



Appendix C

Media, Meetings and Summary of Proceedings

APPENDIX C: MEDIA, MEETINGS AND SUMMARY OF PROCEEDINGS

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VILLAGE OF HORTONVILLE

PLANNING AND ZONING COMMISSION

6:30 P.M., TUESDAY, MARCH 26, 2013
COMMUNITY HALL (DOWNSTAIRS), 312 W. MAIN ST., HORTONVILLE, WI

AGENDA

1. Call to Order
2. Approval of October 23, 2012 Meeting Minutes
3. Hortonville Comprehensive Plan Update Kickoff
 - A. Introductions
 - B. Summary of the Comprehensive Planning Requirements & Process
 - i. Requirements
 - ii. Planning Approach
 - iii. Intended Outcomes
 - C. Responsibilities and Expectations of the Planning & Zoning Commission
 - D. Review of the adopted Public Participation Plan
 - i. Goals
 - ii. Public Participation Strategy & Methods
 - iii. Plan Adoption Procedures
 - iv. Project Timeline
 - E. Next Steps
 - i. Schedule Community-Wide, Neighborhood Planning Workshop (May)
 - ii. Schedule next Planning & Zoning Commission Meeting (July)
4. Set schedule for future meetings (historically has been the 2nd Tuesday of every month)
 - A. Need April 9, 2013 meeting to call for TIF # 3 public hearing
 - B. Need May 14, 2013 meeting to hold TIF # 3 public hearing
5. Any Miscellaneous Topics for Future Discussion
6. Adjourn

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

Posted: March 14, 2013

Lynne Mischker, Clerk

**VILLAGE OF HORTONVILLE
PLANNING & ZONING COMMISSION
MARCH 26, 2013 MEETING MINUTES
APPROVED APRIL 9, 2013**

President Andrew Gitter called the meeting to order at 6:35 p.m. in the lower level of the Community Hall at 312 W. Main St., Hortonville, Wisconsin.

Members present: Edward Heyes, Richard Gruenewald, Warren Mueller, and Kelly Schleif.

Members absent: Kenneth Gassner, Dale Walker, and Roger Retzlaff.

Officials/Staff present: Administrator Patrick Vaile, Clerk-Treasurer Lynne Mischker, and Director of Public Works Carl McCrary.

Others present: Ex officio Commission members Tori Mann, Gerald Blink, and Terry Ellenbecker. Eric Fowle and Kathy Thunes of East Central Wisconsin Regional Planning Commission (ECWRPC).

Vaile stated that the Comprehensive Plan is ten years old and it is time for a review and update. Wisconsin law places the responsibility for the review and update on the Planning & Zoning Commission. Three non-voting citizen members have been added for this process.

Approval of October 23, 2012 Meeting Minutes

MOTION made by Gruenewald/Heyes to approve. Unanimous voice vote, motion carried.

**Hortonville Comprehensive Plan Update Kickoff
Introductions**

Fowle reviewed the role of ECWRPC in the process.

**Summary of the Comprehensive Planning Requirements & Process
Requirements**

Thunes reviewed the nine required parts of a plan, how the plan is adopted, and the consistency requirements.

Planning Approach

Fowle stated that the process will update the plan base already in place, will look at the surrounding 1.5 miles in relation to the Village, and will get input from citizen workshops.

Intended Outcomes

Fowle stated that the intended outcome is an updated plan that is user friendly and readable.

Responsibilities and Expectations of the Planning & Zoning Commission

Fowle suggested that two to four more ex officio commission members would be a good number. The resulting plan should be visionary without regard to money or immediate practicalities so that more options and possibilities are available to be put into play.

The large group exercise for public participation will be publicized to garner more attendance. Commission and ex officio members should talk up the date around the village.

Review of the adopted Public Participation Plan

Thunes stated that the Village Board will adopt the Public Participation Plan at its next

meeting and reviewed the timeline of the Comprehensive Plan review/update process. The Commission and ex officio members will review all materials during the process and end by passing a resolution to recommend adoption of the plan by the Village Board.

Next Steps

The community-wide, neighborhood planning workshop will be held on Saturday, May 4th, starting at 9:00 a.m.

Set schedule for future meetings

Vaile informed the Commission of the planned formation of a TID district. The Commission will meet April 9th to call for a public hearing for TIF #3. There will be a May meeting to hold the TIF #3 public hearing.

Adjourn

MOTION made by Gruenewald/Heyes to adjourn. Unanimous voice vote, motion carried. The meeting was adjourned at 7:35 p.m.

Submitted by Lynne Mischker, Clerk-Treasurer WCMC

COMMUNITY & NEIGHBORHOOD VISIONING WORKSHOP



What do you desire for the future of the Village and your neighborhood?

**Saturday, May 4th, 2013
9:30 A.M.— 11:30 A.M.**

**Grand View Golf Club
135 John Street, Hortonville, WI**

Please join us for a short Saturday morning public workshop, which will cover various topics that are critical for future of our Village.

A series of short presentations and interactive exercises will assist us in defining (or re-defining) the look, feel and function of our already strong-knit community.

Come help us craft the vision for land use over the next 20 years! Have an 'up-front' say in issues that face our community now and in the near future as we embark on an update of our Comprehensive Plan ('smart growth' plan).

As an incentive to participate, the Village will be offering a light continental breakfast at no charge for those that are pre-registered by May 2nd and in attendance. Additionally, a drawing will be held to give away to participants a select number of prizes that have been donated by area businesses!

REGISTRATION & QUESTIONS

There is no cost to attend, but pre-registration by May 2nd is requested.

To pre-register, please contact the Village at **920-799-6011**, or send your name, address, phone number, and e-mail address to **admin@vohortonville.com**

recreation

economic
development

environment

re-development

municipal services

land use

transportation

**VILLAGE OF HORTONVILLE
MAY 4, 2012
COMPREHENSIVE PLAN
COMMUNITY AND NEIGHBORHOOD
VISIONING WORKSHOP NOTES**

The workshop started at 9:30 a.m. on May 4, 2013 at Grand View Golf Club.

Attending: Eric Fowle, Kathy Thunes, and Katherine Ahlquist of East Central Wisconsin Regional Planning Commission. Andrew Gitter, Jeff and Juli Schuh, Patrick Vaile, Lynne Mischker, Carl McCrary, Michael Sullivan, Nick Stroess, Gerald Blink, Jay Weyenberg, Walmer Hoewisch, Tori Mann, Warren Mueller, Jan Arendt, Ed Heyes, Klay and Sara Heise, Dale Walker, Bill and Carole Curtis, Verna Zimmerman, Kay and John Brick, and Valerie Wilz.

Village President Andrew Gitter opened the workshop with remarks and introductions.

Kathy Thunes reviewed comprehensive planning in State Statute and gave a review of this planning process and timeline.

Eric Fowle explained the planning approach and highlighted information about the village such as population, unemployment, education, and geography.

Group Exercise

Citizens attending were divided into groups according to the quadrant of the village they live in and worked on the following exercises.

- landmarks and positive places
- village neighborhoods
- travel routes and barriers to travel
- items needing improvement
- requests for improvements and new businesses
- areas for future development

The workshop ended at 11:45 a.m. after many chances for those present to give their opinion on multiple topics.

Submitted by Lynne Mischker WCMC, Village Clerk-Treasurer

VILLAGE OF HORTONVILLE

PLANNING AND ZONING COMMISSION

6:30 P.M., TUESDAY, JULY 30, 2013
COMMUNITY HALL (DOWNSTAIRS), 312 W. MAIN ST., HORTONVILLE, WI

AGENDA

1. Call to Order
2. Approval of July 9, 2013 Meeting Minutes
3. Hortonville Comprehensive Plan Update
 - A. Results from the Focus Group meeting
 - B. Review draft background chapters
 - C. Identify and prioritize issues and opportunities
 - D. Next Steps
4. Set schedule for future meetings
 - August 13, 2013 meeting to approve TIF District #3
5. Any Miscellaneous Topics for Future Discussion
6. Adjourn

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

Posted: July 23, 2013

Lynne Mischker, Clerk

**VILLAGE OF HORTONVILLE
PLANNING & ZONING COMMISSION
JULY 30, 2013 MEETING MINUTES
APPROVED SEPTEMBER 5, 2013**

President Andrew Gitter called the meeting to order at 6:33 p.m. in the lower level of the Community Hall at 312 W. Main St., Hortonville, Wisconsin.

