

**Minutes of the Department of Public Works Committee Meeting  
Thursday, April 24th, 2025 | 3:30 pm Clintonville Community Center**

Committee Chairperson Stephanie Bonikowske called the meeting to order at 3:31 PM. Present were Tammy Strey-Hirt, Dave McCartney, Mayor Steve Kettenhoven, Public Works Director Justin Mc Auly, Alderperson Darrell Hansen, Alderperson Jeannie Schley, and citizen Tom Lederer. Chuck Manske arrived at 3:43 PM. Aimee Ebert was excused. Recording Secretary Michele Herter was also in attendance.

**Approval of Agenda and Minutes**

Ebert/Manske (m/s/c) to approve the agenda.

Strey-Hirt/McCartney (m/s/c) to approve the minutes from March 27<sup>th</sup>, 2025.

**Citizen's Forum** Alderperson Jeannie Schley voiced concerns regarding the timing of restroom openings at the parks.

**Director of Public Works Memo/Bill List Update**

Director Mc Auly provided updates on the bill list and the following items:

- **Parks & Recreation:** Updates were provided on the park system, including an explanation regarding the delay in restroom openings due to weather conditions. The 2025 Arbor Day Ceremony was discussed, as well as progress on the Walter A. Olen Athletic Field Bleacher Canopy Project, including the need for additional funding to remove previously unidentified reinforcement concrete. Recreation program registration numbers were also reviewed.
- **Graceland Cemetery:** updates to the Cemetery Management Software Project.
- **Streets:** Spring leaf pick-up is underway and expected to conclude by the first Friday in May. Brush pick-up continues alongside leaf collection in both spring and fall. Crack sealing updates were provided, including a list of roads sealed in 2025. Progress was also reported on the 16th Street/Harriet Street major construction project.
- **Veteran's Memorial Site** No formal updates at this time. New spring growth will determine the success of new grass growth.

**Streets:** committee discussed Resolution 2025-04 Preliminary Resolution Declaring Intent to Levy for sidewalk repairs. Updates were shared regarding the Safe Step Sidewalk Metrics from 2020–2024, noting that progress has doubled since 2022. The Local Road System was also reviewed.

**Strey-Hirt/McCartney (m/s/c) recommend to Common Council** the approval of Resolution 2025-04 Preliminary Resolution Declaring intent to Levy Special Assessments for the 2025 Sidewalk Improvement Program, with the addition of East 2<sup>nd</sup> from South Main Street to Cedar Street.

**Parks & Recreation: Strey-Hirt/Manske** (m/s/c roll-call) **recommend to Finance & Personnel Committee** reallocating 2025 Capital Improvement Funds from the Community Center Parking Lot to the Bucholtz Park parking lot(s) not to exceed \$250,000.

**Next Meeting Date and Time:** Thursday, May 29<sup>th</sup>, 2025, at 3:45 PM. (note new time)

Strey-Hirt/Bonikowske (m/s/c) to adjourn the meeting at 4:37 PM.

Submitted by: Michele Herter, Recording Secretary

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>100-40-55200-2100 INFORMATION TECHNOLOGY</b>				
CHARTER COMMUNICATIONS	000131704152	INTERNET SERVICE - PARKS OFFICE	04/15/2025	62.77
INTEGRATED SOLUTIONS INC	CW-297363	IT SUBSCRIPTION BILLING	04/04/2025	74.45
INTEGRATED SOLUTIONS INC	CW-29844	MAY MANAGED SERVICES	05/08/2025	170.91
Total 100-40-55200-2100 INFORMATION TECHNOLOGY:				308.13
<b>100-40-55200-2260 GAS</b>				
WE ENERGIES	0709386692-0	GAS SERVICE PARKS OFFICE	03/27/2025	63.81
Total 100-40-55200-2260 GAS:				63.81
<b>100-40-55200-2270 WATER &amp; ELECTRIC</b>				
CLINTONVILLE UTILITIES	11-0865-00-4/2	ELECTRIC - OLEN PARK ROAD	04/30/2025	14.21
CLINTONVILLE UTILITIES	16-0450-00-4/2	WATER & ELECTRIC - PARKS OFFICE	04/30/2025	78.98
CLINTONVILLE UTILITIES	16-0455-00-4/2	ELECTRIC - TRACTOR SHED	04/30/2025	12.63
CLINTONVILLE UTILITIES	16-0460-00-4/2	ELECTRIC - DIAMOND #3	04/30/2025	16.59
CLINTONVILLE UTILITIES	16-0465-00-4/2	WATER & ELECTRIC - SOFTBALL SHELTER	04/30/2025	109.42
CLINTONVILLE UTILITIES	2-0436-00-4/25	WATER & ELECTRIC - ATHLETIC FIELD LIGHTS	04/30/2025	120.90
CLINTONVILLE UTILITIES	2-0440-00-4/25	WATER & ELECTRIC - ATHLETIC FIELD RESTROOMS	04/30/2025	66.56
CLINTONVILLE UTILITIES	2-0450-00-4/25	ELECTRIC - ATHLETIC FIELD CONCESSION/LOCKER	04/30/2025	33.35
CLINTONVILLE UTILITIES	2-0470-00-4/25	ELECTRIC - ICE SKATING RINK	04/30/2025	6.70
CLINTONVILLE UTILITIES	2-0900-00-4/25	WATER & ELECTRIC - CENTRAL PARK	04/30/2025	58.85
CLINTONVILLE UTILITIES	2-0901-00-4/25	ELECTRIC - TENNIS COURTS	04/30/2025	7.61
CLINTONVILLE UTILITIES	6-1020-00-4/25	ELECTRIC - DIAMOND #2	04/30/2025	9.86
CLINTONVILLE UTILITIES	6-1025-00-4/25	ELECTRIC - DIAMOND #1	04/30/2025	9.47
CLINTONVILLE UTILITIES	6-1567-00-4/25	ELECTRIC - BATTING CAGE	04/30/2025	8.42
CLINTONVILLE UTILITIES	7-0040-00-4/25	ELECTRIC - OLEN PARK STORAGE	04/30/2025	11.98
Total 100-40-55200-2270 WATER & ELECTRIC:				565.53
<b>100-40-55200-2303 SPORTSFIELD MAINTENANCE</b>				
SHERWIN WILLIAMS CO INC., T	3086-9	(90GAL) B2W1902 SSTRIPED FMP WHITE; (6) 20 OZ. ATH WHITE 2	04/22/2025	1,282.14
AMAZON CAPITAL SERVICES	11Q6-TXCG-P	(2) SHACKLE COMBINATION LOCKS	05/01/2025	9.99
AMAZON CAPITAL SERVICES	1JWW-KXH6-7	(2-GAL) GREEN GOBBLER TOILET TREATMENT; GP DISPENSER	05/02/2025	143.80
Total 100-40-55200-2303 SPORTSFIELD MAINTENANCE:				1,435.93
<b>100-40-55200-3140 SMALL EQUIPMENT</b>				
ELAN FINANCIAL SERVICES	6170	(2) POLY RAKES	04/08/2025	20.98
ELAN FINANCIAL SERVICES	6464	10/2 AMP CHARGER; 600A PORTABLE BOOSTER	04/01/2025	94.98
Total 100-40-55200-3140 SMALL EQUIPMENT:				115.96
<b>100-40-55200-3310 EXPENSE ALLOWANCE</b>				
B & H FOOTWEAR INC	71204	PT: BOOT ALLOWANCE	04/08/2025	279.66
ELAN FINANCIAL SERVICES	6411	PPE: GLOVES	04/01/2025	29.99
Total 100-40-55200-3310 EXPENSE ALLOWANCE:				309.65
<b>100-40-55200-3490 OPERATING EXPENSES</b>				
GFL ENVIRONMENTAL	R10000166732	GARBAGE SERVICE: PARKS (25%)	04/21/2025	68.20
Total 100-40-55200-3490 OPERATING EXPENSES:				68.20
<b>100-40-55200-3530 MACHINE &amp; EQUIPMENT PARTS</b>				
O'REILLY AUTO PARTS	2204-365428	P13: REC TUBE	04/09/2025	34.99
O'REILLY AUTO PARTS	2204-365429	P13: RETURNED REC TUBE	04/09/2025	34.99-

