



# Public Works Committee Meeting

At Clintonville Community Center  
30 S. Main Street  
3:45 PM | Thursday, February 26, 2026

Street | Parks & Recreation | Veteran's Memorial | Graceland Cemetery

February 19, 2026

**Steph Bonikowske**  
**Tammy Strey-Hirt**  
**Aimee Ebert**

**Chuck Manske**  
**Tom Lederer**  
**Abigail Krueger**

Cc: Justin Mc Auly

## Agenda

1. Call to Order; Roll Call
2. Approval of Agenda
3. Director of Public Works Memo
  - a. Discussion Regarding the Public Works Director's Memo
4. Citizens Forum – This is a chance for citizens to make comments. No action or lengthy discussions can take place as a result of comments made at this time.
5. Approval of Minutes
  - a. Approval of Minutes 01-29-2026
6. Public Works Department
  - a. Discussion/Possible Approval Regarding Resolution 2026-01 - Fee Schedule
7. Street Division
  - a. Discussion/Possible Action Regarding Resolution 2026-02 – Preliminary Resolution Declaring Intent to Levy Special Assessments for the 2026 Sidewalk Improvement Program
8. Parks & Recreation Division
  - a. Discussion/Possible Action Regarding Community Center Wall Divider Project
9. Next Meeting:
  - a. Regular Meeting Date & Time - March 26, 2026 at 3:45 pm
10. Adjournment

Steph Bonikowske, Chairperson  
SB/mh

This is to notify the public that a majority of the Council members may be present, however, no actual City Council action will be taken.

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**Posted: Clintonville City Hall - Clintonville Public Library - Community Center**

Please note, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact City Hall at 715-823-7600



# Office of the Public Works Director

## Memorandum

99 E. Morning Glory Dr.  
Clintonville, WI 54929  
(715) 823-2005  
jmcauly@clintonvillewi.gov

February 19<sup>th</sup>, 2025

### 1. Street Division

- *Memorial Circle*
  - I spoke with the Legion about easements for the project and they verbally gave a commitment. The bids are due Friday, February 27<sup>th</sup> for the project. Considering the timing for the bid opening, we will more than likely review at Finance & Council next month.
- *Citywide Garbage/Recycling Hauler RFP*
  - I am in the process of finalizing an RFP for Garbage/Recycling in the City of Clintonville. Our contract with Harter's expires on December 31<sup>st</sup>, 2026. I will be sending the RFP to all local contractors once finalized.
- *Sidewalk Program*
  - The sidewalk program is now underway for 2026. DPW will be meeting with a local contractor about teaming up to complete the sidewalk replacement portion of the program. More than likely this will entail City staff prepping and the contractor doing the concrete work. With the partnership we should be able to accomplish more and move around the City faster than original expectations.

### 2. Parks & Recreation Division

- *Aqua Park Update*
  - Plugs will be ordered in the spring/early summer for a summer planting. I plan on fitting this into my to do list in early March.
  - We will be putting out a job posting for the positions needed at the Aqua Park this summer in the upcoming weeks.
  - We also have plans to order the UnderFence installation materials to prevent weed growth under the chain link fencing. This project will have a lot of labor hours prior to completion.
- *Walter A. Olen Pickleball Courts*

- I plan on going out for bid on this project very soon. I am thinking possibly going out for bid in March. I have a list of potential contractors and plan on possibly sending an RFP to the contractors once finalized.
- *Don Jirschele Stadium Press box/ Storage Facility Project*
  - The City has reached out to the WIDNR to double check and make sure there is not any limitations or permitting needed on behalf of the WIDNR.
  - We were informed that the building site is in a fringe flood plain. This means we will need to raise the elevation of the first floor of the new building. The elevation needs to be 802.7' and we currently are well below that. We are working closely with the WIDNR to see if exceptions can be made.
  - If we must raise the height to 802.7', this would add a lot of cost to the project and either postpone the timing of the build or bring us back to the drawing board.

### **3. Veteran's Memorial Site**

- *US Flag Pole*
  - We have been having issues with the US flag pole for some time. There must be something wrong with the gears/pulley inside the fiberglass pole. Once it warms up, we will need to drop the pole and figure out the issue and fix it. The US flag occasionally slips and drops in height.