Members present: Dale Walker, Edward Heyes, Richard Gruenewald, Warren Mueller, and Kelly Schleif.

Members absent: Kenneth Gassner and Roger Retzlaff.

Ex-officio members present: Gerald Blink, Terry Ellenbecker. Tori Mann entered the meeting at 7:00 p.m.

Officials/Staff present: Administrator Patrick Vaile, Clerk-Treasurer Lynne Mischker, and Attorney Robert Sorenson.

Others present: Eric Fowles and Kathy Thunes of East Central Wisconsin Regional Planning Commission (ECWRPC)

Approval of July 9, 2013 Meeting Minutes

Motion made by Heyes, second by Mueller, to approve. Motion carried on a unanimous voice vote.

Hortonville Comprehensive Plan Update

Results from the Focus Group meeting

Thunes distributed a visioning workshop report, and reviewed the workshop process and the results as well as some base information for the Village.

Review draft background chapters

Thunes distributed copies of the chapters and reviewed the maps and tables associated with the chapters.

Identify and prioritize issues and opportunities

Fowles distributed the draft goals/issues and asked for committee consensus on the list.

Next Steps

Vaile asked the members for any completed goals, objectives, and policies worksheets. The commission members are to read the draft chapters and deliver any suggested changes to Vaile.

Set schedule for future meetings

The meeting planned for August 13th was cancelled.

There will be a meeting on September 5th prior to the Village Board meeting to approve TIF District #3. It is vital that commission members attend this meeting.

Adjourn

Motion made by Mueller, second by Heyes, to adjourn. Motion carried on a unanimous voice vote. The Commission adjourned at 8:34 p.m.

Submitted by Lynne Mischker, WCMC
Village Clerk-Treasurer

VILLAGE OF HORTONVILLE

PLANNING AND ZONING COMMISSION

6:30 P.M., TUESDAY, OCTOBER 1, 2013
COMMUNITY HALL (DOWNSTAIRS), 312 W. MAIN ST., HORTONVILLE, WI

AGENDA

1. Call to Order
2. Approval of September 5, 2013 Meeting Minutes
3. Hortonville Comprehensive Plan Update
 - A. Review draft goals, strategies, and recommendations from draft background chapters reviewed at last meeting
 - B. Comments on / revisions to those draft chapters
 - C. Review additional draft background chapters (Housing, Economic Development)
 - D. Distribute draft Transportation and Intergovernmental Cooperation chapters
 - E. Next Steps
4. Set schedule for future meetings
5. Any Miscellaneous Topics for Future Discussion
6. Adjourn

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

Posted: September 25, 2013

Lynne Mischker, Clerk

**VILLAGE OF HORTONVILLE
PLANNING & ZONING COMMISSION
OCTOBER 1, 2013 MEETING MINUTES
APPROVED DECEMBER 11, 2013**

President Andrew Gitter called the meeting to order at 6:37 p.m. in the lower level of the Community Hall at 312 W. Main St., Hortonville, Wisconsin.

Members present: Edward Heyes, Richard Gruenewald, and Warren Mueller. Kelly Schleif participated by phone until he entered the meeting room at 6:46 p.m.

Members absent: Kenneth Gassner, Dale Walker, and Roger Retzlaff.

Ex-officio members present: Gerald Blink and Terry Ellenbecker.

Ex-officio members absent: Tori Mann.

Officials/Staff present: Administrator Patrick Vaile, Clerk-Treasurer Lynne Mischker, and Attorney Robert Sorenson.

Others present: Eric Fowles and Kathy Thunes of East Central Wisconsin Regional Planning Commission (ECWRPC).

Approval of September 5, 2013 Meeting Minutes

Motion made by Heyes, second by Mueller, to approve. Motion carried on a unanimous voice vote.

Hortonville Comprehensive Plan Update

Review draft goals, strategies, and recommendations from draft background chapters reviewed at last meeting

Thunes asked for comments, corrections, and suggestions. The group reviewed each page.

Heyes commented that the issues and opportunities listed would require quite a large number of staff and volunteers to accomplish.

Suggested changes will be made, notated, and brought back to the commission.

Comments on / revisions to those draft chapters

The commission reviewed the Housing and Economic Development chapters.

Thunes distributed the draft Transportation and Intergovernmental Cooperation chapters.

The commission reviewed these chapters.

Gruenewald commented that there may be too many action items listed in the chapters for them to be accomplished.

Commission members questioned whether some of the action items listed are subjects that a different group should be doing instead of Village government.

Next steps

Fowles asked for members who could join in a working meeting on land use.

Set schedule for future meetings

Meetings will be scheduled as needed.

Adjourn

Motion made by Blink, second by Mueller, to adjourn. Motion carried on a unanimous voice vote. The commission adjourned at 8:07 p.m.

Minutes submitted by Lynne Mischker, WCMC, Clerk-Treasurer

VILLAGE OF HORTONVILLE

PLANNING AND ZONING COMMISSION

6:30 P.M., WEDNESDAY, DECEMBER 11, 2013
COMMUNITY HALL (**UPSTAIRS**), 312 W. MAIN ST., HORTONVILLE, WI

AGENDA

1. Call to Order
2. Approval of October 1, 2013 Meeting Minutes
3. Public Hearing on changes to Chapter 20, Floodplain Zoning, Village of Hortonville Code of Ordinances, to consider adoption and incorporation of the dam failure analysis including map, hydraulic shadow, and floodway data
4. Recommendation to Village Board on changes to Chapter 20, Floodplain Zoning, Village of Hortonville Code of Ordinances, to consider adoption and incorporation of the dam failure analysis including map, hydraulic shadow, and floodway data
5. Recommendation to Village Board on proposed Certified Survey Map for 121 Lake St.
6. Hortonville Comprehensive Plan Update
 - A. Review revised draft goals, strategies, and recommendations
 - B. Review revised draft Implementation Tables and draft Chapter 3 Implementation
 - C. Discuss population and land use projections
 - D. Presentation of draft future land use map
 - E. Supplemental Strategies and Recommendations
 - F. Next Steps
7. Set schedule for future meetings
8. Any Miscellaneous Topics for Future Discussion
9. Adjourn

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

Posted: November 27, 2013

Lynne Mischker, Clerk

**VILLAGE OF HORTONVILLE
PLANNING & ZONING COMMISSION
DECEMBER 11, 2013 MEETING MINUTES
APPROVED FEBRUARY 11, 2014**

President Andrew Gitter called the meeting to order at 6:30 p.m. in the upper level of the Community Hall at 312 W. Main St., Hortonville, Wisconsin.

Members present: Dale Walker, Edward Heyes, Kenneth Gassner, Richard Gruenewald, and Warren Mueller.

Members absent: Roger Retzlaff and Kelly Schleif were excused.

Ex-Officio members present: Tori Mann and Gerald Blink.

Ex-Officio members absent: Terry Ellenbecker was excused.

Officials/Staff present: Administrator Patrick Vaile, Clerk-Treasurer Lynne Mischker, Director of Public Works Carl McCrary, and Attorney Robert Sorenson.

Others present: Kathy Thunes and Eric Fowles of East Central Wisconsin Regional Planning Commission (ECWRPC).

Approval of October 1, 2013 Meeting Minutes

Motion made by Gruenewald, second by Heyes, to approve. Motion was carried on a unanimous voice vote.

Public Hearing on changes to Chapter 20, Floodplain Zoning, Village of Hortonville Code of Ordinances, to consider adoption and incorporation of the dam failure analysis including map, hydraulic shadow, and floodway data

Gitter opened the hearing.

McCrary explained that the dam failure analysis and DNR applied dam hazard rating require adoption of a hydraulic shadow zoning downstream of the dam. The new shadow zoning will affect future building in the floodplain that was calculated by our engineer and reviewed by the chief safety engineer in Madison.

No one asked to speak.

Gitter closed the hearing.

Recommendation to Village Board on changes to Chapter 20, Floodplain Zoning, Village of Hortonville Code of Ordinances, to consider adoption and incorporation of the dam failure analysis including map, hydraulic shadow, and floodway data

Motion made by Gruenewald, second by Mueller, to recommend approval. Motion was carried on a unanimous voice vote.

