

VILLAGE OF HORTONVILLE  
**AGENDA OF THE VILLAGE BOARD**  
MAY 21, 2026  
6:00 P.M. Regular Board Meeting  
**Municipal Services Center Board/Court Room**  
**531 N. Nash St., Hortonville, WI**



1. Pledge of Allegiance
2. Call to Order by Presiding Officer
3. Roll Call
4. Agenda Changes [to change the position of an item already on the agenda]
5. Consent Agenda
  - A. May 7, 2026 Regular Board meeting minutes
  - B. Licenses and Permits
    - 6 Month Class "B" Beer License      Otto Miller Concession Stand
    - Hortonville Youth Sports                      130 John Street
    - Danielle Menting, Agent
  - C. Presentation of accounts and other claims against the Village
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. School District Presentation District Update
9. Unfinished Business from Previous Meetings
  - A. Discussion and possible action on Road Maintenance Agreement between Village of Hortonville and Town of Hortonia
10. New Business
  - A. Discussion and possible action on Presentation on Outdoor Comprehensive Plan
  - B. Discussion and possible action on Discussion and possible action on Future Projects
11. 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]
12. 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

13. Comments and suggestions from citizens present

14. Motion to go into Closed Session under State Statute 19.85(1)(g) "Conferring with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved."

15. 5-minute recess to clear meeting room

16. Board to go into Closed Session under State Statute 19.85 (1) (g)

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

18. Any action on matters discussed in Closed Session

19. Adjournment

**NEXT REGULAR VILLAGE BOARD MEETING: JUNE 4, 2026**

Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Village Administration Office at 779-6011 with as much advance notice as possible.

**VILLAGE OF HORTONVILLE  
VILLAGE BOARD  
MAY 7, 2026 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: Therese Abitz, Dalton Davis, Carrie Lathrop, Jim Moeller, Jane Olk, and Julie Arendt Vanden Heuvel.

Trustees absent: None

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

**Consent Agenda**

Motion [Moeller/Arendt Vanden Heuvel] to approve as outlined with the correction on Invoice # 14185 Delta Dental, the amount should be \$2,075.06 on the invoice listing. Roll call vote, 7 ayes, 0 nays, motion carried.

- A. April 22, 2026 Regular Board meeting minutes
- B. Presentation of accounts and other claims against the Village

**Agenda Changes**

President Bellile would like to move item C under new business to above item B.

**Preregistered Citizens to be heard**

None

**Committee Reports**

Library Board – Trustee Lathrop said there was nothing new, and Allie will report later on.

**Unfinished Business from previous meetings**

None

**New Business**

**Discussion and possible action on Committees (at the first regular board meeting in May)**

President Bellile as presented.

Public Works Committee: Chairperson Jim Moeller, Julie Arendt Vanden Heuvel, Therese Abitz, and Dalton Davis

Public Safety: Chairperson Jim Moeller, Carrie Lathrop, Dalton Davis, and Jane Olk

Public Facilities: Chairperson Julie Arendt Vanden Heuvel, Therese Abitz, Jane Olk, and Carrie Lathrop

Motion [Moeller/Olk] to approve the committee appointments as presented.

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

**Discussion and possible action on R-08-26 Resolution Authorizing the Issuance and Sale of \$1,740,000 General Obligation Promissory Notes, Series 2026A**

Administrator Treadwell said that our consultant from Ehlers is here to present. Ariana Schmidt - Villages Municipal Advisor from Ehlers – this is the result of the bids that went out this morning. These promissory notes are being issued to fund a variety of public purposes, including a variety of TID infrastructure projects, the Main Street paving project, the bridge project, street lighting, Memorial Square, and the Alonzo Park Entrance, as well as fire department lot projects and public works equipment.

The reason that we went out to market for this was for a few reasons. One of which is a large enough size that is marketable to the open securities market, and we get a lower interest rate. We had three bidders, which was a great competitive result. The lowest interest rate was at 3.768% The agenda shows \$1,740,000 and the resolution is \$1,710,000. The reason for that is the bidders gave a reoffering premium.

Motion [Moeller/Arendt Vanden Heuvel] to approve R-08-26 resolution authorizing the issuance and sale of \$1.71 million General Obligation Promissory Notes.  
Roll call vote, 7 ayes, 0 nays, motion carried.

Ariana Schmidt brought out the fact that we were not in compliance with our fund balance policy. Our unassigned fund balance is negative; the Village's policy is to maintain about 30-35% of your unassigned fund balance in comparison to your operating fund balance expenditures. This was disclosed to all the underwriters, and we are working with Nathan and Jane to help make recommendations on how to do so. That basically means that you have no fund balance to draw on to fund any capital projects going forward. A couple of your TIDS are under presenting right now, and we did go through a TID amendment last year.

#### **Discussion and possible action on Hortonville Hortonia Maintenance Agreement**

Motion [Arendt Vanden Heuvel/Moeller] to defer the Hortonville/Hortonia Maintenance Agreement to a future meeting.  
Roll call vote, 7 ayes, 0 nays, motion carried.