The Team is continuing to be productive throughout the City. With February about in the books and March approaching quickly, 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: 1/1/2026 – 2/6/2026

Total hours: **2157.50**

<b>TASK</b>	<b>HOURS</b>	<b>PERCENTAGE</b>
VEHICLE/EQUIP. MAINTENANCE	507.50	23.5%
SNOW/ICE REMOVAL	294.50	13.7%
GRACELAND CEMETERY MAINT.	169.25	7.8%
MISCELLANEOUS PROJECTS	137.00	6.3%
TREE REMOVAL	124.50	5.8%
COMMUNITY CENTER MAINTENANCE	115.00	5.3%
CITY GARAGE/SALT STORAGE MAINTENANCE	80.75	3.7%
AIRPORT MAINTENANCE	62.00	2.9%
POLICE STATION MAINTENANCE	61.50	2.9%
PICNIC TABLES/BENCHES	53.50	2.5%
CITY HALL MAINTENANCE	49.50	2.3%
BRUSH REMOVAL	48.50	2.2%
ADMINISTRATIVE DUTIES	43.00	2.0%
PARK OFFICE MAINTENANCE	42.50	2.0%
STREET/ALLEY CONSTRUCT. & MAINTENANCE	38.50	1.8%
FIRE STATION MAINTENANCE	28.50	1.3%
SNOW/ICE SIDEWALK TICKETING	33.50	1.6%
ICE SKATING RINK MAINTENANCE	32.50	1.5%
COMMUNITY EVENTS	26.50	1.2%
TRAINING/EDUCATION	24.50	1.1%
SNOW/ICE REMOVAL (AIRPORT)	24.50	1.1%
SUPPLY SHOPPING	21.50	1.0%
AQUA PARK MAINTENANCE	21.00	1.0%
SEASONAL DECORATIONS	20.00	0.9%
COLD PATCHING	19.00	0.9%
STAFF MEETINGS	17.50	0.8%
GARBAGE/RECYCLING	13.00	0.6%
DAM MAINTENANCE	12.50	0.6%
LIBRARY MAINTENANCE	10.00	0.5%
PRUNING	8.00	0.4%
PARK SHELTER MAINTENANCE	6.00	0.3%
CURB, GUTTER & CATCH BASIN MAINTENANCE	2.00	0.1%
DOG PARK MAINTENANCE	1.50	0.1%
SKATE PARK MAINTENANCE	1.50	0.1%
RECREATION PROGRAMS	1.00	0.0%
CAWS MAINTENANCE	1.00	0.0%
STREET SIGN REPAIR/REPLACEMENT	1.00	0.0%
LOCATES	1.00	0.0%
BOAT LANDING MAINTENANCE	1.00	0.0%
MISCELLANEOUS PARK BUILDING MAINT.	1.00	0.0%
BALL FIELD MAINTENANCE	0.50	0.0%
GRASS MOWING/TRIMMING	0.00	0.0%
SIDEWALK REPAIR/REPLACEMENT	0.00	0.0%
PARK RESTROOM MAINTENANCE	0.00	0.0%
STREET SWEEPING	0.00	0.0%
PLAYGROUND MAINTENANCE	0.00	0.0%

LEAF COLLECTION (TRUCK)	0.00	0.0%
PAINTING STREETS/PARKING LOTS	0.00	0.0%
GRASS MOWING/TRIMMING AIRPORT	0.00	0.0%
TOP DRESSING/SEEDING	0.00	0.0%
WEED CONTROL	0.00	0.0%
MULCHING/LEAF COLLECTION MOWERS	0.00	0.0%
WATERING FLOWERS	0.00	0.0%
WATER LINE MAINTENANCE	0.00	0.0%
VETERAN'S MEMORIAL SITE MAINTENANCE	0.00	0.0%
PAINTING & CUTTING LINES	0.00	0.0%
TICKETING/TALL GRASS VIOLATIONS	0.00	0.0%
STREET LIGHT MAINTENANCE	0.00	0.0%
FERTILIZATION	0.00	0.0%
BARRICADE PLACEMENT	0.00	0.0%
STUMP GRINDING	0.00	0.0%
COMPOST	0.00	0.0%
FARMER MARKET	0.00	0.0%
COLD STORAGE MAINTENANCE	0.00	0.0%
DRUG/ALCOHOL TESTING	0.00	0.0%
AERATION	0.00	0.0%
FITNESS & NATURE TRAIL MAINTENANCE	0.00	0.0%
FLOWER BED MAINTENANCE	0.00	0.0%
TREE PLANTING/MULCHING	0.00	0.0%
COMMUNITY GARDEN	0.00	0.0%
DISC GOLF COURSE MAINTENANCE	0.00	0.0%

**Minutes of the Department of Public Works Committee Meeting**  
**Thursday, January 29, 2026 | 3:45 PM Clintonville Community Center**

Committee Chair Stephanie Bonikowske called the regular meeting to order at 3:45 p.m. Members present were Stephanie Bonikowske, Tammy Strey-Hirt, and Chuck Manske. Tom Lederer (3:50 p.m.) Members unexcused absence were Aimee Ebert and Abigail Krueger. Also present were Alderperson Darrell Hansen, Alderperson Jeanie Schley, Police Chief Craig Freitag, and Public Works Director Justin Mc Auly. Citizens in attendance included Connie Carpenter, Douglas Carpenter, and Marie Vandenberg. Michele Herter served as Recording Secretary.

