VILLAGE OF HORTONVILLE
AMENDED AGENDA OF THE VILLAGE BOARD
OCTOBER 2, 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 18, 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. Public Facilities Committee

8. Unfinished Business from Previous Meetings

9. New Business
   A. Discussion and possible action on Nash Street and Olk intersection
   B. Discussion and possible action on John Street/Fountain Court Project Pay Application #2
   C. Discussion and possible action on date for Public Works Committee Meeting
   D. Discussion and possible action on conceptual design contract for Alonzo Park Shelter
   E. Discussion and possible action on TID 6 Loan for terrace manor developers' agreement

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.” Specifically, employee certification pay

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: OCTOBER 16, 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 18, 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, Jim Moeller, and Julie Arendt Vanden Heuvel.
Trustees excused: Carrie Lathrop, and Jane Olk
Officials/Staff present: Administrator Nathan Treadwell, Clerk-Treasurer Jane Booth, Director of Public Works Aaron Steber, Chief of Police Brian Bahr, and Attorney Ashley Lehocky.
Officials excused: Library Director Alexandrea Krause

Consent Agenda
Motion [Arendt Vanden Heuvel/Jewell] to approve as outlined. Roll call vote, 4 ayes, 0 nays, 1 abstain (Moeller) motion carried.

A. September 4, 2025 Regular Board meeting minutes
B. Presentation of accounts and other claims against the Village

Agenda Changes
None

Preregistered Citizens to be heard
Craig Ihde, 52 Parkview Lane, said thank you for seeing me. First off nice job keeping the park mowed, there are no thistle seeds blowing around there.

He put rocks on the table and said these are the things that I pick up in my yard, he has picked up about 8 of them already. Guess where they are coming from? My favorite subdivision. I try to pick them up ahead of time, but if I don't, I hit them with my lawnmower, who is going to pay for those bills. Part of that might be taken care of if that section of the road and if you drive by there you can see there is gravel everywhere.

Do you know the last time that sweeper came through? It has probably been about two months. I saw the sweeper over here about 3 – 4 weeks ago, this is a safety issue. Please sweep more often. The next thing is when they were fixing the curb, there is a 3x4 square of asphalt that has not been replaced, and I would like that to be replaced before winter comes. The huge crack in the curb also needs to get fixed. I do take pride in my yard when you come by so when I see all that stuff there, and it has been there for some time, I get a little frustrated. The last thing I would ask is, when is the subdivision supposed to have the curb, and the first layer of asphalt?

Committee Reports
None

Unfinished Business from previous meetings
None

New Business
Swearing in of Officer Devan McCready
Clerk-Treasurer Jane Booth did the swearing in of Officer Devan McCready.

Discussion and possible action on John Street/Fountain Court project Pay App #1
DPW Director Steber said that this is the first payment for the John Street/Fountain Court that has been going on.
Motion [Arendt Vanden Heuvel/Moeller] to approve the payment in the amount of $71,566.33 with Northeast Asphalt.
Roll call vote, 5 ayes, 0 nays, motion carried.

Discussion and possible action on approval of new Ward Map
Clerk- Treasurer Booth stated that this is a result of the annexation that was passed at a previous board meeting. There are no voters attached to this parcel.

Motion [Arendt Vanden Heuvel/Moeller] to accept the ward map as presented in the packet for the 9-18-25 meeting.
Roll call vote, 5 ayes, 0 nays, motion carried.

Discussion and possible action on R-15-25 resolution amending the fee schedule
Administrator Treadwell said that we added the fingerprinting fees and the state seals for building permits went up to $40.00. We lowered the bicycle fee to zero.

Motion [Moeller/Jewell] to approve resolution R-15-25.
Roll call vote, 5 ayes, 0 nays, motion carried.

Discussion and possible action on Main and Nash Intersection design for 2026 Reconstruction.
Administrator Treadwell said that this is for review, and the biggest change is that they are taking a big square across from the bowling alley and making a larger turn radius to go north on M. The big change would be changing it down to single lanes on each side. There should be less width for the crosswalk in the road.

Trustee Arendt Vanden Heuvel asked about where the stop signs will be posted.

Discussion on where the placement of the stop signs will be. They are not in the current design, and we can ask these questions of the County.

No motion was taken at this time.

<u>Report of Village Officials</u>

Clerk-Treasurer: The report is in the packet.

Director of Public Works: The report is in the packet. The Fountain Court and John Street projects have been completed.

Chief of Police: The report is in the packet. Rolling with some staffing changes, very positive feedback on Officer McCready. In a few weeks we should be back to full staff. There are local safety concerns with districts in our area with the start of school and meeting with local officials to keep up with things. Looking at other strategies schools are using to make sure that we are staying up with the school district regarding any safety concerns.

President Bellile said that the three-way stop on Olk and Nash Street is dangerous, and people don't realize it is a three-way stop, and can something be placed on the top of the stop sign, reading three-way stop?

Chief of Police Bahr said that there aren't many accidents there, but there are a lot of near misses at that intersection. Administrator Treadwell said that it wouldn't be a bad idea to revisit that intersection.

Library Director: Nothing

Attorney: Nothing

Administrator: The report is in the packet. I have been working on the budget and the creation of TIID 7 and dealing with construction timelines and construction. I sent off information to our financial advisors, to get there input as far as a loan or bond and how to finance.

Any other miscellaneous topics for future discussion
Trustee Moeller asked about the intersection for future discussion Nash and Olk.

<u>Communications and Miscellaneous Business</u>
Black Otter Lake District news: Nothing new

Building permit report: None

Hortonville-Hortonia Fire District news: Nothing new

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

Hortonville Civic Association: Nothing

Senior Activities Committee: Nothing

<u>Comments and suggestions from citizens present</u>
Joanne Moeller said that Nash and Main has been a pain in the butt, there is never a break in the traffic. Can they put the lights back up? I have heard a lot of people complaining.

A concerned citizen said that she would like to comment on the other intersection of Nash and Olk, and we do tournaments, and it is a lot of traffic for three days straight running back and forth, and I can't tell you how many times I have almost gotten t boned.

<u>Adjournment</u>
Motion [Moeller/Keel] to adjourn. Unanimous voice vote, motion carried. The Board adjourned at 6:30 p.m.

Minutes submitted by,

Jane Booth, WCMC
Village Clerk/Treasurer

October 02, 2025 INVOICE LISTING

VILLAGE INVOICES		**September 19, 2025- October 02, 2025**		
223467	Ayres Associates Inc	Downtown Master Plan	$	1,275.00
TID4-2025	Common Wealth Development Corp	Developer Incentive- TID 4 Commonwealth	$	17,975.89
ACH	Delta Dental	Dental Insurance Premiums- October 2025	$	1,552.59
ACH	EFTPS	Federal, FICA taxes for 09/25/2025 Payroll	$	14,072.01
5093364	Employee Benefits Corporation	Health Reimbursement- September 2025	$	1,363.60
252286	Graphic Composition	Autumn Fest Mailing	$	634.00
13700	Gregg Young Ford	Hose Heater- Squad #21	$	150.04
Mileage2025-1	Hooyman, Kaytlin	Civic Symposium Mileage Reimbursement- 2025	$	179.20
WS0925	Hortonville Water & Sewer Utility	Water/Sewer Billing 05/31/2025-08/29/2025	$	254.72
09-25	Lathrop, Carrie	Stay League Conference Reimbursement	$	300.98
Is34201	Litho Specialists	General Fund Checks (2000)- Village	$	336.00
2034167	Meat Block	Oktoberfest Staff Celebration- Burgers and Brats	$	167.29
156736/156737/157	Mielke, Ruekert	Bug Tussel Construction Services	$	15,619.84
020416	MSA Professional Services	Memorial Square Design	$	4,671.50
IN289870	Multi Media Channels	Public Hearing Notice- Conditional Use and Rezone	$	62.85
ACH	Network Health	Total Health Premiums- October 2025	$	17,219.96
202500000190	Outagamie County Register of Deeds	Annexation for Recorded date 8/18/25	$	30.00
6215	Tony's Cemetery Services	Stacie Cleveland Creamation	$	350.00
8165941	Tri City Glass and Door	Automatic Door Adjustments- MSC	$	240.00
VC3-221288	VC3 Inc	IT- September Invoice	$	2,828.39
09-25	Waupaca County Clerk of Courts	Kristie Reed- Warrant #17FA51	$	1,844.32
ACH	Wisconsin Deferred Comp	EE contributions 09/25/2025 Payroll	$	911.00
ACH	Wisconsin Retirement System	WRS Contributions- September 2025	$	18,567.03
ACH	Wisconsin, State of	State W/H for 09/25/2025 Payroll	$	2,454.45
ACH	Wolf River Community Bank	Principle and Interest- Wildwind Loan #2794	$	6,074.09
ACH	Wolf River Community Bank	Principle and Interest- WRCB CIP Loan #3608	$	31,480.21
ACH	Wolf River Community Bank	Principle and Interest- WRCB Engineering Loan #2843	$	4,606.16
ACH	Wolf River Community Bank	Principle and Interest- WRCB Fire Truck Loan	$	6,250.00
		Invoice Total	$	151,471.12
	09/25/25 Direct Deposit P/R		$	44,430.35
		Grand Total	$	195,901.47