#### **Discussion and possible action on Cemetery Columbarium Design**

Administrator Treadwell said that the designs were sent over by Mathewson Monuments and this is what they came up with. There is no price associated with this at this point.

Discussion ensued as to whether we were planning to have the parking lot and the ability of adding on with this type of design. This columbarium design will hold 162 niches.

Motion [Arendt Vanden Heuvel/Olk] to proceed with the bidding for the cemetery columbarium design excluding a parking lot but keeping the sidewalk.  
Roll call vote, 7 ayes, 0 nays, motion carried.

#### **Discussion and possible action on R-09-2026 Resolution to Lobby the State to Alter their Transportation Funding Model**

Administrator Treadwell said that this was sent by the LWM, and they asked all the municipalities to sign this and try to get the State to do something to help with the funding.

Motion [Arendt Vanden Heuvel/Olk] to approve R-09-26 the resolution to Lobby the State to alter their Transportation Funding Model.  
Roll call vote, 7 ayes, 0 nays, motion carried.

#### **Discussion and possible action on O-03-26 Ordinance amendment for Fire Department**

Administrator Treadwell said that this ordinance was approved earlier, and I noticed that this requires that every campfire would need a permit. That was not the Chief's intention.

Trustee Arendt Vanden Heuvel would like to see wording in the ordinance regarding having a bonfire a certain amount of feet from a structure. The old ordinance was 30 feet from a neighboring structure.

Per attorney Pluff, the issue we would run into is if the Fire Chief started approving fires, and that fire would get out of hand, the first thing a personal injury attorney would look for is that oh, the Hortonville Fire chief said that this fire is ok. The basic premise of the form is also citation based.

Discussion ensued.

Motion [Arndt Vanden Heuvel/Moeller] to approve O-03-26 ordinance amendment for Fire Department with the changes noted, 10 feet from any neighboring structure, and following the language from the City of Appleton's burning ordinance guidelines and making sure there is a Fire Department contact on the form.

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

#### **Discussion and possible action on Grandview Road Urbanization Bids**

Administrator Treadwell said that this is a project that was negotiated with the TID and the subdivision construction at that time. The Village had some stormwater issues, and this would clear that up and finalize that it all goes into our stormwater pond. We would also be putting in curb and gutter on the south side of that street; the North side already has it. The biggest thing is to extend the sidewalk to that subdivision. Right now, the sidewalk ends at the corner of Nash and Grandview. The sidewalk would be extended to Horton Terrace, and the residents can walk from there to the school. The lowest bidder was Sommer's Construction.

Motion [Moeller/Arendt Vanden Heuvel] to approve the bid from Sommer's Construction Company, Inc. for the Grandview Road Urbanization in the amount not to exceed \$111,988.00. Roll call vote, 7 ayes, 0 nays, motion carried.

#### **Discussion and possible action on Lateral Replacement on Honeysuckle Bids**

DPW Director Steber said that this project came up at the Public Works Committee to replace the laterals where we have had consistent issues with the copper that was in those laterals in that neighborhood on Honeysuckle. We only received one bidder on this. It is more of a unique project. We have had four or five leaks in that neighborhood over the years.

Motion [Arendt Vanden Heuvel/Moeller] to accept the bid for the lateral replacement on Honeysuckle to Robert J. Immel, Inc. not to exceed \$37,400.00. Roll call vote, 7 ayes, 0 nays, motion carried.

#### **Discussion and possible action on Ferric Room Repair Quotes**

DPW Director Steber said that over time the chemicals that we have used at the WWTP where we have stored them there are significant cracks in the floors. We received three bids on this and the lowest bidder was from Protective Coating Specialists, Inc.

Motion [Moeller/Olk] to approve the bid from Protective Coating Specialists, Inc. not to exceed \$4,830.00 for the Ferric Room Repairs at the Wastewater Treatment Plant. Roll call vote, 7 ayes, 0 nays, motion carried.

**Discussion and possible action on Setting up COW for Fire Fees**

The date will be before the next board meeting at 5:00 pm on May 21, 2026.

**Discussion and possible action on setting up Public Safety Meeting**

The date will be before the next board meeting, June 4, at 5:00 pm.

**Report of Village Officials**

**Clerk-Treasurer:** The report is in the packet. The Deputy Clerk-Treasurer is back in the office, and the Board of Review went well, there were no objections.

**Director of Public Works:** The report is in the packet. We did have our annual Arbor Day/Earth Day Celebration with the third graders from the school. We also had help from the CERV group. The kids had a good time, and we had a great day for it.

**Chief of Police:** The report is in the packet. The only thing I wanted to update you on is that we approved the parking restrictions on Olk Street, and it will actually start on June 8, we did approve it for June 1 at a previous meeting, but school will still be in session.

**Library Director:** We have our book sale tomorrow and Saturday. We have 15 or so tote bins to unload. CERV will be having a plant sale at the same time here, and they have over 200 seedlings of native plants and mosquito buckets. I am wrapping up my leadership development certificate, it has been eight months, and I have one month left. We have 58 programs over nine weeks, and it will be a very busy summer.

