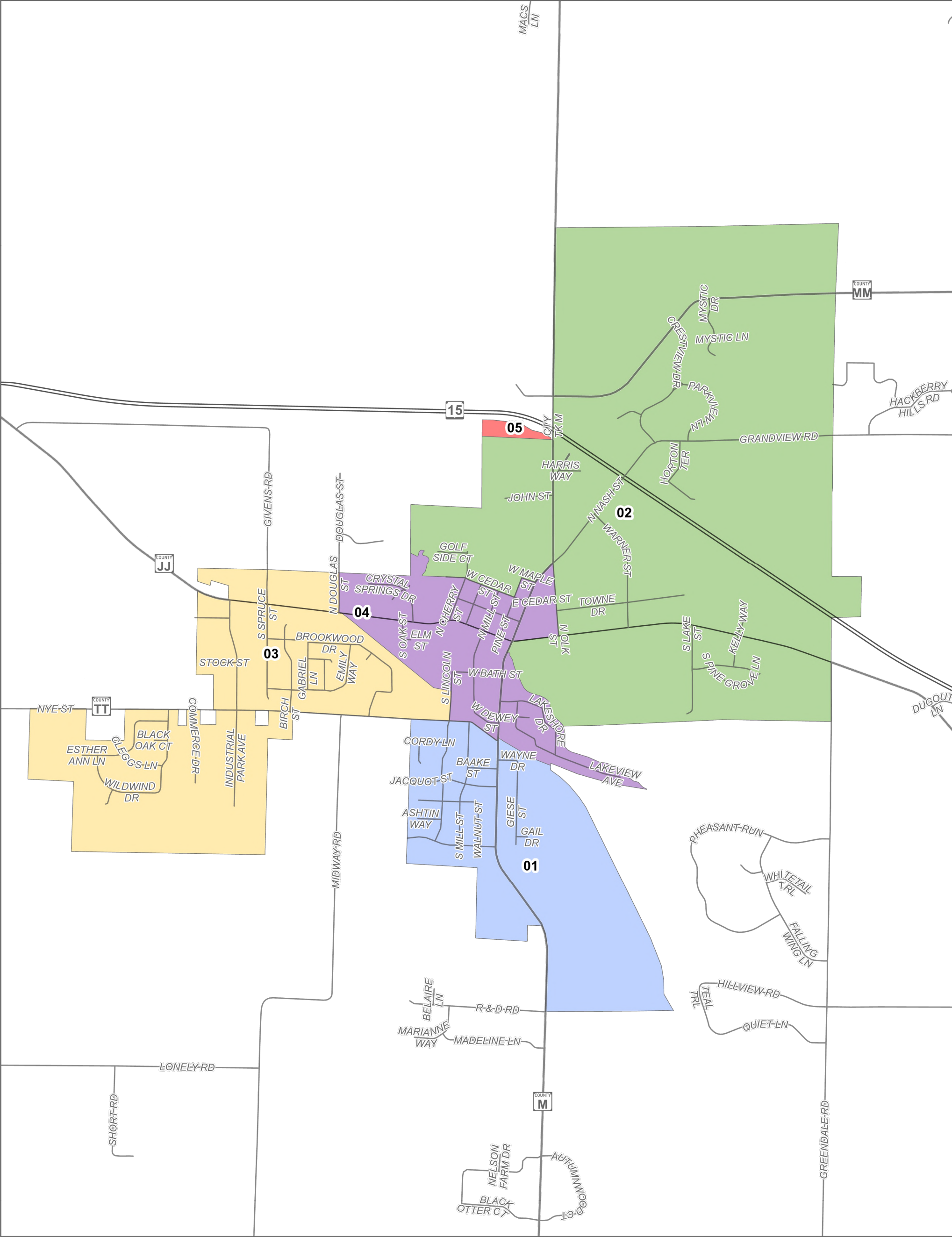
Village of Hortonville Ward Map



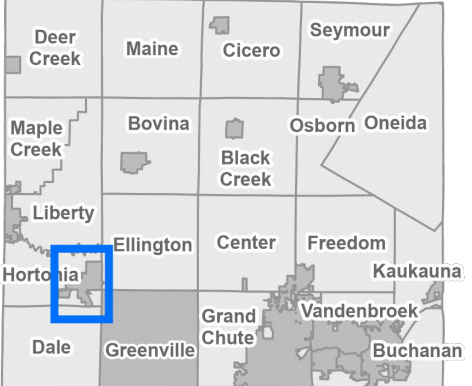
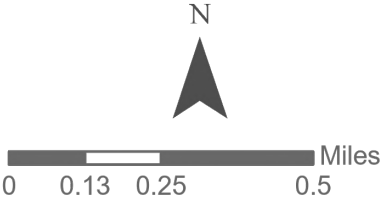
- Legend**
- Ward 1
 - Ward 2
 - Ward 3
 - Ward 4