Strey-Hirt/ Manske m/s/c to approve the agenda.

Citizens Forum: Douglas Carpenter voiced concerns about Katzke Road speed limit, posting, enforcement

Manske/Strey-Hirt m/s/c to approve the minutes from October 30<sup>th</sup>, 2025.

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

Director Mc Auly provided an update on the bill list and reported on the following items:

- **Streets:** Planning updates for the Memorial Circle and E. Morning Glory projects.
- **Parks & Recreation:** Updates on the Aqua Park nature area donation and future plantings; men’s and women’s volleyball programs; Bucholtz Park safety netting and parking lot projects; and the Don Jirschele Stadium press box/storage facility.
- **Veterans Memorial Site:** Discussion of U.S. flag pole gear issues and corrective plans.

**Clintonville 2025 Safe Step Executive Summary:** no action, discussion only.

**Ordinance 1239, Traffic Code- 7.07 Speed Limits:** Strey-Hirt/Lederer m/s/c **to recommend to Common Council** the approval of Ordinance 1239, Traffic Code – 7.07 Speed Limits (1st reading)

**Demolition of W.A. Olen Athletic Field Press Box:** Strey-Hirt/Lederer m/s/c recommend the approval of the demolition of W.A. Olen Athletic Field Press Box.

**Next Meeting:** February 26, 2026, at 3:45 PM.

Trey-Hirt/Lederer m/s/c to adjourn the meeting at 4:29 PM.

Submitted by: Michele Herter, Recording Secretary



CITY OF  
**CLINTONVILLE**

WISCONSIN

**FEE SCHEDULE**

Resolution 2026-01

Proposed Effective 03/11/2026

### Administration - City Clerk-Treasurer

For questions or additional information: Phone (715)823-7600, option 1 E-Mail: [pjohnson@clintonvillewi.gov](mailto:pjohnson@clintonvillewi.gov)

Category/ Program	Fee Name	Unit	Fee Subject to tax, where applicable	Authority for Fee	Effective Date of Fee	Notes
<b>PERMITS</b>	Special Event-Small Without Street Closure  _____ Anticipated attendance less than 500 people	Each Day	\$57.00	Res 2024-08	3/13/2024	Application received 90+ days before event
		Each Day	\$67.00			Application received 60-89 days before event
		Each Day	\$87.00			Application received 45-59 days before event
		Each Day	\$117.00			Application received 30-44 days before event
		Each Day	\$157.00			Application received 11-29 days before event
			<del>Application Not Accepted</del>			<del>Application received up to 10 days before event</del>
			Application Not Accepted			Application received 29 days before event
	Special Event-Small With Street Closure  _____ Anticipated attendance less than 500 people	Each Day	\$107.00	Res 2024-08	3/13/2024	Application received 90+ days before event
		Each Day	\$117.00			Application received 60-89 days before event
		Each Day	\$137.00			Application received 45-59 days before event
		Each Day	\$167.00			Application received 30-44 days before event
		Each Day	\$207.00			Application received 11-29 days before event
			<del>Application Not Accepted</del>			<del>Application received up to 10 days before event</del>
			Application Not Accepted			Application received 29 days before event
	Special Event-Large Without Street Closure  _____ Anticipated attendance between	Each Day	\$157.00	Res 2024-08	3/13/2024	Application received 90+ days before event
		Each Day	\$167.00			Application received 60-89 days before event
		Each Day	\$187.00			Application received 45-59 days before event

Anticipated attendance between  
500-999 people

Each Day	\$217.00
Each Day	Application Not Accepted

Application received 30-44 days before event
Application received 29 days before event