**Attorney:** No real updates

**Administrator:** The report is in the packet. Busy week trying to finalize all the information before the bond went out. Last weekend we had the shredding and recycling event, CERV, the school district, and Wolf River Bank all worked together.

We had almost 600 cars, we shredded about 7,180 pounds of paper. The electronics recycling was about 27,167 pounds and CERV was able to collect about 1,200 donations. It was a very good event.

DPW Director Steber said that CERV stands for citizens environmental restoration volunteers.

**Any other miscellaneous topics for future discussion**

None

**Communications and Miscellaneous Business**

**Black Otter Lake District news:** Nothing new, working on setting up a new date for the next meeting.

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

**Hortonville-Hortonia Fire District news:** Summer kickoff is coming up on May 16<sup>th</sup>.

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

**Hortonville Civic Association:** Trustee Olk said that there is nothing new. Trustee Abitz said that along the civic lines, the Historic Preservation Society has taken on the Veterans Memorial, and she attained some great cedar shingles for the roof, and has replaced the three railings, and we troubleshooted the base, we moved the shade flowers to the shady side and the sunny flowers to the sunny side. Aaron has some pine needle mulch that he will let me have.

**Senior Activities Committee:**

The next meeting will be at noon on Thursday, May 14<sup>th</sup>.

**Comments and suggestions from citizens present**

None

**Adjournment**

Motion [Moeller/Olk] to adjourn. Unanimous voice vote, motion carried. The Board adjourned at 7:11 p.m.

Minutes submitted by,

Jane Booth, WCMC  
Village Clerk/Treasurer

DRAFT

**May 21, 2026 INVOICE LISTING****VILLAGE INVOICES****May 07, 2026- May 21, 2026**

INUS442824	Axon Enterprises Inc	Body Camera- Contract	\$ 2,760.00
242745601050126	Charter Communications	Internet/Email- May 2026- PW/W/S	\$ 198.30
171759001050126	Charter Communications	Internet/Email- May 2026- Admin/PD/Library/W/S	\$ 153.37
171758901050126	Charter Communications	Internet/Email- May 2026- Admin/PW/Court	\$ 159.99
171758301050126	Charter Communications	Phone/Internet- May 2025- PD	\$ 139.99
ACH	EFTPS	Federal, FICA taxes for 05/07/2026 Payroll	\$ 15,421.83
5415672	Employee Benefits Corporation	Health Reimbursement- May 2026	\$ 387.99
INV-67813	Fox Cities Embroidery	Clothing Allowance- Board/Admin/Library/PW	\$ 2,120.72
607209	Fox Valley Truck	Snow Plow Supplies- Hydraulic Cylinder	\$ 879.96
9479	Gold Cross Ambulance Service	2026 Ambulance Subsidy- 2nd Quarter Payment	\$ 11,535.09
1881598	Harter's Fox Valley Disposal	Village Wide Refuse Pickup- April 2026	\$ 14,592.02
00309835-0426	Kwik Trip	Fuel- PD-April 2026	\$ 1,436.08
15946	McClone	Workers Comp Premium- May 2026	\$ 1,933.00
15947	McClone	Workers Comp Premium- June 2026	\$ 1,933.00
INV3088547	Metro Sales Inc	Contract Base Charge- May 2026	\$ 177.25
131901	Outagamie County Treasurer	2026 Election Expenses	\$ 538.25
1022553	Outagamie County Treasurer	Snow and Ice Removal/Road Maintenance- Pothole Patc	\$ 13,595.02
01303	Precision Sealcoating Inc	Street Sweeping	\$ 5,950.00
002832L/2026June	Securian Financial Group	Life Insurance Premiums- June 2026	\$ 570.31
04/26	Sweeney, Jason	Police Training- Wisconsin Dells	\$ 165.10
VC3-247245	VC3 Inc	DUO License and Physical Tokens- WWTP	\$ 245.00
5915473365	WE Energies	Water/Sewer Electric/Gas-April 2026	\$ 6,145.25
5908525417	WE Energies	Water/Sewer Electric/Gas-Alonzo Splashpad- April 2026	\$ 16.50
ACH	Wisconsin Deferred Comp	EE contributions 05/07/2026 Payroll	\$ 971.00
ACH	Wisconsin, State of	State W/H for 05/07/2026 Payroll	\$ 2,629.44
CM15684	YMCA of the Fox Cities	Member Dues- May 2026	\$ 40.00
May 2026	Zimmer, Rob	Senior Activities Speaker- 05/18/26	\$ 150.00
		Invoice Total	\$ 84,844.46
	05/07/26 Direct Deposit P/R		\$ 49,882.09
		Grand Total	\$ 134,726.55