Village of Hortonville Ward Map



- Legend**
- Ward 01
 - Ward 02
 - Ward 03
 - Ward 04
 - Ward 05



R-15-25

RESOLUTION ADOPTING NEW FEE, AND REMOVING THE BIKE PERMIT FEE

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

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

THEREFORE, BE IT RESOLVED that the Village Board of Trustees hereby creates a new fingerprinting Fee Schedule as follows:

Village Resident –

Fingerprinting - \$10.00

Additional Copies - \$5.00

Non Village Resident –

Fingerprinting - \$20.00

Additional Copies - \$5.00

Bike Registration Fee - \$0.00

New Home Fee Splits

Building Permit State Seals - \$40.00

IT IS SO RESOLVED this 18th day of September, 2025

Ayes _____

Nays _____

Dated: _____

BY THE BOARD

Jeanne Bellile, President

Jane Booth, Clerk-Treasurer

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

SEPTEMBER 18, 2025

ELECTIONS

- Continue with Registered List Alerts in WisVote – Felon, Death, Duplicate
- Received the updated Ward Map from Outagamie County that includes Ward 5
- Completed survey with Outagamie County for absentee ballot envelope needs for 2026

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
- 2026 Budget numbers
- Filed the nondiscrimination report with EBC

LICENSES

PUBLICATIONS

PUBLIC RECORD REQUESTS

OTHER

- Village Board agendas & packets, committee agendas
- Village Board minutes, committee minutes
- Other Committee/Commission meeting agendas & minutes as needed
- Held Board of Review – September 10, 2025

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9/18/2025 Director of Public Works Report

Meetings attended:

- Staff meetings
- Department head meetings
- Otto Miller Master Plan meeting with Martenson & Eisele
- Village update for Senior Coffee Conversation
- Project meeting with MSA to discuss on-going GIS projects
- Project meetings with contractors to close out Fountain Court to review Mini-Storm Sewer Project
- Project meetings with contractors to close out John Street Mill and Overlay Project
- Meeting with Outagamie County to discuss Main Street Project

Current and past projects include:

- Fountain Court Mini-Storm Sewer Project completed 9/12
- John Street Mill & Overlay Project completed 9/11
- Working on getting bids for Honeysuckle lateral replacement project.
- Additional street and parking lot painting projects completed by Village Staff on Mill Street and John Street
- Site sampling on Schwan Oil Site completed 9/9 by Stantec
- Cross Connection inspections completed at municipal building
- 2026 Budgets ongoing

Sincerely,

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

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

09-18-2025 Police Department Report

Meetings

- Village Department Head Meetings
- Met with HASD Administration Team to discuss police/school investigations
- Met with HASD Safety Director to discuss safety strategies related to recent issues in area

Training

- Officer Heiden attending emergency management training (October)
- Officer Wulgaert attending domestic violence conference (October)

Ongoing Projects and Miscellaneous

- SRO schedule completed and school administrators updated on planned schedule
- Officer McCready completing field training (first solo shift planned for September 29)
- Establishing eligibility list for full-time candidates
- Officer Stephens planned return for week of October 6th
- DOJ TIME/CIB system audit of our agency (1 of 2 audits completed, 2nd is being completed by IT due to technical questions)
- Working with VC3 to update computers to comply with Outagamie County request with maintaining Spillman
- Updating evidence release policy
- Attended Dash down Nash event with Officer Sweeney, Officer Pagel, and Officer Hauser
- Discussion on future upgrades to radios and Tasers which are reaching end of life

Upcoming

- Budget
- Updating phones and working with Verizon on shared plans
- September department meeting
- Meet with local business owners to discuss trespass laws for problematic customers

531 N. Nash St.
P.O. Box 99
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Fax: 920-779-6552
Cell: 920-946-9945
www.hortonvillewi.org

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

Administrator Weekly Update – 9/15/25

Projects

- **Main Street**
 - Spoke with the county and received updated numbers for the downtown reconstruction project. Based on the funding outlook, we are scaling back a few of the originally proposed additions. One example is the decorative lighting, which will now end at Briggs Street instead of extending to the bridge. Similarly, the concrete work, which was initially planned to continue to the bridge, will also stop at Briggs Street.
- **DNR LUST site acquisition and remediation**
 - Public Works completed some tree clearing on this lot, and the contractor collected soil samples to better determine what remediation will be required.
- **TID 7 Creation**
 - I am working on the layout of the proposed TID, along with a funding analysis for the various district configurations we are considering.

Misc.