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
AMAZON CAPITAL SERVICES	1HY6-HD43-6N	STEEL TURF ROLLER: 1-1/4" PLUG	04/30/2025	7.96
Total 100-40-55200-3530 MACHINE & EQUIPMENT PARTS:				7.96
<b>100-40-55200-3560 BLDG. REPAIR &amp; MAINTENANCE</b>				
PETTY CASH	5625	FLEET FARM - ROPE	05/06/2025	16.99
TORBORGS LUMBER & SUPPLY	2504-879916	TOILET BOWL GASKET	04/30/2025	4.99
TORBORGS LUMBER & SUPPLY	2505-880776	(1) HM270 SILICONE CLEAR SEALANT	05/01/2025	10.99
O'REILLY AUTO PARTS	2204-365436	RCVR BUSHING	04/09/2025	24.99
AMAZON CAPITAL SERVICES	1FH7-696T-YV	SLOAN CONTROL STOP REPAIR KIT	04/22/2025	23.51
AMAZON CAPITAL SERVICES	1H4V-3C9T-RX	(5CT) SLOAN VACUUM BREAKER KIT (V551A); (12) SLOAN A-156	04/27/2025	151.62
AMAZON CAPITAL SERVICES	1LVN-TYFX-69	(7) SLOAN VACUUM BREAKER KITS V551A	04/28/2025	59.22
AMAZON CAPITAL SERVICES	1Y1D-4DCL-T	SPANNER #6 IMPACT DRIVER BITS (3CT)	04/23/2025	9.99
Total 100-40-55200-3560 BLDG. REPAIR & MAINTENANCE:				302.30
<b>100-40-55200-3570 BOAT LANDING EXPENSES</b>				
TORBORGS LUMBER & SUPPLY	2504-879988	(15') 5/16" CHAIN; 5/16" QUICK LINK	04/30/2025	56.04
Total 100-40-55200-3570 BOAT LANDING EXPENSES:				56.04
<b>100-40-55301-2250 TELEPHONE</b>				
CHARTER COMMUNICATIONS	171723301042	FAX-CITY HALL	04/21/2025	6.67
Total 100-40-55301-2250 TELEPHONE:				6.67
<b>100-40-55301-3150 OFFICE SUPPLIES</b>				
AMAZON CAPITAL SERVICES	1JYH-VRN1-7V	CRICUT MAKER 4 & ORACAL 12"X150' WHITE	04/30/2025	205.50
Total 100-40-55301-3150 OFFICE SUPPLIES:				205.50
<b>100-40-55400-3310 EXPENSE ALLOWANCE</b>				
B & H FOOTWEAR INC	71204	PT: BOOT ALLOWANCE	04/08/2025	7.36
Total 100-40-55400-3310 EXPENSE ALLOWANCE:				7.36
<b>100-40-55400-3492 EASTER EGG HUNT</b>				
ELAN FINANCIAL SERVICES	20000129-257	EASTER EGG HUNT PRIZES	04/01/2025	724.54
ELAN FINANCIAL SERVICES	4182025-Mark	EASTER EGG HUNT COOKIES	04/18/2025	79.84
AMAZON CAPITAL SERVICES	1DGH-CQN4-6	BULK CANDY	04/03/2025	78.98
AMAZON CAPITAL SERVICES	1FMF-XHKD-6	BULK CANDY	04/09/2025	76.98
AMAZON CAPITAL SERVICES	1XJF-Y3VD-3	300CT BUBBLES	04/07/2025	39.99
BOLINS SPEEDY TS LLC	8811	3X4 FULL COLOR SPONSOR BANNER WITH GROMMETS	04/18/2025	52.00
Total 100-40-55400-3492 EASTER EGG HUNT:				1,052.33
<b>100-40-55400-3494 WINTER PROGRAMS</b>				
MACH, SANDRA	4/23-4/30	BASKETBALL REFEREE - SANDRA MACH (6HRS)	05/08/2025	210.00
Total 100-40-55400-3494 WINTER PROGRAMS:				210.00
<b>100-40-55420-2260 GAS</b>				
WE ENERGIES	0716870735-0	GAS SERVICE - AQUA PARK	03/28/2025	97.95
Total 100-40-55420-2260 GAS:				97.95
<b>100-40-55420-2270 WATER &amp; ELECTRIC</b>				
CLINTONVILLE UTILITIES	6-1040-01-4/25	WATER & ELECTRIC - AQUA PARK	04/30/2025	247.21

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total 100-40-55420-2270 WATER & ELECTRIC:				247.21
<b>100-40-55420-2302 SYSTEMS MAINTENANCE</b>				
AMAZON CAPITAL SERVICES	1TV4-MJRK-C	100' FIBROPOOL FLOATING POOL SAFETY BUOY LINE	02/26/2025	99.99
CRS DESIGN	0027631	AG ROCKIT; AGX ADJUSTABLE COMPLETE MOORING LINE KIT	04/02/2025	3,023.92
Total 100-40-55420-2302 SYSTEMS MAINTENANCE:				3,123.91
<b>100-40-55420-3310 EXPENSE ALLOWANCE</b>				
B & H FOOTWEAR INC	71204	PT: BOOT ALLOWANCE	04/08/2025	18.40
Total 100-40-55420-3310 EXPENSE ALLOWANCE:				18.40
<b>100-40-55420-3490 OPERATING EXPENSES</b>				
TORBORGS LUMBER & SUPPLY	2504-873090	(2) UTILITY PULLS 6-1/2"	04/14/2025	9.98
TORBORGS LUMBER & SUPPLY	2505-881587	LIFEVEST STAND MATERIALS	05/02/2025	102.38
GFL ENVIRONMENTAL	R10000166732	GARBAGE SERVICE: AQUA PARK (1OF8)	04/21/2025	25.57
Total 100-40-55420-3490 OPERATING EXPENSES:				137.93
<b>100-40-55420-3560 BLDG. REPAIR &amp; MAINTENANCE</b>				
GRAINGER	9479327935	TOILET BOWL WALL MOUNT, ELONGATED	04/21/2025	229.34
Total 100-40-55420-3560 BLDG. REPAIR & MAINTENANCE:				229.34
<b>201-40-55140-2100 INFORMATION TECHNOLOGY</b>				
INTEGRATED SOLUTIONS INC	CW-297363	IT SUBSCRIPTION BILLING	04/04/2025	1.52
INTEGRATED SOLUTIONS INC	CW-29844	MAY MANAGED SERVICES	05/08/2025	51.27
Total 201-40-55140-2100 INFORMATION TECHNOLOGY:				52.79
<b>201-40-55140-2260 GAS</b>				
WE ENERGIES	0704656710-0	GAS SERVICE - COMMUNITY CENTER	03/27/2025	263.87
Total 201-40-55140-2260 GAS:				263.87
<b>201-40-55140-2270 WATER &amp; ELECTRIC</b>				
CLINTONVILLE UTILITIES	1-0081-00-4/25	WATER & ELECTRIC - COMMUNITY CENTER	04/30/2025	430.55
Total 201-40-55140-2270 WATER & ELECTRIC:				430.55
<b>201-40-55140-3310 EXPENSE ALLOWANCE</b>				
B & H FOOTWEAR INC	71204	PT: BOOT ALLOWANCE	04/08/2025	29.44
Total 201-40-55140-3310 EXPENSE ALLOWANCE:				29.44
<b>201-40-55140-3490 OPERATING EXPENSES</b>				
GFL ENVIRONMENTAL	R10000166732	GARBAGE SERVICE: COMMUNITY CENTER (1OF8)	04/21/2025	25.58
Total 201-40-55140-3490 OPERATING EXPENSES:				25.58
<b>201-40-55140-3560 BLDG. REPAIR/MAINTENANCE</b>				
ELAN FINANCIAL SERVICES	4841	PIPE FITTING & PVC PIPE 3"	03/25/2025	21.31
ELAN FINANCIAL SERVICES	4904	WATER HEATER ELEMENT	03/25/2025	13.49
TORBORGS LUMBER & SUPPLY	2504-869895	FILL VALVE & 2" FLAPPER	04/07/2025	17.99
TORBORGS LUMBER & SUPPLY	2504-870311	TOILET SUPPLY TUBE	04/08/2025	8.99
TORBORGS LUMBER & SUPPLY	2505-882753	400A ADJUSTABLE FILL VALVE	05/06/2025	9.99

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
AMAZON CAPITAL SERVICES	14RF-NRGT-47	(5CT) QUICK STRAIGHT CONNECTORS	04/07/2025	7.59
AMAZON CAPITAL SERVICES	1XLV-9YCM-1	(2) NO PET SIGNS	04/10/2025	19.88
Total 201-40-55140-3560 BLDG. REPAIR/MAINTENANCE:				99.24
<b>211-40-55140-2270 WATER &amp; ELECTRIC</b>				
CLINTONVILLE UTILITIES	2-0500-00-4/25	WATER & ELECTRIC - VET'S MEMORIAL	04/30/2025	31.91
Total 211-40-55140-2270 WATER & ELECTRIC:				31.91
<b>211-40-55140-3490 OTHER OPERATING EXPENSES</b>				
ELAN FINANCIAL SERVICES	28506	5X8 US POLY; 5X8 WI POLY; 5X8 POW/MIA	04/03/2025	416.36
Total 211-40-55140-3490 OTHER OPERATING EXPENSES:				416.36
<b>401-40-57620-8222 PARK IMPROVEMENTS</b>				
KUNKEL ENGINEERING GROUP	0275912	BLEACHER CANOPY ENGINEERING/CONSTRUCTION SERVICE	03/31/2025	1,521.00
Total 401-40-57620-8222 PARK IMPROVEMENTS:				1,521.00
Grand Totals:				11,440.85

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>100-30-53202-2100 INFORMATION TECHNOLOGY</b>				
CHARTER COMMUNICATIONS	000131704152	INTERNET SERVICE - PARKS OFFICE	04/15/2025	40.50
Total 100-30-53202-2100 INFORMATION TECHNOLOGY:				40.50
<b>100-30-53202-3150 OFFICE SUPPLIES</b>				
AMAZON CAPITAL SERVICES	1JYH-VRN1-7V	CRICUT MAKER 4 & ORACAL 12"X150' WHITE	04/30/2025	205.50
Total 100-30-53202-3150 OFFICE SUPPLIES:				205.50
<b>100-30-53230-2100 INFORMATION TECHNOLOGY</b>				
INTEGRATED SOLUTIONS INC	CW-297363	IT SUBSCRIPTION BILLING	04/04/2025	102.20
INTEGRATED SOLUTIONS INC	CW-29844	MAY MANAGED SERVICES	05/08/2025	170.91
Total 100-30-53230-2100 INFORMATION TECHNOLOGY:				273.11
<b>100-30-53230-2260 GAS</b>				
WE ENERGIES	0709386692-0	GAS SERVICE - STREET GARAGE	03/28/2025	714.38
Total 100-30-53230-2260 GAS:				714.38
<b>100-30-53230-2270 WATER &amp; ELECTRIC</b>				
CLINTONVILLE UTILITIES	5-1000-00-4/25	WATER & ELECTRIC - DPW (STREET GARAGE)	04/30/2025	589.74
Total 100-30-53230-2270 WATER & ELECTRIC:				589.74
<b>100-30-53230-3140 SMALL EQUIPMENT</b>				
ELAN FINANCIAL SERVICES	6154	POLY RAKE	04/08/2025	12.99
AMAZON CAPITAL SERVICES	16WR-J3HK-Y	BERNZ-O-MATIC ST2200T MICRO FLAME BUTANE TORCH KIT; (	04/14/2025	69.90
AMAZON CAPITAL SERVICES	1Y9F-149W-7K	RATCHET STRAPS	04/30/2025	34.98
Total 100-30-53230-3140 SMALL EQUIPMENT:				117.87
<b>100-30-53230-3310 EXPENSE ALLOWANCES</b>				
CINTAS CORPORATION LOC 44	4220595647	MECHANIC'S UNIFORMS	02/10/2025	44.69
CINTAS CORPORATION LOC 44	4226455018	MECHANIC'S UNIFORMS	04/07/2025	35.81
CINTAS CORPORATION LOC 44	4227191635	MECHANIC'S UNIFORMS	04/14/2025	35.81
CINTAS CORPORATION LOC 44	4228012145	MECHANIC'S UNIFORMS	04/21/2025	35.81
CINTAS CORPORATION LOC 44	4228670023	MECHANIC'S UNIFORMS	04/28/2025	35.81
Total 100-30-53230-3310 EXPENSE ALLOWANCES:				187.93
<b>100-30-53230-3490 OPERATING EXPENSES</b>				
ROCK OIL REFINING INC	344840	DISPOSAL OF USED OIL FILTERS	04/12/2025	100.00
GFL ENVIRONMENTAL	R10000166732	GARBAGE SERVICE: STREET (10F8)	04/21/2025	25.58
Total 100-30-53230-3490 OPERATING EXPENSES:				125.58
<b>100-30-53230-3530 MACHINE &amp; EQUIPMENT PARTS</b>				
ELAN FINANCIAL SERVICES	1445119-00	SAFETY LATCH FOR HOIST	03/25/2025	249.88
GRAINGER	9490963536	HOSE ADAPTER 1/8" BSPP 1/8" NPT	04/30/2025	10.34
NAPA AUTO PARTS	051383	(8) ADAPTERS	04/29/2025	15.28
Total 100-30-53230-3530 MACHINE & EQUIPMENT PARTS:				275.50
<b>100-30-53230-3560 BLDG REPAIR &amp; MAINTENANCE</b>				
ELAN FINANCIAL SERVICES	6154	LYSOL WIPES LEMON & LIME; LIGHT BULB	04/08/2025	18.28
TORBORGS LUMBER & SUPPLY	2504-879331	(4) 2X4X8'	04/29/2025	23.96