**WATER & SEWER UTILITY INVOICES****May 07, 2026- May 21, 2026**

26-010078	Badger Laboratories	Total Phosphorous Testing- WWTP	\$ 210.00
27063043026	Charter	Internet/Email- May 2026- Sewer	\$ 30.05
9011738801	Clean Water Testing	Coliform Bacteria Test	\$ 57.00
9011757282	Clean Water Testing	Coliform Bacteria Test	\$ 57.00
April 2026	Hortonville, Village of	Payables- April 2026	\$ 74,706.36
CI-12256/CI-12776	Hydrocorp	Cross Connection Program Inspections- March 2026 - Ap	\$ 1,774.72
024-26	Precision Water Meter Testing	Testing 1 1/2"-6" Meters-SCS/Well #1/Gilberts/Otto Mill	\$ 3,330.00
90888	Speedy Clean	Vacuum Effluent Pump- WWTP	\$ 787.50
INV01045485	USA Blue Book	Water Supplies- Line Marking Paint	\$ 316.43
W&S 0426	WE Energies	Water/Sewer Electric & Gas- April 2026	\$ 13,100.79
204056	Wisconsin Backflow Testing	Annual Backflow Inspection Valve	\$ 150.00
WU120086	Wisconsin DNR	2026 WDNR Environmental Fees	\$ 192.50
		Grand Total	\$ 94,712.35

## ROAD MAINTENANCE AGREEMENT

This Road Maintenance Agreement ("Agreement") is entered into as of the latest date set forth below by and between the Village of Hortonville ("Village") and the Town of Horton ("Town").

### Recitals

WHEREAS A portion of the road known as County Trunk TT lies between County Trunk T to the west and Nash Street to the east (the "Road"); and

WHEREAS The Road abuts both Village property and Town property; and

WHEREAS Jurisdictional responsibility over the Road is divided between the Village and Town in such a manner that both municipalities have lands within their boundaries abutting portions of road that are under the jurisdictional responsibility of the other municipality; and

WHEREAS The parties wish to simplify and clarify their responsibilities with respect to the Road by entering into this Agreement, which makes the Village responsible for the eastern portion of the Road and the Town responsible for the western portion of the Road.

NOW, THEREFORE, in consideration of the above recitals, which are contractual, and for other good and valuable consideration, the receipt and sufficiency of which is mutually acknowledged, the parties agree as follows:

- Definition of "Maintenance." For purposes of this Agreement, references to Road "Maintenance" shall be defined as, shouldering, snowplowing, road sign replacement, maintenance of safety appurtenances, guard and security fencing, bridge railings, surface maintenance, and road repairs (including crack filling, paver patching, sealcoating, chip sealing, overlaying, and repaving), as applicable.
- Maintenance Responsibility. The Town shall be responsible, at its sole expense, for all "Maintenance" activities on the portion of the Road west of Industrial Park Avenue. The Village shall be responsible, at its sole expense for all "Maintenance" activities on the Road east Industrial Park Avenue

- Notice of Maintenance Activities. Prior to performing any "Maintenance" other than snowplowing or ditch mowing on the Road, the performing party shall provide prior notice to the other party. Notice shall be in writing when practicable and given as early as practicable.
- Dangerous/Unsafe Conditions. The parties agree to work together to address any dangerous or unsafe conditions on any portion of Road subject to this Agreement in a timely manner.
- Assessments. Nothing in this Agreement shall limit the parties' authority to levy special assessments against property for improvements made to the highway pursuant to their authority under Wisconsin Statutes.
- Complaints. Each party shall be responsible for addressing all complaints or concerns raised by third parties concerning road "Maintenance" on portions of road under its responsibility pursuant to this Agreement.
- Injuries to Highways. Nothing in this Agreement shall limit the parties' authority to pursue claims under Wis. Stat. § 86.02 for injuries to a highway under their jurisdiction.
- Indemnification. Each party shall indemnify, defend, and hold harmless the other, its board, officers, employees, representatives, and insurers from and of all claims, losses, damages, and attorneys' fees that may arise out of that party's performance of "Maintenance" under this Agreement. This obligation shall not apply to the extent the claim, loss, or damage arises out of the non-indemnifying party's fault or negligence.
- Immunity. Nothing in this Agreement is intended to waive any of the parties' applicable immunities conferred by statute, case law, or otherwise.
- Independent Contractor. Nothing herein shall constitute the parties as partners, joint venturers, agents, or employees of each other, or otherwise associated in or with the business of the other.
- Remedies. Each party reserves all rights regarding available remedies at law or in equity in the event of a breach by the other party.
- Term/Termination. This Agreement shall take effect upon its execution and shall remain in effect until terminated in accordance herewith. Either

party may terminate this Agreement by providing the other party at least 90 days' written notice of termination.

- Miscellaneous. This Agreement constitutes the entire agreement between the parties pertaining to the subject matter herein and supersedes all prior agreements or arrangements. No failure on the part of either party to insist on the performance of any of the terms of this Agreement shall affect the party's ability to insist on the performance of such terms in the future. This Agreement may be executed in counterparts, and facsimile, pdf, digital, and electronic signatures shall operate as original signatures.

Dated this \_\_\_ day of \_\_, 2026.