WATER & SEWER UTILITY INVOICES		**September 19, 2025- October 02, 2025**		
27063083025	Charter	Inter/Email- September 2025- Sewer	$	85.28
9010767867	Clean Water Testing	Coliform Bacteria Test	$	32.00
9010791350	Clean Water Testing	Coliform Bacteria Test	$	55.00
9010821205	Clean Water Testing	Coliform Bacteria Test	$	57.00
Mileage2025-2	Kuske, Sean	American Water Works Association Mileage Reimbursen	$	154.00
27586/27669	Menards	Supplies- Water	$	72.96
AlonzoPark-3	Mueller Electric LLC	Alonzo Park Emergency Generator- Final Payment	$	2,000.00
		Grand Total	$	2,456.24

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Contractor's Application for Payment No. 2

Application Period: 6/19/2025 - 09/9/2025		Application Date: 09/25/2025
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		
Number	Additions	Deductions
1	$8,812.95	
2	$880.00	
3		$114.50
TOTALS	$9,692.95	$114.50
NET CHANGE BY CHANGE ORDERS	**$9,578.45**	

1. **ORIGINAL CONTRACT PRICE**	$	**$247,435.15**
2. **Net change by Change Orders**	$	**$9,578.45**
3. **Current Contract Price (Line 1 ± 2)**	$	**$257,013.60**
4. **TOTAL COMPLETED AND STORED TO DATE**		**$225,965.44**
(Column F total on Progress Estimates)	$	
5. **RETAINAGE:**		
a. 5% X ______ Work Completed	$	**$11,298.30**
b. X ______ Stored Material	$	
c. Total Retainage (Line 5.a + Line 5.b)	$	**$11,298.30**
6. **AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)**	$	**$214,667.14**
7. **LESS PREVIOUS PAYMENTS (Line 6 from prior Application)**	$	**$71,566.33**
8. **AMOUNT DUE THIS APPLICATION**	$	**$143,100.81**
9. **BALANCE TO FINISH, PLUS RETAINAGE**		
(Column G total on Progress Estimates + Line 5.c above)	$	**$11,298.30**

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

Signed by:
By: Jon Wurzer Initial: TH Date: 09/25/2025
AC6AF408E7E7473...

Payment of: $ 143,100.81
(Line 8 or other - attach explanation of the other amount)

is recommended by: Dan Rammer (Engineer) 9/25/2025 (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)

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): V/O Hortonville John Street & Fountain Court Improvements	Application Number: 2
Application Period: 6/19/2025 - 09/9/2025	Application Date: 09/25/2025

A					B	C	D	E	F		G
Item		Contract Information									
Bid Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item ($)	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)
1	Mobilization	1	LS	$9,500.00	$9,500.00	1	$9,500.00		$9,500.00	100%	
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	160	$320.00		$320.00	100%	
5	Manhole Adjustment	2	EA	$1,250.00	$2,500.00	2	$2,500.00		$2,500.00	100%	
6	Asphalt Driveway, 3" w/Aggregate Base Course, 3/4", 9"	12	SY	$72.50	$870.00	12	$870.00		$870.00	100%	
7	Asphalt Milling, 4"	3110	SY	$4.10	$12,751.00	3110	$12,751.00		$12,751.00	100%	
8	Roadway Base Repair	210	CY	$75.00	$15,750.00						
9	Asphaltic Binder, 4LT48-28S, 2.25"	415	TN	$91.10	$37,806.50	453.65	$41,327.52		$41,327.52	109%	
10	Asphaltic Surface, 5MT58-28S, 1.75"	320	TN	$87.10	$27,872.00	328.12	$28,579.25		$28,579.25	103%	
JOHN STREET IMPROVEMENTS							**$98,097.77**		**$98,097.77**		
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%	
16	Remove Concrete	48	SY	$25.00	$1,200.00	39.5	$987.50		$987.50	82%	
17	Manhole Adjustment	3	EA	$1,250.00	$3,750.00						
18	Sawcut	112	SY	$2.00	$224.00	112	$224.00		$224.00	100%	
19	Topsoil Placement and Grading	500	SY	$6.95	$3,475.00	506	$3,516.70		$3,516.70	101%	
20	Seeding	500	SY	$2.75	$1,375.00	506	$1,391.50		$1,391.50	101%	
21	Hydromulch	500	SY	$3.50	$1,750.00	506	$1,771.00		$1,771.00	101%	
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%	
23	Asphalt Driveway, 3" w/Aggregate Base Course, 3/4", 9"	45	SY	$72.50	$3,262.50	32	$2,320.00		$2,320.00	71%	
24	Asphalt Milling, 3"	1460	SY	$4.30	$6,278.00	1580	$6,794.00		$6,794.00	108%	
25	Roadway Base Repair	100	CY	$75.00	$7,500.00						
26	Asphaltic Binder, 4LT58-28S, 2"	195	TN	$99.85	$19,470.75	187.18	$18,689.92		$18,689.92	96%	
27	Asphaltic Surface, 5MT58-28S, 1.5"	150	TN	$94.90	$14,235.00	132.46	$12,570.45		$12,570.45	88%	
28	Storm Lateral, PVC, 6"	34	LF	$35.00	$1,190.00	43	$1,505.00		$1,505.00	126%	
29	Storm Sewer, PVC, 8"	444	LF	$69.10	$30,680.40	449	$31,025.90		$31,025.90	101%	
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%	
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%	

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract):	V/O Hortonville John Street & Fountain Court Improvements	Application Number:	2
Application Period:	6/19/2025 - 09/9/2025	Application Date:	09/25/2025

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%	
3000	CO #1 N Mill Street Repair	1	LS	$8,812.95	$8,812.95	1	$8,812.95		$8,812.95	100%	
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							**$127,867.68**		**$127,867.68**		
				TOTAL PROJECT COSTS	**$257,013.60**		**$225,965.44**		**$225,965.44**	88%	

Initial
TH

Agreement made as of the **Twenty-ninth** Day of **August** in the year **Two Thousand Twenty-Five.**

Between the Owner:
Village of Hortonville
531 N Nash Street
Hortonville, WI 54944
Attn: Nathan Treadwell

For the following Project:
Alonzo Park Pavilion – Preliminary Design
310 E. Main Street
Hortonville, WI 54944

Introduction, Project Delivery and Project Description:

Thank you for the opportunity to provide an Architectural Proposal for the proposed project at the address noted above. The basis of this proposal assumes the following project program any deviation from our assumptions shall result in necessary proposal revisions; that the project is to consist of a **Preliminary Plan & Elevations** for a new **park pavilion to include accessible restrooms and a concession stand/ warming kitchen for event food service**. It is assumed all Mechanical, Electrical, Plumbing and Sprinkler Engineering Design (MEPS) will be contracted by the **Design-Build Contractors** hired by the **Owner or Construction Manager**.