Recommendation to Village Board on proposed Certified Survey Map for 121 Lake St.

Vaile reported that this is a one lot Certified Survey Map (CSM) on Lake St. owned by Lyle Otto. Otto will sell the lot to one of his daughters and a CSM is necessary to obtain a mortgage. There are no plans for the remainder of the larger lot. The lines of the CSM meet setback requirements and the lot is zoned single-family residential. The lot lines allow for an extension of Pine Grove Lane.

Motion made by Gassner, second by Walker, to recommend approval. Motion was carried on a unanimous voice vote.

Sorenson left the meeting at 6:45 p.m.

Hortonville Comprehensive Plan Update

A. Review revised draft goals, strategies, and recommendations

B. Review revised draft Implementation Tables and draft Chapter 3 Implementation

Thunes asked for comments on A. and B.

C. Discuss population and land use projections

The group discussed the land use projections and desired population intensity.

D. Presentation of draft future land use map

The neighborhood map was presented as the base for planning and gathering people for planning and action.

The proposed land use map was reviewed.

E. Supplemental Strategies and Recommendations

F. Next Steps

Thunes requested permission for finalization of the draft plan. It was the consensus of the group to have ECWRPC and Vaile go ahead.

Set schedule for future meetings

January 15, 2014 at 6:00 p.m. will be the start of the intergovernmental meeting on the Comprehensive Plan.

Adjourn

Motion made by Heyes, second by Gassner, to adjourn. Motion was carried on a unanimous voice vote. The commission adjourned at 8:22 p.m.

Submitted by Lynne Mischker, WCMC, Clerk-Treasurer

VILLAGE OF HORTONVILLE

PLANNING AND ZONING COMMISSION

6:00 P.M., WEDNESDAY, JANUARY 15, 2014
COMMUNITY HALL (DOWNSTAIRS), 312 W. MAIN ST., HORTONVILLE, WI

AGENDA

1. Call to Order
2. Hortonville Comprehensive Plan Update Intergovernmental Meeting (facilitated by East Central Wisconsin Regional Planning Commission staff)
3. Next Steps
4. Adjourn

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

Posted: January 2, 2014

Lynne Mischker, Clerk

Sign In Sheet

Hortonville Planning & Zoning Commission
 Intergovernmental Meeting
 Wednesday, January 15, 2014 @ 6:00 p.m.

NAME	REPRESENT	EMAIL
BILL BERTRAND	WISDOT	WILLIAM.BERTRAND@DOT.WI.GOV
Matt Malada	WISDOT	MATTHEW.MALADA@DOT.WI.GOV
Scott Koehnke	WDNR	scott.koehnke@wisconsin.gov
ROB MCLENNAN	WDNR	ROBIN.MCLENNAN@WISCONSIN.GOV
Dennis Clegg	Hortonville	Clegclan79@S.B.C. com global.net
Al Nabeok	Hortonville	slwh@charter.net
Shane Griesbach	Outagamie County Board	Shane1g@aol.com
Traci Martens	Village board-Hortonville	+tracimartens@att.net
Thom Ciske	RESIDENT	tciske@foxcitieschamber.com
Al Geurts	Out. Co. Hwy	al.geurts@outagamie.org
CARL MCCRARY	HORTONVILLE	DPW@V01HORTONVILLE.COM

Sign In Sheet

Hortonville Planning & Zoning Commission
Intergovernmental Meeting
Wednesday, January 15, 2014 @ 6:00 p.m.

NAME	REPRESENT	EMAIL
Jerome Leiterman	WI DNR	Jerome.Leiterman@wisconsin.gov
Kathy Thunes	ECWRPC	
Eric Fowle	ECWRPC	

PLANNING & ZONING COMMISSION
VILLAGE OF HORTONVILLE
January 15, 2014
Community Hall, 6:00 p.m.

Village of Hortonville Comprehensive Plan
Intergovernmental Meeting

A quorum of the Commission was not present; however, a public informational session was held with the attendees.

Members Present: Andrew Gitter, Ed Hayes, Warren Mueller, and Dale Walker.

Members Excused: Rick Greunewald

Members Absent: Kelly Schleif, Ken Gassner, Roger Retzlaff

Ad Hoc Members Present: Tori Mann, Gerald Blink

Ad Hoc Members Absent: Terry Ehlenbecker

Village Board Members Present: Al Habeck, Traci Martens

Staff Present: Patrick Vaile, Carl McCrary

East Central Wisconsin RPC Staff Present: Eric Fowle, Kathy Thunes

Town Representatives: Dennis Clegg

Outagamie County Representatives: Shane Griesbach, Al Geurts

Wisconsin DNR Representatives: Scott Koehnke, Rob McLennan, Jerome Leiterman

Wisconsin DOT Representatives: Bill Bertrand, Matt Halada

Hortonville Strategic Plan Advisory Committee Chair: Thom Ciske

Notes:

Introductions were made around the room.

Kathy Thunes stated that the Village is in the midst of the planning process for the Comprehensive Plan Update. There are draft sections of the plan and a draft future land use map, but we do not yet have a draft document. The Comprehensive Plan has a 20 year planning horizon and is a 10 year update to the 2003 Comprehensive Plan. The Village has a Strategic Plan that was adopted in 2013, but the Comprehensive Plan has a much longer planning horizon than that. ECWRPC is under contract to assist the Village with the Update. We started in March of 2013 and have had 6 P&Z meetings, a citizen workshop, and a mapping session since then. The Village added 3 citizen members to the P&Z for the Comprehensive Plan process and adopted a Public Participation Plan. Everything that has been prepared has been on the Village's website. Also the Update has been addressed in 4 issues of the Village's newsletter, the Village Voice.

Kathy said that the Update provides interagency opportunities and interagency impacts. She referred to the draft Goals and the Draft Future Land Use Map.

Eric Fowle explained that this is a Land Use plan and the map is more fuzzy than the exact rigid lines of zoning. It is intended to be that way. He pointed out recommended growth areas and the neighborhood approach of the update to illustrate the conceptual nature of the plan. He noted that the roundabouts are within the planning area, and although the Village may not be ready to look at them now, they should be in the future. The plan takes into consideration the county and state natural resources, background data, agency mapping, and the Highway 15 bypass. This is not the consultant's plan, it is the Village's.

Rob McLennan stated that he is impressed with the attention given to Black Otter Lake. The lake is a "gem". He encourages implementation of the recommendations. He said that the State's stormwater permitting will likely apply to Hortonville within the next 20 years, so the Village should be doing things now rather than wait and get hit major and expensive changes in the future. He noted that mill ponds like Black Otter Lake change over time, since they are always trying to become a wetland. Keeping it a lake will always take ongoing maintenance and management, with some expensive maintenance every few years forever.

Scott Koehnke stated that for dams, life, health, and safety need to be met. Since there are many uses downstream, the Hortonville dam has a high rating and hence a more restrictive floodplain. He recommended that the Village look at its infill and expansion areas for future stormwater facilities. The existing developed cities have no place to put stormwater under the new requirements. He suggested leaving areas now for the future stormwater facilities. He also stated that the wetland maps are only tools and are not always accurate. Therefore, it is always best to call DNR to review sites before any project is begun. He commented about the 50' setback from wetlands recommended in the draft plan. Sometimes there isn't a need for 50' and sometimes there is a need for more than 50'. He thought the plan should build in some flexibility for case by case situations.

Al Habeck said some residents have asked for a dog park in the Village and he would like to see it mentioned in the plan to be looked at in the future.

Dennis Clegg was concerned with Growth Area #5 on the future land use map. It shows the land as industrial, but this land was annexed into the Village to be a residential subdivision, it is zoned residential, and he thinks there is an agreement with the Village as part of the annexation to that effect.

Al Geurts said that the County and the Village have been good neighbors. A County maintenance garage is located in the Village, but the site is limited in size and he has concerns about neighboring uses. He would like the garage to stay there and expand in size if possible. He urged that the Village be cognizant of that when reviewing proposals next to or near the garage site.

His comments included: Page 1. If highways are closed off for events, alternate routes must be planned and approved in advance. Pages 15 and 16. He will work with the Village. Page 17. Access control on County highways too. Page 33 Vision corners; safe intersections, future

streets, want to be a part of the planning. Page 17. Highway 15 jurisdictional transfer is on hold until a decision on highway TT becoming local jurisdiction is made.