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
CINTAS CORPORATION LOC 44	4228012145	RED SHOP TOWEL	04/21/2025	16.83
AMAZON CAPITAL SERVICES	16WR-J3HK-Y	(12CT) 9V BATTERIES; (100CT) AA BATTERIES	04/14/2025	37.20
AMAZON CAPITAL SERVICES	17MN-KK9X-J4	(5CT) SQUARE 90 DEGREE BARSTOCK STREET ELBOW; 1/2" N	04/22/2025	29.49
AMAZON CAPITAL SERVICES	1CRJ-1FTM-G	(1) SCHLAGE ELECTRONIC LOCKS	04/15/2025	120.00
AMAZON CAPITAL SERVICES	1M6J-FKGT-V1	BRASS COMPRESSION TUBE PIPE FITTING CONNECTOR (5CT)	04/21/2025	52.62
AMAZON CAPITAL SERVICES	1Y9F-149W-7K	MISC ZIPTIES; 3M ELECTRICAL TAPE (.17"X66' - 10PK)	04/30/2025	75.42
Total 100-30-53230-3560 BLDG REPAIR & MAINTENANCE:				373.80
<b>100-30-53240-3490 OPERATING EXPENSES</b>				
PACKER CITY INTL TRUCKS IN	X102096609:0	S14: (6-2.5GAL) DIESEL EXHAUST FLUID (DEF)	04/21/2025	71.88
Total 100-30-53240-3490 OPERATING EXPENSES:				71.88
<b>100-30-53240-3510 GAS &amp; OIL</b>				
NAPA AUTO PARTS	050762	F975: SYNTHETIC 5W30 OIL	04/07/2025	26.48
NAPA AUTO PARTS	051367	PD: (3) MOTOR OIL BAY BOXES	04/28/2025	293.97
NAPA AUTO PARTS	051448	S02: (1QT) NAPA SYN 5W30; (1) SYNTHETIC 5W30 OIL	04/30/2025	26.48
Total 100-30-53240-3510 GAS & OIL:				346.93
<b>100-30-53240-3530 MACHINE &amp; EQUIPMENT PARTS</b>				
ARING EQUIPMENT CO INC	D39944	S27: SEALING KIT; LABOR; SHOP SUPPLIES; MILEAGE	01/28/2025	1,799.70
INTERSTATE BATTERY OF GRE	20216001	A03: MT-34 INTERSTATE BATTERY	04/02/2025	137.95
CLINTONVILLE MOTORS INC	111787	PD7: MODULE	04/17/2025	353.33
ELAN FINANCIAL SERVICES	25-12854-2829	S41: WORK LAMP LIGHT	03/25/2025	47.50
ELAN FINANCIAL SERVICES	RELIABLEQUI	S41: WORK LIGHT	04/25/2025	47.50
FOX VALLEY TRUCK	208171	VACTRUCK: REPLACED JUMPER HARNESS; UPDATED ECM; CL	04/16/2025	387.49
POMP'S TIRE SERVICE INC	170096165	PD2: TIRE REPAIR	04/21/2025	23.85
SHERWIN INDUSTRIES INC	SS106374	TAR KETTLE: (3) DUCK BILL VALVES (S50270)	04/11/2025	88.77
O'REILLY AUTO PARTS	2204-356325	PD?: CAPSULE	01/14/2025	16.82
O'REILLY AUTO PARTS	2204-364517	PD2: OIL FILTER	04/01/2025	3.37
O'REILLY AUTO PARTS	2204-364517	PD4: OIL FILTER	04/01/2025	5.49
O'REILLY AUTO PARTS	2204-364730	S10: KWIKWELD	04/03/2025	10.49
O'REILLY AUTO PARTS	2204-365461	S08: STROBE LIGHT; STROBE LIGHT; (2) LIGHTS; (2) GROMMET	04/09/2025	69.08
O'REILLY AUTO PARTS	2204-365568	S33: (2) BACK-UP LT	04/10/2025	10.76
O'REILLY AUTO PARTS	2204-366057	PD6: OIL FILTER	04/14/2025	5.98
O'REILLY AUTO PARTS	2204-366410	PD7: MCASE FUSE	04/17/2025	5.29
O'REILLY AUTO PARTS	2204-366420	PD7: FUSE	04/17/2025	7.99
O'REILLY AUTO PARTS	2204-366849	PD7: MCASE FUSE RETURN	04/21/2025	5.29
O'REILLY AUTO PARTS	2204-366991	COMPACTOR: HD AIR FLTR; COPPER PLUG	04/22/2025	27.01
O'REILLY AUTO PARTS	2204-367782	PD4: OIL FILTER	04/28/2025	5.98
O'REILLY AUTO PARTS	2204-368176	E08: OIL FILTER	05/01/2025	24.79
NAPA AUTO PARTS	050671	F969: NAPA OE QUALITY SEALED BEAM	04/02/2025	11.76
NAPA AUTO PARTS	050687	S10: NAPA HYDRA FILTER; NAPA GOLD FILTER	04/03/2025	24.16
NAPA AUTO PARTS	050762	F975: NAPA GOLD FILTER	04/07/2025	6.22
NAPA AUTO PARTS	051444	S02: NAPA OIL FILTER	04/30/2025	3.77
RIESTERER & SCHNELL INC	9014475	REVOLVING LIGHT "BILLED BY ACCIDENT"	01/29/2025	36.72
RIESTERER & SCHNELL INC	9058022	S50: 61 PS3 PICCO SUPER CHAIN	04/28/2025	22.99
Total 100-30-53240-3530 MACHINE & EQUIPMENT PARTS:				3,106.03
<b>100-30-53300-2300 CONTRACTED SERVICES</b>				
KUNKEL ENGINEERING GROUP	0275913	2025 CONCRETE REPAIR - ENGINEERING/CONSTRUCTION SE	03/31/2025	1,783.25
MID-STATE ASPHALT	6548	2025 CONCRETE/ASPHALT CRUSHING	03/31/2025	14,050.00
Total 100-30-53300-2300 CONTRACTED SERVICES:				15,833.25