It is understood the Architect will be contracted directly to the Owner. The Owner will also hire a General Contractor that will act as the Construction Manager at Risk (CM at Risk). This arrangement will allow the owner to have design and construction team from the beginning of the design process through construction completion. In this CM at Risk arrangement the General Contractor acting as a Construction Manager will be the owner's construction agent and will provide all construction supervision and construction administration thus relieving the need to contract the Architect for these services. The Architect will not have liability in the Construction Supervision, Construction Specifications nor will we offer Construction advice. Construction Administration by the Architect is **not included** in this proposal. Furthermore, it is understood the Architect **will not** provide Site Observation during construction. It is the duty of the Owner to establish these required services with the CM at Risk. This Agreement shall be governed by Wisconsin laws related to construction.

The Owner and Architect agree as follows:

<u>Conditions of The Contract:</u>

<u>Article 1 - Architects Responsibilities:</u>

The Architect shall provide services as outlined in this agreement following the orderly progress consistent with industry standards. The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in Wisconsin under the same or similar circumstances. The Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

Conditions of The Contract (continued):

Article 1 - Architects Responsibilities (continued):

Schematic Design/Design Development:

The Owner will work with the Architect to develop the project program. The Architects scope shall include developing the building plans to satisfy, general building codes. **The Architect will utilize a GIS site Plan to prepare a site overlay of the proposed plans.** The Architect will prepare initial floor plans for Owner approvals. Refine the design through up to **One (1)** meetings **(in person)** with the Owner to make any changes that arise from the Owners review of the plans. The Architect will develop the overall design selections to prepare for Construction Documents. The Architect shall utilize AutoCAD software for document production. We **have not** included our attendance or submissions for Municipal Planning Review Boards, Planning Commission or Zoning Approvals Boards.

Construction Documents: **Not Included in this Scope of Work**

~~The Architect shall develop a design based on the outlined scope, established in the Schematic Design Phase, which shall be set forth in drawings and other documents appropriate for the Project. Upon the Owners approval of the design, the Architect shall prepare Construction Documents indicating requirements for construction of the Project and shall coordinate its services with any consulting services hired by the Construction Manager and/or Owner. The Architect shall provide a complete set of Architectural plans which will include the following:~~ ___~~**outline specifications on the drawings, 3d Rendering, title sheet with code information, demolition plan, dimensioned and detailed floor plans, exterior elevations, interior elevations, door and window schedules with details, roof plan with details, reflected ceiling plans, building/wall sections, interior wall types and construction detailing necessary for construction.**~~___ ~~Additionally, the Architect shall hire and coordinate with the following consultants to provide construction documents:~~ ___~~**Surveyor, Civil Engineer, Landscape Designer, Structural Engineer.**~~___ ~~The Construction Documents will provide the necessary information for construction and permitting and will be designed to satisfy current building codes (IBC 2015). The Architect shall assist the Owner in filing documents required for the building plan approval by governmental authorities. It is understood the General Contractor acting as the Construction Manager hired by the Owner will review the Owner's scope of work, develop the construction budget, assist the Owner in obtaining bids or proposals, maintain the project schedule for construction, and award all contracts for construction.~~

Construction Administration: **Not Included in this Scope of Work**

~~During the Construction Phase, the Construction Manager at Risk shall act as the Owner's representative and provide the administration of the Contract. The Architect has included the following LIMITED Services during construction:~~

- ~~Answer all contractor questions during bidding and construction.~~
- ~~Provide RFI/Construction Bulletin Support~~
- ~~Review shop drawings as it relates to coordination of the plans.~~
- ~~Attend the site monthly up to _**Five (5)**_ Max times during construction to perform site observation~~
- ~~Certify contractor submitted pay applications.~~
- ~~Provide punch-list upon construction completion~~
- ~~Provide Final Site Observation to verify work is in place and file compliance statement.~~

Conditions of The Contract (continued):

Article 2 - Owners Responsibilities:

The Owner shall provide full information about the objectives, schedule, constraints, existing conditions of the Project, and shall establish a budget that includes reasonable contingencies and meets the Project requirements. The Owner and/or Construction Manager shall furnish consulting services not provided by the Architect, but required for the Project, such as **surveying, geotechnical engineering, environmental testing, landscape design, civil design, mechanical engineering, electrical engineering, and plumbing design.** The Owner shall employ a Contractor and Construction Manager, experienced in the type of Project to be constructed, to perform the construction Work and to provide price information.

Article 3 – Use of Documents:

Drawings, specifications and other documents prepared by the Architect are the Architect's Instruments of Service and are for the Owner's use solely with respect to constructing the Project. The Architect shall retain all common law, statutory and other reserved rights, including the copyright. Upon completion of the construction of the Project, the Architect grants to the Owner a license to use the Architect's Instruments of Service as a reference for maintaining, altering and adding to the Project. The Owner agrees to indemnify the Architect from all costs and expenses related to claims arising from the Owner's use of the Instruments of Service without retaining the Architect. When transmitting copyright-protected information for use on the Project, the transmitting party represents that it is either the copyright owner of the information or has permission from the copyright owner to transmit the information for its use on the Project.

Article 4 – Termination, Suspension or Abandonment:

In the event of termination, suspension or abandonment of the Project by the Owner, the Architect shall be compensated for services performed. The Owner's failure to make payments in accordance with this Agreement shall be considered substantial nonconformance and sufficient cause for the Architect to suspend or terminate services. Either the Architect or the Owner may terminate this Agreement after giving no less that seven days written notice if the Project is suspended more than 90 days, or if the other party substantially fails to perform in accordance with the terms of this Agreement.

Article 5 – Compensation to The Architect:

The **Architect shall provide Design and Engineering Services** and be compensated for these services as follows:

Architectural Services	**$3,000***
3D Rendering	**$1,500***

*The following expenses are excluded in the fee above but are anticipated to be reimbursable expenses which shall be compensated to the Architect by the Owner:

Government Agency Fees Printing

The following expenses are included in the fee above:

Mileage Postage

Conditions of The Contract (continued):

Article 5 – Compensation to The Architect (continued):

The following services are excluded from this agreement:

Structural Engineering	Interior Design	Furniture and Furnishing Selections
Mechanical Engineering	Electrical Engineering	Plumbing Design
Fire Protection Design	Fire Alarm Design	Low Voltage Design
Soil Engineering	Soil Reports	Soil Borings
Environmental Testing	Material Testing	As-Built Drawings
Fire Maps	Design Specifications Manual	Kitchen Design
Marketing Plans	City Zoning Approvals	Government Meeting Attendance
Surveying	Civil Engineering	Site Lighting/Photometrics
Landscape Design	3D Renderings	Construction Documents

Progress Invoicing and Late Fee Interest Terms:

Upon the project moving forward we will invoice monthly. Monthly progress invoicing is based on a percentage complete. If at any time the project is put on hold our invoicing will also be held to the corresponding of progress completion. Upon issuance of an invoice it is not due for 30 days. Furthermore, no interest charges are incurred for the first 90 days after invoice issuance. Upon 90 days interest charges begin incurring on the outstanding invoice balance. Our interest rate is Prime Rate (Fed) plus 5% compounding monthly.

Hourly Rates:

Architectural Drafter:	$75/Hour	Senior Architectural Drafter:	$85/Hour
Architect Proj. Mngr:	$95/Hour	Creative Director:	$95/Hour
Associate Principal Architect:	$115/Hour	Firm Principal Architect:	$130/Hour

At the request of the Owner, the Architect shall provide additional services not included in Article 1 for additional compensation. Such additional services may include, but not be limited to; revisions due to changes in the Project scope, quality or budget, or due to Owner-requested changes in the approved design; evaluating changes in the Work and Contractors' requests for substitution of materials or systems; providing services necessitated by the Contractor's failure to perform; and the extension of the Architect's Article 1 services beyond 12 months of the date of this Agreement through no fault of the Architect.

