



Village of Hobart – [www.hobartwi.gov](http://www.hobartwi.gov)  
Village Office - 2990 South Pine Tree Road, Hobart, WI

Notice is hereby given according to State Statutes that the VILLAGE BOARD of the Village of Hobart will meet on Tuesday January 21<sup>st</sup> 2025 at 6:00 P.M. at the Village Office (2990 South Pine Tree Road). NOTICE OF POSTING: Posted this 17<sup>th</sup> day of January, 2025 at the Hobart Village Office and on the village website.

## **MEETING NOTICE – VILLAGE BOARD (Regular)**

Date/Time: Tuesday January 21<sup>st</sup> 2025 (6:00 P.M.)

Location: Hobart Village Office (2990 South Pine Tree Road)

Village Board of Trustees: Richard Heidel (President), David Dillenburg, Vanya Koepke, Tammy Zittlow, Melissa Tanke

### **ROUTINE ITEMS TO BE ACTED UPON:**

1. Call to order/Roll Call.
2. Certification of the open meeting law agenda requirements and approval of the agenda
3. Pledge of Allegiance

### **4. PUBLIC HEARINGS**

**5. CONSENT AGENDA (These items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Board President if you would prefer separate discussion and action.)**

**A. Payment of Invoices (Page 3); B. VILLAGE BOARD: Minutes of January 7<sup>th</sup> 2025 (Regular) (Page 8); C. POLICE COMMISSION: Minutes of October 14<sup>th</sup> (Page 10) and October 21<sup>st</sup> 2024 (Page 11); D. PUBLIC WORKS AND UTILITIES ADVISORY COMMITTEE: Minutes of November 11<sup>th</sup> 2024 (Page 12)**

### **6. ITEMS REMOVED FROM CONSENT AGENDA**

**7. CITIZENS' COMMENTS, RESOLUTIONS AND PRESENTATIONS (NOTE: Please limit citizens' comments to no more than three minutes)**

### **8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS**

#### **A. INFORMATION**

1. 2024 Humane Officer Report (Page 13)
2. December 2024 Budget Update (Page 15)

### **9. COMMITTEE REPORTS AND ACTIONS**

### **10. OLD BUSINESS**

#### **11. NEW BUSINESS**

**A. DISCUSSION AND ACTION – Awarding of Utility and Street Reconstruction (Contract 2320-24-03) – South Pine Tree Road, Schuering Road, TID #2 (Page 25)**

Bids were received from seven (7) contractors, ranging in total cost from \$3,331,435.00 to \$3,991,652.79 for the base bid and Alternate 1. The apparent low bidder was MCC, Inc., Appleton, WI, with a total bid amount of \$3,331,435.00. The Village borrowed \$4,630,889 for these projects back in the spring of 2024.

**B. DISCUSSION AND ACTION – Welcome to Hobart Signage (Centennial Centre) (Page 33)**

In March 2024, the Board approved two infrastructure projects in TID #1 (Centennial Centre) – the reconstruction and upgrade of Sunlite Drive and the extension of Founders Terrace. The Village had borrowed \$1,846,181 for the projects, resulting in an unallocated balance

of \$517,472. One of the projects recommended to be funded with the unspent proceeds was the installation of two (2) Welcome to Hobart signs for Centennial Centre. The Village received one (1) quote for the work – from Appleton Sign Company – for \$10,320.

**C. DISCUSSION AND ACTION – Refuse and Recycling Collection Request for Proposals (Page 37)**

The Village of Hobart's current refuse/recycling collection services contract is scheduled to expire on August 31st 2025. We are soliciting proposals for consideration of a potential replacement contract. Proposals are due by Tuesday April 1st 2025 at 1:00 pm. Interested parties will provide quotes for weekly automated curbside refuse collection and multiple options (weekly and bi-weekly) for recycling collection for single family homes (one or two units). As of January 1st 2025, the Village's Refuse and Recycling Program had 2,705 customers. The Village will be seeking a contract for a minimum of ten (10) years.

**D. DISCUSSION AND ACTION – Job Description (Village Deputy Clerk) (Page 41)**

The role of this position is providing clerical service to the Village as part of the administrative support staff. The Deputy Clerk assists the Village Clerk for the Village of Hobart and is expected to be able to carry on the functions of the Clerk in their absence.

**E. DISCUSSION AND ACTION – Reduction in Number of Election Inspectors for February Primary (Page 45)**

The Village Clerk is requesting that the Board reduce the number of inspectors for the February Spring Primary at the Fire Station #1 polling site (2703 South Pine Tree Road) from seven to five, as allowed in Municipal Ordinance 33-3.

**F. DISCUSSION - Items for future agenda consideration or Committee assignment**

**G. ADJOURN to CLOSED SESSION:**

1. Under Wisconsin State Statute 19.85 (1) (e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session RE: Sale or Purchase of Property/TID Projects/Development Agreements
2. Under Wisconsin State Statute 19.85 (1) (g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. RE: Tribal Affairs; Potential Litigation
3. Under Wisconsin 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 RE: Personnel

**H. CONVENE into open session**

**I. ACTION from closed session**

**12. ADJOURN**

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Aaron Kramer, Village Administrator

**UPCOMING BOARD MEETINGS**

Tuesday February 4<sup>th</sup> 2025 (6:00 PM) – Regular Board Meeting at Village Office (2990 South Pine Tree Road)

\* Wednesday February 18<sup>th</sup> 2025 (6:00 PM) – Regular Board Meeting at Village Office (2990 South Pine Tree Road)

Tuesday March 4<sup>th</sup> 2025 (6:00 PM) – Regular Board Meeting at Village Office (2990 South Pine Tree Road)

\* - Rescheduled from Tuesday February 17<sup>th</sup> due to the Spring Primary.

NOTE: Page numbers refer to the meeting packet. All agendas and minutes of Village meetings are online: [www.hobartwi.gov](http://www.hobartwi.gov). Any person wishing to attend, who, because of their disability, requires special accommodation, should contact the Village Clerk's office at 920-869-1011 with as much advanced notice as possible. Notice is hereby given that action by the Board may be considered and taken on any of the items described or listed in this agenda. There may be Board members attending this meeting by telephone if necessary.

1/15/2025 11:43 AM

Check Register - Quick Report - ALL

Page: 1

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 1/21/2025

From Account:

Thru: 1/21/2025

Thru Account:

Check Nbr	Check Date	Payee	Amount
AT&T	1/21/2025	AT&T	391.96
		Manual Check WATERBOOSTER STATION LINE	
60298	1/21/2025	4M BUILDING SOLUTIONS INC JANUARY CLEANING SERVICE	1,578.00
60299	1/21/2025	AMPLITEL TECHNOLOGIES MONTHLY MANAGED SERVICES	7,848.35
60300	1/21/2025	AMY /OR/ JEREMY BAKER REFUND OVERPAYMENT TAX HB-1617	31.39
60301	1/21/2025	ANGELA /OR/ DANIEL JOHNSON REFND LOTTGR APP AFTER TAX PMNT HB-3008	203.34
60302	1/21/2025	ASHWAUBENON AUTO REPAIR LLC OIL CHANGE FILTERR SQUAD 187	51.96
60303	1/21/2025	AXON ENTERPRISE INC. BUNDLE 10 YR - FLEET 3 ADVANCED RENEWAL	39,104.00
60304	1/21/2025	AXON ENTERPRISE INC. FLEET 3 ADVANCED 10 YEAR	2,216.21
60305	1/21/2025	BAO QIN HE REFUND TAX OVERPAYMENT HB-2319	193.25
60306	1/21/2025	BAYSIDE PRINTING LLC MULTIPLE INVOICES	887.08
60307	1/21/2025	BEN NELSON REFUND PARK DEPOSIT FROM 12/24/2025	175.00
60308	1/21/2025	BENJAMIN /OR/ SYBILLA BUHR REFUND TAX OVERPAYMENT HB-1492-A-2	56.15
60309	1/21/2025	BEST MACHINE & REPAIR INC. MODIFY TURN CYLINDERS ON LOADER PLOW	2,700.00
		Previous Year Expense	
60310	1/21/2025	BRIAN FOGARTY REFUND TAX OVERPAYMENT HB-1647	441.60
60311	1/21/2025	BROWN COUNTY TREASURER - COURT PAYMENTS DECEMBER 2024 FINES & SURCHARGES	1,011.30
		Previous Year Expense	
60312	1/21/2025	BROWN COUNTY TREASURER'S OFFICE 2024 TAX BILL POSTAGE & COLLECTION FEE	2,371.37
60313	1/21/2025	CINTAS CORP MATS AT OFFICE	33.55
60314	1/21/2025	CONWAY SHIELD INC. MGC-S-PLUS GS CLIP MULTI CLIPS	2,100.00
60315	1/21/2025	DALE THOMSON LOTTERY CREDIT AFTER TAX PAYMENT HB-2318	203.34

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ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 1/21/2025

From Account:

Thru: 1/21/2025

Thru Account:

Check Nbr	Check Date	Payee	Amount
60316	1/21/2025	DOUGLAS /OR/ ANITA GJERDE REFUND TAX OVERPAYMENT HB-1605	240.72
60317	1/21/2025	FERGUSON WATERWORKS M/HOLE FRM NR11000003	329.96
60318	1/21/2025	FORSAKEN CUSTOMS LLC TINT WINDOWS CERAMIC FILM CHROME DELETE	100.00
60319	1/21/2025	GAT SUPPLY INC. MULTIPLE SUPPLY ORDERS	273.65
60320	1/21/2025	GREATER GREEN BAY CHAMBER 2025 MUNICIPAL PARTERSHIP	1,914.00
60321	1/21/2025	GREEN BAY METROPOLITAN SEWERAGE DISTRICT TREATMENT FEES DECEMBER 2024	78,410.46
		<b>Previous Year Expense</b>	
60322	1/21/2025	HACH COMPANY SPEC COLOR STD, DPD CHLORINE-LR	297.05
60323	1/21/2025	HANAWAY ROSS LAW FIRM MUNICIPAL PROSECUTION	1,109.18
		<b>Previous Year Expense</b>	
60324	1/21/2025	HARBOR TECHNOLOGIES LLC MUN CRM LICENSE FEE / DATA CONVERSION	6,640.00
60325	1/21/2025	HERO INDUSRIES.COM POLICE	3,902.50
60326	1/21/2025	IRON MOUNTAIN SHREDDING AT OFFICE	115.14
		<b>Previous Year Expense</b>	
60327	1/21/2025	JEFFREY /OR/ KATHLEEN HOOVER REFUND TAX OVERPAYMENT HB-1694-26	58.89
60328	1/21/2025	JULIE GERCZAK REFUND PARK DEPOSIT 12/25/2025	175.00
60329	1/21/2025	KES EXCAVATING SERVCIES LLC 1-MAN STANDARD RATE VALVEBOX CLEANING	530.00
60330	1/21/2025	KIMPS ACE HARDWARE MULTIPLE INVOICES	45.04
		<b>Previous Year Expense</b>	
60331	1/21/2025	LINDE GAS & EQUIPMENT (PRAXAIR) INC. LIQUIFIED PETROLEUM GAS	62.55
60332	1/21/2025	MARCO TECHNOLOGIES LLC NOVEMBER INVOICE	282.62
		<b>Previous Year Expense</b>	
60333	1/21/2025	MARJE SCHILLER REFUND TAX OVERPAYMENT HB-679-2	13.92
60334	1/21/2025	MARK STARY REIMBURSEMENT 3-YEAR AGREEMENT	3,333.20

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ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 1/21/2025 From Account:  
 Thru: 1/21/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
60335	1/21/2025	MARTELL CONSTRUCTION INC. REMOVE/REPLACE TRENCH DRAIN FIRE STN#2	15,700.00
		<b>Previous Year Expense</b>	
60336	1/21/2025	MCCLONE 25/26 GENLIB, AUTO,CRME&CYBER & WORKCOMP	132,622.00
60337	1/21/2025	METRO SALES INC CONTRACT BASE RATE & USAGE CHARGES	81.71
60338	1/21/2025	MICHAEL CLARK REFND TAX OVERPAYMENT HB-325-1	35.27
60339	1/21/2025	MILWAUKEE REGIONAL TRAINING CENTER REGISTRATION S. MANNING / Z. CAMBRAY	450.00
60340	1/21/2025	MUNICIPAL PROPERTY INS. CO PROPERTY INSURANCE 2025	20,761.00
60341	1/21/2025	NIELSON COMMUNICATIONS INC. MULTIPLE INVOICES POLICE DEPARTMENT	1,119.95
		<b>Previous Year Expense</b>	
60342	1/21/2025	OLSON TRAILER & BODY L.L.C. ADAPTER / ELBOW / ADAPTOR 6400-8-10	20.71
60343	1/21/2025	PRIMADATA 4TH QTR UTILITY BILLING	1,055.35
60344	1/21/2025	ROBERT E. LEE & ASSOCIATES INC. GIS UTILITY UPDATES THROUGH 12-2024	439.75
60345	1/21/2025	SCOTT & LISA KRIEG REFUND TAX OVERPAYMENT HB-553-2	40.42
60346	1/21/2025	SOUTHSIDE TIRE INC. DE PERE TIRES SILVERADO VIN 328490	1,715.79
		<b>Previous Year Expense</b>	
60347	1/21/2025	STATE OF WISCONSIN COURT FINES & SURCHARGES DECEMBER 2024 FINES & SURCHARGES	2,401.72
		<b>Previous Year Expense</b>	
60348	1/21/2025	STORDEUR SANITATION INC. PUMP HOLDING TANK 2703 S PINE TREE RD	160.00
60349	1/21/2025	TONYA OR ROBERT WAGNER LOTTERY CRED APPLIED AFTER PMNT HB-2586	203.34
60350	1/21/2025	TOWN OF LAWRENCE 4TH QTR WATER & SEWER CONSUMPTION HEMLOC	7,895.32
		<b>Previous Year Expense</b>	
60351	1/21/2025	VILLAGE OF ASHWAUBENON 4TH QTR 2024 WATER USAGE	51,741.37
60352	1/21/2025	VILLAGE OF HOBART - WATER UTILITY MULTIPLE ACCOUNTS	541.02
		<b>Previous Year Expense</b>	
60353	1/21/2025	VILLAGE OF HOWARD ANIMAL CONTROL NOVEMBER 2024	131.59
		<b>Previous Year Expense</b>	

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ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 1/21/2025

From Account:

Thru: 1/21/2025

Thru Account:

Check Nbr	Check Date	Payee	Amount
60354	1/21/2025	WEST BEND MUTUAL INSURANCE COMPANY NOTARY BOND A. BELL	50.00
60355	1/21/2025	WI DEPT OF JUSTICE - CRIME INFORMATION BUREAU BACKGROUND CHECKS DECEMBER 2024	56.00
		<b>Previous Year Expense</b>	
60356	1/21/2025	WI HUMANE SOCIETY ANIMAL IMPOUND SERVICES DECEMBER 2024	500.00
60357	1/21/2025	WISCONSIN DEPT OF NATURAL RESOURCES 2023 REPORTING FEES MUNI #5500935137	175.00
60358	1/21/2025	WMCA WMCA MEMBERSHIP RENEWAL L. VANDEN HEUVEL	65.00
60359	1/21/2025	WPS UTILITIES ALL BUILDINGS / STREET LIGHTS	15,901.68
		<b>Previous Year Expense</b>	
WILLMANDEC	1/21/2025	ELAINE D. WILLMAN DECEMBER 2024 INVOICE	1,000.00
		<b>Prev YR Exp/Manual Check</b>	
ASSOCIATEDFE	1/21/2025	ASSOCIATED BANK BANK FEES PRIOR YEAR ASSOC1224	938.28
		<b>Prev YR Exp/Manual Check</b>	
ENTERPRLEASE	1/21/2025	ENTERPRISE-FLEET MANAGEMENT LEASE PAYMENT 1/21/25 CURRANT YEAR	18,986.21
		<b>Manual Check</b>	
UNITEDHEALTH	1/21/2025	UNITED HEALTHCARE PREMIUM - HEALTH 02-01-2025	35,338.82
		<b>Manual Check</b>	
<b>Grand Total</b>			<b>469,559.03</b>

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ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 1/21/2025

From Account:

Thru: 1/21/2025

Thru Account:

Amount

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Total Expenditure from Fund # 001 - General Fund	206,209.63
Total Expenditure from Fund # 002 - Water Fund	74,232.32
Total Expenditure from Fund # 003 - Sanitary Sewer Fund	93,970.81
Total Expenditure from Fund # 004 - Capital Projects Fund	77,126.37
Total Expenditure from Fund # 006 - K-9 Fund	3,902.50
Total Expenditure from Fund # 007 - Storm Water Fund	11,795.08
Total Expenditure from Fund # 008 - TID #1 Fund	1,015.32
Total Expenditure from Fund # 009 - TID #2 Fund	957.00
Total Expenditure from Fund # 010 - Parks & Recreation	350.00
Total Expenditure from all Funds	469,559.03



## **MEETING MINUTES – VILLAGE BOARD (Regular)**

**Date/Time: Tuesday January 7<sup>th</sup> 2025 (6:00 P.M.)**

**Location: Hobart Village Office (2990 South Pine Tree Road)**

### **ROUTINE ITEMS TO BE ACTED UPON:**

1. Call to order/Roll Call. The meeting was called to order by Rich Heidel at 6:06 pm. Dave Dillenburg, Vanya Koepke, Melissa Tanke, and Rich Heidel were present. Excused: Tammy Zittlow.
2. Certification of the open meeting law agenda requirements and approval of the agenda - ACTION: To certify the open meeting law agenda requirements and approve the agenda. MOTION: Heidel SECOND: Koepke VOICE VOTE: 4-0.
3. Pledge of Allegiance - Those present recited the Pledge of Allegiance.