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Category/ Program	Fee Name	Unit	Fee Subject to tax, where applicable	Authority for Fee	Effective Date of Fee	Notes
<b>PERMITS</b>	Special Event-Large With Street Closure  _____ Anticipated attendance between 500-999 people	Each Day	\$207.00	Res 2024-08	3/13/2024	Application received 90+ days before event
		Each Day	\$217.00			Application received 60-89 days before event
		Each Day	\$237.00			Application received 45-59 days before event
		Each Day	\$267.00			Application received 30-44 days before event
		Each Day	Application Not Accepted			Application received 29 days before event
	Special Event-Significant Without Street Closure  _____ Anticipated attendance more than 1,000 people	Each Day	\$257.00	Res 2024-08	3/13/2024	Application received 90+ days before event
		Each Day	\$267.00			Application received 60-89 days before event
		Each Day	\$287.00			Application received 45-59 days before event
		Each Day	\$317.00			Application received 30-44 days before event
		Each Day	Application Not Accepted			Application received 29 days before event
	Special Event-Significant With Street Closure  _____ Anticipated attendance more than 1,000 people	Each Day	\$307.00	Res 2024-08	3/13/2024	Application received 90+ days before event
		Each Day	\$317.00			Application received 60-89 days before event
		Each Day	\$337.00			Application received 45-59 days before event
		Each Day	\$367.00			Application received 30-44 days before event
		Each Day	Application Not Accepted			Application received 29 days before event

### Dept of Public Works

For questions or additional information: Phone (715)250-0216 E-Mail: [jmcauly@clintonvillewi.gov](mailto:jmcauly@clintonvillewi.gov)

Category/ Program	Fee Name	Unit	Fee Subject to tax, where applicable	Authority for Fee	Effective Date of Fee	Notes
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EQUIPMENT	Single Axle - Dump Truck	Hour	\$69.40	Res 2025 -03	3/12/2025	Change to \$75.10
	Tandem Axle - Dump Truck	Hour	\$93.30	Res 2025 -03	3/12/2025	Change to \$103.62
	Tractor w/Loader Bucket (S64)	Hour	\$51.02	Res 2025 -03	3/12/2025	Change to \$39.50
	Tractor w/Loader Bucket (P02)	Hour	<del>\$33.48</del> \$35.12	<del>Res 2025 -03</del>	<del>3/12/2025</del>	Remove, no longer have equipment
	Grader, 85-149HP	Hour	\$116.57	Res 2024-03	2/14/2024	Change to \$131.96
	Grader, 150HP+	Hour	\$164.35	Res 2024-03	2/14/2024	Change to \$159.04
	Excavator-Track Type	Hour	\$58.78	Res 2025 -03	3/12/2025	Change to \$60.80
	1/2 Ton Pick-up Truck	Hour	\$35.87	Res 2024-03	2/14/2024	Change to \$35.75
	3/4 Ton Pick-up Truck	Hour	\$36.62	Res 2024-03	2/14/2024	Change to \$34.59
	1 Ton Pick-up Truck	Hour	\$31.81	Res 2024-03	2/14/2024	Change to \$31.54
	Leaf Vacuum Truck	Hour	<del>\$134.10</del> \$134.98	<del>Res 2025 -03</del>	<del>3/12/2025</del>	Remove, seperating vehicle from attachment
	Leaf Vacuum Attachment	Hour				Change to \$64.60
	Loader, 150-214HP	Hour	\$75.92	Res 2025 -03	3/12/2025	Change to \$86.22
	<del>Skip Loader</del> Loader, 50-99	Hour	\$36.08	Res 2025 -03	3/12/2025	Change to \$41.24 & Title
	Skid Steer, 80-99HP	Hour	<del>\$38.32</del>	Res 2025 -03	3/12/2025	Change to \$44.50
	Boom Utility Truck	Hour	\$62.64	Res 2025 -03	3/12/2025	Change to \$66.62
	Street Sweeper	Hour	\$184.20	Res 2024-03	2/14/2024	Change to \$100.34
	Walk Behind Mower	Hour	\$19.80	Res 2025 -03	3/12/2025	
	Deck Mowers; 60"+	Hour	\$31.24	Res 2025 -03	3/12/2025	
	Line Painter	Hour	\$2.93	Res 2024-03	2/14/2024	
	ATV/UTV/Small Vehicle	Hour	\$17.20	Res 2024-03	2/14/2024	Change to \$26.48
	1-3T Compactor	Hour	\$41.12	Res 2025 -03	3/12/2025	Change to \$44.76
	Chainsaw, 16" Bar	Hour	<del>\$2.02</del>	Res 2024-03	2/14/2024	Change to \$1.71
	Chainsaw, 18" Bar	Hour	\$2.76	Res 2024-03	2/14/2024	Change to \$2.52
	Chainsaw, 20" Bar	Hour	\$3.57	Res 2024-03	2/14/2024	Change to \$1.72
	Backpack Leaf Blower	Hour	\$1.90	Res 2024-03	2/14/2024	Change to \$7.22
	Handheld Leaf Blower	Hour	\$1.90	<del>Res 2024-03</del>	<del>2/14/2024</del>	Remove, only backpack leaf blowers
	Concrete Mixer	Hour	\$9.89	Res 2024-03	2/14/2024	Change to \$17.49
	Concrete Saw, 14", up to 14HP	Hour	<del>\$77.88</del>	Res 2025 -03	3/12/2025	Change to \$79.02
	Generator (3001-10000W)	Hour	\$39.70	Res 2025 -03	3/12/2025	Change to \$44.88
	Water Pump, Centrifugal	Hour	\$44.68	Res 2025 -03	3/12/2025	Change to \$45.94
	Air Compressor	Hour	\$1.28	Res 2024-03	2/14/2024	Change to \$11.56
	Portable Pressure Washer	Hour	\$59.72	Res 2025 -03	3/12/2025	Change to \$63.86
	Triple, Flail Attachment	Hour	\$30.50	Res 2025 -03	3/12/2025	Change to \$33.04
Single, Rotary or Flail Attachment	Hour	\$19.20	Res 2025 -03	3/12/2025	Change to \$19.18	