This Agreement entered into as of the day and year noted above:

Architects Signature:______________________	Owners Signature:___________________________________
Jeremy D Bartlett, Architect	Print Name:____
Thrive Architects, Llc	Company/Organization:_____________________________
(833) 380-6180 ext #701	

W. B. A.	203B (8/06)	eFIPCO 11059

Boxes checked are applicable.
Boxes not checked are inapplicable.

Prepared and intended for use by commercial banks in transactions governed by Wisconsin Law.

EXHIBIT A
RESOLUTION

(Adopted at an Open Meeting held October 2, 2025 at 6:00 PM)

WHEREAS the Village of Hortonville, Outagamie County, Wisconsin ("Village"), is presently in need of funds aggregating two hundred fifteen thousand seven dollars and 00/100 ($ 215,007.00) for public purpose(s) of: **(1)**

TID 6

; and

WHEREAS, the Village Board deems it necessary and in the best interests of the Village that, pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, the sum of two hundred fifteen thousand seven dollars and 00/100 Dollars ($ 215,007.00) be borrowed for such purpose(s) upon the terms and conditions hereinafter set forth:

NOW, THEREFORE, BE IT RESOLVED, that for the purpose(s) hereinabove set forth the Village, by its President, and Clerk, pursuant to Section 67.12(12), Wisconsin Statutes, borrow from Wolf River Community Bank, ("Lender"), the sum of $ 215,007.00, and, to evidence such indebtedness, said President and Clerk shall make, execute and deliver to the Lender for and on behalf of the Village the promissory note of the Village to be dated October 3, 2025, in said principal amount with interest at the rate of five point five percent (5.50 %) per annum and payable as follows:
Principal and interest payments in the amount of $2,333.39 are due and payable beginning November 3, 2025 and on the same day(s) of each succeeding month thereafter plus the final payment of principal and interest due on October 3, 2035.

Interest is computed for the actual number of days principal is unpaid on the basis of ☐ a 360 day year ☒ a 365 day year. **(2)**
Said interest to be payable on the dates set forth above on the outstanding principal balance, with ☐ no prepayment privileges ☒ prepayment privileges on any principal or interest payment date on or after October 3, 2025.
A copy of the promissory note shall be attached to this resolution.

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(1) Here describe each purpose in detail. If the purpose is meeting general and current municipal expenses or refinancing obligation of the Village, so specify.

(2) Section 67.12(12), Wisconsin Statutes, does not place any restrictions on the basis of interest rate calculations.

Boxes checked are applicable.
Boxes not checked are inapplicable.

BE IT FURTHER RESOLVED, that there be, and there hereby is, levied on all the taxable property of the Village, a direct annual irrepealable tax sufficient in amount to pay the principal and interest on said note as the same becomes due and payable, said tax to be in the following minimum amounts: **(3)**

Amount of Tax (principal and interest)	To Meet Note Payments Due On	Year of Levy (must be in year(s) prior to due date)
$ $2,696.49 Principal, $1,970.29 Int	11/03/2025 and 12/03/2025	For the year 2024 .
$ $16,742.37 Principal, $11,258.31 Int	01/03/2026 through 12/03/2026	For the year 2025 .
$ $17,686.76 Principal, $10,313.92 Int	01/03/2027 through 12/03/2027	For the year 2026 .
$ $18,656.97 Principal, $9,343.71 Int	01/03/2028 through 12/03/2028	For the year 2027 .
$ $19,736.84 Principal, $8,263.84 Int	01/03/2029 through 12/03/2029	For the year 2028 .
$ $20,850.14 Principal, $7,150.54 Int	01/03/2030 through 12/03/2030	For the year 2029 .
$ $22,026.27 Principal, $5,974.41 Int	01/03/2031 through 12/03/2031	For the year 2030 .
$ $23,254.12 Principal, $4,746.56 Int	01/03/2032 through 12/03/2032	For the year 2031 .
$ $24,580.40 Principal, $3,420.28 Int	01/03/2033 through 12/03/2033	For the year 2032 .
$ $25,966.93 Principal, $2,033.75 Int	01/03/2034 through 12/03/2034	For the year 2033 .

If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said note when due, the requisite amount shall be paid from other funds of the Village then available, which sums shall be replaced upon the collection of the taxes herein levied.

In the event that the Village exercises its prepayment privilege, if any, then no such direct annual tax shall be included on the tax rolls for the prepayments made and the amount of direct annual tax hereinabove levied shall be reduced accordingly for the year or years with respect to which said note was prepaid.

In each of said levy years, the direct annual tax so levied shall be carried into the tax rolls each year and shall be collected in the same manner and at the same time as other taxes of the Village for such years are collected; provided, that the amount of tax carried into the tax roll may be reduced in any year by the amount of any surplus in the debt service account for the note. So long as any part of the principal of, or interest on, said note remains unpaid, the proceeds of said tax shall be segregated in a special fund used solely for the payment of the principal of, and interest on, said note.

BE IT FURTHER RESOLVED, that there be and there hereby is established in the treasury of the Village, if one has not already been established, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Sinking funds established for obligations previously issued by the Village may be considered as separate and distinct accounts within the debt service fund. Within the debt service fund, there be and there hereby is established a separate and distinct account designated as the "Debt Service Account for Promissory Note dated October 3, 2025 ", which account shall be used solely for the purpose of paying principal of and interest on said note. There shall be deposited in said account any accrued interest paid on said note at the time it is delivered to the Lender, all money raised by taxation or appropriated pursuant hereto, and such other sums as may be necessary to pay principal and interest on said note when the same shall become due.

BE IT FURTHER RESOLVED, that the proceeds of said note shall be used solely for the purposes for which it is issued, but may be temporarily invested until needed in legal investments, provided that no such investment shall be in such a manner as would cause said note to be an "arbitrage bond" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended, or the Regulations of the Commissioner of Internal Revenue thereunder; and an officer of the Village, charged with the responsibility for issuing the note, shall certify by use of an arbitrage certificate, if required, that, on the basis of the facts, estimates and circumstances in existence on the date of the delivery of the note, it is not expected that the proceeds will be used in a manner that would cause said note to be an "arbitrage bond."

BE IT FURTHER RESOLVED, that the projects financed by the note and their ownership, management and use will not cause the note to be a "private activity bond" within the meaning of Section 141 of the Internal Revenue Code of 1986, as amended, and that the Village shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the note.

BE IT FURTHER RESOLVED, that the Village Clerk shall keep records for the registration and for the transfer of the note. The person in whose name the note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on the note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such note to the extent of the sum or sums so paid. The note may be transferred by the registered owner thereof by presentation of the note at the office of the Village Clerk, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his legal representative duly authorized in writing. Upon such presentation, the note shall be transferred by appropriate entry in the registration records and a similar notation, including date of registration, name of new registered owner and signature of the Village Clerk, shall be made on such note.

[x] BE IT FURTHER RESOLVED, that the note is hereby designated as a "qualified tax-exempt obligation" for purposes of Section 265 of the Internal Revenue Code of 1986, as amended, relating to the ability of financial institutions to deduct from income, for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations. **(4)**

BE IT FURTHER RESOLVED, that the Village officials are hereby authorized and directed, so long as said note is outstanding, to deliver to the Lender any audit statement or other financial information the Lender may reasonably request and to discuss its affairs and finances with the Lender.

BE IT FURTHER RESOLVED, that said note shall be delivered to the Lender on or after the date of said note, upon receipt of the total principal amount of the loan evidenced thereby, plus accrued interest, if any, to date of delivery, provided that, if this is a refinancing, the refunding note shall be immediately exchanged for the note being refinanced.