### **4. PUBLIC HEARINGS** – None.

### **5. CONSENT AGENDA (These items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Board President if you would prefer separate discussion and action.)**

**A. Payment of Invoices; B. VILLAGE BOARD: Minutes of December 17<sup>th</sup> 2024 (Regular) - ACTION:** To approve the Consent Agenda as presented. MOTION: Dillenburg SECOND: Tanke. VOICE VOTE: 4-0.

### **6. ITEMS REMOVED FROM CONSENT AGENDA** – None.

### **7. CITIZENS' COMMENTS, RESOLUTIONS AND PRESENTATIONS (NOTE: Please limit citizens' comments to no more than three minutes)**

Henry Rueden, 2661 S. Pine Tree Rd, Hobart.

### **A. DISCUSSION AND ACTION – Resolution 2025-01 (RESOLUTION PROVIDING FOR THE SALE OF AN APPROXIMATELY \$593,000 GENERAL OBLIGATION PROMISSORY NOTE)**

This resolution will set in motion the process to complete the financing for the purchase of and improvements to the property the Village recently purchased at 951 Golden Lane (HB-68-5). Justin Fischer and Adam Ruechel from Baird presented the details of the General Obligation Promissory Note.

ACTION: To approve Resolution 2025-01 as presented. MOTION: Heidel SECOND: Koepke ROLL CALL VOTE: 4-0.

### **8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS**

#### **A. INFORMATION**

1. **November 2024 Investment Report** – Administrator Kramer reviewed the investment report with the Board.

Interviews for the Public Works and Utility position will take place this week.

The South Pine bids will be presented at the next board meeting.

There will be an RFP for our garbage/recycling contractor. That will be presented at the next board meeting.

### **9. COMMITTEE REPORTS AND ACTIONS**

The Planning and Zoning Commission meeting for January is cancelled.

The Public Works and Utilities Advisory Committee will meet next week.



**10. OLD BUSINESS** – None.

**11. NEW BUSINESS**

**A. DISCUSSION AND ACTION – Replacement of current phone system infrastructure**

Staff has been reviewing several options for the required upgrade of our phone system, and will present a recommendation to the Board at the meeting.

ACTION: To approve the replacement of the current phone system infrastructure with the quote from Camera Corner Connecting Point for \$11,157.00 to be funded with Capital Reserve Funds. MOTION: Tanke SECOND: Dillenburg VOICE VOTE: 4-0.

**B. DISCUSSION - Items for future agenda consideration or Committee assignment**

The February 18 Village Board meeting will be moved to February 19, 2025 due to the February Primary Election

ACTION: To recess prior to going into closed session (6:45 PM). MOTION: Heidel SECOND: Dillenburg VOICE VOTE: 4-0.

**C. ADJOURN to CLOSED SESSION (6:50 PM)** – ACTION : To go into closed session 1) Under Wisconsin State Statute 19.85 (1) (e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session RE: Sale or Purchase of Property/TID Projects/Development Agreements, 2) Under Wisconsin State Statute 19.85 (1) (g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. RE: Tribal Affairs; Potential Litigation, and 3) Under Wisconsin 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 RE: Personnel MOTION: Heidel SECOND: Tanke ROLL CALL VOTE: 4-0.

**D. CONVENE into open session (8:44 PM)** – MOTION: Dillenburg SECOND: Koepke ROLL CALL VOTE: 4-0.

**E. ACTION from closed session** – None.

**12. ADJOURN (8:45 PM)** - MOTION: Dillenburg SECOND: Heidel VOICE VOTE: 4-0.

Respectfully submitted by Lisa Vanden Heuvel, Clerk

Village of Hobart  
Meeting Minutes – Monday, October 14, 2024 @ 6:00 PM  
Village of Hobart Office  
2990 S. Pine Tree Rd.  
Hobart, WI 54115

**Call to Order**

The meeting was called to order by John Shimek at 6:15 PM.

**Roll Call**

Commissioners John Shimek, Gary Pieschek, Don Hedrick, and Larry Potter were present. Ron Jaeger was excused. Chief Renkas was in attendance.

**Approval of Agenda and Certification of the Open Meeting Law Agenda Requirements**

A motion to confirm certification of the open meeting law agenda requirements and approval of the agenda was made by Gary Pieschek and seconded by Larry Potter. All in favor; motion carried.

**Approval of Meeting Minutes**

A motion was made to approve the minutes of September 10, 2024. Motion made by John Shimek and seconded by Gary Pieschek. All in favor; motion carried.

**Adjourned to Closed Session**

A motion to adjourn to closed session was made by John Shimek at 6:19 PM, seconded by Don Hedrick. All in favor; motion carried.

**Convened to Open Session**

A motion to convene to open session was made by Don Hedrick at 7:32 PM, seconded by Larry Potter. All in favor; motion carried.

**Action from Closed Session**

Following discussion in closed session, four applicants for a Captain vacancy were approved as the first pool to be interviewed. Interviews are scheduled for October 21, 2024 beginning at 3:00 PM. All in favor; motion carried.

**Adjournment**

A motion to adjourn the meeting was made at 7:33 PM by Gary Pieschek at 7:33 PM, seconded by Larry Potter. All in favor; motion carried.

Village of Hobart  
Meeting Minutes – Monday, October 21, 2024 @ 3:00 PM  
Village of Hobart Fire Department #1  
2703 S. Pine Tree Rd.  
Hobart, WI 54115

**Call to Order**

The meeting was called to order by John Shimek at 3:00 PM.

**Roll Call**

Commissioners John Shimek, Don Hedrick, and Larry Potter were present. Ron Jaeger and Gary Pieschek were excused. Chief Renkas was in attendance.

**Approval of Agenda and Certification of the Open Meeting Law Agenda Requirements**

A motion to confirm certification of the open meeting law agenda requirements and approval of the agenda was made by John Shimek and seconded by Don Hedrick. All in favor; motion carried.

**Approval of Meeting Minutes**

A motion was made to approve the minutes of October 14, 2024 contingent on clarifying who made the motions for action items coming out of closed session. Motion for minutes approval made by John Shimek and seconded by Don Hedrick. All in favor; motion carried.

**Adjourned to Closed Session**

A motion to adjourn to closed session was made by Don Hedrick at 3:03 PM, seconded by John Shimek. All in favor; motion carried.

**Convened to Open Session**

A motion to convene to open session was made by Larry Potter at 7:12 PM, seconded by Don Hedrick. All in favor; motion carried.

**Action from Closed Session**

Following discussion in closed session, the name of a successful candidate for the captain's vacancy was given to Chief Renkas for a background investigation. Motion made by Don Hedrick, seconded by John Shimek. All in favor; motion carried.

**Adjournment**

A motion to adjourn the meeting was made at 7:13 PM by Don Hedrick, seconded by John Shimek. All in favor; motion carried.



Village of Hobart Public Works & Utilities Advisory Committee Minutes  
Hobart Village Office; 2990 S. Pine Tree Rd, Hobart, WI

Date/Time: Monday, November 11<sup>th</sup>, 2024 (5:00 P.M.)

Location: Village Office, 2990 South Pine Tree Road

**ROUTINE ITEMS TO BE ACTED UPON:**

1. Call to order/Roll Call.
  - a. **The meeting was called to order by Dave Dillenburg at 5:02pm. Roll Call: Dave Dillenburg, Dave Baranczyk, Vanya Koepke, Ron Hieronimczak, Don Dahlstrom, James Kubalak, Dan DeRuyter present.**
  - b. **Kevin Gannon was excused.**
3. Approval of the Minutes – August 19<sup>th</sup>, 2024
  - a. **Motion by Ron Hieronimczak, second by Dan DeRuyter All in Favor, Motion Carried.**
4. Public comments on non-agenda items.
 

**No Comments**

**ACTION ITEMS**

5. DISCUSSION AND ACTION – Speed Limit on Birch
  - a. **Committee reviewed a petition from area residents to lower the speed limit on Birch Drive. Committee used speed data and a written report from the Police Chief indicating there does not appear to be a speeding issue on Birch Drive with the data collected.**
  - b. **Motion to keep Birch Drive Speed Limit at 35mph by Don Dahlstrom, second by Dave Baranczyk, all in favor. Motion carried.**
6. UPDATE – Director and Activity Reports
  - a. **Director of Public Works and Utilities, Jerry Lancelle, updated the committee on various projects and current operations.**

**7. ADJOURNMENT**

- a. **Motion by Don Dahlstrom, second by Dan DeRuyter, all in favor. Motion carried. Meeting adjourned at 6:22pm.**

**End of Year Report**

**Calendar Year 2024**

**Hobart**

**Prepared by**

**Matt Atkinson**

**State Certified Humane Officer 582**

**Humane Officer for Hobart**

**Prepared 1/9/25**

Calendar year 2024 was a starter year for the use of Howard Animal Control and the CART team. 71 calls/billable items (payroll, billing etc) were handled from March to Dec. In total 982 miles were driven as well. Overall the estimated cost was \$1,769.49 which included milage and wages for ACHO and CART.

Per the Humane Society report, 22 animals were taken to the shelter. Of that 3 were dogs and 18 were cats. All were strays. This resulted in 89 care days. Of the 22 animals, 10 were adopted, 8 were reclaimed and 4 were euthanized for various reasons as deemed appropriate by vet staff.

Overall, calls were pretty routine with the majority being wildlife calls and some strays. The TNR program has started to gain traction with approximately 20 cats fixed 2024. This number will likely increase as word gets around.

1/16/2025

8:53 AM

Budget Comparison - Detail

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ACCT

## Fund: 001 - General Fund

Account Number		2023 Actual 12/31/2023	2024 Actual 12/31/2024	2024 Budget	Budget Status	% of Budget
001-00-41110-000-000	Gen Prop Tax Real Estate Coll	1,870,872.22	2,029,876.82	2,029,876.82	0.00	100.00
001-00-41150-000-000	Managed Forest Crop	73.65	80.97	80.97	0.00	100.00
001-00-41700-000-000	Ag Use Penalty	0.00	28,324.30	0.00	28,324.30	0.00
001-00-41800-000-000	Interest on Taxes	3,730.54	3,185.40	2,200.00	985.40	144.79
001-00-41901-000-000	Payment in Lieu of Taxes - Wtr	72,245.00	72,245.04	72,245.04	0.00	100.00
<b>TAXES</b>		1,946,921.41	2,133,712.53	2,104,402.83	29,309.70	101.39
001-00-42001-000-000	Pass Through Payments	0.00	0.00	0.00	0.00	0.00
<b>SPECIAL ASSESSMENTS</b>		0.00	0.00	0.00	0.00	0.00
001-00-43210-000-000	Police Department Grant	51,771.08	10,297.06	8,922.66	1,374.40	115.40
001-00-43211-000-000	Fire Department Grant	0.00	0.00	0.00	0.00	0.00
001-00-43400-000-000	State Shared Revenue	63,058.59	325,984.94	325,984.94	0.00	100.00
001-00-43410-000-000	Pers. Prop State Aid	10,854.58	10,854.58	10,854.58	0.00	100.00
001-00-43420-000-000	2% Fire Dues	54,501.92	64,345.25	64,345.25	0.00	100.00
001-00-43430-000-000	Exempt Computer Aid	1,730.37	1,730.37	1,730.37	0.00	100.00
001-00-43440-000-000	Video Service Provider Aid	19,153.48	19,153.48	19,153.48	0.00	100.00
001-00-43530-000-000	State LRIP Grant	0.00	0.00	0.00	0.00	0.00
001-00-43531-000-000	State Transportation Aids	464,759.39	534,473.30	534,473.30	0.00	100.00
001-00-43536-000-000	State Disaster Funds	62,865.06	0.00	0.00	0.00	0.00
001-00-43545-000-000	DNR Recycling Grant - Received	18,582.64	0.00	0.00	0.00	0.00
001-00-43690-000-000	Other State Payments	1,014.41	0.00	0.00	0.00	0.00
<b>INTERGOVERNMENTAL REVENUES</b>		748,291.52	966,838.98	965,464.58	1,374.40	100.14
001-00-44000-000-000	Licenses & Permits	4,851.14	5,200.45	2,000.00	3,200.45	260.02
001-00-44110-000-000	Liquor Licenses	2,510.00	3,200.00	3,200.00	0.00	100.00
001-00-44111-000-000	Liquor License Legal Ad	750.00	175.00	175.00	0.00	100.00
001-00-44120-000-000	Cigarette Licenses	200.00	100.00	100.00	0.00	100.00
001-00-44121-000-000	Franchise Fees / Cable Televis	39,659.07	36,776.60	36,500.00	276.60	100.76
001-00-44130-000-000	Operators & Background Checks	546.00	738.00	900.00	-162.00	82.00
001-00-44140-000-000	Short Term Rental License	0.00	1,200.00	500.00	700.00	240.00
001-00-44200-000-000	Dog License & County Refund	4,550.84	5,190.03	4,980.00	210.03	104.22
001-00-44300-000-000	Building Permits & Insp Fees	96,606.00	171,411.00	75,000.00	96,411.00	228.55
001-00-44301-000-000	State Seals Collected	289.14	522.38	755.00	-232.62	69.19
001-00-44302-000-000	Administrative Fee for Permits	6,250.00	8,890.00	3,140.00	5,750.00	283.12
001-00-44304-000-000	Erosion Control Fee	3,701.00	4,573.00	2,210.00	2,363.00	206.92
001-00-44305-000-000	Security Deposit - Bldg Permit	-2,000.00	1,000.00	1,500.00	-500.00	66.67
001-00-44400-000-000	Zone - Cond Use - Variance Fee	1,575.00	225.00	0.00	225.00	0.00
001-00-44402-000-000	CSM & Plat Fees	2,150.00	950.00	950.00	0.00	100.00
001-00-44900-000-000	Site Review Permit & Fees	900.00	675.00	675.00	0.00	100.00
001-00-44940-000-000	Reimbursements paid to Village	6,611.26	5,742.28	3,793.58	1,948.70	151.37
001-00-44950-000-000	Quarry & Other Permits & Fees	7,095.00	5,500.00	4,600.00	900.00	119.57
001-00-44960-000-000	GIS Permits	14,335.00	5,930.00	0.00	5,930.00	0.00
<b>LICENSES &amp; PERMITS</b>		190,579.45	257,998.74	140,978.58	117,020.16	183.01
001-00-45100-000-000	Dog license Late Fees	240.00	0.00	0.00	0.00	0.00
<b>FINES, FORFEITS AND PENALTIES</b>		240.00	0.00	0.00	0.00	0.00
001-00-46100-000-000	Gen Govt Charge for Service	24,835.60	6,325.53	5,150.00	1,175.53	122.83
001-00-46210-000-000	Hobart portion Court Fees	64,552.03	65,656.79	62,000.00	3,656.79	105.90