- Training – I have registered for an International City/County Management Association (ICMA) Innovation Bootcamp. The program includes five webinar sessions, a self-paced online course, and individual skill-building activities. The training will run throughout September and into early October.

Hortonville Call Report



Run No.	Alert Date & Time	EnRoute	At Scene	Resp Time/Responded From	Code	Problem	Destination	Transport Mode
20753 25	2025-08-02 12:32:22	12:32:24	12:38:33	00:06:11	W6981 PARKVIEW DR	1 Chest Pain	Ascension - St. Elizabeth Hospital	Emergency
20977 25	2025-08-04 16:38:53	16:39:46	16:51:09	00:12:16	W6981 PARKVIEW DR	2 Fall Victim	<None>	Non Emergency
21097 25	2025-08-05 18:51:55	18:51:59	18:59:15	00:07:20	N1683 GREENVILLE DR	1 Convulsions / Seizures	ThedaCare Reg Med Ctr - Neenah	Emergency
21128 25	2025-08-06 07:23:37	07:23:42	07:43:39	00:20:02	3925 N GATEWAY DR	1 Breathing Problems	ThedaCare Reg Med Ctr - Neenah	Emergency
21275 25	2025-08-07 16:18:35	16:18:37	16:25:31	00:06:56	W6981 PARKVIEW DR	2 Cardiac Arrest	<None>	Non Emergency
21548 25	2025-08-10 11:26:56	11:29:00	11:40:36	00:13:40	W6981 PARKVIEW DR	2 Fall Victim	ThedaCare Reg Med Ctr - Appleton	Non Emergency
21686 25	2025-08-11 17:43:39	17:44:50	17:55:53	00:12:14	W6981 PARKVIEW DR	2 Choking	Ascension - St. Elizabeth Hospital	Non Emergency
21767 25	2025-08-12 15:53:17	15:53:51	16:03:52	00:10:35	W6981 PARKVIEW DR	1 Fall Victim	ThedaCare Reg Med Ctr - Appleton	Emergency
21837 25	2025-08-13 10:45:06	10:45:31	10:55:45	00:10:39	1405 MILL ST	2 Injestion / Poisoning	Ascension - St. Elizabeth Hospital	Non Emergency
21855 25	2025-08-13 13:47:30	13:49:10	14:01:52	00:14:22	W6981 PARKVIEW DR	2 Fall Victim	<None>	Non Emergency
22136 25	2025-08-15 18:57:20	18:57:29	19:06:01	00:08:41		2 Fall Victim	ThedaCare Reg Med Ctr - Appleton	Non Emergency
22236 25	2025-08-16 22:33:15	22:34:28	22:46:33	00:13:18	W6981 PARKVIEW DR	1 Cardiac Arrest	<None>	Emergency
22237 25	2025-08-16 22:34:13	22:36:33	00:00:00	Can't calculate	16 E FREMONT ST	1 Cardiac Arrest	<None>	Emergency
22337 25	2025-08-18 05:07:47	05:09:49	05:17:31	00:09:44	W6981 PARKVIEW DR	1 Cardiac Arrest	<None>	Emergency
22375 25	2025-08-18 13:01:50	13:01:53	13:05:28	00:03:38	CHERRY ST & W MAIN ST	2 Fall Victim	ThedaCare Med Ctr - New London	Non Emergency
22388 25	2025-08-18 15:20:08	15:21:23	15:30:40	00:10:32	W6981 PARKVIEW DR	1 Convulsions / Seizures	Ascension - St. Elizabeth Hospital	Emergency
22737 25	2025-08-22 07:37:22	07:38:42	07:48:19	00:10:57	W6981 PARKVIEW DR	2 Fall Victim	<None>	Non Emergency
23066 25	2025-08-25 17:52:33	17:54:06	18:04:12	00:11:39	W6981 PARKVIEW DR	2 Fall Victim	<None>	Non Emergency
23106 25	2025-08-26 06:58:19	06:59:23	07:10:29	00:12:10	W6981 PARKVIEW DR	2 Sick Person	ThedaCare Med Ctr - New London	Non Emergency
23311 25	2025-08-28 09:19:37	09:19:44	09:27:07	00:07:30	CHERRY ST & W MAIN ST	2 Fall Victim	<None>	Non Emergency
23328 25	2025-08-28 12:02:39	12:02:41	12:12:51	00:10:12	W6981 PARKVIEW DR	1 Convulsions / Seizures	ThedaCare Med Ctr - New London	Emergency
Non-Emergency		12	Avg Response Time - Emergency		00:10:59			
Emergency		9	Avg Response Time - Non-Emergency		00:10:23			
Stand-By		0	Downgraded to Non-Emergency Enroute					
Total		21	Upgraded to Emergency Enroute					