(3) First tax levy should be for the current year unless tax roll has already been delivered for collection, and amount of levy should be sufficient to meet all principal and interest payments coming due prior to date for collection of next succeeding tax levy.

(4) Do not check box if the Village will be issuing more than $10,000,000 of tax-exempt obligations in the calendar year. In that case, banks will not be entitled to deduct, for federal income tax purposes, interest expense that is allocable to carrying or acquiring the note.

Boxes checked are applicable.
Boxes not checked are inapplicable.

BE IT FURTHER RESOLVED, that there be, and there hereby is, levied on all the taxable property of the Village, a direct annual irrepealable tax sufficient in amount to pay the principal and interest on said note as the same becomes due and payable, said tax to be in the following minimum amounts: **(3)**

Amount of Tax (principal and interest)	To Meet Note Payments Due On	Year of Levy (must be in year(s) prior to due date)
$ $22,809.71 Principal, $579.05 Int	01/03/2035 through 10/03/2035	For the year 2034 .
$ ____	____	For the year ____ .
$ ____	____	For the year ____ .
$ ____	____	For the year ____ .
$ ____	____	For the year ____ .
$ ____	____	For the year ____ .
$ ____	____	For the year ____ .
$ ____	____	For the year ____ .
$ ____	____	For the year ____ .
$ ____	____	For the year ____ .

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(4) Do not check box if the Village will be issuing more than $10,000,000 of tax-exempt obligations in the calendar year. In that case, banks will not be entitled to deduct, for federal income tax purposes, interest expense that is allocable to carrying or acquiring the note.

Report Date: 09/18/2025

WOLF RIVER COMMUNITY BANK
309 East Main Street
Hortonville, WI 54944

Loan Amortization Schedule

Entered Values	
Loan Amount:	$215,007.00
Annual Interest Rate:	5.5000 %
Accrual Method:	
Note Type:	Reg P&I
Loan Term (months):	120
Maturity Date:	
Payment Frequency:	Monthly
Date First Payment Due:	11/3/2025
Date Next Payment Due:	11/3/2025
Amortization Begin Date:	10/3/2025
Payment Amount:	$0.00
Extra Payment Amount:	$0.00

Loan Summary	
Scheduled Payment Amount:	$2,333.39
Number Scheduled Payments:	120
Total Interest:	$65,054.66
Balloon Payment Amount:	$2,388.25

Payment Date	Begin Balance	Sched Payment	Principal Interest	Cumulative Principal Interest	Ending Balance
11/03/25	$215,007.00	$2,333.39	$1,329.04 $1,004.35	$1,329.04 $1,004.35	$213,677.96
12/03/25	$213,677.96	$2,333.39	$1,367.45 $965.94	$2,696.49 $1,970.29	$212,310.51
Year 1 totals:		**$4,666.78**	**$2,696.49** **$1,970.29**		
01/03/26	$212,310.51	$2,333.39	$1,341.64 $991.75	$4,038.13 $2,962.04	$210,968.87
02/03/26	$210,968.87	$2,333.39	$1,347.91 $985.48	$5,386.04 $3,947.52	$209,620.96
03/03/26	$209,620.96	$2,333.39	$1,448.96 $884.43	$6,835.00 $4,831.95	$208,172.00
04/03/26	$208,172.00	$2,333.39	$1,360.97 $972.42	$8,195.97 $5,804.37	$206,811.03
05/03/26	$206,811.03	$2,333.39	$1,398.49 $934.90	$9,594.46 $6,739.27	$205,412.54
06/03/26	$205,412.54	$2,333.39	$1,373.86 $959.53	$10,968.32 $7,698.80	$204,038.68

Loan Amortization Schedule

Payment Date	Begin Balance	Sched Payment	Principal Interest	Cumulative Principal Interest	Ending Balance
07/03/26	$204,038.68	$2,333.39	$1,411.02 $922.37	$12,379.34 $8,621.17	$202,627.66
08/03/26	$202,627.66	$2,333.39	$1,386.87 $946.52	$13,766.21 $9,567.69	$201,240.79
09/03/26	$201,240.79	$2,333.39	$1,393.35 $940.04	$15,159.56 $10,507.73	$199,847.44
10/03/26	$199,847.44	$2,333.39	$1,429.97 $903.42	$16,589.53 $11,411.15	$198,417.47
11/03/26	$198,417.47	$2,333.39	$1,406.54 $926.85	$17,996.07 $12,338.00	$197,010.93
12/03/26	$197,010.93	$2,333.39	$1,442.79 $890.60	$19,438.86 $13,228.60	$195,568.14
Year 2 totals:		**$28,000.68**	**$16,742.37** **$11,258.31**		
01/03/27	$195,568.14	$2,333.39	$1,419.85 $913.54	$20,858.71 $14,142.14	$194,148.29
02/03/27	$194,148.29	$2,333.39	$1,426.48 $906.91	$22,285.19 $15,049.05	$192,721.81
03/03/27	$192,721.81	$2,333.39	$1,520.26 $813.13	$23,805.45 $15,862.18	$191,201.55
04/03/27	$191,201.55	$2,333.39	$1,440.24 $893.15	$25,245.69 $16,755.33	$189,761.31
05/03/27	$189,761.31	$2,333.39	$1,475.56 $857.83	$26,721.25 $17,613.16	$188,285.75
06/03/27	$188,285.75	$2,333.39	$1,453.86 $879.53	$28,175.11 $18,492.69	$186,831.89
07/03/27	$186,831.89	$2,333.39	$1,488.81 $844.58	$29,663.92 $19,337.27	$185,343.08
08/03/27	$185,343.08	$2,333.39	$1,467.61 $865.78	$31,131.53 $20,203.05	$183,875.47
09/03/27	$183,875.47	$2,333.39	$1,474.46 $858.93	$32,605.99 $21,061.98	$182,401.01
10/03/27	$182,401.01	$2,333.39	$1,508.84 $824.55	$34,114.83 $21,886.53	$180,892.17
11/03/27	$180,892.17	$2,333.39	$1,488.40 $844.99	$35,603.23 $22,731.52	$179,403.77
12/03/27	$179,403.77	$2,333.39	$1,522.39 $811.00	$37,125.62 $23,542.52	$177,881.38
Year 3 totals:		**$28,000.68**	**$17,686.76** **$10,313.92**		
01/03/28	$177,881.38	$2,333.39	$1,502.46 $830.93	$38,628.08 $24,373.45	$176,378.92

Loan Amortization Schedule

Payment Date	Begin Balance	Sched Payment	Principal Interest	Cumulative Principal Interest	Ending Balance
02/03/28	$176,378.92	$2,333.39	$1,509.48 $823.91	$40,137.56 $25,197.36	$174,869.44
03/03/28	$174,869.44	$2,333.39	$1,569.23 $764.16	$41,706.79 $25,961.52	$173,300.21
04/03/28	$173,300.21	$2,333.39	$1,523.86 $809.53	$43,230.65 $26,771.05	$171,776.35
05/03/28	$171,776.35	$2,333.39	$1,556.87 $776.52	$44,787.52 $27,547.57	$170,219.48
06/03/28	$170,219.48	$2,333.39	$1,538.26 $795.13	$46,325.78 $28,342.70	$168,681.22
07/03/28	$168,681.22	$2,333.39	$1,570.86 $762.53	$47,896.64 $29,105.23	$167,110.36
08/03/28	$167,110.36	$2,333.39	$1,552.78 $780.61	$49,449.42 $29,885.84	$165,557.58
09/03/28	$165,557.58	$2,333.39	$1,560.03 $773.36	$51,009.45 $30,659.20	$163,997.55
10/03/28	$163,997.55	$2,333.39	$1,592.03 $741.36	$52,601.48 $31,400.56	$162,405.52
11/03/28	$162,405.52	$2,333.39	$1,574.76 $758.63	$54,176.24 $32,159.19	$160,830.76
12/03/28	$160,830.76	$2,333.39	$1,606.35 $727.04	$55,782.59 $32,886.23	$159,224.41
Year 4 totals:		**$28,000.68**	**$18,656.97** **$9,343.71**		
01/03/29	$159,224.41	$2,333.39	$1,589.62 $743.77	$57,372.21 $33,630.00	$157,634.79
02/03/29	$157,634.79	$2,333.39	$1,597.04 $736.35	$58,969.25 $34,366.35	$156,037.75
03/03/29	$156,037.75	$2,333.39	$1,675.04 $658.35	$60,644.29 $35,024.70	$154,362.71
04/03/29	$154,362.71	$2,333.39	$1,612.33 $721.06	$62,256.62 $35,745.76	$152,750.38
05/03/29	$152,750.38	$2,333.39	$1,642.87 $690.52	$63,899.49 $36,436.28	$151,107.51
06/03/29	$151,107.51	$2,333.39	$1,627.53 $705.86	$65,527.02 $37,142.14	$149,479.98
07/03/29	$149,479.98	$2,333.39	$1,657.66 $675.73	$67,184.68 $37,817.87	$147,822.32
08/03/29	$147,822.32	$2,333.39	$1,642.88 $690.51	$68,827.56 $38,508.38	$146,179.44
09/03/29	$146,179.44	$2,333.39	$1,650.55 $682.84	$70,478.11 $39,191.22	$144,528.89