TOWN OF HORTONIA

By: \_\_\_\_\_  
Town Chairperson

Attest: \_\_\_\_\_  
Town Clerk

Dated this \_\_\_ day of \_\_, 2026

VILLAGE OF HORTONVILLE

By: \_\_\_\_\_  
Village President

Attest: \_\_\_\_\_  
Village Clerk

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

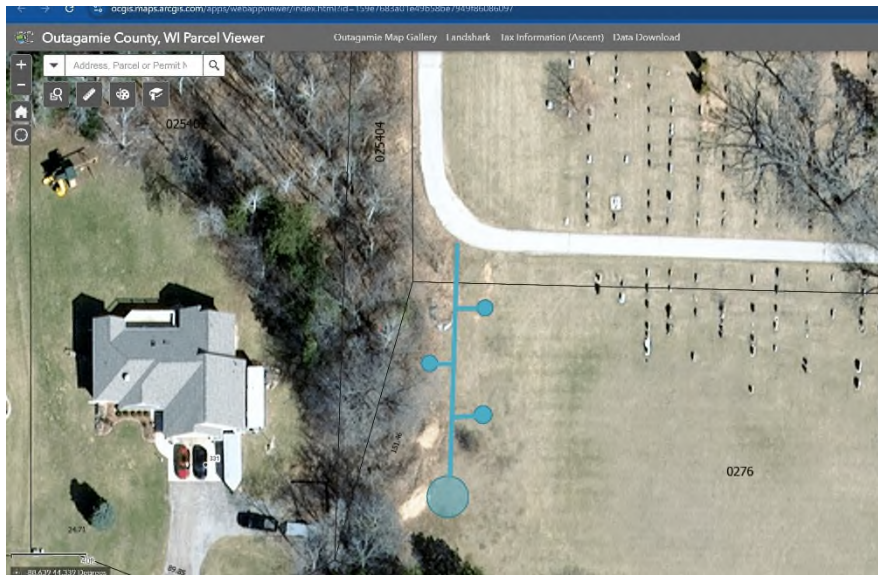


Phone: 920-779-6011  
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Cell: 920-538-6709  
www.hortonvillewi.org

### **Memo: Future Projects not Currently Funded**

- 2026 Budget
  - We currently have \$184,794.89 for potential Main Street project overruns, along with several other projects where estimates were unavailable at the time the budget was approved.
  - The final payment for the Alonzo Park Splash Pad project was made to Vinton in the amount of \$23,750.16.
  - The server conversion to a cloud-based system totaled \$15,149.94.
  - The copier replacement cost was \$8,715.43.
  - After these expenses, approximately \$137,179.36 remains available for next year's engineering costs and any Main Street project overruns.
  - This amount does not yet account for approximately \$50,000 in state grant reimbursements for Memorial Square or about \$50,000 in special assessments. However, the special assessments will be repaid over time rather than received in a lump sum.
  
- 2027-2028 Budget and Funding
  - Based on the current plan, we anticipate taking out a note for approximately \$3,445,000, including principal and interest payments. This would leave approximately \$185,307 available for the CIP in 2027 and about \$111,497 available for the CIP in 2029.
  - The 2027 Bond will incorporate the 2027-2028 Budget for Capital Projects including following projects:
    - East Segment of Main Street
    - West Segment of Main Street
    - Givens Road
    - Downtown Trail
    - Miller Park Trail
    - Parking Lot Behind Southside of Main Street in downtown.
    - Alonzo Park Pavilion
    - Two Police Squads
    - Public Works Equipment
  
- Potential Projects Currently Without Funding – Estimated Costs
  - Givens Road – Estimated Additional Cost: \$100,000
    - Costs may exceed the current budget depending on what is discovered during roadway excavation and reconstruction.
  
  - Stream Restoration Behind Downtown – Estimated Cost: \$300,000
    - This project would provide beautification improvements to the area behind downtown and significantly enhance the attractiveness of the trail system and downtown area.
    - This project could be postponed until grant funding becomes available.
  
  - Stormwater Improvements – Lakeview and Lakeshore Area – Estimated Cost: \$100,000
    - Residents in this area have raised concerns for several years, and staff has worked with property owners on interim solutions.