Jerome Leiterman noted that the Village of Hortonville is on the State trail network and maps because of the Wiouwash Trail ending in Hortonville for now. It is planned to continue to Shawano County. The DNR's recommendation is to piggyback a trail with the Highway 15 project and with DOT to further that plan. He said there is a tremendous opportunity with the Highway 15 project. The State Trail Network Plan is an interstate plan. He suggested that the Village not forget about the future expansion of the Wiouwash Trail to Shawano County. He stated that since the Village is part of the State plan the door is open for grants and assistance that further that plan.

Al Geurts said that Mike Hendrick should be consulted regarding the trail plans as he chairs the Greenways Committee that deals with trails in the County. Al wondered if the Rustic Road designation on highway MM would negatively affect a trail being located along MM.

Matt Halada said that the trail along highway 15 in Greenville needs to be on the Future Land Use Map. He added that pedestrian and bicycle accommodations need to be part of a planned network to be included in future State or Federal projects. Regarding the park and ride lot, a lot wouldn't be considered until after the bypass is completed and traffic patterns and counts are determined; it is too early to site now. He added that a site would only be considered if there was a municipal partner to maintain the site.

The informational session ended at 7:40 p.m.

VILLAGE OF HORTONVILLE
PLANNING & ZONING COMMISSION
March 24, 2014 Public Informational Session Minutes

President Andrew Gitter called the meeting to order at 6:00 p.m. in the lower level of the Community Hall at 312 West Main Street, Hortonville, Wisconsin

Members Present: Andrew Gitter, Ed Hayes, Warren Mueller, Dale Walker, Kenneth Gassner, Roger Retzlaff, Rick Gruenewald, and Kelly Schleif.

Member Excused: Terry Ellenbecker

Ex Officio Members Present: Tori Mann, Gerald Blink

Village Board Members Present: Dawn Vollbrecht

Staff Present: Patrick Vaile

East Central Wisconsin RPC Staff Present: Kathy Thunes

Kathy Thunes gave a brief summary of the purpose for a community having a comprehensive plan and the highlights of the Village of Hortonville Comprehensive Plan Update 2035.

The Village started the process in March of 2013 and has held 6 P&Z meetings, a citizen workshop, a mapping session, and an intergovernmental meeting since then. In addition, the Village's Strategic Plan Advisory Committee has reviewed and commented on the document. At the outset of the planning process, the Village added 3 citizen members to the P&Z for the Comprehensive Plan process and adopted a Public Participation Plan. Everything that has been prepared has been on the Village's website. Also the Update has been addressed in 4 issues of the Village's newsletter, the "Village Voice", and drafts available for public review at the Hortonville Public Library and the Village Administration Office.

Thunes stated that this is a Land Use plan and the Future Land Use map is more general than the exact rigid lines of zoning. It is intended to be that way. The plan does recommend growth areas and a neighborhood approach to land use issues. The plan has a 20 year horizon and conforms to State Planning Legislation. Chapter 2 is the goals and recommendations and visually the recommendations are displayed on the 2035 map. The implementation table dates are best guesses at this point in time. Comments received to date from the Planning & Zoning Commissioners, from the intergovernmental meeting, and from the public have been incorporated into the Plan.

Gitter noted that the State of Wisconsin mandates municipalities to update the comprehensive plan at least every 10 years.

Mann asked questions relating to 2-5, 3-2.3, 6-11, and 6-13. She asked about adding a recommendation to increase local employment. She stated that parking issues are huge downtown and something regarding parking needs to be included in the Plan.

Bob Luedtke, Chairman of the Town of Hortonia, stated that he strongly opposes the mapping of Town lands in the Village's Plan.

Motion made by Walker, second by Gassner, to adjourn the session. Motion carried unanimously.

The informational session ended at 6:25 p.m.

Minutes submitted by Patrick Vaile, Village Administrator

VILLAGE OF HORTONVILLE

PLANNING AND ZONING COMMISSION

6:30 P.M., MONDAY, MARCH 24, 2014
COMMUNITY HALL (DOWNSTAIRS), 312 W. MAIN ST., HORTONVILLE, WI

AGENDA

1. Call to Order
2. Public Hearing on the Village of Hortonville Comprehensive Plan Update 2035
3. Resolution R-3-14 Recommending Adoption of the Village of Hortonville Comprehensive Plan Update 2035
4. Next Steps
5. Adjourn

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

Posted: February 21, 2014

Patrick Vaile, Administrator

**VILLAGE OF HORTONVILLE
PLANNING & ZONING COMMISSION
MARCH 24, 2014 MEETING MINUTES**

President Andrew Gitter called the meeting to order at 6:30 p.m. in the lower level of the Community Hall at 312 W. Main St., Hortonville, Wisconsin.

Members present: Edward Heyes, Richard Gruenewald, Warren Mueller, Kelly Schleif, Dale Walker, Kenneth Gassner, and Roger Retzlaff

Members excused: Terry Ellenbecker

Ex-officio members present: Gerald Blink and Tori Mann.

Officials/Staff present: Administrator Patrick Vaile

Others present: Kathy Thunes of East Central Wisconsin Regional Planning Commission

Public Hearing - Hortonville Comprehensive Plan Update 2035

Gitter opened the public hearing at 6:32 p.m.

Bob Luedtke, Chairman of the Town of Hortonville, asked that his comments go on the record strongly opposing mapping of any land in the Town of Hortonville and strongly opposed to annexing any land in the Town of Hortonville.

Gitter called for comments three times. Hearing no further comments, Gitter called the public hearing closed at 6:35 p.m.

Resolution PZ-1-14 Recommending Adoption of the Village of Hortonville Comprehensive Plan Update 2035

Vaile summarized the resolution, its purpose and content.

Motion made by Walker, second by Gassner, to adopt Resolution PZ-1-14. Motion carried by roll call vote. 8 ayes and 0 nays.

Next Steps

Vaile noted that the recommended plan now goes to the Village Board for adoption at the April 3, 2014 Board meeting.

Adjourn

Motion made by Gruenewald, second by Mueller, to adjourn. Motion carried on a unanimous voice vote. The commission adjourned at 6:37 p.m.

Minutes submitted by Patrick Vaile, Village Administrator

7:30 P.M. Regular Board Meeting

Convenes in lower level of Community Hall, 312 W. Main St., Hortonville, WI

- I. Call to Order by Presiding Officer
- II. Roll Call
- III. April 3, 2014 Regular Board Meeting Minutes [Reading, Corrections, Approval by Motion]
April 3, 2014 Closed Session Board Meeting Minutes [Corrections, Approval by Motion]
- IV. Agenda Changes
- V. Preregistered Citizens to be heard. – LIMIT 5 MINUTES
- VI. Presentation by Peter Olk regarding Armitage Foundation's acquisition of Community Hall
- VII. Licenses
Operator
#101 Luke F. Baehman Otter Creek Sports Bar & Grill

Appointment of Agent
Kelsey Uhlenbrauck
Hortonville Youth Sports

6-Month Class "B" Fermented Malt Beverage License
Hortonville Youth Sports Otto Miller Athletic Field concession stand
Kelsey Uhlenbrauck, agent 130 John St., Hortonville