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>100-30-53300-3490 OPERATING EXPENSES</b>				
MSA PROFESSIONAL SERVICE	015556	UPGRADE STORM GIS MAPPING ADMIN	04/25/2025	10.93
ESRI	900013710	GIS YEARLY MAINTENANCE AGREEMENT	05/05/2025	452.50
TORBORGS LUMBER & SUPPLY	2504-877148	SAW BLADE 14" ROHRER STREET CURB/GUTTER & CATCH BA	04/23/2025	79.99
ZORO TOOLS INC	16265357	GREEN MARKING PAINT FOR DIGGERS HOTLINE	04/30/2025	69.02
Total 100-30-53300-3490 OPERATING EXPENSES:				612.44
<b>100-30-53303-3490 OPERATING EXPENSES</b>				
ELAN FINANCIAL SERVICES	6154	MAILBOX REPLACEMENT	04/08/2025	14.99
Total 100-30-53303-3490 OPERATING EXPENSES:				14.99
<b>100-30-53410-3261 PUBLISHING</b>				
MULTI MEDIA CHANNELS LLC	IN257762	YARD WASTE REMOVAL & NO MOW MAY ADS	04/06/2025	142.00
Total 100-30-53410-3261 PUBLISHING:				142.00
<b>100-30-53420-2270 STREET LIGHTING</b>				
CLINTONVILLE UTILITIES	1-0005-00-4/25	ELECTRIC: W. 12TH STREET & MAIN STREET - ERICKSONS	04/30/2025	30.67
CLINTONVILLE UTILITIES	10-1305-00-4/2	ELECTRIC: HARRIET & GREEN TREE ROAD STOP LIGHT	04/30/2025	11.31
CLINTONVILLE UTILITIES	1-0475-00-4/25	ELECTRIC: 8TH STREET & MAIN STREET FOUNTAIN	04/30/2025	52.83
CLINTONVILLE UTILITIES	1-0476-00-4/25	ELECTRIC: 8TH STREET & MAIN STREET TRAFFIC SIGNALS	04/30/2025	29.39
CLINTONVILLE UTILITIES	1-0950-00-4/25	ELECTRIC: S. MAIN STREET & HWY 45	04/30/2025	102.88
CLINTONVILLE UTILITIES	11-0541-00-4/2	ELECTRIC: UTILITY OWNED 150 HPS STREET LIGHTS	04/30/2025	2,289.84
CLINTONVILLE UTILITIES	14-23090-00-4/	ELECTRIC: WILSON STREET & GARFIELD STREET	04/30/2025	486.91
CLINTONVILLE UTILITIES	14-2370-00-4/2	ELECTRIC: LINCOLN & WILSON LED	04/30/2025	699.10
CLINTONVILLE UTILITIES	14-2380-00-4/2	ELECTRIC: S. MADISON & E. MADISON 130 LED STREET LIGHT	04/30/2025	232.00
CLINTONVILLE UTILITIES	15-1409-00-4/2	ELECTRIC: COUNTRY CLUB DRIVE - YARD LIGHTS	04/30/2025	6.70
CLINTONVILLE UTILITIES	2-0115-00-4/25	ELECTRIC: 6TH STREET & S. MAIN STREET	04/30/2025	64.94
CLINTONVILLE UTILITIES	2-0117-00-4/25	ELECTRIC: HWY 45 STREET LIGHTS	04/30/2025	701.48
CLINTONVILLE UTILITIES	2-0360-00-4/25	ELECTRIC: 7TH STREET & MAIN STREET	04/30/2025	26.75
CLINTONVILLE UTILITIES	2-0471-00-4/25	ELECTRIC - RV OUTLETS MEMORIAL CIRCLE	04/30/2025	7.22
CLINTONVILLE UTILITIES	2-0472-00-4/25	ELECTRIC: MEMORIAL CIRCLE - SENIOR VILLAGE	04/30/2025	1,132.64
CLINTONVILLE UTILITIES	2-1150-00-4/25	ELECTRIC: 12TH STREET & S. MAIN STREET TRAFFIC SIGNALS	04/30/2025	56.00
CLINTONVILLE UTILITIES	3-0161-00-4/25	ELECTRIC: DAM & RIVERWALK	04/30/2025	28.38
CLINTONVILLE UTILITIES	4-0975-00-4/25	ELECTRIC: 8TH STREET & HEMLOCK STREET	04/30/2025	8.01
CLINTONVILLE UTILITIES	5-0521-00-4/25	ELECTRIC: MIDDLE SCHOOL - 8TH STREET	04/30/2025	122.00
CLINTONVILLE UTILITIES	5-0820-00-4/25	ELECTRIC: HWY 45 - LIGHT BY APARTMENT	04/30/2025	211.74
CLINTONVILLE UTILITIES	7-1045-00-4/25	ELECTRIC: E. MADISON STREET #A	04/30/2025	6.70
CLINTONVILLE UTILITIES	8-0696-00-4/25	ELECTRIC: INDUSTRIAL PARK SIGN	04/30/2025	7.76
CLINTONVILLE UTILITIES	8-0806-00-4/25	ELECTRIC: NORTH SIDE INFORMATION SIGN	04/30/2025	60.58
CLINTONVILLE UTILITIES	8-0861-00-4/25	ELECTRIC: N. MAIN STREET - 18TH STREET LED	04/30/2025	98.25
CLINTONVILLE UTILITIES	9-0005-00-4/25	ELECTRIC: W 12TH STREET BY FCCU	04/30/2025	131.52
Total 100-30-53420-2270 STREET LIGHTING:				6,605.60
<b>100-30-53420-2375 STREET LIGHTING MAINTENANCE</b>				
ELAN FINANCIAL SERVICES	6154	NIPPLE(S)	04/08/2025	8.78
Total 100-30-53420-2375 STREET LIGHTING MAINTENANCE:				8.78
<b>219-30-53600-2300 CONTRACTED SERVICES</b>				
HARTER'S FOX VALLEY DISPO	1194170	GARBAGE/RECYCLING - CITY WIDE	03/31/2025	22,955.10
Total 219-30-53600-2300 CONTRACTED SERVICES:				22,955.10

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
<b>401-30-57310-8204 ENGINEERING</b>				
KUNKEL ENGINEERING GROUP	0275911	CDBG PF APPLICATION/GRANT ADMIN - 16TH AND HARRIET ST	03/31/2025	720.00
KUNKEL ENGINEERING GROUP	0275914	CONSTRUCTION RELATED SERVICES - 16TH & HARRIET	03/31/2025	930.00
Total 401-30-57310-8204 ENGINEERING:				1,650.00
<b>401-30-57310-8206 MAJOR STREET RECONSTRUCTION</b>				
IMMEL EXCAVATING INC, RJ	ku23 1044 00 p	16TH AND HARRIET STREET AND UTILITY PROJECT	04/21/2025	2,150.00
Total 401-30-57310-8206 MAJOR STREET RECONSTRUCTION:				2,150.00
Grand Totals:				56,400.91

City of Clintonville  
50 10<sup>th</sup> Street  
Clintonville, WI 54929



## Public Works

DPW Director:  
Phone: (715) 823-2005

DPW Coordinator:  
Phone: (715) 823-7668

Street Division:  
Phone: (715) 823-7685

Parks & Recreation Division:  
Phone: (715) 823-7660

May 27<sup>th</sup>, 2025

## DIRECTOR OF PUBLIC WORKS MEMO

Justin Mc Auly

### 1. Street Division

- 16<sup>th</sup> Street/Harriet Street Major Street Construction Project
  - **5/5/25 UPDATE:** 16<sup>th</sup> Street – Immel Excavating has completed the water main installation. Crew is working on sanitary and water services now. They will be done with those Tuesday, May 6<sup>th</sup> and will start on the storm sewer. Also, the company installing the new gas is on site and working.
  - **5/13/25 UPDATE:** 16<sup>th</sup> Street – Immel Excavating will be done with the storm sewer on Wednesday, May 14<sup>th</sup> or Thursday, May 15<sup>th</sup>. They have a couple of sanitary and water services to complete on the private side as lead was found. After that, the crew has a few odds and ends to take care of. They should be done on site by the end of the week. As of now, I am hearing that it will be couple weeks before Sommers is on site to complete the road portion of the work.

### 2. Parks & Recreation Division

- All-Inclusive Playground
  - Staff has the area prepped for install along with volunteers. Miron Construction has been on site the past week continuing equipment install.
  - As gravel is needed, Parks & Recreation Staff have been providing it.
  - The goal is to have the project completed prior to the Fireworks show.
- Walter A. Olen Athletic Field Bleacher Canopy
  - At the moment, weather depending, we are a couple weeks ahead of schedule. RJM estimates being completely done with the Bleacher Canopy by Monday, June 2<sup>nd</sup>.

- In the mean time we are trying to gather materials to finish the asphalt ramp that connects to the aluminum ramp leading up to the bleachers. We are trying to get materials from Waupaca County. Once the ramp is completed (hopefully this week), the bleachers will be open next week Monday or Tuesday for fans to enjoy.
- Safety Netting at Bucholtz Park Diamond #1
  - The plan was to purchase the safety netting through Aqua Park Capital funding, but those funds were exhausted. The goal is to use 2025 operational or capital savings, but this isn't known until we get further into the year.
  - We also need to get a true measurement of the span between poles in order to get an accurate measurement for ordering netting. This is something that I hope Electric Utilities can do for us since (2) bucket trucks are needed to safely measure the distance. Considering the weight of the trucks we haven't be able to drive on the turf without causing damage to the turf. We didn't want damage to turf prior to the ball tournaments.
  - The reason they are not installed is the fact they are not budgeted and we do not have the length and height of the netting measured yet.
- DPW FT Staff & Seasonal FT
  - Admin
    - Director
    - Coordinator
  - Street Division
    - Street Superintendent
    - Fleet Mechanic II
    - Fleet Mechanic I
    - Operator
    - Operator
    - Operator
  - Parks & Recreation Division
    - Superintendent
    - Laborer
    - Laborer
    - Caretaker
    - Summer Laborer
    - Summer Laborer
    - Summer Laborer
- DPW Seasonal PT Staff
  - Recreation
    - Gymnastics Lead Instructor
    - Gymnastics Lead Instructor
    - Gymnastics Instructor
    - Gymnastics Instructor
    - Gymnastics Instructor

- Gymnastics Instructor/Aqua Park Concessions
- Aqua Park Head Supervisor
- Aqua Park Supervisor
- Aqua Park Supervisor
- Aqua Park Concessions
- Aqua Park Concessions
- Aqua Park Concessions
- Aqua Park Concessions
- Aqua Park Concessions
- Aqua Park Beach Monitor
- Soccer Head Referee
- Soccer Referee
- Soccer Referee
- Soccer Referee
- Soccer Referee
- DPW Seasonal Priorities
  - Streets Division
    - Spring, Summer, Fall & Winter
  - Parks & Recreation Division
    - Spring, Summer, Fall & Winter
- Recreation Program Registration
  - Our youth recreation program registration has started. Youth Gymnastics and Youth Soccer Programs. You may register online or in person (DPW Coordinator's Office).

**3. Veteran's Memorial Site**

- No updates at this time.

**4. Graceland Cemetery**

- No updates at this time.

The Team is continuing to be productive throughout the City. With May about done and June approaching, we are keeping busy with seasonal operations.