- There are two primary issues in this location:
      - The current stormwater pipe at the downstream end of the easement needs to be upsized to properly manage stormwater flows.
      - Water flow through the stormwater easement area is restricted by vegetation and obstructions within the easement.
    - The estimated project cost includes addressing both issues; however, the Village could choose to replace only the downstream pipe initially to determine how much improvement that provides.
    - Some or all project costs could potentially be assessed to the benefiting parcels that drain into this area.
- Opera House Parking Lot Stormwater and Asphalt Improvements – Estimated Cost: \$100,000
  - The parking lot is deteriorating and will likely sustain additional damage during reconstruction activities this year.
  - It may be beneficial to delay the project until the trail project is completed so stormwater management can be designed comprehensively for the area.
- Industrial Park Stormwater Improvements – Cost Estimate Pending
  - A final cost estimate is not yet available; however, this project will likely need to move forward next year to improve stormwater management within the Industrial Park area.
  - This would likely qualify as a TID 4 project. Depending on the final cost, it may be advisable to complete the project sooner rather than later, as delaying improvements could lead to roadway and private driveway deterioration caused by stormwater damage.
- Otto Miller Park Stormwater Improvements – Estimated Cost: \$30,000
  - This project would replace undersized stormwater piping at the park and accommodate planned future improvements.
  - At this time, the project is not considered a high priority unless the school or HYS secures grant funding or other funding opportunities for related park improvements.
  - Ideally, reserve funds would be used for this project, allowing flexibility to coordinate the work with future funding from partner organizations.
  - The Otto Miller Park Reserve currently has a balance of \$9,774.33. If the Village wanted to fully fund the project through reserves, staff would recommend transferring approximately \$20,000 from the stormwater fund to the Otto Miller Park Reserve.
  - This transfer would reduce the stormwater fund balance from \$49,504.90 to \$29,504.90 and increase the Otto Miller Park Reserve balance to \$29,774.33.
- Columbarium Expansion – 256 Niches – Estimated Cost: \$300,000
  - Staff would recommend modifying the current concept plan. While the proposed design could still be utilized, the project could instead be phased incrementally along the cemetery roadway toward the planned corner location.
  - One option would be to install a sidewalk extending from the roadway and add smaller columbarium sections approximately every 30 feet, similar to the design at St. Peter and St. Paul Cemetery.
  - The 2020 cost for a comparable installation was approximately \$75,000. With additional spacing and benches incorporated into the design, each 30-foot section could provide approximately 92 niches while gradually expanding toward the larger planned area.
  - This smaller phased approach would likely reduce the total project cost by more than half while still allowing for long-term expansion opportunities.



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



Phone: 920-779-6011  
[www.hortonvillewi.org](http://www.hortonvillewi.org)

## ADMINISTRATION

[clerktreas@hortonville.wi.gov](mailto:clerktreas@hortonville.wi.gov)

**May 21, 2026**

### **ELECTIONS**

- Continue with Registered List Alerts in WisVote – Felon, Death, Duplicate
- Canceled Indefinitely Confined absentee voter applications that didn't return a ballot for the Spring Election
- Submitted the Election Day Registration Postcard data for the Spring Primary in WisVote
- Closed out the Spring Election in WisVote
- Working on the Inspector list for the August Partisan Primary
- Updated the elected Village Trustees on WisVote (which are then reflected on the Myvote.wi.gov website)

### **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
- Approve payroll, initiated withdrawals
- Prepared EBC/HRA Reimbursement Invoices/other various invoices
- Monthly reconciliation of bank accounts
- Signed the bond paperwork and sent back to Ehlers
- Worked with Ehlers on setting up another investment account for the bond monies
- Worked with Nathan on contacting AirBnB and the homeowner regarding rental property within the Village and no room tax received for 2026

### **LICENSES**

- Renewal Liquor License paperwork from each establishment has been filed
- Renewal Cigarette Licenses paperwork has been filed
- Renewal Operator Licenses

### **PUBLICATIONS**

- Hortonville Youth Sports 6-month license
- Liquor License publication
- Sidewalk Ad for Bids - DPW

### **PUBLIC RECORD REQUESTS**

### **OTHER**

- Village Board agendas & packets, committee agendas
- Village Board minutes, committee minutes
- Other Committee/Commission meeting agendas & minutes as needed
- Scanned and filed paperwork for the Warranty Deed and the temporary easements (Black Otter Bridge to Nash Street)

531 N. Nash St.  
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## 5/21/2026 Director of Public Works Report

### Meetings attended:

- Staff meetings
- Department head meetings
- BOLD meeting 5/18 3pm
- Site visit with Merjent to discuss stormwater pond restoration
- Meeting with MSA to discuss potential stormwater pipe replacement Lakeview
- Site visit with McMahon engineer to review road issues on Givens Road
- 

### Current and past projects include:

- Kayak rental to open before end of May depending on temperatures
- Working with WE Energies for new electrical hook-up of stormwater fountain on Towne Drive
- Honeysuckle lateral replacement starting 5/18
- Road patching by public works crew to begin 6/1
- Working with financial consultants on long-term utility cash flows
- Bids for 2026 sidewalk maintenance project published May 21 and May 28. Bids are due June 5<sup>th</sup> at 12pm.
- Tree replacement at Black Otter Park May 5/18/2026
- Continued work with County, McMahon and Vinton Construction to get ready for Main Street Construction this summer
- Continued work with County and McMahon on East side construction tentatively scheduled for 2027 as well as West side main street construction scheduled for 2028.
- Administration building light project completed 5/19

Sincerely,

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

Aaron Steber  
Director of Public Works





Hortonville Police Department  
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## **5-21-2026 Police Department Report**