Temporary Class "B" Retailer's License
#21 Hortonville Youth Sports May 16-18
Kelsey Uhlenbrauck, person in charge Otto Miller Athletic Field concession stand
#22 Hortonville Youth Sports May 30-June 1
Richard Camps, person in charge Otto Miller Athletic Field concession stand
#23 Hortonville Youth Sports June 20-22
Keith Rohde, person in charge Otto Miller Athletic Field concession stand
#1 Hortonville Youth Sports July 11-13
Kelsey Uhlenbrauck, person in charge
- VIII. Committee Reports
 - A. Public Facilities
 - B. Public Safety
 - C. Public Works
 - D. Executive
 - E. Black Otter Lake District
 - F. Planning & Zoning
 - G. Board of Review
 - H. Library Board
 - I. Hortonville-Hortonia Fire District
 - J. Historic Preservation
 - K. Zoning Board of Appeals
 - L. Industrial Park Construction/Marketing Report
 - M. Gold Cross Ambulance
 - N. Economic Development
 - O. Strategic Planning
- IX. Unfinished Business from Previous Meetings
 - A. Retail Park update
 1. Award contract for Towne Drive extension, stormwater pond, and infrastructure project
 - B. Municipal Building construction updates
 1. Alterations and change orders
 2. Aluminum entrance hardware
- X. New Business
 - A. Armitage Foundation's request to acquire Community Hall
 - B. Approve offer to purchase from PSI for approximately 30 acres in the industrial park
 - C. Approve offer to purchase from Coating Systems, Inc. for a 13.904 acre lot in the industrial park
 - D. Ordinance O-1-14 approving the Hortonville Comprehensive Plan Update 2035
 - E. Ordinance O-2-14 relating to increased court costs
 - F. Prepare questions for meeting with County regarding Highway TT jurisdictional transfer
 - G. Village promotional/marketing activities, logo, and finances
 - H. Subordination of WDF Rehab loan #162
 - I. Dispersion of remaining insurance claim funds
 - J. Committee appointments
 - K. Discussion on automated recycling carts
 - L. Poppy Days Proclamation
 - M. Any other miscellaneous topics for future discussion
- XI. Report of Village Officials
 - A. Administrator
 1. Annual meeting with County Highway Committee Monday, April 28th at 10:15 am
 - B. Clerk-Treasurer
 - C. Director of Public Works
 1. Bridge inspection report from County Highway
 - D. Chief of Police
 - E. Building Permit Report
 - F. Attorney
- XII. Presentation of Accounts and Other Claims against the Village [Motion and Roll Call Vote]
- XIII. Communications and Miscellaneous Business
- XIV. Comments and Suggestions from Citizens Present
- XV. Motion to go Into Closed Session (Roll Call Vote)
- XVI. 5 Minute Recess to Clear Meeting Room
- XVII. Board to go into Closed Session under State Statute 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session." Specifically to discuss sale price and terms of a Village building/property.
- XVIII. Board to Return to Open Session (Roll Call Vote)
- XIX. Any Action on Matters Discussed in Closed Session
- XX. Adjournment [Motion]

**VILLAGE OF HORTONVILLE
VILLAGE BOARD
APRIL 17, 2014 MEETING MINUTES
APPROVED MAY 1, 2014**

President Andrew Gitter called the meeting to order at 7:30 p.m. in the lower level of the Community Hall at 312 W. Main St., Hortonville, Wisconsin.

Trustees present: Jeff Schuh, Tori Mann, Traci Martens, Al Habeck, Kelly Schleif, and Dawn Vollbrecht.

Officials/Staff present: Administrator Patrick Vaile, Clerk-Treasurer Lynne Mischker, and Director of Public Works Carl McCrary.

President Gitter welcomed Tori Mann to her first Village Board meeting as a sitting Trustee.

April 3, 2014 Regular Board Meeting Minutes

Motion made by Habeck, seconded by Vollbrecht, to approve. Motion was carried on a unanimous voice vote.

April 3, 2014 Closed Session Board Meeting Minutes

Motion made by Habeck, seconded by Martens, to approve. Motion was carried on a unanimous voice vote.

Presentation by Peter Olk regarding Armitage Foundation's acquisition of Community Hall

Olk gave a presentation about the Armitage Foundation and the Donaldson's companies. The presentation included his proposal to purchase, improve, and market the Community Hall.

Gitter asked what happens to the Hall if the Foundation no longer wants the Hall or disbands. Martens asked about the status of the current tenants of the Hall if the Foundation purchase is approved.

Licenses

Motion made by Schuh, seconded by Habeck to approve the following:

Operator license #101 for Luke F. Baehman,

Temporary Class "B" Retailer's License

#21 for Hortonville Youth Sports, Kelsey Uhlenbrauck in charge, May 16-18, 2014 at Otto Miller Athletic Field concession stand,

#22 for Hortonville Youth Sports, Richard Camps in charge, May 30-June 1, 2014 at Otto Miller Athletic Field concession stand,

#23 for Hortonville Youth Sports, Keith Rohde in charge, June 20-22, 2014 at Otto Miller Athletic Field concession stand,

#1 for Hortonville Youth Sports, Kelsey Uhlenbrauck in charge, July 11-13, 2014 at Otto Miller Athletic Field concession stand.

Motion was carried on a unanimous voice vote.

Motion made by Martens, seconded by Schuh, to approve the appointment of Kelsey Uhlenbrauck for the Hortonville Youth Sports 6-month Class "B" Fermented Malt Beverage License. Motion was carried on a unanimous voice vote.

Motion made by Martens, seconded by Habeck, to approve:

6-month Class "B" Retailer's License for Hortonville Youth Sports, Kelsey Uhlenbrauck, agent. Otto Miller Athletic Field concession stand, 130 John St.

Motion was carried on a unanimous voice vote.

Committee Reports

Public Facilities: Schleif reported on the April 14th meeting about payment for aluminum entrance hardware and a meeting room policy for the new municipal service center.

Public Works: The committee will meet with the DNR to discuss the dam grant rules on April 28th at 5:00 p.m.

Black Otter Lake District: There will be a meeting on April 22nd.

Planning & Zoning Commission: There will be a meeting on May 13th.

Board of Review: The Board will meet May 29th from 9:00 a.m. to 11:00 a.m.

Library Board: There will be a meeting May 13th.

Gold Cross Ambulance: The March run report was submitted.

Economic Development: There will be a meeting on April 21st. Martens reviewed the logo process to date.

Strategic Planning: Habeck reported that the senior planning group will meet on April 24th at 3:00 p.m. for a brainstorming session.

Martens reported that the Urban Forestry Committee held a listening session for E. Main St. property owners on the draft Tree Management Plan and Tree Inventory. The Community Foundation grant was finalized at \$10,000 for training and education.

Unfinished Business from Previous Meetings

Retail Park update

1. Award contract for Towne Drive extension, stormwater pond, and infrastructure project

Vaile showed a drawing of the proposed Gilbert's Super Valu building and reviewed the bid tabulation sheet for the street, pond, and infrastructure project.

Schleif asked if the low bid includes a payment performance bond.

McCrary recommended adding filling of the front ditch and front sidewalks. It was the consensus of the Board to take the request to the engineer.

Motion made by Schleif, seconded by Vollbrecht, to award the contract to the low bidder and verify that the bid includes a payment performance bond. Motion was carried on a unanimous roll call vote.

Vaile distributed a partial schedule for the Retail Park infrastructure.

Municipal Building construction updates

McCrary reported that the generator can be powered from the RTU and does not need a gas line.

2. Aluminum entrance hardware

Schleif reviewed the history of the bid placement of the item and the contractors' assumptions. The Public Facilities Committee has recommended that the Village contribute \$5,000 of the \$15,000 cost of the item.

Motion made by Habeck, seconded by Schuh, to approve Village payment of \$5,000 for the aluminum hardware. Motion was carried on a voice vote (6 ayes, 0 nays, 1 abstain - Schleif).

3. Three bids were received for the building site landscaping. No action will be taken at this meeting.

New Business

Armitage Foundation's request to acquire Community Hall

The Board discussed aspects of the request.

It was the consensus of the Board to have Vaile, Attorney Sorenson, and Peter Olk draft documents that might be used if the Village sells the Community Hall to the Armitage Foundation.

Approve offer to purchase from PSI for approximately 30 acres in the industrial park Approve offer to purchase from Coating Systems, Inc. for a 13.904 acre lot in the industrial park

No action at this meeting.

Ordinance O-1-14 approving the Hortonville Comprehensive Plan Update 2035

Motion made by Mann, seconded by Schleif, to approve Ordinance O-1-14, approving the Hortonville Comprehensive Plan Update 2035. Motion was carried on a unanimous voice vote.

Ordinance O-2-14 relating to increased court costs

Motion made by Habeck, seconded by Mann, to approve O-2-14. Motion was carried on a unanimous voice vote.

Prepare questions for meeting with County regarding Highway TT jurisdictional transfer

Any additional questions from the Board should be sent to Vaile by early next week.

Village promotional/marketing activities, logo, and finances

The Economic Development Committee recommended approval of the contract with bcreative for logo development only.

Motion made by Schleif, seconded by Mann, to approve the contract for logo development. Motion was carried on a 6 aye, 1 nay (Schuh) voice vote.

Martens reported that a realtors group wants to market Hortonville to sell lots and get new businesses.