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## Fund: 001 - General Fund

Account Number		2023 Actual 12/31/2023	2024 Actual 12/31/2024	2024 Budget	Budget Status	% of Budget
001-00-46211-000-000	Reimbursement from Lawrence	688,553.58	672,959.74	700,000.00	-27,040.26	96.14
001-00-46212-000-000	W DeP & Pul Sch Liason Pmnts	71,419.16	157,802.25	81,192.59	76,609.66	194.36
001-00-46213-000-000	Hobart Portion Parking Tickets	3,950.00	1,818.99	2,700.00	-881.01	67.37
001-00-46214-000-000	Police Reimbursements	0.00	2,422.91	1,696.51	726.40	142.82
001-00-46220-000-000	Fire Calls on Roads	1,639.00	0.00	0.00	0.00	0.00
001-00-46420-000-000	Garb/Recyc Special Chg - Admin	431,299.52	330.00	0.00	330.00	0.00
001-00-46744-000-000	Tower & Land Rental Fees	0.00	0.00	0.00	0.00	0.00
<b>PUBLIC CHARGES FOR SERVICES</b>		<b>1,286,248.89</b>	<b>907,316.21</b>	<b>852,739.10</b>	<b>54,577.11</b>	<b>106.40</b>
001-00-48110-000-000	Interest on Accounts	263,234.51	177,619.31	175,000.00	2,619.31	101.50
001-00-48300-000-000	Land Sales	0.00	0.00	0.00	0.00	0.00
<b>MISCELLANEOUS REVENUES</b>		<b>263,234.51</b>	<b>177,619.31</b>	<b>175,000.00</b>	<b>2,619.31</b>	<b>101.50</b>
001-00-49003-000-000	Transfer from Sewer Fund	40,000.00	19,739.14	19,739.14	0.00	100.00
001-00-49020-000-000	Street Lighting	70,461.00	72,759.36	72,759.36	0.00	100.00
001-00-49027-000-000	Lighting Admin Fee	3,708.47	3,829.44	3,829.44	0.00	100.00
<b>OTHER FINANCING SOURCES</b>		<b>114,169.47</b>	<b>96,327.94</b>	<b>96,327.94</b>	<b>0.00</b>	<b>100.00</b>
<b>Total Revenues</b>		<b>4,549,685.25</b>	<b>4,539,813.71</b>	<b>4,334,913.03</b>	<b>204,900.68</b>	<b>104.73</b>



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## Fund: 001 - General Fund

Account Number		2023 Actual 12/31/2023	2024 Actual 12/31/2024	2024 Budget	Budget Status	% of Budget
001-00-51100-001-000	Village Board Salary / Wage	45,576.92	45,345.91	44,134.38	-1,211.53	102.75
001-00-51100-004-000	Village Board Fica / Med	3,419.86	3,441.88	3,441.88	0.00	100.00
001-00-51100-006-000	Village Board Supplies	281.91	376.85	600.00	223.15	62.81
001-00-51100-011-000	Village board Ed / Conf / Trav	5,277.22	6,413.61	2,000.00	-4,413.61	320.68
001-00-51200-001-001	Judge Salary / Wage	8,400.00	8,400.00	8,400.00	0.00	100.00
001-00-51200-001-002	Court Clerk Salary / Wage	31,621.83	32,577.62	37,386.00	4,808.38	87.14
001-00-51200-003-002	Municipal Court - Clerk WRS	2,152.99	2,220.45	2,579.63	359.18	86.08
001-00-51200-004-001	Municipal Ct - Judge Fica/Med	642.60	642.62	642.60	-0.02	100.00
001-00-51200-004-002	Municipal Ct - Clerk Fica/Med	2,422.10	2,462.22	2,860.04	397.82	86.09
001-00-51200-005-002	Municipal Court - Fringe Bene	42.50	40.75	35.28	-5.47	115.50
001-00-51200-006-000	Municipal Court - Supplies	8,586.32	3,313.39	3,000.00	-313.39	110.45
001-00-51200-007-000	Municipal Court - Tech	2,856.47	11,017.20	11,500.00	482.80	95.80
001-00-51200-011-000	Municipal Court - Ed/Conf/Trav	2,251.33	2,233.52	2,600.00	366.48	85.90
001-00-51200-018-000	Municipal Ct - Detention Fees	160.00	40.00	250.00	210.00	16.00
001-00-51200-059-000	Municipal Court Atty	33,360.22	24,558.02	25,000.00	441.98	98.23
001-00-51300-059-000	General Legal Expenses	103,257.11	187,329.40	175,000.00	-12,329.40	107.05
001-00-51410-001-000	Administrator Salary / Wage	47,646.21	53,396.70	44,905.00	-8,491.70	118.91
001-00-51410-003-000	Administrator - WRS	3,176.85	3,216.12	3,098.45	-117.67	103.80
001-00-51410-004-000	Administrator - Fica / Med	3,355.59	3,819.02	3,435.23	-383.79	111.17
001-00-51410-005-000	Administrator Fringe Bene	10,399.82	11,647.69	11,194.11	-453.58	104.05
001-00-51410-006-000	Administrator - Supplies	241.86	898.87	500.00	-398.87	179.77
001-00-51410-011-000	Administrator - Ed/Conf/Trav	253.76	298.18	500.00	201.82	59.64
001-00-51415-006-000	Econ. Dev - Marketing Supply	5,283.49	6,849.34	6,000.00	-849.34	114.16
001-00-51415-082-000	Economic Dev - Plan & Engineer	4,567.64	697.61	5,000.00	4,302.39	13.95
001-00-51420-001-000	Clerk-Treasur Off - Sal / Wage	78,754.80	116,253.38	111,888.50	-4,364.88	103.90
001-00-51420-003-000	Clerk-Treasurer - WRS	4,712.73	7,474.23	6,672.44	-801.79	112.02
001-00-51420-004-000	Clerk-Treasurer - FICA / MED	5,777.66	9,021.58	8,559.47	-462.11	105.40
001-00-51420-005-000	Clerk-Treasure Fringe Benefits	5,092.27	5,541.12	3,780.00	-1,761.12	146.59
001-00-51420-006-000	Clerk-Treasurer Supplies	10,128.18	9,981.42	9,000.00	-981.42	110.90
001-00-51420-008-000	Clerk-Treasurer - Legal Ads	3,056.52	2,794.18	2,500.00	-294.18	111.77
001-00-51420-011-000	Clerk-Treasur Ed / Conf / Trav	1,331.71	1,137.80	1,500.00	362.20	75.85
001-00-51420-014-000	Clerk-Treasur Outside Services	19,654.23	18,121.86	14,000.00	-4,121.86	129.44
001-00-51420-037-000	Gen Office Unemployment	3,169.36	5,184.95	5,184.95	0.00	100.00
001-00-51422-006-000	Gen Office Supply	12,967.13	12,318.52	14,750.00	2,431.48	83.52
001-00-51422-007-000	All Phones	8,574.90	8,820.34	6,500.00	-2,320.34	135.70
001-00-51422-041-000	Info / Tech Internet Charges	7,736.43	8,052.00	8,000.00	-52.00	100.65
001-00-51422-042-000	Info / Tech - Computer Support	19,556.10	42,334.26	56,000.00	13,665.74	75.60
001-00-51423-049-000	GIS Maintenance	0.00	2,096.18	0.00	-2,096.18	0.00
001-00-51425-014-000	Tribal Affairs Outside Service	11,000.00	12,000.00	12,000.00	0.00	100.00
001-00-51440-001-000	Elections Pollworkers Wage	4,123.62	13,726.64	12,500.00	-1,226.64	109.81
001-00-51440-004-000	Elections - FICA / MED	0.00	0.00	0.00	0.00	0.00
001-00-51440-006-000	Elections - Supplies	10,829.91	21,578.61	15,000.00	-6,578.61	143.86
001-00-51440-011-000	Elections - Ed / Conf / Travel	63.25	430.81	400.00	-30.81	107.70
001-00-51510-009-000	Audit	10,158.35	9,355.50	10,000.00	644.50	93.56
001-00-51530-014-000	Assessor - Outside Services	41,774.87	39,688.73	39,000.00	-688.73	101.77
001-00-51600-006-000	Building / Plant - Supplies	4,124.39	1,982.92	2,000.00	17.08	99.15
001-00-51600-014-000	Building / Plant - Out. Serv.	6,052.00	17,491.12	15,000.00	-2,491.12	116.61
001-00-51600-039-000	Building / Plant - Maintenance	6,430.07	7,158.49	8,000.00	841.51	89.48
001-00-51600-040-000	Building / Plant - Utilities	35,295.03	38,595.88	35,000.00	-3,595.88	110.27
001-00-51910-096-000	Tax Adjustments	5,877.13	1,823.80	0.00	-1,823.80	0.00
001-00-51930-026-000	Insurance - Work Comp	3,827.81	3,725.41	3,725.41	0.00	100.00
001-00-51930-030-000	Insurance - Liability	9,000.00	9,600.00	9,600.00	0.00	100.00

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## Fund: 001 - General Fund

Account Number		2023 Actual 12/31/2023	2024 Actual 12/31/2024	2024 Budget	Budget Status	% of Budget
001-00-51930-031-000	Insurance - Property	2,944.00	4,117.96	4,117.96	0.00	100.00
001-00-51930-032-000	Insurance - Auto	474.00	3,028.00	3,028.00	0.00	100.00
001-00-51930-033-000	Insurance - Health Reimburse	7,501.42	7,816.01	10,000.00	2,183.99	78.16
001-00-51930-049-000	Insurance - Life	945.83	1,173.64	779.70	-393.94	150.52
<b>GENERAL GOVERNMENT</b>		<b>666,168.30</b>	<b>853,662.31</b>	<b>822,549.03</b>	<b>-31,113.28</b>	<b>103.78</b>
001-00-52100-001-000	Police - Salary / Wage	1,258,642.25	1,289,084.41	1,220,000.00	-69,084.41	105.66
001-00-52100-001-001	Police - Overtime	8,517.19	47,705.62	50,000.00	2,294.38	95.41
001-00-52100-001-002	PT -Salary / Wage	12,216.02	17,511.03	11,500.00	-6,011.03	152.27
001-00-52100-003-000	Police - WRS	160,050.81	184,459.73	180,000.00	-4,459.73	102.48
001-00-52100-004-000	Police - FICA / MED	93,948.06	99,520.92	100,000.00	479.08	99.52
001-00-52100-005-000	Police - Fringe Bene	230,567.31	196,496.27	235,050.00	38,553.73	83.60
001-00-52100-006-000	Police - Supplies	11,018.41	18,870.09	15,000.00	-3,870.09	125.80
001-00-52100-007-000	Police - Phone & Tech Support	56,804.41	42,226.53	60,000.00	17,773.47	70.38
001-00-52100-008-000	Police - Blood Draws	1,211.71	1,398.44	2,000.00	601.56	69.92
001-00-52100-011-000	Police - Ed / Conf / Travel	7,633.56	9,006.44	10,000.00	993.56	90.06
001-00-52100-012-000	Police - Career Dev	0.00	0.00	0.00	0.00	0.00
001-00-52100-015-000	Police - New Equipment	2,093.56	1,962.85	2,000.00	37.15	98.14
001-00-52100-016-000	Police - Fuel	50,654.59	45,381.28	45,000.00	-381.28	100.85
001-00-52100-021-000	Police - Vehicle Maint	15,652.13	16,873.40	25,000.00	8,126.60	67.49
001-00-52100-026-000	Police - Workers Comp	46,327.82	44,244.80	44,244.80	0.00	100.00
001-00-52100-028-000	Police - Uniform Expense	10,495.10	7,948.31	10,000.00	2,051.69	79.48
001-00-52100-030-000	Police - Liability Ins	6,137.00	6,200.00	6,200.00	0.00	100.00
001-00-52100-031-000	Police - Property Ins	600.00	935.90	935.90	0.00	100.00
001-00-52100-032-000	Police - Auto Insurance	2,500.00	2,450.00	2,450.00	0.00	100.00
001-00-52100-033-000	Police - Health Reimbursement	20,371.43	15,915.02	28,000.00	12,084.98	56.84
001-00-52100-066-000	Police - Ammunition / Weapons	2,957.90	4,020.61	4,500.00	479.39	89.35
001-00-52100-076-000	Police - Crime Prevention	645.19	601.35	1,500.00	898.65	40.09
001-00-52200-001-000	Fire - Salary / Wage	76,656.54	65,131.36	90,000.00	24,868.64	72.37
001-00-52200-004-000	Fire - FICA / MED	5,344.99	6,899.82	6,250.00	-649.82	110.40
001-00-52200-006-000	Fire - Supplies	4,980.89	5,318.88	7,000.00	1,681.12	75.98
001-00-52200-007-000	Fire - Phone & Tech Support	4,593.02	6,809.35	7,000.00	190.65	97.28
001-00-52200-011-000	Fire - Ed / Conf / Travel	6,809.58	2,489.13	3,000.00	510.87	82.97
001-00-52200-013-000	Fire - Lunch	1,589.83	528.88	5,000.00	4,471.12	10.58
001-00-52200-015-000	Fire - New Equipment	9,215.01	6,956.01	9,000.00	2,043.99	77.29
001-00-52200-016-000	Fire - Fuel	8,060.70	7,351.26	12,000.00	4,648.74	61.26
001-00-52200-020-000	Fire - Physicals	7,928.00	3,355.00	5,000.00	1,645.00	67.10
001-00-52200-021-000	Fire - Vehicle Maint	8,625.00	14,760.17	17,500.00	2,739.83	84.34
001-00-52200-026-000	Fire - Workers Comp	6,848.37	6,194.28	6,194.28	0.00	100.00
001-00-52200-028-000	Fire - Uniform Expense	2,941.07	1,105.49	4,500.00	3,394.51	24.57
001-00-52200-030-000	Fire - Liability Ins	3,000.00	3,000.00	3,000.00	0.00	100.00
001-00-52200-031-000	Fire - Property Ins	1,500.00	2,058.98	2,059.98	1.00	99.95
001-00-52200-032-000	Fire - Automobile Ins	8,000.00	8,500.00	8,500.00	0.00	100.00
001-00-52200-038-000	Fire - Hydrant Rental	223,034.00	240,877.00	223,034.00	-17,843.00	108.00
001-00-52200-039-000	Fire - Station Maintenance	8,924.17	9,840.67	10,000.00	159.33	98.41
001-00-52200-050-000	Fire - Equipment Repair	4,950.83	8,855.72	8,000.00	-855.72	110.70
001-00-52200-067-000	Fire - 2% Fire Expenses	60,567.88	25,868.92	64,345.25	38,476.33	40.20
001-00-52300-023-000	Ambulance	136,400.00	126,230.00	126,230.00	0.00	100.00
001-00-52400-001-000	Plan & Code - Salary / Wage	73,753.84	78,024.86	76,946.54	-1,078.32	101.40
001-00-52400-003-000	Plan & Code - WRS	5,080.14	5,309.20	5,232.37	-76.83	101.47
001-00-52400-004-000	Plan & Code - FICA / MED	5,284.76	5,415.02	5,886.42	471.40	91.99
001-00-52400-005-000	Plan & Code - Fringe Bene	24,356.15	26,476.19	26,711.23	235.04	99.12