Loan Amortization Schedule

Payment Date	Begin Balance	Sched Payment	Principal Interest	Cumulative Principal Interest	Ending Balance
10/03/29	$144,528.89	$2,333.39	$1,680.04 $653.35	$72,158.15 $39,844.57	$142,848.85
11/03/29	$142,848.85	$2,333.39	$1,666.11 $667.28	$73,824.26 $40,511.85	$141,182.74
12/03/29	$141,182.74	$2,333.39	$1,695.17 $638.22	$75,519.43 $41,150.07	$139,487.57
Year 5 totals:		**$28,000.68**	**$19,736.84** **$8,263.84**		
01/03/30	$139,487.57	$2,333.39	$1,681.81 $651.58	$77,201.24 $41,801.65	$137,805.76
02/03/30	$137,805.76	$2,333.39	$1,689.67 $643.72	$78,890.91 $42,445.37	$136,116.09
03/03/30	$136,116.09	$2,333.39	$1,759.09 $574.30	$80,650.00 $43,019.67	$134,357.00
04/03/30	$134,357.00	$2,333.39	$1,705.78 $627.61	$82,355.78 $43,647.28	$132,651.22
05/03/30	$132,651.22	$2,333.39	$1,733.73 $599.66	$84,089.51 $44,246.94	$130,917.49
06/03/30	$130,917.49	$2,333.39	$1,721.84 $611.55	$85,811.35 $44,858.49	$129,195.65
07/03/30	$129,195.65	$2,333.39	$1,749.35 $584.04	$87,560.70 $45,442.53	$127,446.30
08/03/30	$127,446.30	$2,333.39	$1,738.06 $595.33	$89,298.76 $46,037.86	$125,708.24
09/03/30	$125,708.24	$2,333.39	$1,746.18 $587.21	$91,044.94 $46,625.07	$123,962.06
10/03/30	$123,962.06	$2,333.39	$1,773.01 $560.38	$92,817.95 $47,185.45	$122,189.05
11/03/30	$122,189.05	$2,333.39	$1,762.62 $570.77	$94,580.57 $47,756.22	$120,426.43
12/03/30	$120,426.43	$2,333.39	$1,789.00 $544.39	$96,369.57 $48,300.61	$118,637.43
Year 6 totals:		**$28,000.68**	**$20,850.14** **$7,150.54**		
01/03/31	$118,637.43	$2,333.39	$1,779.21 $554.18	$98,148.78 $48,854.79	$116,858.22
02/03/31	$116,858.22	$2,333.39	$1,787.52 $545.87	$99,936.30 $49,400.66	$115,070.70
03/03/31	$115,070.70	$2,333.39	$1,847.89 $485.50	$101,784.19 $49,886.16	$113,222.81
04/03/31	$113,222.81	$2,333.39	$1,804.50 $528.89	$103,588.69 $50,415.05	$111,418.31

Loan Amortization Schedule

Payment Date	Begin Balance	Sched Payment	Principal Interest	Cumulative Principal Interest	Ending Balance
05/03/31	$111,418.31	$2,333.39	$1,829.72 $503.67	$105,418.41 $50,918.72	$109,588.59
06/03/31	$109,588.59	$2,333.39	$1,821.48 $511.91	$107,239.89 $51,430.63	$107,767.11
07/03/31	$107,767.11	$2,333.39	$1,846.22 $487.17	$109,086.11 $51,917.80	$105,920.89
08/03/31	$105,920.89	$2,333.39	$1,838.61 $494.78	$110,924.72 $52,412.58	$104,082.28
09/03/31	$104,082.28	$2,333.39	$1,847.20 $486.19	$112,771.92 $52,898.77	$102,235.08
10/03/31	$102,235.08	$2,333.39	$1,871.23 $462.16	$114,643.15 $53,360.93	$100,363.85
11/03/31	$100,363.85	$2,333.39	$1,864.57 $468.82	$116,507.72 $53,829.75	$98,499.28
12/03/31	$98,499.28	$2,333.39	$1,888.12 $445.27	$118,395.84 $54,275.02	$96,611.16
Year 7 totals:		**$28,000.68**	**$22,026.27** **$5,974.41**		
01/03/32	$96,611.16	$2,333.39	$1,882.10 $451.29	$120,277.94 $54,726.31	$94,729.06
02/03/32	$94,729.06	$2,333.39	$1,890.89 $442.50	$122,168.83 $55,168.81	$92,838.17
03/03/32	$92,838.17	$2,333.39	$1,927.70 $405.69	$124,096.53 $55,574.50	$90,910.47
04/03/32	$90,910.47	$2,333.39	$1,908.73 $424.66	$126,005.26 $55,999.16	$89,001.74
05/03/32	$89,001.74	$2,333.39	$1,931.05 $402.34	$127,936.31 $56,401.50	$87,070.69
06/03/32	$87,070.69	$2,333.39	$1,926.66 $406.73	$129,862.97 $56,808.23	$85,144.03
07/03/32	$85,144.03	$2,333.39	$1,948.49 $384.90	$131,811.46 $57,193.13	$83,195.54
08/03/32	$83,195.54	$2,333.39	$1,944.76 $388.63	$133,756.22 $57,581.76	$81,250.78
09/03/32	$81,250.78	$2,333.39	$1,953.85 $379.54	$135,710.07 $57,961.30	$79,296.93
10/03/32	$79,296.93	$2,333.39	$1,974.92 $358.47	$137,684.99 $58,319.77	$77,322.01
11/03/32	$77,322.01	$2,333.39	$1,972.20 $361.19	$139,657.19 $58,680.96	$75,349.81
12/03/32	$75,349.81	$2,333.39	$1,992.77 $340.62	$141,649.96 $59,021.58	$73,357.04