### Dept of Public Works

For questions or additional information: Phone (715)250-0216 E-Mail: [jmcauly@clintonvillewi.gov](mailto:jmcauly@clintonvillewi.gov)

Category/ Program	Fee Name	Unit	Fee Subject to tax, where applicable	Authority for Fee	Effective Date of Fee	Notes
EQUIPMENT	Boom Mower Attachment	Hour	<del>\$21.18</del>	Res 2025 -03	3/12/2025	Change to \$21.32
	Brush Cutter Attachment	Hour	<del>\$22.84</del>	Res 2025 -03	3/12/2025	Change to \$20.60
	Electric Welder, 0-300 Amp	Hour	<del>\$13.20</del>	Res 2025 -03	3/12/2025	Change to \$13.36
	Walk Behind Plate Compactor	Hour	<del>\$43.36</del>	Res 2024-03	2/14/2024	Change to \$15.52
	Tar Kettle, Less Than 300 Gal.	Hour	<del>\$55.26</del>	Res 2025 -03	3/12/2025	Change to \$56.52
	Chipper	Hour	<del>\$68.02</del>	Res 2024-03	2/14/2024	Change to \$41.10
	Stump Grinder	Hour	<del>\$60.21</del>	Res 2024-03	2/14/2024	Change to \$55.28
	Trailer (1-4 Ton)	Hour	<del>\$16.18</del>	Res 2025 -03	3/12/2025	Change to \$16.26
	Trailer (5-29 Ton)	Hour	<del>\$24.56</del>	Res 2025 -03	3/12/2025	Change to \$33.78
	Sewer Line Maintainer	Hour	<del>\$15.75</del>	Res 2025 -03	3/12/2025	Change to \$17.75
	Truck Mounted Snow Plow	Hour	\$16.10	Res 2025 -03	3/12/2025	
	Grader Snow Wing	Hour	<del>\$38.06</del>	Res 2025 -03	3/12/2025	Change to \$23.66
	Snow Pusher, 13'+	Hour	<del>\$14.80</del>	Res 2024-03	2/14/2024	Change to \$45.66
	Snow Blower, Wausau Snogo	Hour	<del>\$166.14</del>	Res 2024-03	2/14/2024	Change to \$136.98
	Weed Trimmer	Hour	\$7.25	Res 2024-03	2/14/2024	
	Aerator Towable	Hour	\$9.25	Res 2024-03	2/14/2024	
	Lawn Slit Seeder	Hour	\$14.25	Res 2024-03	2/14/2024	
	Edger	Hour	\$8.00	Res 2024-03	2/14/2024	
	Power Pruner	Hour	\$9.75	Res 2024-03	2/14/2024	
Top Dresser	Hour	\$34.50	Res 2024-03	2/14/2024		

2026 Fee Schedule  
Adopted \_\_\_\_\_

\_\_\_\_\_  
Steve Kettenhoven, Mayor

\_\_\_\_\_  
Peggy L Johnson, Clerk-Treasurer

**RESOLUTION 2026-02**

**PRELIMINARY RESOLUTION DECLARING INTENT TO LEVY SPECIAL ASSESSMENT  
POWERS UNDER AUTHORITY GRANTED BY SECTION 66.0701 & 66.0703,  
WISCONSIN STATUTES**