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001-00-52400-006-000	Plan & Code - Supplies	428.35	1,099.21	7,000.00	5,900.79	15.70
001-00-52400-011-000	Plan & Code - Ed / Conf / Tra	730.00	690.00	1,000.00	310.00	69.00
001-00-52400-014-000	Plan & Code Outside Services	5,435.00	6,374.00	6,374.00	0.00	100.00
001-00-52400-016-000	Plan & Code - Fuel	562.67	536.30	1,000.00	463.70	53.63
001-00-52400-021-000	Plan & Code - Vehicle Maint	1,220.78	414.18	750.00	335.82	55.22
<b>PUBLIC SAFETY</b>		<b>2,705,866.02</b>	<b>2,729,282.88</b>	<b>2,801,894.77</b>	<b>72,611.89</b>	<b>97.41</b>
001-00-53100-001-001	DPW - Overtime	21,064.78	19,658.68	20,000.00	341.32	98.29
001-00-53100-001-003	DPW - Admin Salary Wage	23,345.66	26,450.25	24,050.00	-2,400.25	109.98
001-00-53100-001-004	DPW - Labor Salary / Wage	104,756.33	110,708.93	100,000.00	-10,708.93	110.71
001-00-53100-001-009	DPW - PT-Seasonal	32,330.82	28,371.43	32,000.00	3,628.57	88.66
001-00-53100-003-003	DPW - Admin WRS	1,587.31	1,777.97	1,635.40	-142.57	108.72
001-00-53100-003-004	DPW - Labor WRS	8,399.18	8,114.59	7,000.00	-1,114.59	115.92
001-00-53100-004-003	DPW - Admin Fica / Med	1,700.82	1,888.82	1,839.83	-48.99	102.66
001-00-53100-004-004	DPW - Labor Fica / Med	12,221.82	11,816.55	11,500.00	-316.55	102.75
001-00-53100-005-003	DPW - Admin Fringe Bene	6,605.35	8,433.22	7,367.12	-1,066.10	114.47
001-00-53100-005-004	DPW - Labor Fringe Bene	18,122.03	20,570.84	19,500.00	-1,070.84	105.49
001-00-53100-006-000	DPW - Supplies	9,323.21	11,259.67	9,000.00	-2,259.67	125.11
001-00-53100-007-000	DPW - Phone & Tech Support	989.60	2,470.95	1,900.00	-570.95	130.05
001-00-53100-011-000	DPW - ED / Conf / Travel	957.59	500.84	800.00	299.16	62.61
001-00-53100-015-000	DPW - New Equipment	1,993.45	2,295.93	3,000.00	704.07	76.53
001-00-53100-016-000	DPW - Fuel	13,320.74	10,966.70	20,000.00	9,033.30	54.83
001-00-53100-021-000	DPW - Vehicle Maint.	14,097.22	9,876.57	12,000.00	2,123.43	82.30
001-00-53100-026-000	DPW - Worker's Comp	10,000.00	9,733.85	9,733.85	0.00	100.00
001-00-53100-030-000	DPW - Liability Ins	900.00	690.00	690.00	0.00	100.00
001-00-53100-031-000	DPW - Property Ins	1,955.00	2,807.70	2,807.70	0.00	100.00
001-00-53100-032-000	DPW - Automobile Ins	3,500.00	3,550.00	3,550.00	0.00	100.00
001-00-53100-050-000	DPW - Equipment Repair	8,469.63	7,938.85	8,000.00	61.15	99.24
001-00-53100-060-000	DPW - Snow Removal	0.00	211.50	400.00	188.50	52.88
001-00-53100-084-000	DPW - Stone	14,545.84	20,220.65	20,000.00	-220.65	101.10
001-00-53100-086-000	DPW - Signage Repair / Replace	20,906.27	13,918.47	30,000.00	16,081.53	46.39
001-00-53100-088-000	DPW - Repair/ Preventive Maint	28,516.20	21,708.04	60,000.00	38,291.96	36.18
001-00-53100-089-000	DPW - Tree Removal/Maint	0.00	0.00	0.00	0.00	0.00
001-00-53100-090-000	DPW - Salt / Sand	61,432.58	47,075.14	47,075.14	0.00	100.00
001-00-53100-091-000	DPW-ROW Maint/Yard Waste/Maint	9,406.76	13,276.80	25,000.00	11,723.20	53.11
001-00-53100-093-000	DPW - Equip/ Lab/Bridge Match	0.00	0.00	0.00	0.00	0.00
001-00-53100-094-000	DPW - Street Lights	99,545.26	116,213.22	95,000.00	-21,213.22	122.33
001-00-53100-095-000	DPW - Garbage & Recycg Collect	300,863.97	0.00	0.00	0.00	0.00
001-00-53100-103-000	DPW - Landfill Tipping Fees	110,844.50	0.00	0.00	0.00	0.00
001-00-53100-104-000	DPW - Recycling/ Events/Pgms	3,175.00	0.00	0.00	0.00	0.00
<b>PUBLIC WORKS</b>		<b>944,876.92</b>	<b>532,506.16</b>	<b>573,849.04</b>	<b>41,342.88</b>	<b>92.80</b>
001-00-54110-071-000	Humane Off - Animal Control	1,291.41	7,252.55	5,000.00	-2,252.55	145.05
<b>CONSTABLE SERVICES</b>		<b>1,291.41</b>	<b>7,252.55</b>	<b>5,000.00</b>	<b>-2,252.55</b>	<b>145.05</b>
001-00-56300-001-000	Planning & Zoning - Meetings	1,075.00	775.00	1,000.00	225.00	77.50
001-00-56300-011-000	P & Z - ED / Conf / Travel	0.00	20.00	0.00	-20.00	0.00
001-00-56402-001-000	Site Review Meetings - Meeting	475.00	400.00	500.00	100.00	80.00
<b>PLANNING &amp; DEVELOPMENT</b>		<b>1,550.00</b>	<b>1,195.00</b>	<b>1,500.00</b>	<b>305.00</b>	<b>79.67</b>

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## Budget Comparison - Detail

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ACCT

## Fund: 001 - General Fund

Account Number	2023 Actual 12/31/2023	2024 Actual 12/31/2024	2024 Budget	Budget Status	% of Budget
001-00-59005-000-000	0.00	168,396.71	0.00	-168,396.71	0.00
001-00-59999-000-000	84,960.58	75,470.25	130,120.19	54,649.94	58.00
<b>OTHER FINANCING USES</b>	84,960.58	243,866.96	130,120.19	-113,746.77	187.42
<b>Total Expenses</b>	4,404,713.23	4,367,765.86	4,334,913.03	-32,852.83	100.76
<b>Net Totals</b>	144,972.02	172,047.85	0.00	-172,047.85	

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Budget Comparison - Detail

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ACCT

## Fund: 004 - Capital Projects Fund

Account Number		2023 Actual 12/31/2023	2024 Actual 12/31/2024	2024 Budget	Budget Status	% of Budget
004-00-41110-000-000	General Prop Tax R/E Collected	466,908.00	777,560.00	777,560.00	0.00	100.00
<b>TAXES</b>		466,908.00	777,560.00	777,560.00	0.00	100.00
004-00-43550-000-000	Brown County Bridge Match	0.00	0.00	0.00	0.00	0.00
<b>INTERGOVERNMENTAL REVENUES</b>		0.00	0.00	0.00	0.00	0.00
004-00-44940-000-000	Reimbursements paid to Village	37,833.44	39,697.12	61,697.00	-21,999.88	64.34
<b>LICENSES &amp; PERMITS</b>		37,833.44	39,697.12	61,697.00	-21,999.88	64.34
004-00-48110-000-000	Interest on Accounts	130,875.01	27,897.71	33,000.00	-5,102.29	84.54
004-00-48300-000-000	Land Sales	0.00	0.00	0.00	0.00	0.00
<b>MISCELLANEOUS REVENUES</b>		130,875.01	27,897.71	33,000.00	-5,102.29	84.54
004-00-49007-000-000	Transfer from Storm Water Fund	0.00	0.00	192,758.00	-192,758.00	0.00
004-00-49011-000-000	Transfer from ARPA	0.00	0.00	17,697.00	-17,697.00	0.00
004-00-49120-000-000	Bond Proceeds	4,900,000.00	0.00	0.00	0.00	0.00
004-00-49130-000-000	Bond Premium	54,292.00	0.00	0.00	0.00	0.00
004-00-49400-000-000	Gain on Sale of Capital	12,600.00	0.00	0.00	0.00	0.00
<b>OTHER FINANCING SOURCES</b>		4,966,892.00	0.00	210,455.00	-210,455.00	0.00
<b>Total Revenues</b>		5,602,508.45	845,154.83	1,082,712.00	-237,557.17	78.06

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Budget Comparison - Detail

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ACCT

## Fund: 004 - Capital Projects Fund

Account Number		2023 Actual 12/31/2023	2024 Actual 12/31/2024	2024 Budget	Budget Status	% of Budget
004-00-51420-015-000	General Office - New Equipment	0.00	0.00	0.00	0.00	0.00
004-00-51420-055-000	Clerk - Tech & Equip Reserve	15,287.75	6,500.00	0.00	-6,500.00	0.00
004-00-51530-014-000	ASSESSOR - Revaluation	0.00	0.00	0.00	0.00	0.00
004-00-51530-055-000	Property Revaluation Reserve	0.00	0.00	0.00	0.00	0.00
<b>GENERAL GOVERNMENT</b>		15,287.75	6,500.00	0.00	-6,500.00	0.00
004-00-52100-015-000	Police - New Equipment	23,487.60	3,868.95	45,394.00	41,525.05	8.52
004-00-52100-017-000	Police - New Vehicles	59,015.80	74,131.81	78,000.00	3,868.19	95.04
004-00-52200-015-000	Fire - New Equipment	0.00	11,085.20	132,000.00	120,914.80	8.40
004-00-52200-047-011	Fire Capital Outlay Station 1	4,992,132.78	15,700.00	0.00	-15,700.00	0.00
004-00-52200-055-000	Fire - Equipment Reserve	0.00	0.00	0.00	0.00	0.00
<b>PUBLIC SAFETY</b>		5,074,636.18	104,785.96	255,394.00	150,608.04	41.03
004-00-53100-015-000	DPW - New Equipment	33,500.00	185,161.08	66,000.00	-119,161.08	280.55
004-00-53100-047-000	DPW - Capital Outlay	0.00	98,641.51	115,000.00	16,358.49	85.78
004-00-53100-047-231	'23 Streets 2320-23-01	280,154.45	0.00	0.00	0.00	0.00
004-00-53100-047-241	'24 ST & DRAIN 2320-24-01	0.00	526,423.20	0.00	-526,423.20	0.00
004-00-53100-055-000	DPW - Equipment Reserve	0.00	0.00	0.00	0.00	0.00
004-00-53100-077-000	DPW - Paving	0.00	0.00	593,318.00	593,318.00	0.00
004-00-53100-078-000	DPW Road Const Engineering	0.00	0.00	0.00	0.00	0.00
004-00-53100-078-231	'23 Streets 2320-23-01	45,827.41	75,537.21	0.00	-75,537.21	0.00
004-00-53100-078-241	'24 ST & DRAIN 2320-24-01 ENG	0.00	472.12	0.00	-472.12	0.00
004-00-53100-078-243	'25 ST & DRAIN 2320-24-03 ENG	0.00	0.00	0.00	0.00	0.00
004-00-53100-079-000	Village Building Improvements	0.00	0.00	0.00	0.00	0.00
004-00-53100-101-000	Village Building Reserve	0.00	0.00	0.00	0.00	0.00
004-00-53101-000-000	Land Acquisition Costs	0.00	0.00	0.00	0.00	0.00
<b>PUBLIC WORKS</b>		359,481.86	886,235.12	774,318.00	-111,917.12	114.45
004-00-55200-015-000	Park & Rec - New Equip	0.00	0.00	0.00	0.00	0.00
004-00-55200-029-000	Park & Rec - Urban Forest	0.00	0.00	0.00	0.00	0.00
<b>PARK &amp; RECREATION</b>		0.00	0.00	0.00	0.00	0.00
004-00-58248-099-000	2023B GOFBS Issuance Costs	123,307.00	0.00	0.00	0.00	0.00
<b>DEBT SERVICE</b>		123,307.00	0.00	0.00	0.00	0.00
<b>Total Expenses</b>		5,572,712.79	997,521.08	1,029,712.00	32,190.92	96.87
<b>Net Totals</b>		29,795.66	-152,366.25	53,000.00	205,366.25	-287.48

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## Budget Comparison - Detail

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ACCT

## Fund: 005 - Debt Service Fund

Account Number		2023 Actual 12/31/2023	2024 Actual 12/31/2024	2024 Budget	Budget Status	% of Budget
005-00-41110-000-000	General Prop Tax R/E Collected	950,370.00	619,370.00	619,370.00	0.00	100.00
005-00-41950-000-000	Room Tax	0.00	409.61	150.00	259.61	273.07
<b>TAXES</b>		<b>950,370.00</b>	<b>619,779.61</b>	<b>619,520.00</b>	<b>259.61</b>	<b>100.04</b>
005-00-43533-000-000	Stadium Tax Refund	3,192.20	1,464.30	0.00	1,464.30	0.00
<b>INTERGOVERNMENTAL REVENUES</b>		<b>3,192.20</b>	<b>1,464.30</b>	<b>0.00</b>	<b>1,464.30</b>	<b>0.00</b>
005-00-48110-000-000	Interest on Accounts	6,586.44	20,942.19	17,000.00	3,942.19	123.19
<b>MISCELLANEOUS REVENUES</b>		<b>6,586.44</b>	<b>20,942.19</b>	<b>17,000.00</b>	<b>3,942.19</b>	<b>123.19</b>
005-00-49001-000-000	Transfer from General Fund	0.00	168,396.71	168,396.71	0.00	100.00
005-00-49005-000-000	Transfer from Debt Service	0.00	0.00	86,575.53	-86,575.53	0.00
005-00-49120-000-000	Bond Proceeds	0.00	0.00	0.00	0.00	0.00
005-00-49130-000-000	Bond Premium	167,008.35	0.00	0.00	0.00	0.00
005-00-49140-000-000	Note Proceeds	0.00	0.00	0.00	0.00	0.00
005-00-49150-000-000	Note Premium	0.00	0.00	0.00	0.00	0.00
<b>OTHER FINANCING SOURCES</b>		<b>167,008.35</b>	<b>168,396.71</b>	<b>254,972.24</b>	<b>-86,575.53</b>	<b>66.05</b>
<b>Total Revenues</b>		<b>1,127,156.99</b>	<b>810,582.81</b>	<b>891,492.24</b>	<b>-80,909.43</b>	<b>90.92</b>

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## Budget Comparison - Detail

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ACCT

## Fund: 005 - Debt Service Fund

Account Number		2023 Actual 12/31/2023	2024 Actual 12/31/2024	2024 Budget	Budget Status	% of Budget
005-00-58227-010-000	DEBT SERVICE - 6450000 TX GORB	460,000.00	475,000.00	475,000.00	0.00	100.00
005-00-58227-012-000	DEBT SERVICE - 6450000 TX GORB	124,220.00	109,720.00	109,720.00	0.00	100.00
005-00-58243-010-000	2965000 2020 GO Bonds	0.00	0.00	0.00	0.00	0.00
005-00-58243-012-000	2965000 2020 GO Bonds	4,250.00	4,250.00	4,250.00	0.00	100.00
005-00-58245-010-000	4425000 2021 GOPN	30,000.00	30,000.00	30,000.00	0.00	100.00
005-00-58245-012-000	4425000 2021 GOPN	900.00	300.00	300.00	0.00	100.00
005-00-58248-010-000	4900000 2023B GOF SB	0.00	0.00	0.00	0.00	0.00
005-00-58248-012-000	4900000 2023B GOF SB	0.00	272,222.24	272,222.24	0.00	100.00
005-00-58250-010-000	1450000 2024B TAX GOPN	0.00	0.00	0.00	0.00	0.00
005-00-58250-012-000	1450000 2024B TAX GOPN	0.00	0.00	0.00	0.00	0.00
<b>DEBT SERVICE</b>		<b>619,370.00</b>	<b>891,492.24</b>	<b>891,492.24</b>	<b>0.00</b>	<b>100.00</b>
<b>Total Expenses</b>		<b>619,370.00</b>	<b>891,492.24</b>	<b>891,492.24</b>	<b>0.00</b>	<b>100.00</b>
<b>Net Totals</b>		<b>507,786.99</b>	<b>-80,909.43</b>	<b>0.00</b>	<b>80,909.43</b>	



V I L L A G E O F  
**HOBART**  
 GREATNESS IS GROWING  
**MEMORANDUM**



**TO:** Village Board  
**FROM:** Aaron Kramer, Village Administrator  
**RE:** TID #2 Road and Infrastructure Projects  
**DATE:** January 21<sup>st</sup> 2025

### BACKGROUND

In March 2024, the Village borrowed \$4.63 million (Tax Increment District #2) for a series of projects including the widening of South Pine Tree Road, improvements to Schuering Road, the installation of an extensive pedestrian trail and improvements to the watermains in that area of the Village.