Respectfully,



Justin Mc Auly, Director of Public Works  
 99 E. Morning Glory Drive  
[jmcauly@clintonvillewi.gov](mailto:jmcauly@clintonvillewi.gov)  
 (715) 823-2005

# PUBLIC WORKS HOULY BREAKDOWN REPORT

Data Range: 1/1/2025 – 5/16/2025

Total hours: **6,554.25**

<b>TASK</b>	<b>HOURS</b>	<b>PERCENTAGE</b>
VEHICLE/EQUIP. MAINT.	1199.75	17.5%
SNOW/ICE REMOVAL	1075.25	15.6%
BRUSH REMOVAL	433.75	6.3%
MISCELLANEOUS PROJECTS	432.00	6.3%
COMMUNITY CENTER MAINT.	346.00	5.0%
STREET/ALLEY CONSTRUCT. & MAINT.	337.00	4.9%
POLICE STATION MAINT.	238.50	3.5%
CITY HALL MAINT.	214.50	3.1%
AIRPORT MAINT.	185.75	2.7%
CITY GARAGE/SALT STORAGE MAINT.	181.25	2.6%
TREE REMOVAL	145.00	2.1%
ADMINISTRATIVE DUTIES	123.50	1.8%
GARBAGE/RECYCLING	117.50	1.7%
SNOW/ICE REMOVAL (AIRPORT)	115.50	1.7%
BALL FIELD MAINT.	106.50	1.5%
GRACELAND CEMETERY MAINT.	102.00	1.5%
COLD PATCHING	101.50	1.5%
STREET SWEEPING	97.00	1.4%
PARK RESTROOM MAINT.	96.00	1.4%
TRAINING/EDUCATION	95.00	1.4%
PLAYGROUND MAINT.	88.50	1.3%
CURB, GUTTER & CATCH BASIN MAINT.	79.50	1.2%
GRASS MOWING/TRIMMING	77.25	1.1%
COMMUNITY EVENTS	70.50	1.0%
AQUA PARK MAINT.	66.00	1.0%
SUPPLY SHOPPING	51.50	0.7%
STUMP GRINDING	47.00	0.7%
TOP DRESSING/SEEDING	46.50	0.7%
LEAF COLLECTION (TRUCK)	44.00	0.6%
SNOW/ICE SIDEWALK TICKETING	41.00	0.6%
FIRE STATION MAINT.	36.50	0.5%
STREET LIGHT MAINT.	34.00	0.5%
SIDEWALK REPAIR/REPLACEMENT	33.50	0.5%
WATER LINE MAINT.	31.00	0.5%
STREET SIGN REPAIR/REPLACEMENT	28.50	0.4%
LIBRARY MAINT.	28.25	0.4%
LOCATES	26.50	0.4%
CAWS MAINT.	26.25	0.4%
PRUNING	26.00	0.4%
PAINTING & CUTTING LINES	25.00	0.4%
BOAT LANDING MAINTENANCE	23.00	0.3%
PARK OFFICE MAINT.	22.25	0.3%
STAFF MEETINGS	22.00	0.3%

SEASONAL DECORATIONS	21.50	0.3%
DAM MAINT.	21.00	0.3%
PARK SHELTER MAINT.	18.00	0.3%
ICE SKATING RINK MAINT.	17.50	0.3%
PICNIC TABLES/BENCHES	16.50	0.2%
WEED CONTROL	13.00	0.2%
MULCHING/LEAF COLLECTION MOWERS	11.50	0.2%
GRASS MOWING/TRIMMING AIRPORT	10.25	0.1%
COLD STORAGE MAINT.	7.00	0.1%
MISCELLANEOUS PARK BUILDING MAINT.	6.50	0.1%
DOG PARK MAINT.	4.75	0.1%
BARRICADE PLACEMENT	3.00	0.0%
FITNESS & NATURE TRAIL MAINT.	2.00	0.0%
COMPOST	2.00	0.0%
DRUG/ALCOHOL TESTING	1.50	0.0%
PAINTING STREETS/PARKING LOTS	0.00	0.0%
WATERING FLOWERS	0.00	0.0%
RECREATION PROGRAMS	0.00	0.0%
FERTILIZATION	0.00	0.0%
VETERAN'S MEMORIAL SITE MAINT.	0.00	0.0%
TICKETING/TALL GRASS VIOLATIONS	0.00	0.0%
FARMER MARKET	0.00	0.0%
TREE PLANTING/MULCHING	0.00	0.0%
FLOWER BED MAINT.	0.00	0.0%
AERATION	0.00	0.0%
COMMUNITY GARDEN	0.00	0.0%
SKATE PARK MAINT.	0.00	0.0%
DISC GOLF COURSE MAINT.	0.00	0.0%

## RESOLUTION 2025-05

### FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENT TO LEVY SPECIAL ASSESSMENT UNDER SECTION 66.0701 & 66.0703, WISCONSIN STATUTES FOR SIDEWALK SPOT REPAIR AND REPLACEMENTS

WHEREAS, the governing body of Clintonville, Wisconsin, held a public hearing at the Clintonville Community Center at 6:00 p.m. on the 10<sup>th</sup> day of June, 2025, for the purpose of hearing all interested persons concerning the preliminary resolution and report of the Public Works Director on the proposed public improvements consisting of spot repair and replacement of sidewalks for:

#### Spot Repair and Replacement of Sidewalks:

<b>10<sup>th</sup> St.</b> from West St. to Hemlock St.	<b>N. 12<sup>th</sup> St.</b> from W. 12 <sup>th</sup> St. to W. Green Tree Rd.
<b>Ruth St.</b> from West St. to Brent St.	<b>N. Clinton Ave.</b> from W. 12 <sup>th</sup> St. to W. 14 <sup>th</sup> St.
<b>Brent St.</b> 10 <sup>th</sup> St. to Riverside Dr.	<b>13<sup>th</sup> St.</b> from N. 12 <sup>th</sup> St. to N. Clinton Ave.
<b>Mill St.</b> from 10 <sup>th</sup> St. to Rohrer St.	<b>W. 14<sup>th</sup> St.</b> from N. 12 <sup>th</sup> St. to N. Clinton Ave.
<b>Rohrer St.</b> from Mill St. to end	<b>N. Main St.</b> from E./W. 12 <sup>th</sup> St. to State Road 156
<b>Hemlock St.</b> from 10 <sup>th</sup> St. to W. 12 <sup>th</sup> St.	<b>E. 2<sup>nd</sup> St.</b> from S. Main St. to Cedar St.

NOW, THEREFORE, BE IT RESOLVED, the governing body of Clintonville, Wisconsin, determines as follows:

1. The report of the Public Works Director, a copy of which is attached hereto and incorporated herein as if fully set forth herein, including the plans and specifications and assessments set forth herein, is adopted and approved.
2. The Public Works Director shall supervise construction of the improvements in accordance with the report hereby adopted.
3. The City is assessing the full repair or replacement cost as indicated on the attached sheet to property benefited as indicated in the report.
4. Estimated benefits (and damages) shown on the report are true and correct and are hereby confirmed.
5. Assessments for all projects included in the report are hereby combined as a single assessment but any interested property owner may object to each assessment separately or all assessments jointly for any purpose.
6. Assessments shall be due within 30 days of billing date. Assessments may be paid in one, two or five annual installments to the municipal clerk as described on the attached Special Assessment Policy.
7. The municipal clerk shall publish the resolution as a class 1 notice under ch. 985, Stats., in the assessment district and mail a copy of this resolution and a statement of the final assessment against the benefited property together with notice of installment payment privileges to every property owner whose name appears on the assessment roll whose post office address is known or can with reasonable diligence be ascertained.

Passed and adopted this 10<sup>th</sup> day of June, 2025

Signed: \_\_\_\_\_  
Steve Kettenhoven, Mayor

Attest: \_\_\_\_\_  
Peggy Johnson, City Clerk-Treasurer

Dated:

Published:

TYPE 1 LEGAL NOTICE  
(Publish May 29, 2025)

CITY OF CLINTONVILLE  
NOTICE OF PUBLIC HEARING  
ON SPECIAL ASSESSMENTS FOR SIDEWALK REPLACEMENTS AND REPAIRS

PLEASE TAKE NOTICE, That the City Council of the City of Clintonville, Wisconsin has declared its intention to exercise its power under Wisconsin State Statute 66.0703, to levy special assessments upon property within the following district for benefits conferred upon such property by the replacement of sidewalk throughout the City.

The report of the Director of Public Works showing plans and specifications, estimated cost of improvements, and the proposed assessments is on file in the City Hall and may be inspected there on any business day beginning May 22<sup>nd</sup>, 2025 between the hours of 8:00 am and 4:30 pm.

You are further notified that the City Council will hear all persons interested concerning matters contained in the preliminary resolution authorizing such assessments and the report of the Director of Public Works at 6:00 pm on the 10<sup>th</sup> day of June, 2025, in the Clintonville Community Center. All objections will be considered at said hearing and thereafter the amount of the assessments will be finally determined.

Notices are being provided to property owners.

Peggy Johnson,  
City Clerk-Treasurer

# City of Clintonville

## Special Assessment Payment Policy

All assessments will be assessed according to the following policy. If your assessment is paid in full within thirty (30) days of the invoice date, no interest is charged. The number of years in the installment plan and interest rate paid by a resident is determined by the amount of the assessment. All residents who exercise their right to pay in installments must sign and return an Installment Plan Form. This Form is included with the final bill on all assessments. If the resident does not return the form by the specified date, the full assessment will be added to the 2025 tax roll along with accrued interest. The interest rate for each year's interest is the prime rate on May 1, 2025 plus one percent. Prime rate was 7.50%, so **the City's interest rate is 8.50%**. No interest will accrue until thirty (30) days after the billing date. Following this 30 day period, interest will accrue.

<b>Amount of Final Assessment</b>	<b>No. of Years To Pay</b>	<b>Interest Rate</b>
\$0.00-\$249.99	Due in 2025	8.5%
\$250.00-\$499.99	2	8.5%
\$500.00 and over	5	8.5%

**2025 PROJECT SPECIFICATIONS**  
CITY OF CLINTONVILLE SIDEWALK REPLACEMENT PROGRAM  
4" Concrete Sidewalk, 6" Sidewalk/Drive and Ramp

Work under this item shall include removing and replacing and/or saw-cutting concrete sidewalk, concrete drive or ramp within project limits as shown on the plans and as directed by the Public Works Director. Disturbed turf or pavement areas shall be restored to original condition. Concrete sidewalk and/or concrete drive and/or ramp will be either removed and replace or saw-cut at spot locations where condemned and marked by the Public Works Department and/or their designated contractor, hereafter referred to as 'contractor'.

The contractor shall carefully remove or cut sections of sidewalk, drive, or ramp marked for replacement so as not to disturb or damage adjacent sidewalk, drive, ramp, or pavements. Damaged sidewalk, drive, ramp or pavements not marked for removal/replacement or saw-cutting shall be replaced by the contractor at no cost to the owner.

All new concrete sidewalk, drive, or ramp shall conform to *Section 602 of the State of Wisconsin Standard Specifications for Highway and Structures Construction*<sup>1</sup>, most recent edition. Removed and replaced concrete sidewalk shall be a minimum of 4" thick, and concrete drive or sidewalk through drive areas shall be a minimum 6" thick. Removed and replaced or cut ramp shall conform to the most recent edition of the *State of Wisconsin Ramp Slope Standards*<sup>2</sup>.