Subordination of WDF Rehab loan #162

Mischker reminded the Board that this subordination was mentioned during the April 3rd Board meeting. Mischker reviewed the loan amounts involved in the subordination.

Motion made by Habeck, seconded by Martens, to approve. Motion was carried on a voice vote (6 aye, 0 nay, 1 abstain – Vollbrecht).

Dispersion of remaining insurance claim funds

McCrary reviewed the creation of the Tree Reserve Fund and referred to a breakdown showing previous and planned usage of insurance claim funds received. The breakdown also showed requests for using the remaining funds received and not already planned to be used for other damage repair.

Motion made by Martens, seconded by Schuh, to approve \$15,000 for the Tree Reserve Fund, \$10,000 for the budget contingency fund, and \$4,495.62 to increase the budget line item of 100-55-55210-400 for repair of the Otto Miller Athletic Field dugout. Motion was carried on a

unanimous voice vote.

Committee appointments

Gitter reviewed his appointments to the Public Works, Public Facilities, and Public Safety committees.

Discussion on automated recycling carts

Vaile reported that the Outagamie County Recycling Coordinator approached the Village about the opportunity to purchase automated pickup carts in conjunction with other municipalities. The Village might own the carts at a purchase price of about \$50 per cart.

It was the consensus of the Board to wait until a future year and build funds for the purchase.

Poppy Days Proclamation

Gitter read the proclamation which will be posted in the Village.

Report of Village Officials

Administrator: 1. Annual meeting with County Highway Committee Monday, April 28th at 10:15 a.m. Gitter, Vaile, and McCrary will attend the meeting.

2. Senator Kohl will hold office hours at the Community Hall on April 30th from 3:15-3:45 p.m.

3. There will be a meeting with the DOT and Outagamie County on April 22nd at Community Hall at 2:00 p.m. about an emergency ramp to the bypass.

4. Delta Dental has approved the Village contract effective 4/1/14.

Clerk-Treasurer: There is a new events page on the Village website for community events.

Director of Public Works: 1. Bridge inspection report from County Highway Outagamie County completed the S. Mill St. bridge inspection and will do the repair work.

Building Permit Report: The March building permit report was submitted.

Presentation of Accounts and Other Claims against the Village

Motion made by Habeck, seconded by Vollbrecht, to approve Village wires, debit card purchases, automatic loan payments, and vouchers #19328-19389 in the amount of \$613,085.95 with the exception of voucher #19328, direct deposit payroll in the amount of \$25,772.28, and Water & Sewer Utility vouchers #9196-9203 in the amount of \$339,975.54 as presented. Motion was carried on a unanimous roll call vote.

Comments and Suggestions from Citizens Present

Peter Olk will provide Oktoberfest information for the Village website events page.

Motion to go into Closed Session

Motion made by Schuh, seconded by Schleif, to go into Closed Session under State Statute 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session." Specifically to discuss sale price and terms of a Village building/property. Motion was carried on a unanimous voice vote.

Closed Session

9:59 p.m. – 10:05 p.m.

Any Action on Matters Discussed in Closed Session

None.

Adjournment

Motion made by Schleif, seconded by Mann, to adjourn. Motion was carried on a unanimous vote. The Board adjourned at 10:06 p.m.

Minutes submitted by,

Lynne Mischker, WCMC
Clerk-Treasurer

VILLAGE STRATEGIC PLAN

On March 7, 2013 the Village Board adopted the Hortonville Strategic Plan 2013 – 2017, completing a planning process that began in February 2012. An advisory committee guided the process, meeting every third week for eleven months. The Strategic Plan includes a mission statement for the Village as a whole, a mission statement for Village government operations, a vision statement of what is hoped the Village will be in five years, goals, actions, and detailed tasks to implement that vision.

Community public informational meetings were held on June 14, 2012 and February 21, 2013 giving the citizens a chance to hear about and comment on the strategic planning process and the implementation strategies. The implementation strategies are specific tasks prioritized by year that identify what needs to be done, who the responsible person(s) is, the start and end date of the task, the anticipated outcome, and the needed budget to accomplish the task. Copies of the adopted plan will be printed soon and made available for viewing at the Administration office and the Hortonville Public Library. The plan will also be available for viewing and download on the Village's web site.

One of the goals of the plan is to construct a new municipal center. With the positive response by voters authorizing the Village to borrow for the building, that project will move forward yet this year. Some of the other goals of the plan (such as a senior center or civic group events) need to be organized by persons and groups in the community. New groups may need to be formed. The new municipal center will be available for these civic activities. For example, if area seniors organized, the community center portion of the new building could be used for senior center activities. The Village will entertain all such suggestions.

MUNICIPAL CENTER

Voters spoke on February 19th granting approval for the Village Board to borrow funds to construct a municipal center building. The vote was 349 (58%) in favor of the borrowing and 252 (42%) opposed. Located in the new building and sharing common spaces will be the library, police, and administration departments, the municipal court, and a community center with meeting rooms. Driveway access will be from both N. Olk Street and N. Nash Street, and there will be convenient parking for 60 vehicles.

Architectural designs will be drafted over the next three months and then the project will be bid to the lowest responsible bidder. Groundbreaking could occur in late summer. It is hoped that local tradespeople and subcontractors will be used as much as possible. The Village Public Facilities Committee will review the plans and bid documents. Meetings of the committee and Village Board are open to the public and are noticed at locations around the downtown area and on the Village's web site. Progress reports will be provided on the web site and in future issues of the Village Voice.

An area in the new building will be a community center with tables, chairs, warming kitchen, and meeting rooms. A number of strategies identified in the Hortonville Strategic Plan deal with senior citizens and civic groups, and the community center will provide the needed space for those types of activities. Now is the time for seniors and other civic minded individuals to organize so that they can provide input into the final design of the center.

Thank you to all of the supporters of the referendum for the new municipal building, to the Village Board for their dedicated work, and to everyone who braved the snowy weather and slippery streets to vote, no matter what their vote was. It is important to express our choices by voting in every election. Life wouldn't be exciting if we all thought and felt the same way.

FOX WEST CHAMBER OF COMMERCE

www.foxwestchamber.com

Think Spring!! Greetings from your Fox West Chamber of Commerce!! We have recently welcomed our 135th member and continue to grow. Our committees are starting to take shape and we always welcome new members and volunteers.

The Village Wide Rummage Sale will be held rain or shine on **Saturday, May 11th**. To participate, send a \$7 check payable to Fox West Chamber of Commerce along with the completed form (forms available at area businesses and on our website) by May 2nd to:

Fox Cities Embroidery
251 E. Main St., Hortonville, WI 54944

The \$7 fee will include the listing on the rummage sale map and our local advertising of the event. Registration **MUST** be received by May 2nd to be included on the map. Maps will be available for pick-up by Friday, May 10th at area businesses or on our website. For more information call Fox Cities Embroidery at 920-779-9560 or email Bev@foxcitiesembroidery.com.

We recently supported the Fox Cities Ignite Initiative to bring new businesses and jobs to the Fox Cities Area and also supported the Kids Fishing Event on Black Otter Lake. Please consider doing business locally when going shopping or seeking out a service. You can find a listing of many fine businesses on our website.

Our chamber is a proud supporter of higher education and we sponsor 2 Scholarships. Please see the high school guidance office for applications and forms. We will also be having a booth at the HASD Education Expo in April—please stop by.

Finally, please **SAVE THE DATE** for the 5th Annual Chocolate Fest on Saturday, June 1st at Commercial Club Park. There will be plenty of chocolate, a run/walk, bike ride, bike safety event with **FREE** helmets, artisan village, vendor village, amusements, live music and fireworks.

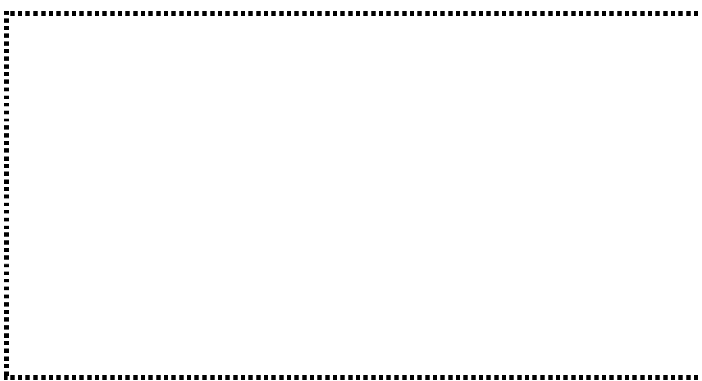


Village Embarks on Comprehensive Plan Update

The Village of Hortonville, with the assistance of East Central Wisconsin Regional Planning Commission, is preparing an update to the Village's existing Comprehensive Plan that was adopted in 2003. Building upon the Village's recently adopted Strategic Plan, the comprehensive plan will incorporate land use related concerns into the planning process. A kickoff meeting with the Hortonville Plan Commission will be held in late March.