### **Meetings**

- Village Department Head Meetings
- Department Meeting set for 6/1

### **Training**

- Officer Sweeney and Officer Wulgaert attended death scene investigation training (5/7)
  - Officer Sweeney and Officer Wulgaert will provide presentation to department on information at 6/1 department meeting
- Officer Hauser and Officer McCready signed up for annual SRO Conference (6/9-6/11)
- Officer Wulgaert attended “Developing the Patrol Investigator” training (5/14 & 5/15)
  - Officer Wulgaert will provide presentation to police department on information at 6/1 department meeting
- Administrative Assistant Krissy Steber attending open records training (5/18 & 5/19)
- Officer McCready attending school threat assessment training (6/11)
- Entire department will attend DOJ Firearms Qualification (6/11)
- Officer Sweeney completed his TIME MDC recertification
- Officer Sweeney attended Strangulation training

### **Ongoing Projects and Miscellaneous**

- Reviewing parking enforcement and rapid response deployment policies
- Updating maps to include new roadways and bypass for Spillman (this was completed, but we are continuing to see issues with bypass). I will continue to work with the county IT on this.
- Worked with VC3 and TRACS to resolve an ongoing login issue for TRACS. This problem has been ongoing. We were able to narrow down the issue and find resolve. TRACS has continued to work properly since the resolve.

- I have received parts/devices for TASERS from Monticello PD. A full inventory of what was received has been completed. These will be used in the event we have problems with our current TASERS due to them being end of life. This was a cost-saving measure rather than contracting all new TASERS. This will be reviewed at annual presentation to the board.
- Received new body cameras (current contract with AXON). All new body cameras have been updated in our evidence management system, and I will be returning old body cameras.
- Officer Hauser and Officer McCready presented scholarship to HHS senior from Hortonville Police Department on 5/13. Please see HVPD Facebook for additional information.
- 2026 Incidents Jan 1st-May 19th (2235 incidents) (1906 incidents in same time frame in 2025)
- Worked with DPW to get AED placed in Alonzo Park.
- Communication to all patrol officers was sent regarding concerns about waste collection cans. Ordinance provided.

### **Upcoming**

- Updating ordinances for speed limits (waiting on changes proposed before completion)
- 2026 Annual Update for Sex Offender Ordinance (waiting to discuss further with legal)
- Coordinating training event with Hortonville/Hortonia Fire Department and EMS (Summer 2026)
- Public Safety Meeting (6/4). I will have agenda prepared next week.

## Village Board of Trustees Meeting- May 21, 2026 Library Director's Report

- Staff Update

- None

- Programming & Outreach

- Summer program registration opens June 8

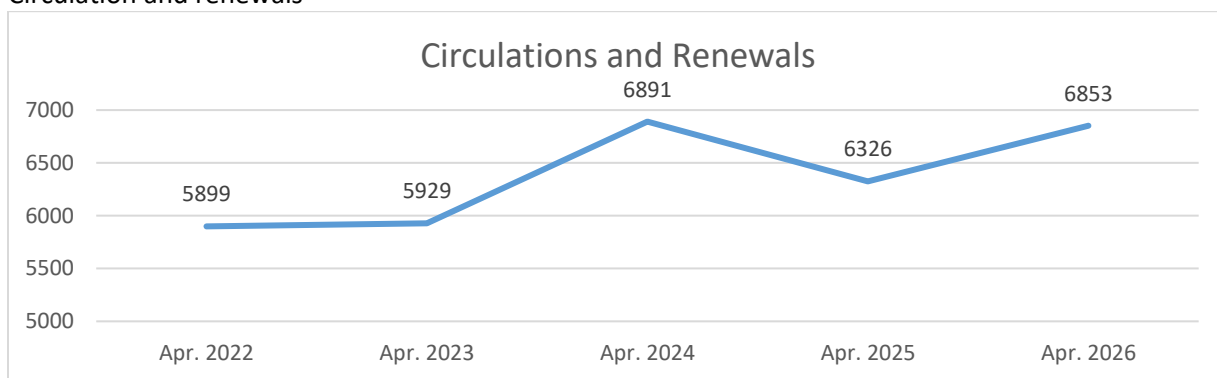
- Programming starts June 15

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• Splash into Summer @ Alonzo</li> <li>• Retro Tech Show &amp; Tell</li> <li>• After Hours Quiet Club</li> <li>• Farmer's Market</li> <li>• Book Talk</li> <li>• Middle School Book Club</li> <li>• Prehistoric Pets w/ J&amp;R</li> <li>• Unearth a Saturday</li> <li>• Bingo for Books</li> <li>• Storytime On the Road</li> <li>• Tween Crochet Club</li> <li>• Baby &amp; Me Time</li> <li>• Unearth Soil Secrets</li> <li>• Family Trivia Night</li> </ul> | <ul style="list-style-type: none"> <li>• True Crime Club</li> <li>• Storytime and Stay and Play</li> <li>• Papermaking w/ Kimberly-Clark</li> <li>• Dinosaur Gardens</li> <li>• 10:15 Book Club</li> <li>• Screen &amp; Stitch</li> <li>• Keepsake Coasters</li> <li>• Fenway Foundation Meet &amp; Greet</li> <li>• Dinosauria 101</li> <li>• Lego Lab: Dino Edition</li> <li>• Family Puzzle Party</li> <li>• Escape Room</li> <li>• Adult Trivia Night</li> <li>• DIY Resin Jewelry</li> <li>• Mini-Golf in the Library</li> <li>• Eraser Mini Prints</li> </ul> |
|--|---|