Resolved, by the City Council of the City of Clintonville, Wisconsin:

1. The City Council hereby declares its intention to exercise its power under s. 66.0701 & 66.0703, Wisconsin Statutes, to levy special assessments upon property within the following described area for benefits conferred upon such property by the proposed construction of the following improvements:

**Spot Repair and Replacement of Sidewalks:**

- |  |  |
|--|--|
| <b>N. 12<sup>th</sup> St.</b> from W. 12 <sup>th</sup> St. to 18 <sup>th</sup> St. | <b>Pearl St.</b> from N. 12 <sup>th</sup> St. to Harriet St. |
| <b>W. 12<sup>th</sup> St.</b> from N. 12 <sup>th</sup> St. to N. Clinton Ave.      | <b>Willow St.</b> from Pearl St. to Elm St.                  |
| <b>N. Clinton Ave.</b> from W. 12 <sup>th</sup> St. to 18 <sup>th</sup> St.        | <b>Elm St.</b> from N. 12 <sup>th</sup> St. to Willow St.    |
| <b>13<sup>th</sup> St.</b> from N. 12 <sup>th</sup> St. to N. Main St.             | <b>Harriet St.</b> from 18 <sup>th</sup> St. to N. Main St.  |
| <b>W. 14<sup>th</sup> St.</b> from N. 12 <sup>th</sup> St. to N. Main St.          | <b>18 St.</b> from Harriet St. to N. Main St.                |
| <b>Torrey St.</b> from N. 12 <sup>th</sup> St. to N. Clinton Ave.                  | <b>17<sup>th</sup> St.</b> from Harriet St. to N. Main St.   |
|  | <b>Motor St.</b> from 18 <sup>th</sup> St. to Harriet St.    |

2. The said improvements shall be assessed against the property owners in accordance with City of Clintonville ordinances, resolutions, and policies, but in no event shall such assessments exceed the total cost of the improvements.
3. That the assessment against any parcel may be paid in cash upon the submission of a proper invoice for the same, or in installments that follow the City's policy for special assessment installment payments which is attached.
4. The Public Works Director is directed to prepare a report consisting of:
  - (a) Final plans and specifications for said improvements.
  - (b) An estimate of the entire cost of the proposed improvements.
  - (c) An estimate as to each parcel of property within the assessment district of:
    - (i) The assessment of benefits to be levied for each improvement.
    - (ii) The damages to be awarded for property taken or damaged by the proposed improvement.
    - (iii) The net amount of benefits over damages or of damages over benefits for the proposed improvement.
    - (iv) The total assessment against each parcel.

Upon completing such report, the Public Works Director is directed to file a copy thereof with the City Clerk, with such report to be available for public inspection.

5. Upon receiving the report of the Public Works Director, the City Clerk is directed to give a Class 1 notice of a public hearing on such report as specified in s. 66.0703 Wisconsin Statutes. The hearing shall be held at the Community Center on Tuesday, May 12, 2026 at 6:00 p.m. accordance with s. 66.0703, Wisconsin Statutes.

Adopted:

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

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

# Memo

**To:** Finance/Common Council  
**From:** Justin Mc Auly, Director of Public Works  
**Date:** 02.26.2026  
**Re:** D/PA Regarding Community Center Wall Divider Project

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I would recommend that we move forward with hiring H.J. Martin & Son for the installation of the two wall divider systems at the Clintonville Community Center, not to exceed \$38,000 coming from Capital.

The life expectancy for the Kwik Wall System at the Community Center is about 20-25 years. We currently are on year 31. Staff has been having issues with the wall dividers working properly for a few years now. It is time to update the wall dividers. The Common Council already approved the finances for the project. Our budget is set at \$40,000.

We wanted to stick with the same Kwik Wall System that was installed in 1995 since we did not have any major issues over the years and keeping the same system should help create a smoother install this time around.

Estimates from three Kwik Wall distributors/contractors in Mid-West:

H.L. Martin & Son, Green Bay, WI	<b>\$37,546.00</b>
365 Equipment & Supply, Des Plaines, IL	Did not meet with us or submit an estimate
Acoustics Associates, Eau Claire, WI	Did not respond for site visit/estimate request

This project will more than likely be completed later in the year once the spring/summer grind is done.