Loan Amortization Schedule

Payment Date	Begin Balance	Sched Payment	Principal Interest	Cumulative Principal Interest	Ending Balance
Year 8 totals:		**$28,000.68**	**$23,254.12** **$4,746.56**		
01/03/33	$73,357.04	$2,333.39	$1,990.72 $342.67	$143,640.68 $59,364.25	$71,366.32
02/03/33	$71,366.32	$2,333.39	$2,000.02 $333.37	$145,640.70 $59,697.62	$69,366.30
03/03/33	$69,366.30	$2,333.39	$2,040.72 $292.67	$147,681.42 $59,990.29	$67,325.58
04/03/33	$67,325.58	$2,333.39	$2,018.90 $314.49	$149,700.32 $60,304.78	$65,306.68
05/03/33	$65,306.68	$2,333.39	$2,038.17 $295.22	$151,738.49 $60,600.00	$63,268.51
06/03/33	$63,268.51	$2,333.39	$2,037.85 $295.54	$153,776.34 $60,895.54	$61,230.66
07/03/33	$61,230.66	$2,333.39	$2,056.59 $276.80	$155,832.93 $61,172.34	$59,174.07
08/03/33	$59,174.07	$2,333.39	$2,056.97 $276.42	$157,889.90 $61,448.76	$57,117.10
09/03/33	$57,117.10	$2,333.39	$2,066.58 $266.81	$159,956.48 $61,715.57	$55,050.52
10/03/33	$55,050.52	$2,333.39	$2,084.53 $248.86	$162,041.01 $61,964.43	$52,965.99
11/03/33	$52,965.99	$2,333.39	$2,085.97 $247.42	$164,126.98 $62,211.85	$50,880.02
12/03/33	$50,880.02	$2,333.39	$2,103.38 $230.01	$166,230.36 $62,441.86	$48,776.64
Year 9 totals:		**$28,000.68**	**$24,580.40** **$3,420.28**		
01/03/34	$48,776.64	$2,333.39	$2,105.54 $227.85	$168,335.90 $62,669.71	$46,671.10
02/03/34	$46,671.10	$2,333.39	$2,115.38 $218.01	$170,451.28 $62,887.72	$44,555.72
03/03/34	$44,555.72	$2,333.39	$2,145.40 $187.99	$172,596.68 $63,075.71	$42,410.32
04/03/34	$42,410.32	$2,333.39	$2,135.28 $198.11	$174,731.96 $63,273.82	$40,275.04
05/03/34	$40,275.04	$2,333.39	$2,151.32 $182.07	$176,883.28 $63,455.89	$38,123.72
06/03/34	$38,123.72	$2,333.39	$2,155.31 $178.08	$179,038.59 $63,633.97	$35,968.41
07/03/34	$35,968.41	$2,333.39	$2,170.79 $162.60	$181,209.38 $63,796.57	$33,797.62

Loan Amortization Schedule

Payment Date	Begin Balance	Sched Payment	Principal Interest	Cumulative Principal Interest	Ending Balance
08/03/34	$33,797.62	$2,333.39	$2,175.51 $157.88	$183,384.89 $63,954.45	$31,622.11
09/03/34	$31,622.11	$2,333.39	$2,185.68 $147.71	$185,570.57 $64,102.16	$29,436.43
10/03/34	$29,436.43	$2,333.39	$2,200.32 $133.07	$187,770.89 $64,235.23	$27,236.11
11/03/34	$27,236.11	$2,333.39	$2,206.16 $127.23	$189,977.05 $64,362.46	$25,029.95
12/03/34	$25,029.95	$2,333.39	$2,220.24 $113.15	$192,197.29 $64,475.61	$22,809.71
Year 10 totals:		**$28,000.68**	**$25,966.93** **$2,033.75**		
01/03/35	$22,809.71	$2,333.39	$2,226.84 $106.55	$194,424.13 $64,582.16	$20,582.87
02/03/35	$20,582.87	$2,333.39	$2,237.24 $96.15	$196,661.37 $64,678.31	$18,345.63
03/03/35	$18,345.63	$2,333.39	$2,255.99 $77.40	$198,917.36 $64,755.71	$16,089.64
04/03/35	$16,089.64	$2,333.39	$2,258.23 $75.16	$201,175.59 $64,830.87	$13,831.41
05/03/35	$13,831.41	$2,333.39	$2,270.86 $62.53	$203,446.45 $64,893.40	$11,560.55
06/03/35	$11,560.55	$2,333.39	$2,279.39 $54.00	$205,725.84 $64,947.40	$9,281.16
07/03/35	$9,281.16	$2,333.39	$2,291.43 $41.96	$208,017.27 $64,989.36	$6,989.73
08/03/35	$6,989.73	$2,333.39	$2,300.74 $32.65	$210,318.01 $65,022.01	$4,688.99
09/03/35	$4,688.99	$2,333.39	$2,311.49 $21.90	$212,629.50 $65,043.91	$2,377.50
10/03/35	$2,377.50	$2,388.25	$2,377.50 $10.75	$215,007.00 $65,054.66	$0.00
Year 11 totals:		**$23,388.76**	**$22,809.71** **$579.05**		

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

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

ADMINISTRATION

clerktreas@hortonville.wi.gov

OCTOBER 2, 2025

ELECTIONS

- Continue with Registered List Alerts in WisVote – Felon, Death, Duplicate

WEBINARS/ZOOM MEETINGS/TRAININGS

- Weekly Department Head Meetings
- Weekly Staff Meetings
- Attended the webinar – New Observer Rule training
- Attended the Municipal Treasurer's Conference Sept 18-Sept 19 virtually

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
- Filed PC-250 Annexation Form with the DOR
- Reviewing all the special assessments for the tax bills

LICENSES

PUBLICATIONS

PUBLIC RECORD REQUESTS

- Smart Procure - Paid Invoice Report – November 11, 2024 to September 24, 2025

OTHER

- Village Board agendas & packets, committee agendas
- Village Board minutes, committee minutes
- Other Committee/Commission meeting agendas & minutes as needed
- Real Estate Requests - 4 September (as of 9-22)
- Held Employee Reviews

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VILLAGE OF
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10/2/2025 Director of Public Works Report

Meetings attended:

- Staff meetings
- Department head meetings
- Meeting to discuss project bidding for Main Street reconstruction and Memorial Square updates
- Public Facilities Meeting 9/24
- Meeting with County highway and land development staff to discuss new County building and potential for water and sewer expansion
- Close out meeting with consultant for Fountain Court Mini-Storm Sewer Project and John Street Mill and Overlay Project
- Meeting with residents to discuss Lakeview stormwater issues
- Public Works staff annual review meetings
- Conference call with consultant to discuss stormwater pond projects
- Meeting with financial consultant on TID cashflows

Current and past projects include:

- Public Works Committee meeting
- Pavement Surface Evaluation and Rating (PASER) for all Village roadways
- Additional quotes for Honeysuckle lateral replacement project.
- 2026 Budgets ongoing
- Dam inspection/review with DNR scheduled in October
- Splashpad to close October 1
- Homecoming parade planning for 10/10 parade
- Information gathering for utility financial review with financial consultant

Sincerely,

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

VILLAGE OF
Hortonville
Growing with you

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

10-02-2025 Police Department Report

Meetings

- Village Department Head Meetings
- Participated in lockdown drills for school district
- Department meeting (9/30)
- Attended Village Municipal Court
- Attended two presentations on AI firearm recognition technology that is being considered by HASD

Training

- Officer Heiden attending emergency management training (October)
- Officer Hauser and Officer McCready attending active shooter debrief (November)

Ongoing Projects and Miscellaneous

- Officer McCready has completed her field training process for both patrol and SRO (first scheduled SRO and patrol shift on 9/29)
- Establishing eligibility list for full-time candidates
- Officer Stephens planned return for week of October 6th
- Working with VC3 to update computers to comply with Outagamie County request with maintaining Spillman (may need to replace office computers to comply with Windows 11 needed for Spillman updates)
- Updating evidence release policy
- Completed 2026 police department budget
- Received quotes for future upgrades to radios and Tasers which are reaching end of life
- Completed several open records requests
- Response to media requests regarding investigations
- Worked with HASD to complete statement to families regarding ongoing investigations

Upcoming

- Updating phones and working with Verizon on shared plans
- Meet with local business owners to discuss trespass laws for problematic customers
- Updating ordinances for speed limits