Public participation and engagement are an important component. Community members will have an opportunity to participate in a community-wide planning event in May that will be designed to better engage residents and landowners in the planning process. Citizens are welcome to attend all meetings which will be posted at various locations around the Village. Meeting notices, progress reports and other information will be posted on the Village's website (<http://www.hortonvillewi.org/>) allowing people to access information as it becomes available.

Comments can be submitted to the Village Administration office at P.O. Box 99, Hortonville, WI 54944-0099.



WELCOME PAUL HANLON

Village of Hortonville Building Inspector

The Village of Hortonville is pleased to announce our new Building Inspector, Paul Hanlon, effective June 2013. The recently completed Strategic Plan recommended that the Village take steps to reinforce that the Village is progressive, growing, and inviting to new residents and businesses, as well as responsive to the existing residents and businesses. The Village Board decided that the position of Building Inspector is essential to furthering those goals. A search ensued to find the right person to move the Village forward to that desired future. That person is Paul Hanlon. Paul has many years of experience in building inspection and brings a wealth of knowledge to the position as well as a personality that fits the goals of the Strategic Plan. He is well respected by the building trades and the public. We welcome Paul to Hortonville.

Building Inspector Office Hours

New Building Inspector Paul Hanlon's office hours will generally be the first and third Thursday of the month and the second and fourth Wednesday of the month from 4:00 p.m. to 5:00 p.m. except for holiday weeks. However, please call the office at 920-779-6011 to confirm the schedule. Office hours will also be posted on the doors at the Administration office and on the Village's website.

Outgoing Inspector

The Village extends its sincere thanks to outgoing Building Inspector Bob Viste. Bob served as Hortonville's Building Inspector for nearly 15 years and continues as Building Inspector for a number of communities in Waupaca County. Bob brought the Village through the peaks and valleys of the building economy experienced over those years. Bob, we wish you well.



TWO BUILDINGS FOR SALE BY THE VILLAGE

NOW ACCEPTING LETTERS OF INTENT AND OFFERS TO PURCHASE

- ▶ 118 North Mill Street – Current Administration Building
- ▶ 111 South Nash Street – Current Police Department/Court Building

VISIONING WORKSHOP HELD For Comprehensive Plan Update

Approximately 24 people attended a visioning workshop on Saturday, May 4, 2013 at the Grand View Golf Club as part of the Village's Comprehensive Plan Update. The purpose of the workshop was to explore broad community and neighborhood level issues and opportunities. Following a presentation on the background of comprehensive planning and key facts concerning the Village, participants were asked to engage in a number of interactive group exercises.



Attendees recognized a number of key assets including Black Otter Lake and Pier, Otto Miller Athletic Field, the Wiouwash Trail, Alonzo Park and Boat Landing, Commercial Club Park, the public school campus, the industrial parks on the Village's west side, Grand View Golf Club/Course and Charlie's Place as being important to the identity of the Hortonville community. Participants also indicated that even though

some of the building facades in the downtown could use improvement, overall it was essential to preserve the historic character of the area. Other suggestions included addressing the parking issue in the downtown area and the congestion caused by school traffic near the school campus and on John Street during sporting events, expanding the variety of retail opportunities in the downtown area, adding a new park on the west side of the Village, and enhancing pedestrian and bicycling facilities. The entire report will be available shortly on the Village's website www.hortonvillewi.org. Input is welcome throughout the planning effort. Comments can be submitted to Patrick Vaile, Village Administrator at P.O. Box 99, Hortonville, WI 54944-0099.

NEW MUNICIPAL BUILDING UPDATE

The Village's architectural firm for the new municipal building project, Kunkel Engineering Group, has been preparing floor plans and schematic designs. The Village Board approved the schematic floor plans on June 6th.

Next, the more detailed design development drawings are expected to be completed in the following weeks, culminating with bid documents being prepared in June and early July 2013. The target schedule is for the project to be bid out in late July/early August and groundbreaking in late August. The new building construction will likely be completed in late winter/early spring 2014, with final landscaping and site work in May 2014. To date, everything is right on schedule.



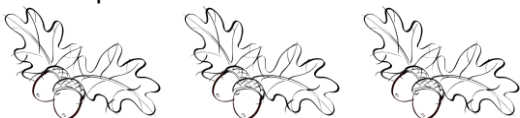
UPDATE

Comprehensive Planning Process

Steady progress is being made on the Village of Hortonville's Comprehensive Plan Update. At the July meeting of the Village Planning and Zoning Commission, draft report chapters and a review of relevant background information including social economic conditions and growth patterns, utility and community facilities, agricultural, natural and cultural resources, economic base data, housing characteristics and results from the Community & Neighborhood Visioning Workshop were presented by the Village's Consultant.

Utilizing the previous comprehensive plan and the Village's newly developed Strategic Plan; a list of draft goals and objectives were developed for each of the nine elements: Issues and Opportunities, Land Use, Economic Development, Housing, Transportation, Utilities and Community Facilities, Intergovernmental Cooperation, Implementation and Agricultural, Natural and Cultural Resources. Goals defined as broad, long range statements, describe the desired future condition. Generally the Village's draft goals are designed to enhance the quality of life and sense of community within the Village; encourage retail, commercial and industrial growth; maintain an adequate supply of housing to meet current and future needs; encourage activities to preserve the integrity of the existing housing stock, and the cultural identity and history of the area; ensure a well maintained and safe transportation system that provides a range of transportation alternatives; provide high quality, cost effective community facilities and services including public safety, municipal waste collection, wastewater treatment, public drinking water; enhance recreational opportunities; promote quality schools and access to educational programs and library services; maintain the economic viability of the area's agricultural community; expand access to locally grown products; protect and preserve natural resources including the intrinsic visual qualities of the landscape; and establish cooperative working relationships with neighboring towns, Outagamie County, the school district, the fire district and others.

Residents are encouraged to visit the Village's website to learn more about the Comprehensive Planning Process and update.



8:00 a.m. CURBSIDE PICK-UP

The Village will be picking up leaves and raked yard waste and brush at curbside again this fall (place at curb by 8:00 a.m. on dates listed below).

Leaves and raked yard waste must be placed in paper biodegradable bags and must not weigh more than 50 lbs. Bags will be picked up on:

Mondays: 10/14 10/21 10/28

Tuesdays: 10/15 10/22 10/29

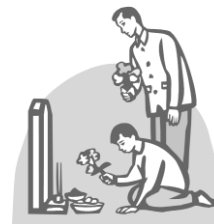
Brush must be 3 inches or less in diameter, cut in lengths of 4 feet or less, and bundled (bundles must not weight more than 50 lbs.). Bundles of brush will be picked up on:

Thursdays: 10/17, 10/24, 10/31

FACEBOOK PAGE - WEBSITE

Visit our new Facebook page for up-to-date Village information. The newly created Facebook page has pictures and articles from the 8/07/13 tornado that ripped through our Village.

Our website www.hortonvillewi.org is also a good source for information regarding the Village, i.e. Directory of Available Assistance (storm assistance), meeting agendas, minutes, job openings, etc.



FALL CEMETERY CLEAN-UP

All flower arrangements, real or artificial, must be removed no later than October 15th to allow for a thorough fall cleaning of the cemetery. Persons desiring to reuse such material must claim them prior to that date or they will be discarded by the Village. Christmas, fall and winter arrangements may be placed after November 15th. All Christmas, fall and winter arrangements must be removed no later than March 15th for spring cleaning of the cemetery. The full Union Cemetery rules and regulations can be found on the Village's website or may be picked up at the Administration Building.