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



320 South Military Avenue, Green Bay, WI 54303 | P.O. Box 11387, Green Bay, WI 54307  
Phone: 920-494-3461 | Fax: 920-494-4177 | Website: www.hjmartin.com

Est. 1931

**Residential** Flooring | Shower Doors | Floorcare | Tiled Showers | Backsplashes | Accent Walls  
**Commercial** Glass & Glazing | Walls & Ceilings | Flooring | Millwork Installation | Doors & Hardware | Floorcare  
**National Retail Solutions** Construction Management | New Store Fixture Installation | Remodels & Rollouts  
Casework Installation | Merchandising | Concrete Polishing

**BID NUMBER:** 15994JS  
Job Name: Clintonville Community Center Date: 1.22.2026  
Job Location: Clintonville, Wi.  
Company: Direct Attention: Justin Mcauly  
Phone: 715.823.2005 Email: [JMcauly@clintonvillewi.gov](mailto:JMcauly@clintonvillewi.gov)

**We propose the following:**

(2)3030 Kwik-Wall Operable Partitions

Wall A Panel Install(Blue wall):	\$15,388.00
Wall A Track Demo/Install:	\$3,314.00
Wall A Panel Demo:	\$2,930.00
Wall B Panel Install(Pink wall):	\$18,885.00
Wall B Track Demo/Install:	\$3,832.00
Wall B Panel Demo:	\$2,930.00

Dumpster Fee: \$700.00

All in Price: For the Demo/Furnish/Install of Wall A and Wall B panels and track to be completed at the same time by HJ Martin: \$37,546.00

\*\*Please note the potential savings in the All in pricing, the break outs are assuming mobilizations for each. If the All in pricing is selected we would be able to eliminate some of those mobilizations for potential savings.

**Inclusions and Qualifications:**

- Wall A – 3030 series Kwik-Wall hinged pair operable partition with 6 panels (23'-3"W x 10'-3"H).
- Wall B – 3030 series Kwik-Wall hinged pair operable partition with 8 panels (32'W x 10'-3"H).
- Standard Vinyl for both walls, color TBD.
- Vertical Bulb seals at leading panel, Expander panel with bulb seal at closer panel, 2" manually operated bottom seals and 1" fixed top seal.
- Trimless edges with deep v astragals color TBD.
- Acoustical substrate with STC of 43A.
- Clear anodized Aluminum Track 425HP model.

**Excludes furnishing and/or installing the following:**

- Pass door
- Off hours work - assumes work will take place during normal business hours (Monday-Friday)
- Structural support/beam punching
- Demo of any kind – see breakouts above
- Dumpster – see breakouts above
- Extensive ceiling grid rework, outside patching to fit new track
- Gypsum work of any kind
- Performance and Payment Bond (if required, please add 2%)
- Acoustical sealant at partition track
- Sound Test Report

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**Notes:**

- Per walkthrough on: 01.22.2026

**If this contract is acceptable, sign below and return within 30 days of its date.** Pricing expires after 30 calendar days. Upon acceptance, this agreement is a binding contract. No merchandise may be returned for credit without prior written approval, and, will be subject to a 20% handling charge. Payments using a credit card may be subject to a 3.5% fee. No credit will be allowed on claims of error or shortage unless reported immediately. Unpaid invoices are subject to a 1.5% service charge with an annual rate of 18%. This agreement includes Additional Terms and Conditions set forth on its face or subsequent side. Terms of Payment: **Net 15 days.**

Proposed By: Josh Staszak Phone: 920.615.7872 Email: j.staszak@hjmartin.com  
Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_