The contractor shall best match the grades and sections of surrounding sidewalk or drive. Where possible, the Public Works Department and/or their designated contractor shall construct the sidewalk with a transverse slope of ¼" per foot toward the curb.

The contractor shall provide expansion joints at all locations where sidewalk or drive to be replaced meets existing sidewalk, drive, curb & gutter, as well as locations listed in said *Section 602*.

The contractor shall protect concrete drives for a period of at least 7 days. Sidewalk and ramp shall be opened to pedestrian traffic after expiration of the curing period.

The contractor shall cut, remove and dispose of all tree roots that interfere with construction.

Disturbed pavement areas shall be restored to original condition. Disturbed turf areas shall be restored by furnishing and placing 4" of approved pulverized topsoil, seeding, fertilizing and mulching. Seed shall be a lawn mixture, applied at the manufacturer's recommended rate. Fertilizer shall be 10-10-10 applied at the rate of 1 lb. per 10 S.Y.

The contractor shall maintain all seeded areas until suitable vegetation cover is established. Any areas which erode or where vegetation does not take root shall be re-seeded at no expense to the owner, until such time that vegetation is established.

*Document Updated from Nordin Design Group, Inc. 2014 City of Clintonville Sidewalk Project Specifications*

*Wisconsin State Standards:*

<sup>1</sup> Retrieved from <https://wisconsin.gov/Pages/doing-business/eng-consultants/cnslt-rsrcs/rdwy/stnds-spec.aspx>

<sup>2</sup> SPS 321.045 Retrieved from <https://docs.legis.wisconsin.gov/>

**PROPOSED ASSESSMENT ROSTER  
2025 SIDEWALK REPLACEMENTS AND REPAIRS**

4"	\$6.00/Square Foot		6" Conc. Sidewalk/ Drive Replacement	4" Conc. Sidewalk/ Replacement	Sidewalk Lip Grinding	Sidewalk Raises	Total		
6"	\$7.50/Square Foot								
Parcel #	Property Owner	Address	Sq. Ft.	Assessment	Sq. Ft.	Assessment	# of Slabs	Assessment	Total
30 23 91 50	The Vault: Clintonville, LLC.	60 10th St.			207.5	\$1,245.00			\$1,245.00
30 23 92 3	Rachael Westemeier	63 10th St.			25	\$150.00			\$150.00
30 23 91 51	Jared Westphal	68 10th St.			311	\$1,866.00			\$1,956.00
30 23 92 6	Robert & Jennifer Pelky	71 10th St.			22.5	\$135.00			\$135.00
30 23 92 8	Jeffrey & Crystal Gardner	77 10th St.			40	\$240.00			\$240.00
30 23 91 46	Sandra Miller ET AL	78 10th St.			150	\$900.00			\$900.00
30 23 91 46	City of Clintonville	78 10th St.			45	\$270.00			\$270.00
30 23 92 9	James Hogan	81 10th St.			72.5	\$435.00			\$435.00
30 23 92 10	John & Colleen Mueller	85 10th St.			55	\$412.50			\$532.50
30 23 92 11	Dale Berndt	87 10th St.			15	\$112.50			\$112.50
30 23 91 45	Daryl Wilken	88 10th St.			80	\$480.00			\$480.00
30 23 92 12	Thomas & Nancy Young	91 10th St.			25	\$187.50			\$187.50
30 23 91 44	Taracorp, LLC.	92 10th St.			75	\$450.00			\$450.00
30 23 91 43	Mary Therese Gilling	94 10th St.			70	\$420.00			\$420.00
30 23 91 42	Mary Therese Gilling	98 10th St.			147.5	\$885.00			\$885.00
30 23 91 41	Regan Kathlene	102 10th St.			50	\$300.00			\$300.00
30 23 91 40	Debbie Zarling	106 10th St.			25	\$150.00			\$337.50
30 23 92 15	Maurice McGlin	107 10th St.			75	\$450.00			\$450.00
30 23 92 16	Cat Reinke & Tony Hanneman	109 10th St.			110.5	\$663.00			\$663.00
30 23 91 39	Justin Engel	110 10th St.			25	\$150.00			\$337.50
30 23 92 17	Joey Willard & Carrie Degner	111 10th St.			48	\$360.00			\$900.00
30 23 91 38	David Siebert	114 10th St.			75	\$450.00			\$450.00
30 23 92 18	Heather Lubben & Mark Klatt	115 10th St.			125	\$750.00			\$937.50
30 23 91 37	Gary & Tammy Hagberg	118 10th St.			150	\$900.00			\$1,462.50
30 23 92 19	Kathleen Radtke	119 10th St.			100	\$600.00			\$600.00
30 23 92 20	Sandra Dufrane	121 10th St.			80	\$480.00			\$480.00
30 23 91 36	Stewart & Kristen Baker	122 10th St.			50	\$300.00			\$300.00
30 23 90 65	Rod Huber	130 10th St.			27.5	\$165.00			\$165.00
30 23 90 41	Malachi Matz	131 10th St.			97.5	\$585.00			\$585.00
30 23 90 64	Nicholas Zuiches	132 10th St.			45	\$337.50			\$1,417.50
30 23 90 77	Janet Allhands	140 10th St.			95	\$570.00			\$570.00
30 23 90 78	LuAnn Last	142 10th St.			135	\$810.00			\$810.00
30 23 90 23	Gary & Gloria Sipiorski	145 10th St.			25	\$150.00			\$150.00

**PROPOSED ASSESSMENT ROSTER  
2025 SIDEWALK REPLACEMENTS AND REPAIRS**

4" 6"	\$6.00/Square Foot \$7.50/Square Foot	Property Owner	Address	6" Conc. Sidewalk/ Drive Replacement		4" Conc. Sidewalk/ Replacement		Sidewalk Lip Grinding	Sidewalk Lip Grinding	Sidewalk Raises		Total Assessment
				Sq. Ft.	Assessment	Sq. Ft.	Assessment			Sq. Ft.	Assessment	
30 23 90 79		Cassandra Water	146 10th St.	25	\$187.50	27.5	\$165.00					\$352.50
30 23 90 22		Ryan Derozier & Rachel Winfree	149 10th St.			25	\$150.00					\$150.00
30 23 90 81		Michael Quaintance	154 10th St.			200	\$1,200.00					\$1,200.00
30 23 93 17		City of Clintonville - Ice House Land.	50 10th St.			180.5	\$1,083.00	174	\$429.21			\$1,512.21
30 23 93 16		Ryan Yaeger	17 N. 12th St.			50	\$300.00					\$300.00
30 23 71 108		Vincent Santana Garces & A J Evernson	18 N. 12th St.					50	\$115.19			\$115.19
30 23 93 19		Clintonville Housing Authority	25 N. 12th St.			77.5	\$465.00					\$465.00
30 23 71 116		Robert & Peggy Johnson	26 N. 12th St.			49.5	\$297.00	100	\$424.51			\$721.51
30 23 93 14		Andrew Lorge	29 N. 12th St.			25	\$150.00					\$150.00
30 23 71 115		Renew Property Partners, Inc. ET AL	30 N. 12th St.			25	\$150.00					\$150.00
30 23 93 18		Karen Salzman	31 N. 12th St.			99.5	\$597.00	25	\$62.06			\$659.06
30 23 71 114		Jordan Button	32 N. 12th St.			50	\$300.00	75	\$211.00			\$511.00
30 23 71 147		Dennis Padia	40 N. 12th St.			50	\$300.00	149.5	\$334.15			\$634.15
31 23 71 147		City of Clintonville	40 N. 12th St.					49.8	\$74.47			\$74.47
30 23 93 12		Pamela Dentice	43 N. 12th St.					100	\$361.44			\$361.44
30 23 93 28		Samantha Ozment	51 N. 12th St.			150.5	\$903.00	49.5	\$124.12			\$1,027.12
30 23 93 28		City of Clintonville	51 N. 12th St.					76.5	\$186.19			\$186.19
30 23 71 124		Kelly Vollmer	58 N. 12th St.	24.5	\$183.75	308.5	\$1,851.00					\$2,034.75
30 23 93 21		Jennifer Hetzel	63 N. 12th St.			26	\$156.00	24.5	\$72.99			\$228.99
30 23 78 23		A&E Rentals, LLC.	64 N. 12th St.	50	\$375.00	132.5	\$795.00	50	\$104.26			\$1,274.26
30 23 88 2		Jason Krueger	69 N. 12th St.	50	\$375.00	25	\$150.00					\$525.00
31 23 88 2		Clintonville Utilities	69 N. 12th St.			49.5	\$297.00					\$297.00
30 23 88 1		Max & Unique Baca	75 N. 12th St.			100.5	\$603.00					\$603.00
30 23 88 11		Brittany Nunery	89 N. 12th St.			44.5	\$267.00					\$267.00
30 23 78 21		Dennis & Mary Salzman Family Trust	90 N. 12th St.			98.5	\$591.00	100	\$335.14			\$926.14
30 23 13 18		Daniel Johnson	91 N. 12th St.	25	\$187.50	5	\$30.00	25	\$49.65			\$267.15
30 23 78 22		Roy Bessette	92 N. 12th St.			75.5	\$453.00	75	\$174.26			\$627.26
30 23 78 22		City of Clintonville	92 N. 12th St.					16.2	\$89.37			\$89.37
30 23 13 17		Joshua Wolf	95 N. 12th St.			98.5	\$591.00					\$591.00
30 23 72 1		Cathy Sexton	100 N. 12th St.			172	\$1,032.00	49.5	\$136.53			\$1,168.53
30 23 72 1		City of Clintonville	100 N. 12th St.					48.5	\$110.22			\$110.22
30 23 13 33		David & Jeannie Schley	101 N. 12th St.	24.5	\$183.75							\$183.75
30 23 80 14		City of Clintonville	110 N. 12th St.					33.4	\$11.92			\$11.92