TID No. 2 Projects	Project Amount	2024 Notes	2024 Taxable Notes
South Pine	2,740,653	2,740,653	--
Schuering Road	489,643	489,643	--
Pedestrian Trail	867,287	867,287	--
Watermains	533,306	533,306	--
<b>TID No. 2 Borrow Total</b>	<b>4,630,889</b>	<b>4,630,889</b>	<b>--</b>

Bids were opened on January 6th for the projects (Contract 2320-24-03). Bids were received from seven (7) contractors, ranging in total cost from \$3,331,435.00 to \$3,991,652.79 for the base bid and Alternate 1. The apparent low bidder was MCC, Inc., Appleton, WI, with a total bid amount of \$3,331,435.00. This winning bid is \$1,299,454 below the 2024 borrowing total. As a result, staff recommends the awarding of the bid, with work on the projects to commence later this year. The unspent portion of the 2024 borrowing will remain invested at this time, with staff expecting to make a recommendation on how to best use those proceeds later this spring.

### PROPOSED MOTION

To award the 2024 Utility and Street Reconstruction bid (Contract 2320-24-03) to MCC, Inc. (Appleton, WI) with a total bid amount of \$3,331,435.00, to be financed with the proceeds of the 2024 Tax Increment District #2 borrowing (G.O. Promissory Notes, Series 2024A).



1250 Centennial Centre Blvd  
Hobart, WI 54155  
920-662-9641  
releeinc.com

January 9, 2025

Mr. Jerry Lancelle, Director of Public Works  
VILLAGE OF HOBART  
2990 S. Pine Tree Road  
Hobart, WI 54155

RE: Village of Hobart - 2024 Utility and Street Reconstruction  
Contract 2320-24-03

Dear Mr. Lancelle:

Bids were opened on January 6, 2025, for the 2024 Utility and Street Reconstruction project, Contract 2320-24-03.

Bids were received from seven (7) contractors, ranging in total cost from \$3,331,435.00 to \$3,991,652.79 for the base bid and Alternate 1. The apparent low bidder was MCC, Inc., Appleton, WI, with a total bid amount of \$3,331,435.00. A bid tabulation is enclosed.

We have reviewed the documents submitted with the bid and everything appears to be in order. We have worked with MCC, Inc. on similar projects. They have performed well and are capable of constructing this project. Therefore, we are recommending the Village award the contract to MCC, Inc. for the bid amount of \$3,331,435.00.

If you have any questions, do not hesitate to call our office.

Sincerely,

ROBERT E. LEE & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read 'Jennifer S. Liimatta', is written over a large, light blue watermark of the REL logo.

Jennifer S. Liimatta, P.E.  
Project Manager

JSL/LAR

ENC.

CC/ENC: Aaron Kramer, Village Administrator, Village of Hobart

ITEMIZED BID TABULATION

OWNER: VILLAGE OF HOBART
PROJECT: 2024 UTILITY & STREET CONSTRUCTION
CONTRACT: 2320-24-03
BID DATE: Monday, January 6, 2024 - 1:00 p.m.

Table with 17 columns: Line Item, Item Code, Item Description, Unit, Qty., and five contractor columns (MCC, INC., DORNER, INC., PTS CONTRACTORS, JOSSART BROTHERS, PETERS CONCRETE) each with Unit Price and Extension. Includes sections for Allowances, Part A (Scheuring Road), and Part B (S. Pine Tree Road).

ITEMIZED BID TABULATION

OWNER: VILLAGE OF HOBART
PROJECT: 2024 UTILITY & STREET CONSTRUCTION
CONTRACT#: 2320-24-03
BID DATE: Monday, January 6, 2024 - 1:00 p.m.

Table with columns: Line Item, Code, Item Description, Unit, Qty, and columns for five contractors: MCC, INC. Appleton, WI; DORNER, INC. Luxemburg, WI; PTS CONTRACTORS Green Bay, WI; JOSSART BROTHERS De Pere, WI; PETERS CONCRETE Green Bay, WI. Each contractor column contains Unit Price and Extension values.



**ITEMIZED BID TABULATION**

OWNER: VILLAGE OF HOBART  
 PROJECT: 2024 UTILITY & STREET CONSTRUCTION  
 CONTRACT: 2320-24-03  
 BID DATE: Monday, January 6, 2024 - 1:00 p.m.

Line Item	Item Code	Item Description	Unit	Qty.	ADVANCE CONSTRUCTION Green Bay, WI		CALNIN & GOSS Appleton, WI	
					Unit Price	Extension	Unit Price	Extension
<b>Allowances</b>								
1	0.01	Allowances - Spec Section 01 21 00 Schedule of Allowances, Complete.	LS	1	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
<b>Part A - Scheuring Road (Village Limits to S. Pine Tree Road)</b>								
2	157.06	Inlet protection, Complete.	EACH	10	\$60.00	\$600.00	\$125.00	\$1,250.00
3	157.09	Silt fence, Complete.	LF	2,000	\$1.85	\$3,700.00	\$2.20	\$4,400.00
4	157.15	Sediment erosion logs, Complete.	EACH	5	\$115.00	\$575.00	\$125.00	\$625.00
5	157.22	Tracking pad, Complete.	EACH	1	\$1,200.00	\$1,200.00	\$1,187.22	\$1,187.22
6	159.01	Temporary traffic control, detour, Complete.	LS	1	\$7,000.00	\$7,000.00	\$2,975.00	\$2,975.00
7	241.03	Remove asphalt pavement, Complete.	SY	3,400	\$3.00	\$10,200.00	\$1.02	\$3,468.00
8	241.07	Remove concrete curb and gutter, Complete.	LF	140	\$7.00	\$980.00	\$3.49	\$488.60
9	241.09	Remove concrete sidewalk, Complete.	SF	100	\$1.00	\$100.00	\$4.88	\$488.00
10	241.17	Remove CMP or RCP pipe culverts, Complete.	LF	180	\$15.00	\$2,700.00	\$14.04	\$2,527.20
11	333.04.1	Concrete curb and gutter, mountable, 24-inch, Complete.	LF	2,600	\$17.77	\$46,202.00	\$15.35	\$39,910.00
12	333.04.2	Concrete curb and gutter, 30-inch, Complete.	LF	160	\$20.50	\$3,280.00	\$25.00	\$4,000.00
13	333.10	Concrete sidewalk, pedestrian ramps, 6-inch, Complete.	SF	550	\$8.25	\$4,537.50	\$7.95	\$4,372.50
14	333.11	Concrete sidewalk, pedestrian warning fields, Complete.	SF	90	\$40.00	\$3,600.00	\$33.50	\$3,015.00
15	3105.01	Geogrid reinforcement, Type I, Complete.	SY	1,100	\$2.00	\$2,200.00	\$1.81	\$1,991.00
16	3111.01	Site clearing and grubbing, Complete.	LS	1	\$5,000.00	\$5,000.00	\$4,800.00	\$4,800.00
17	3123.01	Earthwork, strip, salvage, and stockpile existing topsoil, Complete.	LS	1	\$20,550.00	\$20,550.00	\$19,311.04	\$19,311.04
18	3123.02	Earthwork, unclassified excavation, Complete.	LS	1	\$80,000.00	\$80,000.00	\$59,388.52	\$59,388.52
19	3123.04	Earthwork, excavation below subgrade, Complete.	CY	330	\$40.00	\$14,000.00	\$40.56	\$14,196.00
20	321.03	Crushed aggregate base course, driveway, Gradation No. 3, 6-inch thick, Complete.	SY	90	\$4.66	\$419.40	\$21.69	\$1,952.10
21	321.04	Crushed aggregate base course, roadway, Gradation No. 4, 5-inch thick, Complete.	SY	5,000	\$4.00	\$20,000.00	\$4.87	\$24,350.00
22	321.04.1	Crushed aggregate base course, trail, Gradation No. 4, 12-inch thick, Complete.	SY	1,100	\$9.50	\$10,450.00	\$13.67	\$15,037.00
23	321.05	Breaker run base course, roadway, light, 7-inch thick, Complete.	SY	4,200	\$5.50	\$23,100.00	\$6.64	\$27,888.00
24	321.03	Asphaltic concrete binder pavement, roadway, 4 LT 58-28 S, 1 3/4-inch thick, Complete.	SY	4,200	\$8.51	\$35,742.00	\$10.60	\$44,520.00
25	321.03.1	Asphaltic concrete surface pavement, trail, 4 LT 58-28 S, 2 1/4-inch thick, Complete.	SY	900	\$18.50	\$16,650.00	\$18.90	\$17,010.00
26	321.205	Asphaltic concrete surface pavement, roadway, 5 LT 58-28 S, 1 1/4-inch thick, Complete.	SY	4,200	\$6.26	\$26,292.00	\$6.00	\$25,200.00
27	321.209	Asphaltic concrete driveways, 4 LT 58-28 S, 2-inch thick, Complete.	SF	600	\$4.35	\$2,610.00	\$7.70	\$4,620.00
28	321.701	Pavement marking, Complete.	LS	1	\$4,850.00	\$4,850.00	\$4,850.00	\$4,850.00
29	321.7.24	Existing signs, salvage and reinstall, Complete.	LS	1	\$1,200.00	\$1,200.00	\$1,500.00	\$1,500.00
30	3290.11	Landscaping topsoil, fertilize, seed, and temporary erosion control blanket, Complete.	SY	5,500	\$5.00	\$27,500.00	\$3.59	\$19,745.00
31	3341.03	Storm sewer pipe, reinforced Concrete Class III, 12-inch, Complete.	LF	130	\$78.00	\$10,140.00	\$105.88	\$13,764.40
32	3341.03.1	Storm sewer pipe, reinforced Concrete Class III, 18-inch, Complete.	LF	420	\$82.00	\$34,440.00	\$92.45	\$38,829.00
33	3341.03.2	Storm sewer pipe, reinforced Concrete Class III, 24-inch, Complete.	LF	360	\$100.00	\$36,000.00	\$115.24	\$41,486.40
34	3341.03.3	Storm sewer pipe, reinforced Concrete Class III, 30-inch, Complete.	LF	1,150	\$109.00	\$125,350.00	\$132.94	\$152,881.00
35	3341.04	Storm sewer elliptical pipe, reinforced Concrete Class III, 14-inch by 23-inch, Complete.	LF	100	\$124.00	\$12,400.00	\$146.32	\$14,632.00
36	3341.20	Storm sewer manhole, 48-inch, Complete.	VF	20	\$769.00	\$15,380.00	\$1,193.95	\$23,879.00
37	3341.20.1	Storm sewer manhole, 60-inch, Complete.	VF	20	\$1,164.00	\$23,280.00	\$1,603.66	\$32,073.20
38	3341.21	Storm sewer manhole inlet, Type A, 48-inch, Complete.	VF	15	\$753.00	\$11,295.00	\$1,430.38	\$21,455.70
39	3341.23	Storm sewer inlet, Type A, Complete.	EACH	3	\$3,176.00	\$9,528.00	\$4,637.62	\$13,912.86
40	3341.24	Storm sewer inlet, Type B, Complete.	EACH	4	\$4,041.00	\$16,164.00	\$5,130.14	\$20,520.56
41	3342.02	Apron endwall, RCP, 12-inch, Complete.	EACH	3	\$1,233.00	\$3,699.00	\$1,471.63	\$4,414.89
42	3342.02.2	Apron endwall, RCP, 30-inch, Complete.	EACH	1	\$1,823.00	\$1,823.00	\$2,228.13	\$2,228.13
44	3342.10.1	Corrugated metal pipe, 18-inch, Complete.	LF	35	\$55.00	\$1,925.00	\$85.83	\$3,004.05
46	3342.11.1	Apron endwall, CMP, 18-inch, Complete.	EACH	2	\$215.00	\$430.00	\$302.31	\$604.62
47	5000.01	Remove field entrance, Complete.	EACH	1	\$1,000.00	\$1,000.00	\$2,919.48	\$2,919.48
48	5000.02	Existing mailboxes, salvage and reinstall, Complete.	LS	1	\$120.00	\$120.00	\$2,000.00	\$2,000.00
<i>Total - Part A, Bid Items 2 - 48</i>						\$678,211.90		\$743,670.47
<b>Part B - S. Pine Tree Road (Scheuring Road to CTH EE/Orlando Drive)</b>								
49	157.06	Inlet protection, Complete.	EACH	40	\$60.00	\$2,400.00	\$125.00	\$5,000.00
50	157.09	Silt fence, Complete.	LF	5,500	\$1.85	\$10,175.00	\$2.20	\$12,100.00
51	157.15	Sediment erosion logs, Complete.	LF	20	\$115.00	\$2,300.00	\$125.00	\$2,500.00
52	157.22	Tracking pad, Complete.	EACH	1	\$1,200.00	\$1,200.00	\$1,187.22	\$1,187.22
53	159.01	Temporary traffic control, detour, Complete.	LS	1	\$8,000.00	\$8,000.00	\$3,200.00	\$3,200.00
54	241.03	Remove asphalt pavement, Complete.	SY	13,000	\$2.50	\$32,500.00	\$0.88	\$11,440.00
55	241.07	Remove concrete curb and gutter, Complete.	LF	350	\$7.00	\$2,450.00	\$3.49	\$1,221.50
56	241.10	Remove concrete driveway, Complete.	SF	2,300	\$1.00	\$2,300.00	\$0.83	\$1,909.00
57	241.17	Remove CMP or RCP pipe culverts, Complete.	LF	1,100	\$15.00	\$16,500.00	\$12.07	\$13,277.00
58	333.04.1	Concrete curb and gutter, mountable, 24-inch, Complete.	LF	9,500	\$17.77	\$168,815.00	\$15.55	\$145,825.00

**ITEMIZED BID TABULATION**

OWNER: VILLAGE OF HOBART  
 PROJECT: 2024 UTILITY & STREET CONSTRUCTION  
 CONTRACT: 2320-24-03  
 BID DATE: Monday, January 6, 2024 - 1:00 p.m.