**ADDITIONAL TERMS AND CONDITIONS OF AGREEMENT**

1. **GENERAL.** All sales of H. J. Martin & Son, Inc. (hereafter "Company") are subject to the following terms and conditions. Company objects to the inclusion of any different and/or additional terms proposed by Purchaser. Unless Company accepts any such different terms and/or additional terms in writing, Purchaser's acceptance of Company's delivery of labor and/or materials shall conclusively constitute Purchaser's acceptance of Company's terms and conditions herein.
2. **FORCE MAJEURE.** Company shall not be responsible for delays or defaults where occasioned by any causes of any kind and extent beyond its control, including, but not limited to, armed conflict or economic dislocation resulting therefrom; embargoes; shortages of labor, raw materials, production facilities or transportation; labor difficulties; civil disorders of any kind; action of civil or military authorities (including priorities and allocations); fire, flood, storm, accident or any act of God, or other causes beyond Company's control.
3. **SECURITY OF MATERIALS.** Purchaser will receive, and properly protect from all damage and loss, the materials necessary for carrying out this contract, and allow reasonable use of light, heat, water, power, available elevators, hoists, and other facilities required to further this agreement.
4. **PROJECT SITE CONDITIONS.** Surfaces on which the materials are to be applied shall be given to Company to work on at one time so that the work will not be interrupted. The surfaces shall be clean, dry, accessible and suitable for receiving our work. All electrical fixtures and other obstructions shall be removed at the expense of the Purchaser. Installations will not be performed at a temperature of less than 60 degrees Fahrenheit for flooring and 55 degrees Fahrenheit for drywall, from time of starting until completion of contract.
5. **SPECIFICATIONS AND ALTERATIONS.** Company shall not be responsible for any damages or expenses resulting from specifications not conforming to the requirements of the law. No credit or allowance shall be made for alterations, unless such credit or allowances has been agreed to by seller in writing before such alterations are made.
6. **LABOR.** Expenses of sending labor to the job on Purchaser's notification before surfaces are ready for the application of materials as agreed, or expenses due to any delays for which Purchaser may be responsible during the progress of the work, shall be borne by Purchaser. Work called for herein is to be performed during regular working hours. Overtime rates for all work performed outside such hours, will be paid by Purchaser.
7. **INVOICING AND PAYMENT.** The terms of payment are specified on the first page herein. Purchaser shall pay all costs of Company, including reasonable attorney's fees and court costs incurred by Company in collection of past due amounts from Purchaser.
8. **TAXES.** Any sales, excise, processing or any direct tax imposed upon the manufacture, sale or application of materials supplied in accordance with this proposal or any contract based thereon shall be added to the contract price.
9. **DAMAGES.** Any damage after completion, not caused by Company, will be the sole responsibility of Purchaser. Any expense incurred by Company for insurance or bond to cover liability under any "hold harmless" or "indemnify" clause or clause of a similar nature in any contract, specifications, letter or acceptance notice which in any way requires Company to assume any liability which is not imposed by law shall be paid by Purchaser. Company shall not be responsible for any damages to Purchaser, including compensatory, punitive, consequential, incidental, intentional, nominal or multiple damages.
10. **RIGHT AND TITLE TO MERCHANDISE.** The title and right of possession of the merchandise sold hereunder shall remain with Company, and such merchandise shall remain personal property until all payments hereunder (including deferred payments whether evidenced by note or otherwise) shall have been made in full in cash. Purchaser agrees to do all acts necessary to perfect and maintain such security interests and rights in Company.
11. **DISCLAIMER OF CONSEQUENTIAL DAMAGES.** In no event shall company be liable for consequential damages arising out of or in connection with this agreement, including without limitation, breach of any obligation imposed on Company hereunder or in connection herewith. Consequential damages for purposes hereof shall include, without limitation, loss of use, income or profit, or losses sustained as the result of injury (including death) to any person or loss of or damage to property (including without limitation property handled or processed by the use of product). Buyer shall indemnify Company against all liability, cost or expense which may be sustained by Company on account of any such loss, damage or injury.
12. **WARRANTY.** Pursuant to the warranty, if any, of a manufacturer, manufacturer's liability is limited to replacing any materials proved to be defective, provided, however, notice of the defective materials has been provided to manufacturer pursuant to any warranty thereof, if any, prior to said defective product being installed or used. The manufacturer's warranty, if any, does not apply to any materials which have been subject to misuse, mishandling, misapplication, neglect (including but not limited to improper maintenance or storage), accident, modification or adjustment. All claims made by Purchaser for breach of warranty, either express or implied shall be made within sixty (60) days after completion. There are no representations, promises, warranties, or agreements not expressed set forth herein.
13. **CONSTRUCTION LIEN NOTICE.** **IN THE EVENT WE ARE THE PRIME CONTRACTOR UNDER SEC. 779.02(2)(a), WIS. STATS., OR, THE SUBCONTRACTOR UNDER SEC. 779.02(2)(b), WIS. STATS., AS REQUIRED BY WISCONSIN CONSTRUCTION LIEN LAW, COMPANY HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO COMPANY, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER. FOR THOSE WHO GIVE THE OWNER NOTICE WITHIN SIXTY (60) DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS MORTGAGE LENDER, IF ANY. COMPANY AGREES TO COOPERATE WITH THE OWNER AND HIS LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.**
14. **GOVERNING LAW, VENUE AND SEVERABILITY.** This agreement shall be construed under and in accordance with the laws of the State of Wisconsin. The parties hereby consent to exclusive venue and personal jurisdiction in Brown County, Wisconsin for all disputes arising out of this agreement. If any provision of this agreement is invalid or unenforceable, the invalid or unenforceable provision should not affect any other provisions and this agreement shall be construed as if the invalid or unenforceable provisions have been omitted.