**PROPOSED ASSESSMENT ROSTER  
2025 SIDEWALK REPLACEMENTS AND REPAIRS**

4"	\$6.00/Square Foot		6" Conc. Sidewalk/ Drive Replacement	4" Conc. Sidewalk/ Replacement	Sidewalk Lip Grinding	Sidewalk Raises	Total		
6"	\$7.50/Square Foot								
Parcel #	Property Owner	Address	Sq. Ft.	Assessment	Sq. Ft.	Assessment	# of Slabs	Assessment	Assessment
30 23 13 14	Ethan Posteluk	111 N. 12th St.	25	\$187.50	25	\$150.00			\$337.50
30 23 13 32	Timothy Otto	115 N. 12th St.			101.5	\$609.00			\$651.70
30 23 80 1	J&M Holdings & Investments, LLC.	120 N. 12th St.			42.5	\$255.00			\$565.31
30 23 13 12	Linda Bessette	123 N. 12th St.					25.5	\$136.54	\$136.54
30 23 14 1	Mark & Kathleen Wilke	124 N. 12th St.			57.5	\$345.00			\$345.00
30 23 13 11	J&J Properties of WI, LLC.	125 N. 12th St.	18	\$135.00	25	\$150.00			\$285.00
30 23 14 2	Brian Tomashak	128 N. 12th St.					100	\$285.48	\$285.48
30 23 13 36	Rachel & Jimmy Bessette	129 N. 12th St.	50	\$375.00	71	\$426.00			\$801.00
30 23 13 9	Robert Schmol	137 N. 12th St.			124	\$744.00			\$744.00
30 23 13 38	Steven & Wendy Taylor	139 N. 12th St.	55	\$412.50	26	\$156.00			\$642.97
30 23 14 4	Dale & Peggy Mahlik	140 N. 12th St.					46	\$107.98	\$107.98
30 23 14 4	City of Clintonville	140 N. 12th St.					67.6	\$121.64	\$121.64
30 23 13 37	Jacqueline Huebner	141 N. 12th St.			25	\$150.00		48	\$315.34
30 23 13 37	Clintonville Utilties	141 N. 12th St.			76.5	\$459.00			\$459.00
30 23 75 2	Paul Stammers	144 N. 12th St.					29.5	\$136.54	\$136.54
30 23 13 6	Marcy Zabel	145 N. 12th St.			101.5	\$609.00		49.5	\$745.54
30 23 75 1	Kimberlee Morales	146 N. 12th St.	29.4	\$220.50	21	\$126.00		72	\$509.86
30 23 13 7	Cindy & Warren Walotka	149 N. 12th St.	99.5	\$746.25	232.5	\$1,395.00			\$2,141.25
30 23 14 6	Dean Poole	154 N. 12th St.	22	\$165.00	70	\$420.00			\$585.00
30 23 12 8	Tom Neshelm	157 N. 12th St.			308	\$1,848.00		25	\$1,897.65
30 23 82 100	Anthony Utschig	160 N. 12th St.			311.5	\$1,869.00		52	\$2,005.53
30 23 12 5	Kay Nussbaum	161 N. 12th St.	76	\$570.00	48.5	\$291.00		25	\$923.06
30 23 96 1	Jason & Kristin Marquette	175 N. 12th St.	50.5	\$378.75	51	\$306.00		98	\$936.73
30 23 12 4	Kevin Lomonte & Andrea Myhre	189 N. 12th St.			102.5	\$615.00		45.5	\$724.72
30 23 12 4	City of Clintonville	189 N. 12th St.					52.2	\$59.58	\$59.58
30 23 12 2	Anthony Utschig	199 N. 12th St.	24.5	\$183.75	75.5	\$453.00		39.5	\$764.59
30 23 71 119	Timothy Nielson	34 13th St.					125	\$419.04	\$419.04
30 23 71 122	John & Carole DeWolf	54 13th St.					89.5	\$372.37	\$372.37
30 23 71 122	City of Clintonville	54 13th St.					23.5	\$49.65	\$49.65
30 23 71 123	Amy Schley	60 13th St.			222	\$1,332.00		50	\$1,435.77
30 23 71 123	City of Clintonville	60 13th St.					22.5	\$74.47	\$74.47
30 23 78 12	Eric & Beth Betz	46 W. 14th St.					52.5	\$173.77	\$173.77
30 23 78 15	Nathan Teske	56 W. 14th St.					46	\$97.81	\$97.81

**PROPOSED ASSESSMENT ROSTER  
2025 SIDEWALK REPLACEMENTS AND REPAIRS**

4" 6"	\$6.00/Square Foot \$7.50/Square Foot	Address	6" Conc. Sidewalk/ Drive Replacement Sq. Ft.	Assessment	4" Conc. Sidewalk/ Replacement Sq. Ft.	Assessment	Sidewalk Lip Grinding Sq. Ft.	Assessment	# of Slabs	Sidewalk Raises Assessment	Total Assessment
30 23 78 16	Charles Manske & Jill Meyer	60 W. 14th St.					25	\$74.47			\$74.47
30 23 78 17	Carol McCafferty	64 W. 14th St.					58.5	\$124.12			\$124.12
30 23 78 25	Kelvin & Mary Lembke	73 W. 14th St.			69.5	\$417.00	74.5	\$140.50			\$557.50
30 23 78 25	Clintonville Utilities	73 W. 14th St.			50	\$300.00					\$300.00
30 23 78 20	Richard & Sandra Hidde	82 W. 14th St.			51	\$306.00	49.5	\$148.95			\$454.95
30 23 78 20	City of Clintonville - Rampp	82 W. 14th St.			35.9	\$215.40					\$215.40
30 23 78 10	David & Robin Gehling	75 N. Clinton Ave.					104	\$294.17			\$294.17
30 23 14 3	Cally Salzman	115 Elm St.			58	\$348.00					\$348.00
30 23 90 114	Gary & Cheryl Sanders	35 Brent St.	55	\$412.50	120	\$720.00					\$1,132.50
30 23 90 115	Kenneth & Renee Wayerski	37 Brent St.			25	\$150.00					\$150.00
30 23 90 118	Thomas Sperberg	43 Brent St.			50	\$300.00					\$300.00
30 23 90 120	Kenneth & Terry Flattley	45 Brent St.			225	\$1,350.00					\$1,350.00
30 23 90 62	Roger & Jennifer Barnick	53 Brent St.	80	\$600.00	70	\$420.00					\$1,020.00
30 23 90 76	David & Mariah Vandyke	54 Brent St.			25	\$150.00					\$150.00
30 23 90 63	Laurie Beaber	55 Brent St.	50	\$375.00	50	\$300.00					\$675.00
30 24 22 4	Clintonville Elementary School	45 W. Green Tree Rd.							1	\$100.00	\$100.00
30 23 79 27	United States Postal Service	2 N. Main St.								\$1,600.00	\$1,600.00
30 23 41 36	MHDC Clintonville, Inc.	38 N. Main St.							1	\$100.00	\$100.00
30 23 86 11	John & Patricia Schultz	72 N. Main St.							2	\$200.00	\$200.00
30 23 78 1	Jean Giordana Rev Trust	73 N. Main St.							1	\$100.00	\$100.00
30 23 78 2	Glen & Patricia Cahala	77 N. Main St.							1	\$100.00	\$100.00
30 23 86 13	Taracorp, LLC.	78 N. Main St.							1	\$100.00	\$100.00
30 23 14 24	Roger & Christina Ross	99 N. Main St.							1	\$100.00	\$100.00
30 24 80 1	Christus Lutheran Church	120 N. Main St.							1	\$100.00	\$100.00
30 24 23 8	LR Hoffman Investments, LLC.	137 N. Main St.							1	\$100.00	\$100.00
30 24 23 10	Trenton Saunders	153 N. Main St.							1	\$100.00	\$100.00
30 24 80 23	Sergio & Megan Lozano-Rodriguez	154 N. Main St.							2	\$200.00	\$200.00
30 24 76 2	Daniel & Judith Miller	161 N. Main St.							1	\$100.00	\$100.00
30 24 76 4	Lisa Buchert	169 N. Main St.							1	\$100.00	\$100.00
30 24 80 32	Mary T. & Christopher Gilling	172 N. Main St.							1	\$100.00	\$100.00
30 24 76 11	Charles & Debbie Bettin	177 N. Main St.							1	\$100.00	\$100.00
30 24 76 12	Todd Schultz	181 N. Main St.							1	\$100.00	\$100.00
30 24 80 39	Kayla Belton	186 N. Main St.							1	\$100.00	\$100.00

**PROPOSED ASSESSMENT ROSTER  
2025 SIDEWALK REPLACEMENTS AND REPAIRS**

Parcel #	Property Owner	Address	Sq. Ft.	Assessment	Sq. Ft.	Assessment	Sq. Ft.	Assessment	# of Slabs	Assessment	Assessment
			6" Conc. Sidewalk/ Drive Replacement		4" Conc. Sidewalk/ Replacement		Sidewalk Lip Grinding		Sidewalk Raises	Total	
4"	\$6.00/Square Foot										
6"	\$7.50/Square Foot										
30 24 80 41	Devin Loughrin	192 N. Main St.							1	\$100.00	\$100.00
30 24 76 21	Michael & Candy Adams	203 N. Main St.							2	\$200.00	\$200.00
30 24 80 46	Aimee & Casey Ebert	206 N. Main St.							1	\$100.00	\$100.00
30 24 80 62	Jolynne Marie Zaldivar	220 N. Main St.							3	\$300.00	\$300.00
30 24 78 32	Catherine Belliveau	240 N. Main St.							2	\$200.00	\$200.00
30 26 74 21	Ashley Mutter	231 S. Main St.	120	\$900.00	475	\$2,850.00					\$3,750.00
30 23 91 22	Shawn Fielding	24 Mill St.			175	\$1,050.00					\$1,050.00
30 23 91 21	Robert Jacoby	28 Mill St.			75	\$450.00					\$450.00
30 23 91 1	Michael & Sarah Hankins	76 Rohrer St.			25	\$150.00					\$150.00
30 23 90 121	Shelly Seelig	144 Ruth St.	25	\$187.50	100	\$600.00					\$787.50
30 23 90 74	To The Future Rentals, LLC.	145 Ruth St.			70	\$420.00					\$420.00
30 23 90 122	Mark & Roxanne Fredrick	146 Ruth St.	25	\$187.50							\$187.50
30 23 90 73	Jacob Riemer & Erin Delmore	147 Ruth St.			75	\$450.00					\$450.00
30 23 90 123	Michael & Christina Streicher	148 Ruth St.			100	\$600.00					\$600.00
30 23 90 72	Jacob Ruch	149 Ruth St.	25	\$187.50	75	\$450.00					\$637.50
30 23 90 124	Dorene Carlson	33 West St.			75	\$450.00					\$450.00
30 23 90 71	Kali Belonga	41 West St.			50	\$300.00					\$300.00
			<b>363.00</b>	<b>\$10,251.75</b>	<b>#####</b>	<b>\$55,019.40</b>	<b>12.0</b>	<b>\$8,048.03</b>	<b>28</b>	<b>\$4,400.00</b>	<b>\$77,719.18</b>

**NOTE:**

6" Concrete Sidewalk/Drive refers to any sidewalk slab where a portion or all the sidewalk slab runs through a drive area, or a concrete driveway approach apron.