920-779-4279 531 N. Nash Street

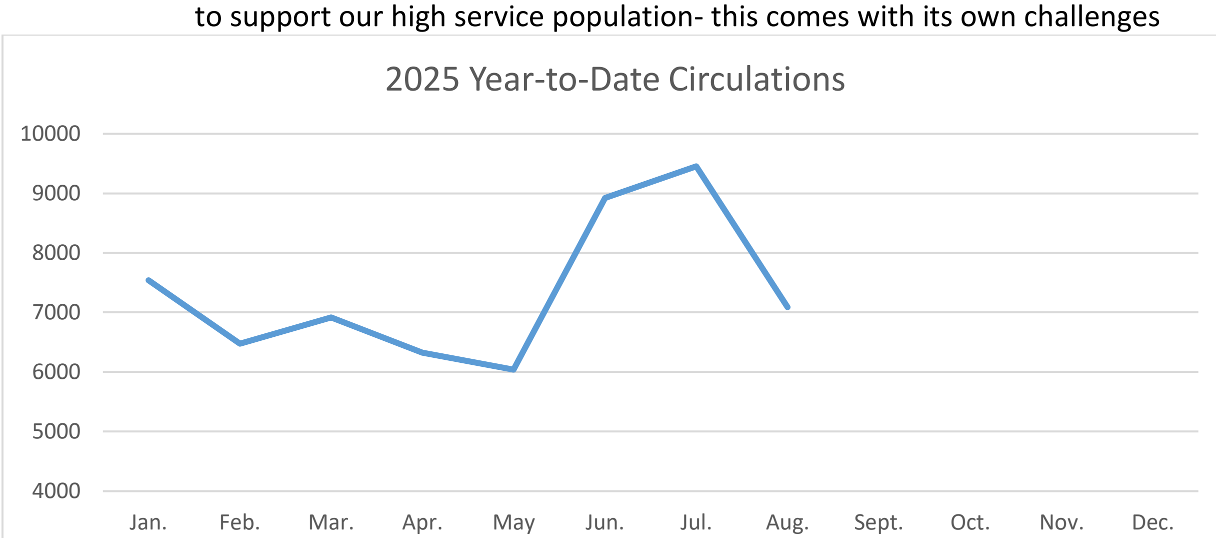
Hortonville PUBLIC LIBRARY

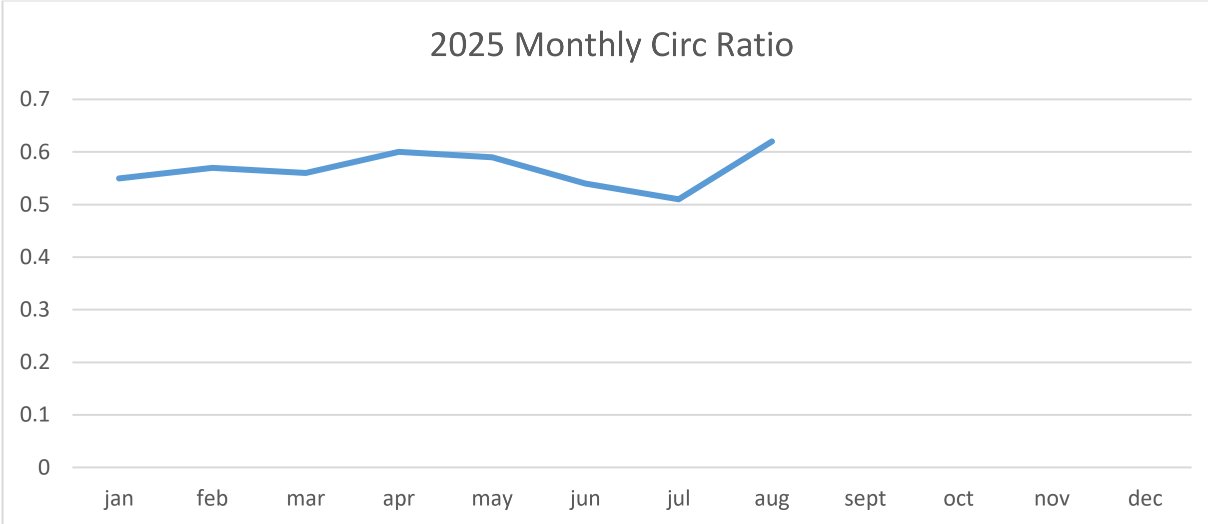
Village Board of Trustees Meeting- October 2, 2025

Library Director's Report

- Staff Update
  - Part-time Library Assistant position open; currently reviewing previous candidates and job duties

- Programming
  - Craft Swap- October 24-25
    - Donate your gently used craft items now through the swap
  - Fall & winter programs planned
    - Speed Puzzling
    - Annual Craft Swap
    - Native Contemporary Dance- Mark Denning
    - Reading Dragons & Friends- card collecting reading challenge
    - REGI, Inc.- Creatures of the Night
    - Teen Game & Grub
    - Mini Monster Mash
    - "I Smell Snow" party
    - Turkey Bingo
    - Oneida Culture Presentation- Eliza Skenadore
    - Recycled Book Décor
    - Hot Cocoa Read In
    - Winter Palooza
- Statistics
  - Year-to-Date circulations- how our circulations are tracking for this year only
    - Summer is our busiest season; it's normal for circulation to dip outside of those months
  - Year-to-Date circulation ratio- how many items we're lending out vs. borrowing in
    - Full consortium compliance is 1.0- 1 book lent from our library for every 1 book borrowed from other libraries
      - We're consistently "out of compliance" because we don't have enough materials to support our high service population- this comes with its own challenges





- Ongoing Projects & Miscellaneous
  - Library Assistant, Dan, started a new outreach initiative within the schools- BookTalks
  - Collection development
    - October is Dyslexia Awareness Month- the library is building our dyslexia-friendly collection
      - Nearly 100 books were purchased about dyslexia, written in a dyslexia-friendly font, or in a dyslexia-friendly format
    - Overall, almost 200 items purchased in the last couple months
      - When there's an increase in items, we see an increase in our circulation ratio and consortium compliance – we also see an increase in circulations and that helps with our county reimbursements each year!
  - Library policy development

- Meetings and Continuing Education
  - Regular meetings: Library Board, staffing, programming, OWLS Directors, AAC
  - ILS Committee
    - Product demos at the Appleton Public Library
  - Allie was accepted to the Wisconsin Library Association Leadership Development Institute, year-long program
    - 3 in-person meetings: Madison, Platteville, Portage County
    - 11 virtual meetings

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

Administrator Weekly Update – 9/29/25

Economic Development

- **Terrace Manor (Grandview) Subdivision**
  - The last four basements are being poured, with the goal of having all homes completed by the end of winter.
  - Asphalt, curb, and gutter installation is scheduled for next year.

- Nature's Haven Subdivision
  - Met with the developer to discuss TID funding and the infrastructure requirements for the project.
  - The developer is still finalizing the proposed subdivision plat design.

Projects

- **Main Street**
  - While reviewing the initial figures the county provided, we identified discrepancies. The county is currently correcting the numbers and will be sending us a revised version.
- **TID 7 Creation**
  - Worked on the TID 7 creation documents, gathering all necessary property information for the proposal.

Misc.

- Met with the county to discuss the potential extension of sewer and water service to their facilities. We informed them they would be responsible for covering the full cost of the extension, after which they chose to pursue an alternative option.

- Attended my first session of the ICMA Innovation Bootcamp training.

- Department Heads met to plan for the Hortonville Homecoming Parade. The map and proposed detour will be released today.

- We are experiencing issues with the Village's server, which has reached the end of its life. We are pursuing a cloud-based server option, as it will be more cost-effective than purchasing a new physical server.
- Aaron and I met with several homeowners on Lakeview to discuss stormwater concerns in the area. Aaron will bring this matter to the Public Works Committee to review possible solutions, and a meeting will be scheduled with all affected property owners.

- Department Heads and I have been reviewing updates to the personnel manual, which will be presented at an upcoming meeting.

- Department Heads are wrapping up their annual employee reviews.

- I scheduled a meeting with the Wisconsin Economic Development Committee’s regional representative to discuss the Vibrant Spaces Grant for the 2026 construction of Memorial Square in downtown. The Village may be eligible for up to $50,000 in funding.