- Fall program planning underway

- Statistics

- Circulation and renewals



- Ongoing Projects & Miscellaneous

- ILS project preparation
  - Closure anticipated for data migration in August
  - Sandbox testing
- Collection development- monthly collection purchases

- Meetings and Continuing Education

- Regular meetings: Staffing, programming, department head, AAC, OWLS Directors, Village Board
- WLA Leadership Development Institute meetings
  - "Graduation" June 3 in Stevens Point
- WLA-WISL meetings

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Nathan Treadwell - Administrator  
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## **Administrator Weekly Update – 5/18/26**

### **Projects**

- **Main Street – Downtown**
  - We are still awaiting information from the county regarding the public hearing for businesses and residents within the project area. Vinton is currently coordinating with subcontractors in preparation for construction. Due to the close proximity of many downtown buildings to the roadway, pre-construction foundation inspections will be completed to document existing conditions prior to the start of work. This will help address any future claims of damage related to construction activities.
  - Project updates will continue to be posted on the Village website and Facebook page. We have also added a News and Notices notification option and enrolled everyone currently subscribed to Village website updates to receive these notices. Residents who are not currently signed up can subscribe at [https://www.hortonvillewi.org/subscribe\\_to\\_updates/](https://www.hortonvillewi.org/subscribe_to_updates/) This information will also be included in the next edition of the Village Voice.
- **Main Street – East Segment**
  - Staff has begun working with the county on signal planning for the intersection of Main Street and Warner Street. The county currently contracts with the City of Appleton for traffic signal maintenance; however, this location falls outside of Appleton’s service area. The county is currently evaluating alternative maintenance options and contractors for the signals.
  - Staff has also started reviewing parcels associated with temporary limited easements, permanent easement acquisitions, and potential property acquisitions needed for the east segment of the project.
- **Main Street – West Segment**
  - Aaron and I met with Ron Wolf from McMahan at Givens Road to review the deteriorating roadway conditions. Water is surfacing from beneath the roadway, which is contributing to pavement buckling and failure. We discussed a plan to partially urbanize the area next year to help address these drainage and roadway issues long term. At this time, it is anticipated

this portion of the work would occur in 2027 prior to reconstruction of the west segment in 2028.

- **Columbarium Design and Layout**
  - At the last meeting, we discussed potentially moving forward with bidding for the Columbarium project; however, there are several concerns that need to be addressed before proceeding.
    - The project is not currently included in the budget, and the Village would not be able to pursue borrowing for the project until the next scheduled bond issuance in 2027.
    - We also need to further discuss the overall concept and layout of the project. There may be alternative design approaches or configurations that would make the project more financially feasible and easier to fund.
    - These items will be discussed further at the upcoming meeting, along with other potential projects and the limited funding available over the next several years.
  
- **Zoning Project**
  - I am currently finishing the review of the proposed Zoning Code revisions and hope to have the process completed in time for the next Planning and Zoning meeting. Our current ordinance contains several provisions that do not fully align with state law, with one example being Section 44-132(e) regarding Conditional Use Applications.
  
  - *(e)Transfers of interest in property. Conditional use permits issued under this division are non-transferable to successor owners of the property subject to the permit without the express written consent of the village board. The village board may set conditions and restrictions on the transfer, including, but not limited to, a stipulation that the permit shall not be transferred unless the new owner expressly and in writing assumes the same terms, if any, for personal liability as were required of the former owner in the conditional use permit to be transferred. The village board may also stipulate as a condition of the transfer that the new owner provide assurances and guarantees deemed satisfactory by the village in its sole discretion that the new owner has at least the same means and ability, including, but not limited to, insurance to pay potential liabilities as were required of the former owner in the conditional use permit. Written permission shall be obtained prior to the voluntary transfer of the subject property. When an involuntary transfer occurs, the new owner, trustee, or other successor to an interest in the real property shall apply to the village within 60 days for permission to continue the use granted by the conditional use permit.*
  
  - According to the Village Attorney, it is not legally permissible to approve conditional uses and prohibit them from transferring with the property. This issue most recently arose with a single-family residentially zoned property that applied for approval of a two-family residential use as a

conditional use. Once a conditional use is approved for a property, the approval generally runs with the property and transfers to future owners.

- **Comprehensive Outdoor Recreation Plan Update**
  - This will be presented on May 21<sup>st</sup> meeting.

**Misc.**

- I had the Police Department deliver a notice to the property owner of parcel number 240016400, located on Alley 3, regarding the collapsed open-air structure on the property. The owner was given 30 days to remove the structure, which staff felt was a reasonable timeframe considering the condition of the building. The owner requested a 90-day extension; however, staff had concerns about granting the extension due to the deteriorated condition of the structure and the lengthy enforcement process should compliance not occur.
- An email was sent to Cottages on Main regarding the fountain within their stormwater pond to ensure it is operating properly in order to help reduce mosquitoes and other nuisances associated with stagnant water.