# Memo

**To:** Honorable Mayor/Common Council  
**From:** Justin Mc Auly, Director of Public Works  
**Date:** 5/27/2025  
**Re:** D/PA Regarding Engineering & Construction Services – Memorial Circle

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The City has budgeted Engineering & Construction Services for Memorial Circle, Engineering in 2025 & Construction Services along with inspections and Construction in 2026. We received a bid from Kunkel Engineering Group on May 21<sup>st</sup> with a cost to not exceed \$37,400.00 for the Engineering/Construction Services/Inspections.

The project will include the area between 11<sup>th</sup> Street through the Memorial Circle bridge. The street will be narrowed, curb & gutter installation, sidewalk, catch basins/storm laterals, road base construction as well as new pavement.

The area is dire need of attention with the street segment currently graded at a 2 in the PASR scale.

Total Design = \$14,750.00    Total Bidding/CRS = \$1,200.00    Total CRS = \$5,300.00

Total Construction Inspections = \$16,150.00    **Total Not To Exceed = \$37,400.00**

I would recommend that we hire Kunkel Engineering Group to do the engineering/construction services & inspections for the Memorial Circle Street Project, not to exceed \$37,400 coming from Capital Funds in 2025 & 2026.

If you have any questions, please contact me at (715) 823-2005 or e-mail at [jmcauly@clintonvillewi.gov](mailto:jmcauly@clintonvillewi.gov).

Respectfully,



Justin Mc Auly  
Director of Public Works  
City of Clintonville



**KUNKEL**  
engineering  
group

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May 21, 2025

Josh McAuly, Director of Public Works  
City of Clintonville  
99 E. Morning Glory Drive  
Clintonville, WI 54929

via email only  
[jmcauly@clintonvillewi.gov](mailto:jmcauly@clintonvillewi.gov)

**Re: Engineering Services Proposal - Memorial Circle**

Dear Justin:

Please consider this transmittal a formal proposal for Kunkel Engineering Group to provide design, bidding/CRS and inspection services for the City's proposed Memorial Circle Reconstruction project.

The proposed project will reconstruct Memorial Circle from the 11<sup>th</sup> Street intersection to just west side of the bridge over Pigeon River. The proposed improvements shall include digging out the existing road base and narrowing the street to a 37' wide, back-of-curb to back-of-curb cross section to bring the existing sidewalk and portions of the roadway within the existing right of way. Curb and gutter will be installed on both sides of the street, along with a new sidewalk on the west side of Memorial Circle from 11<sup>th</sup> Street down to the bridge. New asphalt pavement will then be installed from 11<sup>th</sup> Street down to the bridge. The existing asphalt overlay on the bridge deck will also be removed and resurfaced with asphalt at this time as well.

Kunkel Engineering Group proposes to undertake engineering services for this project for a maximum not-to-exceed fee of \$37,400.00 as detailed on the attached Scope of Services. Our proposal is intended to be comprehensive and incorporates all the elements necessary to ensure that design, bidding, construction related services (CRS), and construction inspection services are completed and acceptable to the City of Clintonville.

Justin, we at Kunkel Engineering Group sincerely appreciate the opportunity to submit the following proposal to undertake this project on behalf of the City of Clintonville and would like to thank you in advance for your consideration.

Should you or representatives of the Common Council have any questions or comments please do not hesitate to contact me.

Sincerely,

**KUNKEL ENGINEERING GROUP**

Don Neitzel  
General Manager

**Scope of Services  
City of Clintonville  
Memorial Circle Reconstruction Project**

**DESIGN SERVICES**

- A. Field Data Acquisition
  - 1. Review Existing Reports/Records
  - 2. As-built Street/Sections
  - 3. Location Survey
  - 4. Utility Location:
    - a. Sanitary Sewer
    - b. Watermain
    - c. Storm Sewer
    - d. Electric/Gas/Telephone
  
- B. Design Phase
  - 1. Prepare Plan/Profile Base Sheets
  - 2. Evaluate Pavement and Base Options
  - 3. Prepare Road Plans
    - a. Storm Sewer/Outfall/Drainage
    - b. Ditching/Grading/Filling
    - c. Cross Sections
  - 4. Prepare Detail Sheets
  - 5. Prepare Erosion Control Plans
  
- C. Specification Preparation
  - 1. Street/Storm
  - 2. Prepare Special Provisions
  - 3. Prepare Contract Documents
  - 4. Construction Specifications and Contract Documents
  
- D. Regulatory Agency Compliance
  - 1. Solicit WDNR Approval (as needed)
  
- E. Prepare Final Construction Cost Estimate
  
- F. Ancillary Services
  - 1. Attend Public Information Meetings (as needed)
  - 2. Attend City Council Meetings (as needed)

**COST OF SERVICE (Design)  
\$14,750.00**

## **BIDDING**

- A. Bidding Phase
  - 1. Prepare Bid Advertisement
  - 2. Assemble and Distribute Plans & Contract Documents to prospective bidders
  - 3. Correspond to Bidder's Questions
  - 4. Issue Addendum(s) (if necessary)
  - 5. Attend Bid Opening
  - 6. Tabulate Bids
  - 7. Recommend Lowest Responsible Bidder to Council
  
- B. Contract Award & Execution
  - 1. Prepare & Distribute Construction Contracts
  - 2. Assist Owner in Executing Construction Contract Documents

**COST OF SERVICE (Bidding/CRS)  
\$1,200.00**

## **CONSTRUCTION RELATED SERVICES (CRS)**

- C. Preconstruction Conference
  - 1. Develop Construction Schedule
  - 2. Establish Lines of Communication
  - 3. Payment Procedures
  - 4. Identify Private Utility Conflicts, if any
  
- D. Field Stake Project
  - 1. Storm Sewer
  - 2. Street Subgrade
  - 3. Curb & Gutter
  
- E. Project Administration
  - 1. Correspond with Contractor, Sub-contractors
  - 2. Review Contractor's Payment Requests
  - 3. Construction Schedule Adherence
  - 4. Resolve Contract & Street/Storm Sewer Conflicts
  - 5. Review Material & Equipment, Shop Drawings
  - 6. Prepare & Execute Contract Change Orders (as needed)
  
- F. Project Status
  - 1. Attend City Council Meetings (as needed)
  - 2. Prepare Written Correspondence (as necessary)
  
- G. Project Closeout
  - 1. Prepare Final Punch List
  - 2. Conduct Final Project Walk-through with City Staff & Public Works Department Representatives

3. Meet with City Residents/Businesses (as necessary) regarding questions, issues, and complaints
4. Field Verify Contractor corrective actions
5. Prepare As-builts

**COST OF SERVICE (Bidding/CRS)**  
**\$5,300.00**

**CONSTRUCTION INSPECTION SERVICES**

- A. Inspect Project Improvements
1. Subgrade/Aggregate Base and Pavement
  2. Concrete Installation
    - a. Curb and Gutter
    - b. Sidewalk
    - c. Driveway Approaches
  3. Restoration
    - a. Roads/ROW
    - b. Private Property (Behind ROW)
  4. Other Construction-Related Activities

**COST OF SERVICE (Construction Inspection)**  
**\$16,150.00**

Notes:

1. Services described herein are intended to be comprehensive. Should the City of Clintonville require more or fewer services than described, costs and adjustments will be negotiated. The cost for Construction Inspection is based upon 190 hours at \$85/HR.
2. The costs for soil borings, foundation inspection, materials testing, and analysis will be invoiced directly to the owner as a separate contract with a selected firm.
3. Costs associated with Kunkel Engineering Group services for boundary surveys or environmental remediation is not included within the context of this proposal.
4. Kunkel Engineering Group will attend meetings with the City of Clintonville, as necessary, to ensure the project conforms to the City's requirements. The City of Clintonville **will not** be invoiced for Kunkel Engineering Group's attendance at said meetings.

ACCEPTED BY THE CITY OF CLINTONVILLE:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Title

## Justin Mcauly

---

**From:** Chikowski, Nicholas <nchikowski@geo-logic.com>  
**Sent:** Monday, May 5, 2025 11:22 AM  
**To:** Caz Muske; David Tichinel; Justin Mcauly  
**Subject:** Clintonville 2025 project update

Hi everyone,

Quick project update. Mainline water has been completed. Crew is working on sanitary and water services now. They will be done with those tomorrow and will start on the storm sewer. Also, the company installing the new gas is on site and working. Any questions let me know.

Thank you,

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## Justin Mcauly

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**From:** Chikowski, Nicholas <nchikowski@geo-logic.com>  
**Sent:** Tuesday, May 13, 2025 3:27 PM  
**To:** Caz Muske; David Tichinel; Justin Mcauly  
**Subject:** 16th street project update

Hi everyone,

Quick project update. Immel will be done with the storm sewer tomorrow or the following day. They have a couple of sanitary and water services to complete on the private side as lead was found. After that, the crew has a few odds and ends to take care of. They should be done on site by the end of the week. As of now, I am hearing that it will be a couple weeks before summers is on site to complete the road portion of the work. Any questions let me know.

Thank you,

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