Line Item	Item Code	Item Description	Unit	Qty.	ADVANCE CONSTRUCTION		CALVIN & GOSS	
					Green Bay, WI	Extension	Apleton, WI	Extension
59	333.04.2	Concrete curb and gutter, 30-inch, Complete.	LF	75	\$53.00	\$3,975.00	\$35.00	\$2,625.00
60	333.10	Concrete sidewalk, pedestrian ramps, 6-inch, Complete.	SF	950	\$8.25	\$7,837.50	\$7.95	\$7,552.50
61	333.11	Concrete sidewalk, pedestrian warning fields, Complete.	SF	150	\$40.00	\$6,000.00	\$33.50	\$5,025.00
62	333.12	Concrete driveway, 6-inch, Complete.	SF	5,800	\$8.25	\$47,850.00	\$6.65	\$38,570.00
63	3105.01	Geogrid reinforcement, Type I, Complete.	SY	4,800	\$2.00	\$9,600.00	\$1.19	\$5,712.00
64	3111.01	Site clearing and grubbing, Complete.	LS	1	\$12,800.00	\$12,800.00	\$12,800.00	\$12,800.00
65	3123.01	Earthwork, strip, salvage, and stockpile existing topsoil, Complete.	LS	1	\$60,000.00	\$60,000.00	\$51,132.26	\$51,132.26
66	3123.02	Earthwork, unclassified excavation, Complete.	LS	1	\$180,000.00	\$180,000.00	\$240,659.99	\$240,659.99
67	3123.04	Earthwork, excavation below subgrade, Complete.	CY	1,320	\$40.00	\$52,800.00	\$40.56	\$53,539.20
68	3123.11	Earthwork, unclassified excavation for wet pond detention pond, Complete.	LS	1	\$60,000.00	\$60,000.00	\$85,271.67	\$85,271.67
69	3123.12	Sampling and laboratory analysis of clay liner material, Complete.	EACH	2	\$550.00	\$1,100.00	\$175.00	\$350.00
70	3123.13	Pond clay liner placement with imported material, Complete.	CY	1,500	\$8.00	\$12,000.00	\$16.03	\$24,045.00
71	3211.03	Crushed aggregate base course, roadway, Gradation No. 3, 6-inch thick, Complete.	SY	150	\$4.66	\$699.00	\$10.51	\$1,576.50
72	3211.04	Crushed aggregate base course, roadway, Gradation No. 4, 12-inch thick, Complete.	SY	19,100	\$4.00	\$76,400.00	\$4.87	\$93,017.00
73	3211.04	Crushed aggregate base course, trail, Gradation No. 4, 12-inch thick, Complete.	SY	5,200	\$9.50	\$49,400.00	\$12.77	\$66,404.00
74	3211.05	Breaker run base course, roadway, light, 7-inch thick, Complete.	SY	15,900	\$5.50	\$87,450.00	\$6.64	\$105,576.00
75	3212.03	Asphaltic concrete binder pavement, roadway, 4 LT 58-28 S, 1 3/4-inch thick, Complete.	SY	15,900	\$8.15	\$129,585.00	\$9.40	\$149,460.00
76	3212.03.1	Asphaltic concrete surface pavement, trail, 4 LT 58-28 S, 2 1/4-inch thick, Complete.	SY	4,200	\$16.83	\$70,686.00	\$17.00	\$71,400.00
77	3212.05	Asphaltic concrete surface pavement, roadway, 5 LT 58-28 S, 1 1/4-inch thick, Complete.	SY	15,900	\$5.75	\$91,425.00	\$5.60	\$89,040.00
78	3212.09	Asphaltic concrete driveways, 4 LT 58-28 S, 2-inch thick, Complete.	SF	4,300	\$3.65	\$15,695.00	\$5.10	\$21,930.00
79	3217.01	Pavement marking, Complete.	LS	1	\$10,750.00	\$10,750.00	\$10,750.00	\$10,750.00
80	3217.24	Existing signs, salvage and reinstall, Complete.	LS	1	\$2,800.00	\$2,800.00	\$1,500.00	\$1,500.00
81	3290.11	Landscaping topsoil, fertilize, seed, and temporary erosion control blanket, Complete.	SY	11,600	\$5.00	\$58,000.00	\$4.90	\$56,840.00
82	3290.11.1	Landscaping topsoil, fertilize, seed, and temporary erosion control blanket on pond slopes, Complete.	SY	1,700	\$5.00	\$8,500.00	\$3.53	\$6,001.00
83	3311.01	Water main pipe, PVC C-900 8-inch, Complete.	LF	760	\$69.50	\$52,820.00	\$74.07	\$56,293.20
84	3311.01.1	Water main pipe, PVC C-900 12-inch, Complete.	LF	1,900	\$88.00	\$167,200.00	\$103.13	\$195,947.00
85	3311.03	Water hydrant lead, PVC C-900, 6-inch, Complete.	LF	30	\$66.00	\$1,980.00	\$101.77	\$3,053.10
86	3311.20	Water main fire hydrants, Complete.	EACH	5	\$6,095.00	\$30,475.00	\$7,467.26	\$37,336.30
87	3311.21	Water main resilient wedge gate valve, 6-inch, Complete.	EACH	7	\$1,729.00	\$12,103.00	\$2,605.76	\$18,240.32
88	3311.21.1	Water main resilient wedge gate valve, 8-inch, Complete.	EACH	3	\$2,484.00	\$7,452.00	\$7,148.47	\$21,445.41
89	3311.21.2	Water main resilient wedge gate valve, 12-inch, Complete.	EACH	5	\$4,524.00	\$22,620.00	\$6,208.48	\$31,042.40
90	3341.01	Storm sewer pipe, PVC, 6-inch, Complete.	LF	700	\$46.00	\$32,200.00	\$54.79	\$38,353.00
91	3341.01.1	Storm sewer pipe, PVC, 12-inch, Complete.	LF	760	\$57.00	\$43,320.00	\$71.38	\$54,248.80
92	3341.03	Storm sewer pipe, reinforced Concrete Class III, 12-inch, Complete.	LF	25	\$73.50	\$1,837.50	\$155.07	\$3,876.75
93	3341.03.1	Storm sewer pipe, reinforced Concrete Class IV, 12-inch, Complete.	LF	720	\$73.50	\$52,920.00	\$75.08	\$54,057.60
94	3341.03.2	Storm sewer pipe, reinforced Concrete Class III, 15-inch, Complete.	LF	220	\$62.00	\$13,640.00	\$85.60	\$18,832.00
95	3341.03.3	Storm sewer pipe, reinforced Concrete Class IV, 18-inch, Complete.	LF	1,300	\$71.50	\$92,950.00	\$82.15	\$106,795.00
96	3341.03.4	Storm sewer pipe, reinforced Concrete Class IV, 21-inch, Complete.	LF	650	\$81.00	\$52,650.00	\$96.80	\$62,920.00
97	3341.03.5	Storm sewer pipe, reinforced Concrete Class IV, 24-inch, Complete.	LF	1,600	\$96.00	\$153,600.00	\$105.98	\$169,568.00
98	3341.04	Storm sewer elliptical pipe, reinforced Concrete Class III, 19-inch by 30-inch, Complete.	LF	250	\$113.00	\$28,250.00	\$139.10	\$34,775.00
99	3341.04.1	Storm sewer elliptical pipe, reinforced Concrete Class IV, 24-inch by 38-inch, Complete.	LF	180	\$160.00	\$28,800.00	\$185.62	\$33,411.60
100	3341.20	Storm sewer manhole, 48-inch, Complete.	VF	65	\$880.00	\$57,200.00	\$1,156.35	\$75,162.75
101	3341.20.1	Storm sewer manhole, 60-inch, Complete.	VF	5	\$1,180.00	\$5,900.00	\$2,347.99	\$11,739.95
102	3341.20.2	Storm sewer manhole, 72-inch, Complete.	VF	10	\$1,423.00	\$14,230.00	\$2,087.69	\$20,876.90
103	3341.21	Storm manhole inlet, Type A, Complete.	VF	15	\$1,657.00	\$24,855.00	\$2,207.36	\$33,110.40
104	3341.23	Storm sewer inlet, Type A, Complete.	EACH	5	\$3,088.00	\$15,440.00	\$6,162.22	\$30,811.10
105	3341.24	Storm sewer inlet, Type B, Complete.	EACH	30	\$3,938.00	\$118,140.00	\$5,063.66	\$151,909.80
106	3341.30	Reinforced concrete pond discharge structure, Complete.	EACH	1	\$5,905.00	\$5,905.00	\$12,474.05	\$12,474.05
107	3342.02	Apron endwall, RCP, 12-inch, Complete.	EACH	2	\$1,233.00	\$2,466.00	\$1,676.48	\$3,352.96
108	3342.02.1	Apron endwall, RCP, 15-inch, Complete.	EACH	1	\$1,286.00	\$1,286.00	\$1,745.11	\$1,745.11
109	3342.03	Apron endwall, elliptical RCP, 19-inch by 30-inch, Complete.	EACH	1	\$1,674.00	\$1,674.00	\$2,148.72	\$2,148.72
110	3342.03.1	Apron endwall, elliptical RCP, 24-inch by 38-inch, Complete.	EACH	1	\$2,178.00	\$2,178.00	\$2,676.52	\$2,676.52
111	3342.10	Corrugated metal pipe, 12-inch, Complete.	LF	25	\$45.50	\$1,137.50	\$107.78	\$2,694.50
112	3342.10.1	Corrugated metal pipe, 18-inch, Complete.	LF	150	\$54.50	\$8,175.00	\$63.34	\$9,501.00
113	3342.10.2	Corrugated metal pipe, 48-inch, Complete.	LF	25	\$242.00	\$6,050.00	\$338.59	\$8,464.75
114	3342.11	Apron endwall, CMP, 12-inch, Complete.	EACH	2	\$150.00	\$300.00	\$217.33	\$434.66
115	3342.11.1	Apron endwall, CMP, 18-inch, Complete.	EACH	8	\$215.00	\$1,720.00	\$302.31	\$2,418.48
116	3342.11.2	Apron endwall, CMP, 48-inch, Complete.	EACH	2	\$2,068.00	\$4,136.00	\$2,222.96	\$4,445.92
117	3342.12	Corrugated metal arch pipe, 42-inch by 29-inch, Complete.	LF	35	\$207.50	\$7,262.50	\$302.00	\$10,570.00
118	3342.13	Apron endwall, CMP, 42-inch by 29-inch, Complete.	EACH	2	\$1,026.00	\$2,052.00	\$817.53	\$1,635.06

**ITEMIZED BID TABULATION**  
 OWNER: VILLAGE OF HOBART  
 PROJECT: 2024 UTILITY & STREET CONSTRUCTION  
 CONTRACT: 2320-24-03  
 BID DATE: Monday, January 6, 2024 - 1:00 p.m.

Line Item	Code	Item Description	Unit	Qty.	ADVANCE CONSTRUCTION Green Bay, WI		CALNIN & GOSS Appleton, WI	
					Unit Price	Extension	Unit Price	Extension
119	5000.02	Existing mailboxes, salvage and reinstall, Complete.	LS	1	\$1,500.00		\$3,500.00	\$3,500.00
120	5000.03	Extruded polystyrene insulation, 2-inch thick, Complete.	SF	130	\$2.50	\$325.00	\$4.86	\$631.80
121	5000.04	Existing hydrant, salvage and reinstall, Complete.	EACH	2	\$2,000.00	\$4,000.00	\$2,994.93	\$5,989.86
122	5000.05	Adjust existing water valve and valve box, Complete.	EACH	1	\$250.00	\$250.00	\$521.29	\$521.29
123	5000.06	Adjust existing hydrant, Complete.	EACH	1	\$1,250.00	\$1,250.00	\$2,038.99	\$2,038.99
123A	5000.08	Storm lateral connections, Complete.	EACH	24	\$108.00	\$2,592.00	\$265.34	\$6,368.16
<b>Total - Part B, Bid Items 49 - 123</b>						<b>\$2,386,834.00</b>		<b>\$2,743,855.05</b>
<b>Part C - CTH EE/Orlando Drive Trail (S. Pine Tree Road to Navigator Way)</b>								
124	157.06	Inlet protection, Complete.	EACH	9	\$60.00	\$540.00	\$125.00	\$1,125.00
125	157.15	Sediment erosion logs, Complete.	EACH	3	\$115.00	\$345.00	\$125.00	\$375.00
126	159.01	Temporary traffic control, Complete.	LS	1	\$6,000.00	\$6,000.00	\$1,075.00	\$1,075.00
127	241.03	Remove asphalt pavement, Complete.	SY	50	\$5.00	\$250.00	\$1.16	\$58.00
128	241.07	Remove concrete curb and gutter, Complete.	LF	40	\$10.00	\$400.00	\$3.49	\$139.60
129	241.17	Remove CMP or RCP pipe culverts, Complete.	LF	200	\$15.00	\$3,000.00	\$13.54	\$2,708.00
130	241.10	Remove concrete driveway, Complete.	SF	150	\$2.00	\$300.00	\$15.00	\$2,250.00
131	333.04	Concrete curb and gutter, 24-inch, Complete.	LF	20	\$53.00	\$1,060.00	\$75.00	\$1,500.00
132	333.10	Concrete sidewalk, pedestrian ramps, 6-inch, Complete.	SF	700	\$8.25	\$5,775.00	\$7.95	\$5,565.00
133	333.11	Concrete sidewalk, pedestrian warning fields, Complete.	SF	150	\$40.00	\$6,000.00	\$33.50	\$5,025.00
134	333.12	Concrete driveway, 6-inch, Complete.	SF	100	\$8.25	\$825.00	\$7.95	\$795.00
135	311.01	Site clearing and grubbing, Complete.	LS	1	\$1,500.00	\$1,500.00	\$1,000.00	\$1,000.00
136	3123.01	Earthwork, strip, salvage, and stockpile existing topsoil, Complete.	LS	1	\$30,000.00	\$30,000.00	\$29,448.60	\$29,448.60
137	3123.02	Earthwork, unclassified excavation, Complete.	LS	1	\$80,000.00	\$80,000.00	\$31,083.52	\$31,083.52
138	3123.08	Earthwork, ditching, Complete.	LF	2,700	\$13.00	\$35,100.00	\$5.24	\$14,148.00
139	3211.03	Crushed aggregate base course, shoulder, Gradation No. 3, 4-inch thick, Complete.	SY	1,300	\$8.30	\$10,790.00	\$8.28	\$10,764.00
141	3211.04	Crushed aggregate base course, trail, Gradation No. 4, 12-inch thick, Complete.	SY	3,300	\$9.66	\$31,878.00	\$12.69	\$41,877.00
142	3211.04	Crushed aggregate base course, shoulder, Gradation No. 4, 10 1/4-inch thick, Complete.	SY	1,300	\$12.50	\$16,250.00	\$14.33	\$18,629.00
143	3212.03	Asphaltic concrete surface pavement, 4 LT 58-28 S, 2 1/4-inch thick, Complete.	SY	3,300	\$17.00	\$56,100.00	\$19.80	\$65,340.00
144	3212.09	Asphaltic concrete driveways, 4 LT 58-28 S, 2-inch thick, Complete.	SF	2,500	\$3.70	\$9,250.00	\$3.00	\$7,500.00
145	3212.20	Asphaltic concrete binder pavement patching, 4 LT 58-28 S, 3-inch thick, Complete.	SF	450	\$5.55	\$2,497.50	\$6.55	\$2,947.50
147	3290.11	Landscaping topsoil, fertilize, seed, and temporary erosion control blanket, Complete.	SY	6,000	\$5.00	\$30,000.00	\$3.59	\$21,540.00
148	3333.30	Sanitary sewer manhole, adjust, Complete.	EACH	2	\$1,000.00	\$2,000.00	\$434.68	\$869.36
150	3341.03.1	Storm sewer pipe, reinforced Concrete Class IV, 18-inch Complete.	LF	1,050	\$73.50	\$77,175.00	\$86.41	\$90,730.50
151	3341.20	Storm sewer manhole, 48-inch, Complete.	VF	4	\$894.00	\$3,576.00	\$2,416.21	\$9,664.84
152	3341.21	Storm manhole inlet, Type A, 48-inch, Complete.	VF	3	\$1,270.00	\$3,810.00	\$1,630.07	\$4,890.21
153	3341.23	Storm sewer inlet, Type A, Complete.	EACH	3	\$3,639.00	\$10,917.00	\$4,827.21	\$14,481.63
154	3342.02	Apron endwall, RCP, 18-inch, Complete.	EACH	4	\$1,465.00	\$5,860.00	\$1,785.11	\$7,140.44
155	3342.10	Corrugated metal pipe, 12-inch, Complete.	LF	20	\$45.50	\$910.00	\$95.45	\$1,909.00
156	3342.10.1	Corrugated metal pipe, 15-inch, Complete.	LF	30	\$49.00	\$1,470.00	\$95.00	\$2,850.00
157	3342.11	Apron endwall, CMP, 12-inch, Complete.	EACH	2	\$150.00	\$300.00	\$217.33	\$434.66
158	3342.11.1	Apron endwall, CMP, 15-inch, Complete.	EACH	1	\$178.00	\$178.00	\$1,033.48	\$1,033.48
159	5000.05	Adjust existing water valve and valve box, Complete.	EACH	5	\$250.00	\$1,250.00	\$496.11	\$2,480.55
160	5000.06	Adjust existing hydrant, Complete.	EACH	1	\$1,250.00	\$1,250.00	\$1,952.37	\$1,952.37
161	5000.07	Existing apron endwall, 12-inch, salvage and reinstall, Complete.	EACH	1	\$200.00	\$200.00	\$1,068.48	\$1,068.48
162	333.01	Concrete driveway, 8-inch, Complete.	SF	300	\$10.30	\$3,090.00	\$8.95	\$2,685.00
<b>Total - Part C, Bid Items 124 - 162</b>						<b>\$439,846.50</b>		<b>\$407,083.74</b>
<b>Alternate 1 - Part B</b>								
163	331.123	Water service corporation, curb stop and box, 1-inch, Complete.	EACH	13	\$923.00	\$11,999.00	\$1,333.81	\$17,339.53
164	331.124	Water service, HDPE, 1-inch, Complete.	LF	400	\$71.00	\$28,400.00	\$74.26	\$29,704.00
<b>Total Base Bid Contract 2320-24-03, Bid Items 1 - 162</b>						<b>\$3,554,892.40</b>		<b>\$3,944,609.26</b>
<b>Total Contract 2320-24-03, Base Bid and Alternate Bid Items 1 - 164</b>						<b>\$3,595,291.40</b>		<b>\$3,991,652.79</b>



VILLAGE OF  
**HOBART**  
 GREATNESS IS GROWING  
**MEMORANDUM**



**TO:** Village Board  
**FROM:** Aaron Kramer, Village Administrator  
**RE:** Welcome to Hobart Signs  
**DATE:** January 21<sup>st</sup> 2025

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**BACKGROUND**

In March 2024, the Board approved two infrastructure projects in TID #1 (Centennial Centre) – the reconstruction and upgrade of Sunlite Drive and the extension of Founders Terrace, at a combined cost of \$1,328,709.35. The Village had borrowed \$1,846,181 for the projects, resulting in an unallocated balance of \$517,472. One of the projects recommended to be funded with the unspent proceeds was the installation of two (2) Welcome to Hobart signs for Centennial Centre.

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**PROPOSED PROJECTS**

**WELCOME SIGNAGE (ESTIMATE - \$10,000)**

Two (2) Welcome to Hobart signs would be installed – one in the North Overland roundabout, the other in the Triangle Road roundabout. These would be similar to the Welcome to Hobart sign on Hillcrest Drive. The Village received one (1) quote for the work – from Appleton Sign Company – for \$10,320 (see attachment). Staff would recommend approval of the project, with installation taking place later this year.

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**RECOMMENDED MOTION**

To approve the installation of two (2) Welcome to Hobart signs in Centennial Centre, one in the North Overland roundabout, the other in the Triangle Road roundabout, with the construction and installation of the signs being done by the Appleton Sign Company, for \$10,320.00, with funding coming from the 2024 Tax Increment District #1 borrowing (G.O. Promissory Notes, Series 2024A).

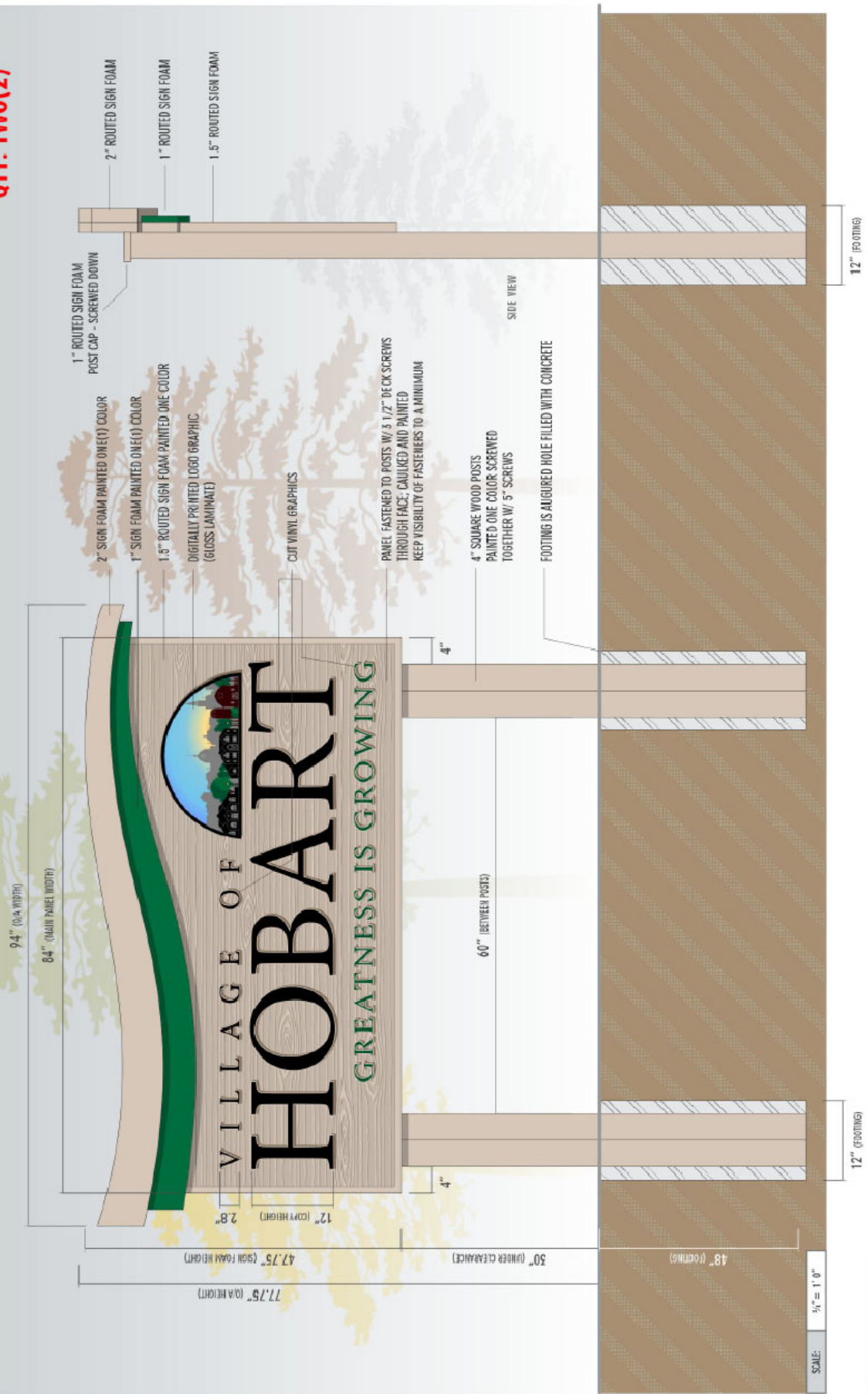
**A**

DETAIL VIEW

\*SIGNS TO BE ASSEMBLED IN SHOP AND INSTALLED ON SITE AS ONE PIECE W/ POSTS

**FRONT OF PANEL**

**QTY: TWO(2)**





2400 Holly Road  
Neenah, WI 54956

PHONE: 920.734.1601  
FAX: 920.734.1622

www.AppletonSIGN.com

# PROPOSAL

250026-01

Date: 01/08/2025  
Expires: 03/09/2025  
Drawing Numbers: 250026-01

**Project:** Village of Hobart  
2990 S Pine Rd  
Hobart, WI 54155

**Client:** Village of Hobart  
2990 S Pine Rd  
Hobart, WI 54155

**Contact:** Jerry Lancelle 920.869.3807 Jerry@hobart-wi.org

We are pleased to offer this proposal for the following services at the above location.

## Project Description:

**Item Total:**

1. Manufacture and Install the following:

A. Two(2) D/F, routed signfoam panel sign w/ posts. \$10,320.00

**Deposit Rate: 50%**  
**Deposit: \$5,160.00**

**Subtotal: \$10,320.00**

**Total: \$10,320.00**

This proposal does not become effective until signed and dated by Appleton Sign Company and may be withdrawn if not accepted within sixty (60) days. Appleton Sign Company shall also be entitled to withdraw any proposal presented in error if evidence of a typographical, pricing and/or similar error is discovered that would significantly change the scope of work, price or other material portion of the proposal. In such instance as a proposal is withdrawn, Appleton Sign Company shall present a revised proposal. Client has no obligation to accept any revised proposal. The prices, specifications, terms and conditions contained herein are satisfactory and are hereby accepted. Appleton Sign Company is authorized to do the work as specified. Payment will be made in accordance with the terms below.

**NOTE:** All prices are subject to applicable sales tax. prices are based on available information given at the time and are subject to change.

**SALES TAX:** All sales tax will be charged on final invoice.

**EXCLUSIONS:** Sales tax, permits, obtainment fees, engineering, primary wiring, final electrical connection or traffic control equipment are NOT included in the above quotations, unless specifically stated.

**WARRANTY:** One(1) Year Limited Warranty against defective materials and one(1) year guarantee on parts and labor.

**PAYMENT TERMS:** 50.0% down payment is required, balance due upon completion/installation. A 3.5% processing fee will be added to each credit card transaction. We accept Visa, Mastercard and Discover credit card payments.

**ELECTRICAL:** All signs are wired at 120 volts unless otherwise specified in writing. For wall mounted signs, it is the Client's responsibility to provide access behind the wall for wiring and bringing the primary power within 10' of the sign location unless specified in writing.

**Sign project will be placed into production after receipt of all of the following:**

**1) Signed proposal acceptance 2) Signed drawing approval 3) Down payment 4) Permit approval.**

Approximately five(5) business days after receipt of these requirements, an estimated completion date will be communicated to the Client. Any alteration or deviation from the above specifications will be executed only upon written change order(s), and will become an extra charge, to be paid by the Client, over and above the proposal amount. Supplemental permits, if required by municipalities, are not reflected in this proposal. If applicable, and procured for Client by Appleton Sign Company, permit(s) will be billed at cost plus an applicable obtainment/processing fee in addition to the total proposal amount above.

**Salesperson: Josh Turkow**

Buyer \_\_\_\_\_ Seller \_\_\_\_\_



2400 Holly Road  
Neenah, WI 54956  
PHONE: 920.734.1601  
FAX: 920.734.1622  
www.AppletonSIGN.com

# PROPOSAL

250026-01

Date: 01/08/2025  
Expires: 03/09/2025  
Drawing Numbers: 250026-01

**Project:** Village of Hobart  
2990 S Pine Rd  
Hobart, WI 54155

**Client:** Village of Hobart  
2990 S Pine Rd  
Hobart, WI 54155

**Contact:** Jerry Lancelle 920.869.3807 Jerry@hobart-wi.org

### TERMS AND CONDITIONS

1. Both parties hereto agree and understand that the title to said sign, together with all property furnished pursuant to this Agreement, shall remain in Appleton Sign Company's possession until paid for in full. It is further agreed and understood that until this Agreement is paid in full, that said sign, together with any additions thereto, shall at all times be deemed personal property and shall not by reason of attachment or connection to any realty be deemed or become a fixture of appurtenance to such realty. Said sign shall be servable and removable from any realty in accordance with the provisions of this Agreement.
2. The Client shall have full responsibility for any parts and materials on its premises, or premises that Client will be occupying, and for the value of all services provided by Appleton Sign Company in respect thereto. At all times subsequent to delivery of any parts and materials to premises, the Client shall be fully liable for any damage or loss, whether or not said parts and materials are covered by insurance, and will not affect the rights of Appleton Sign Company to enforce the purchase price then unpaid.
3. The Client shall secure all necessary permits from the building owner, and/or others whose permission is required for the installation of the sign and said Client shall be liable for any obstruction of delivery due to delay in obtaining such permission, and if Client executes this contract of sales without ever obtaining permission from party or parties necessary for the installation of said sign, then Client purchases same and is bound to the terms and conditions of this contract as though Client had obtained said permission and Client agrees to relieve Appleton Sign Company from any liability for its failure within ten (10) days of delivery to erect or install said sign.
4. All sizes, dimensions, and elevations as shown on drawing(s) are an approximation only and are subject to variation based upon field measurements and standard component dimensions. Client agrees to provide service feed wire of suitable capacity and approved to location of display in advance of installation, and make connection thereof to display.
5. During the period in which construction and erection of said sign is in progress, Appleton Sign Company agrees to have its workers covered by worker's compensation insurance and further agrees to carry liability and property damage insurance covering injuries to or death of persons and damage to property as a result of accidents for which Appleton Sign Company is responsible. Insurance certificates will be furnished upon request.
6. Appleton Sign Company shall not be held responsible for delays due to accidents, strikes, war, natural disasters, inclement weather, or any other delays beyond our control.
7. When pier drilling is necessary, Appleton Sign Company will contact Digger's Hotline to locate public utilities. Location of private utilities is the sole responsibility of the Client. In the event poor ground conditions are encountered in the drilling process, to the point where special equipment is required, the Client may incur additional charges.
8. In the event building, soil, underground, or overhead conditions or obstructions are encountered which impair installation of said sign, Client agrees to pay for all additional costs of installation attributed to such conditions or obstructions.
9. Appleton Sign Company will make repairs to walls, roof, and roof coverings opened by Appleton Sign Company during installation of said sign. In making such repairs, Appleton Sign Company does not assume responsibility for re-bonding of roof covering installed by others.
10. All materials are to be as specified or of similar quality. All work will be completed in a workmanlike manner according to standard practices. Appleton Sign Company provides a limited warranty on sign products. This warranty covers ballasts, transformers, and original workmanship for one (1) year from the original invoice date. Labor to replace ballasts and transformers will be warranted for ninety (90) days from the original invoice date. Lamps of any type and the labor to replace those lamps will be warranted for ninety (90) days from the original invoice date. This warranty excludes all damages caused by natural acts or vandalism. Unless otherwise agreed in writing, all warranties are null and void if final invoice is not paid within forty five (45) days from invoice date and/or if any service/maintenance work is performed and/or modifications are made to sign(s) or component(s) by any company or agent other than Appleton Sign Company.
11. Upon default for the payment of any sums herein agreed, Appleton Sign Company may, at its option, declare the balance fully due and payable without further notice to Client; and Client agrees to pay interest on said balance, when declared due at the rate of 1.5% per month on the unpaid balance, 18% annual rate. Client further agrees to pay all reasonable costs of collection of said balance incurred by Appleton Sign Company, including reasonable attorney's fees and court costs.
12. Both parties agree that any suits brought pursuant to this Agreement shall be brought in the courts of Winnebago County, Wisconsin.
13. The invalidity or unenforceability of any particular provision of this Agreement shall not affect any other remaining provision(s) hereof and this Agreement shall be construed in all respects as if such invalid or unenforceable provision(s) were omitted.
14. This document constitutes the entire Agreement and understanding between both parties and shall not be considered modified, altered, changed, or amended in any respect except as provided herein, unless in writing and signed by the duly authorized officers, employees, or owners of each party.

**Salesperson: Josh Turkow**

Buyer's Acceptance \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Seller's Acceptance \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**VILLAGE OF HOBART, WISCONSIN  
REQUEST FOR PROPOSALS – REFUSE AND RECYCLING  
COLLECTION**



## **Section 1 – Introduction**

The Village of Hobart's current refuse/recycling collection services contract is scheduled to expire on August 31st 2025. We are soliciting proposals for consideration of a potential replacement contract. This request for proposals is a summary of our requirements, and is not meant to be an all-inclusive list of standards/requirements. The selected contractor shall enter into a more formal written agreement with the Village, which substantially conforms to the terms of this Request for Proposals.

The Village is in northeast Wisconsin in Brown County, adjacent to the Austin Straubel International Airport, approximately 120 miles northwest of the City of Milwaukee, bordering the western border of the City of Green Bay, and 30 miles northeast of the City of Appleton. The Village encompasses approximately 33 square miles. The 2023 Wisconsin Department of Administration population estimate for the Village is 10,808, a 5.85% increase over the 2020 population census of 10,211, and a 74.83% increase since the 2010 Federal Census report of 6,182. The 2023 growth was the result of a total of 71 new housing units added within the Village during 2022.

## **Section 2 - Timeline for the process**

The following is a list of the important dates for activities related to the RFP process:

RFP released	January 22nd 2025
Submission Deadline	April 1 <sup>st</sup> 2025 (1:00 PM)
Vendor Interviews	April 2025
Village Board Action	May 2025

The Village reserves the right to change these dates and will post the changes on its website. In the event it becomes necessary to amend, alter or delete any part of the RFP, changes to the RFP will be posted on the Village website.

## **Section 3 – Proposal Submittal Instructions**

- **Timeline for the procurement process** - See Section 2 for the detailed timeline for the procurement process.
- **Submission of questions** - Questions submitted to:  
 Aaron Kramer – Village Administrator - Email: [aaron@hobartwi.gov](mailto:aaron@hobartwi.gov) Phone: (920) 869-3804  
 Jerry Lancelle – Village Director of Public Works - Email: [jerry@hobartwi.gov](mailto:jerry@hobartwi.gov) Phone: (920) 869-3807
- **Submission of proposals** - Proposals are due by Tuesday April 1<sup>st</sup> 2025 at 1:00 pm and shall be addressed to:  
 Village of Hobart Garbage/Recycling RFP  
 Attn: Aaron Kramer, Village Administrator  
 2990 South Pine Tree Road  
 Hobart, WI 54115  
 Proposals can also be submitted via email to: [aaron@hobartwi.gov](mailto:aaron@hobartwi.gov)
- **Deadline for Proposals** - See Section 2 above.

All proposals shall include a description of the contractor's qualifications and experience, and **three** municipal references. The contractor will be required to establish its own program and financial management, follow labor standards, obtain all required permits, carry adequate insurance coverage, and follow all laws relevant to refuse and recycling collection and disposal. The contractor may also be required to provide a performance bond related to the total contract cost. The contractor should be prepared to issue proper receipts and paperwork for any hazardous materials handled or if proof is required that materials have been disposed of properly. The Village reserves the right to reject any or all proposals and to award the contract to the contractor who in the judgment of the Village will best serve the interests of the Village. In selecting a contractor,

the Village will take into consideration fees, experience, qualifications, familiarity with the Village, and familiarity with the Village’s existing program.

The following fees shall be included in the proposal:

	<u>Cost per residential unit (weekly pickup)</u>	<u>Cost per residential unit (bi-weekly pickup)</u>
Garbage	\$ _____/month	\$ _____/month
Recycling	\$ _____/month	\$ _____/month
<b>Fuel Surcharges and/or Other Misc. Charges: \$ _____</b>		

Any additional notes or information relative to the proposal should be attached to the proposal at the time of submission.

**Section 4 – Experience and Qualifications**

- **Introduction** - Describe the firm’s organization and size.
- **Firm Experience** - Describe your firm’s experience in refuse and recycling collection.
- **Staff Qualifications** - Provide resumes describing the work experience for each of the key staff who would be assigned to the program. Identify the staff person who will serve as manager and primary contact on the project.
- **Municipal References** - Each applicant must include in their proposal a list of municipal references, including points of contact (name, address, and telephone number), which can be used as references for work performed in the area of service required.
- **Equipment** – List and describe current type and age of units to be used in Village garbage and recycling collection

**Section 5 – Scope of Project**

- A. This contract will be administered by the Village Administrator (Aaron Kramer) and the Public Works Director (Jerry Lancelle).
- B. The contractor shall provide quotes for weekly automated curbside refuse collection and multiple options (weekly and bi-weekly) for recycling collection for single family homes (one or two units).
- C. The contract price will be quoted per unit, and the service will be billed/based on the number of residences being serviced. As of January 1<sup>st</sup> 2025, the Village’s Refuse and Recycling Program had 2,705 customers.
- D. The Village will be seeking a contract for a minimum of ten (10) years.
- E. Quotes should also be included for the implementation and provision of garbage and recycling containers, which the Village anticipates being leased from the contractor, the cost of which to be included in quoted service rates.
- F. The Village shall pay fees for disposal of material collected. These costs shall **not** be included in the quoted rates for collection services.

**Section 6 – Service Details**

A. All industrial and commercial businesses, except home occupations, will be expected to arrange and pay for service directly with the garbage/recycling provider of their choice—this will **not** be part of the Village contract. Apartment buildings will be considered commercial businesses and will **not** be included in the contract.

B. Items to be picked up include refuse and recyclable materials. An aggressive recycling program is encouraged and will be considered when issuing this contract.

C. Larger item garbage/rubbish collection will have to be coordinated by individual property owners with the contractor. The contractor may require special notice and a fee from the property owner for picking up these items. This contract will not include the collection of engine oil, automobile batteries, paint cans that have not been cleaned and dried, or any other hazardous materials.

D. The contractor will be required to prepare an annual material tonnage report reflecting the amount of refuse and recycling collected. 740.78 tons of recycling material was collected in the Village in 2023, a four (4) percent increase from the 2022 total (712.35 tons). The amount of paper/cardboard recycled increased nine (9) percent from 467.20 tons in 2022 to 498.01 tons; the collection of other recyclables (aluminum, steel, bimetal and plastic containers) was virtually unchanged from year to year (243.86 tons in 2022 to 242.77 tons).

E. The contractor shall establish a reasonable policy for receiving and responding to complaints.

F. The contractor shall supply and own 95-gallon garbage and recycling bins.



# VILLAGE OF HOBART – DEPUTY VILLAGE CLERK

## JOB SUMMARY

The role of this position is providing clerical service to the Village as part of the administrative support staff. The Deputy Clerk assists the Village Clerk for the Village of Hobart and is expected to be able to carry on the functions of the Clerk in their absence. This position performs a variety of administrative support services for the Village Clerk and the general public and requires the exercise of confidentiality, initiative, independent judgement, and discretion in handling delegated details and the performance of various clerical duties. This position handles all confidential correspondence concerning elections, licensing, and other confidential matters that may arise from any source. The work of the Village Clerk's Office requires a high attention to detail, meeting stringent legal and procedural deadlines. The work is performed under the direction of the Village Clerk with moderate supervision and administrative direction. Performance evaluation shall be received from the Village Clerk.

**REPORTS TO:** Village Clerk

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## PRINCIPAL DUTIES AND RESPONSIBILITIES

NOTE: The job duties listed herein are intended only as illustrations of the types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

1. Assist Clerk in performing duties as required by federal, state, and/or municipal law, prioritizing responsibilities to meet deadlines. Execute duties of the Clerk in the Clerk's absence pursuant to Wis. Stats. §62.09(11). In the Village Clerk's absence:
  - a. Attends and serves as secretary for village board meetings, board of review, and board of appeals.
  - b. Ensures agendas, minutes, and other legal documents are produced, posted, and published as required by law.
  - c. Assists in preparing meeting packets in a timely and efficient manner.
  - d. Attends meetings if directed to do so.
  - e. Records minutes and/or assists in production or recording of minutes as directed.
  - f. Assures that requests for open records are filled as required by law.
2. Provides support and assistance with the election process.
  - a. Maintaining all aspects of the WisVote system implemented by the Wisconsin Elections Commission (WEC).
  - b. Implement reports, voter registrations, absentee balloting process, running of poll books, updating addresses and implementing any changes required.
  - c. Assist candidates running for office – provide information and documents, verify residency and candidate requirements, filing paperwork.
  - d. Voter registration.
  - e. Absentee ballots (mail and in-person).
  - f. Assist in the training of Election Inspectors and Chief Inspectors.
  - g. Election equipment testing.
  - h. Polling location set-up/clean-up.
  - i. Pre-Election Day administration and support.
  - j. Election Day administration and support.
  - k. Post-Election reconciliation.
  - l. Destruction of election supplies after the statutory deadline is met (i.e. unused ballots, voter numbers, etc.).
  - m. Correspondence and follow-up with voters on various items related to the Election.

- n. Assist in reviewing paperwork and documents from the election and have the required items, including ballots, delivered to the County Clerk per Wis. Stats. §7.51(5), 7.52 following the election.
  - o. Attend any canvass following the election to take minutes.
3. Assist with the management of Village records.
- a. Scanning, indexing, and filing documents in accordance with FOIA, Wisconsin State Law, and the Village of Hobart Municipal Code.
  - b. Assist in making changes to the Municipal Code Book and keeping the Municipal Code Book up to date.
4. Act as community liaison.
- a. Maintain social media (Facebook, Instagram).
  - b. Website administration.
  - c. Email communications
  - d. Other village mailings as needed.
5. Act as event coordinator, organize and attend village events as requested by the Village Board and/or Village Administrator.
6. Administrative support for various Boards, Committees, and Commissions.
- a. Maintain master list.
  - b. Maintain all required paperwork – oaths and agreements.
7. Assists in all aspects of municipal licensing and permits.
8. Assists the public with business pertaining to the Village.
- a. Answer the phone.
  - b. Assist customers at the service counter, including payments.
  - c. Respond to emails and requests.
  - d. Process incoming/outgoing mail.
  - e. Assist with park reservations.
9. Administrative assistance as directed.
- a. Create reports, business correspondence, forms, and other material as assigned.
  - b. Order supplies for departments as directed – verify pricing by looking at several vendor websites for the best price.
  - c. Assist in annual budget process.
10. Assist with tax collection and entering payments into software.
11. Attend required training and otherwise keep abreast of current laws and administrative procedures related to elections, licensing, and other matters pertaining to the Clerk's office.
12. Other duties as assigned and/or as may be prescribed by the Village Clerk, by the Village Administrator, or under Municipal Ordinance.

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**EMPLOYEE DESCRIPTION AND EXPECTATIONS**

Equipment Used: Computer, various software applications, calculator, phone, copier/printer, postage machine, etc.

#### Work Environment and Working Conditions

1. Work in a normal office setting with moderate noise levels.
2. Hours beyond the normal work week required, including hours into late evenings.
3. Maintain a professional appearance and attire.
4. Prolonged sitting, frequent bending, stooping or stretching, lifting up to 50 pounds, good eye-hand coordination and manual dexterity.

General Competencies: In carrying out the duties of this job, the employee is required to accomplish all the tasks routinely associated with the performance of office-type functions. In addition, the employee must be able to satisfy the following competency requirements.

1. Analytical Skills: Identify problems and opportunities; review possible alternative courses of action before selecting one; utilize information resources available when making decisions.
2. Communication Skills: Communicate ideas and information in written and oral form.
3. Problem Solving Skills: Develop feasible, realistic solutions to problems and recommend actions designed to prevent problems from occurring.
4. Organizational Skills: Ability to prioritize demands, work independently, deal with numerous interruptions. Effective time management skills with the ability to multi-task and prioritize work to meet deadlines, while maintaining attention to detail.

#### Knowledge of:

1. Current principles and practices of municipal administration and ability to keep abreast of future developments in the field.
2. Applicable federal and state laws, regulatory codes, and municipal ordinances and the ability to interpret and apply them in a variety of situations.
3. State licensing requirements and procedures, to include liquor, operator, cigarette, electrical and other miscellaneous licenses per State of Wisconsin law and Village Ordinance.
4. State open records law and public meeting procedures.
5. State election regulations and procedures and WisVote database software.
6. Data processing applications and basic computer skills.
7. Modern office practices, technology and procedures.
8. Local government and municipal services.

#### Ability to:

1. Determine proper priorities and set work schedules and deadlines.
2. Maintain and manage records and prepare required reports.
3. Maintain strict confidentiality requirements.
4. Establish and maintain effective working relationships with the Village Board, department heads, employees, other governmental agencies, and the public.
5. Be a resource for trustees on roles, responsibilities and obligations of municipalities.
6. Be bondable and a notary public official.
7. Communicate effectively with the public.
8. Work as an effective team member to assure optimal performance for all employees.

#### Minimum Qualifications:

1. Must be a citizen of the United States
2. Must be at least 18 years of age or older
3. Must have no felony or domestic violence convictions
4. Must have a high school diploma or GED
5. Must be proficient in speaking and writing in English language, proficient in other languages preferred but not required

6. Must be able to operate a computer and use computer software, including applications and programs
7. Must be able to operate a telephone
8. Must be able to use a cash register and count money
9. Must be able to operate a multifunctional copy machine
10. Must be able to work in a confidential environment
11. Must have a valid Wisconsin Driver's License, or ability to obtain one

Desired Qualifications

1. Prior experience in Municipal Clerk's office, with the elections process and/or additional applicable certifications preferred.
2. College business courses or training which provide the required knowledge and skills.
3. Job related experience may be substituted for post high school education.

NOTE: The work environment characteristics and physical demands described herein are representative of those that the employee encounters or must meet while performing the essential functions of this job. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities. The Village is an Equal Opportunity Employer.

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**The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. The Village retains and reserves any and all rights to change, modify, amend, add to, or delete from any section of this position description.**



**TO:** Village Board  
**FROM:** Aaron Kramer, Village Administrator & Lisa Vanden Heuvel, Village Clerk  
**RE:** Election Workers – February Primary  
**DATE:** January 21<sup>st</sup> 2025

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**BACKGROUND**

Chapter 33 (Elections) has the following language regarding the number of election inspectors:

Pursuant to the Wisconsin Statutes, there is hereby established one set of election officials to conduct all elections in the Village and shall consist of not less than seven inspectors. **However, the Village Board shall have the power to limit the number of election officials.** The Village Clerk-Treasurer shall determine in advance of each election whether the number of election officials for such election should be reduced from the number prescribed by the Wisconsin Statutes and, if such a reduction is so determined, the Clerk-Treasurer shall further redistribute duties among remaining officials. (§ 33-3. Set of officials established)

While the Ordinance is not clear on exactly how the Board is to limit the number of election officials, staff will be making a recommended change to the Ordinance for discussion and action in the near future. That said, the Village Clerk is recommending that the number of inspectors at the Fire Station #1 polling site be reduced to five for the February Spring Primary.

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**PROPOSED MOTION**

To reduce the number of inspectors for the February Spring Primary at the Fire Station #1 polling site (2703 South Pine Tree Road) from seven to five, as allowed in Municipal Ordinance 33-3.