BURNING

Fall is here, and so are the leaves. Village Ordinance 9.04(d) allows for the burning of dry leaves, non-offensive dry yard debris, and small campfires, provided such burning is responsibly monitored, and conducted at times when weather conditions do not create a public nuisance resulting in danger to health or safety. Fires are to be located 30 feet away from any structure. Burning must be conducted between **the hours of 7 a.m. and 7 p.m.**

Burning permits are required for some types of burning. Please contact Fire Chief Dave Dorn at 779-4485 for more information.

FORECLOSURES AND UNATTENDED PROPERTIES

If you are vacating a property for an extended period of time or know of a vacated property, please notify the Village Water Utility at 779-6011.

Hortonville Water and Sewer Utility would like to be informed of any vacancies so that the water service can be turned off at the street. This will help minimize any property damage in the event any interior piping should freeze and burst.

GOING AWAY FROM YOUR HOME THIS WINTER?

If you are planning a vacation this winter or will be gone from your home for an extended period, you may want to contact the Village office regarding trickling your water to avoid service interruption due to a frozen service lateral. When you are away from your home the water is not moving through the lateral thereby becoming more susceptible to freezing. Follow these easy steps:

1. Leaving your home for a week or more.
2. Call the Village office at 779-6011 (Lisa).
3. If it is determined that you need to trickle (leave a faucet on with the stream being the size of a pencil), we will advise you.
4. Read your water meter.
5. When you come back from vacation, read your meter and call Lisa at the Village office.
6. You will receive a credit for the water & sewer that was trickled.



PARKING

Hortonville's **winter parking regulations** take effect on December 1st. No parking is allowed on any street between the hours of 3:00 a.m. and 6:00 a.m. from December 1st through March 31st. In instances where the Village has declared a snow emergency, vehicles will be ticketed and towed at the owner's expense. If you have an emergency parking consideration, please call the Hortonville Police Department at 779-6165 with your request.

FIRE HYDRANT ACCESS

This is a reminder to residents who have a fire hydrant in front of their property. Landscaping or signs shall not be placed within a 3 foot perimeter so as not to impede fire protection personnel. Also, the Village would appreciate resident's efforts in keeping the hydrants cleared of snow during the winter months.

ICE BUILDUP ON SIDEWALKS

Property owners are reminded that they are responsible for the **shoveling and deicing of sidewalks** bordering their properties within 24 hours of a completed snowfall. Now is the time to think about preventing ice buildup on the sidewalk in front of your residence. The melting and freezing of water that ponds on the sidewalk can be prevented with a little maintenance. By using an edger in the Fall and cutting back the grass that grows over the edge of the sidewalk, the water has a chance to flow off the sidewalk before freezing. The terrace area between the sidewalk and curb may also need some attention if it has built up over the years with dirt and doesn't allow the water to flow towards the curb and gutter. Remember, it is the resident's responsibility to keep the sidewalks free of snow and ice and with a little maintenance now a troublesome sidewalk can be avoided in the winter.

Also, Village ordinance prohibits the plowing or dumping of snow on any public street, alley, public property, or upon the property of another, without the express permission of the property owner.



HOLIDAY HOURS FOR TAX COLLECTION

Office hours for people wanting to pay their property tax bill in the Village Administration Office, 118 N. Mill Street, are 7:00 a.m. to 3:30 p.m. Monday through Friday.

The office will be closed:

All day - Tuesday, 12/24/13

All day - Wednesday, 12/25/13

1/2 day - Tuesday, 12/31/13 (closing at 11:00 a.m.)

All day - Wednesday, 1/01/14



DOG LICENSES

All dogs kept in the Village need to be licensed by the end of the day on Monday, March 31, 2014. 2014 dog licenses are available at the Village Office Monday-Friday 7:00 a.m. to 3:30 p.m.

2014 ELECTION

Nomination papers are available from Clerk-Treasurer Lynne Mischker for the Spring Election. Three Village Trustee positions (2 year term each) are to be filled at the April 1, 2014 Spring Election. The final day for filing nomination papers with Lynne is 5:00 p.m. Tuesday, January 7, 2014.



What's happening with the trees?

The Village of Hortonville lost a great number of trees along Main Street, in our parks, and at many private residences during the storm on August 7th of this year. The Village's Tree Board is currently working with tree experts to develop a plan for the replanting of our urban forest and the re-beautification of our home town. The goal is to kick off the tree replacement program in the spring of 2014. We would like to remind everyone about the Memorial Tree Program (see article in this newsletter for more details).

Storm Update

In the last Village Voice, we mentioned the effort underway to recoup funds used for the August tornado response from the Wisconsin Emergency Disaster Fund. While Village staff worked primarily with Outagamie County Emergency Management on this, a number of meetings were held with state and local officials including Mary Ann Lippert, a representative with the Wisconsin Department of Administration, and Caryn Stone, the Wisconsin Disaster Fund Coordinator. Chief Sullivan coordinated the documentation and completion of paperwork needed to apply for reimbursement. On 09/24/13 this information was submitted to the Department of Military Affairs. We are pleased to report that on 10/25/13 Chief Sullivan was advised that the Village of Hortonville will be reimbursed in the amount of \$72,933.98. This money will be used to cover Village funds used for storm response. Also related to this, the Department of Public Works was advised in October that the Village will be receiving \$50,000 of insurance coverage for damage to Village owned property. While there is much storm recovery work yet to do, considerable progress has been made. Reference the tree updates in this Village voice. Thank you again for all the great volunteer help that was utilized during this unfortunate situation.

Police Chief Michael Sullivan
Village President Andy Gitter



Village Administration Office will be closed:

All day - Tuesday, December 24th

All day - Wednesday, December 25th

½ day - Tuesday, December 31st (closing at 11 a.m.)

All day - Wednesday, January 1st



MEMORIAL TREE AND BENCH PROGRAM

The Village of Hortonville's Forestry Department is proud to announce its Memorial Tree and Bench Program. This program provides the opportunity to donate a park bench or tree in the memory of a loved one. Your donation to this program will not only provide lasting memories, but also help to beautify our parks and trails.

For more information, please contact the Village Administration Office at 920-779-6011.



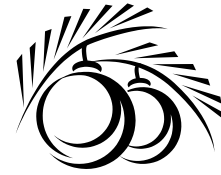
POLICE DEPARTMENT NEWS

A reminder to citizens that snow season parking started **12/01/2013** and is in effect until 04/01/2014. Only emergency vehicles are permitted to park on Village streets from 3:00 a.m. to 6:00 a.m. During a snow emergency no person can park any vehicle at any time on the roadway. A snow emergency is defined as snow falling in such a manner as to produce a congestion of traffic, the impeding of the operation of emergency vehicles and interference with snow removal operations. In special circumstances the police department will grant permission for visitors or residents to park on roadways during the snow season. Those requests must be made by calling the police department at 920-779-6165.

With winter weather upon us we would also like to remind all citizens it is the responsibility of the property owner or occupant to remove snow or ice from the sidewalk within 24 hours of the cessation of any snowfall.

The police department recognizes many citizens will be vacationing during the winter months. If you would like your residence checked or patrolled while you are away please contact the police department. If you are vacationing please make arrangements for snow or ice to be removed from your sidewalk according to the above regulations.

We would like to wish all citizens a happy and safe holiday season.



Comprehensive Plan Update

The Village and its Consultants continue to work on updating the Village's existing comprehensive plan. If you haven't already done so, please consider checking out the comprehensive plan page on the Village website. This page provides more information regarding the plan as well as draft chapters of the plan.

Draft background chapters covering social economic conditions and growth patterns, utility and community facilities, economic base data, housing characteristics, and agricultural, natural and cultural resources are available for review. The Planning and Zoning Commission will be meeting on December 11th to discuss the future land use map, and finalize the draft goals, strategies and recommendations. Future housing and land use estimates, based on population projections, will also be reviewed. It is anticipated that an intergovernmental meeting will be held in January to solicit input from neighboring communities and others including the school district, county, and fire district. Draft plans will be available for public review at the public library and village administrative building in January, as well.

All meetings are open to the public. Residents are encouraged to visit the Village's website to learn more about the Comprehensive Planning Process and Update.

GET YOUR EVENT ON THE VILLAGE WEBSITE

The Village website is a good place for residents to see what is happening in the Village and we would like to provide information about your organization's community events. In order to provide this information we will be starting a happenings or events page on the website.

Send us a short article about your organization's community event with information about contacts for the event and the event itself. Include your contact information with the article so we can contact you if we need any clarification before we publish on the website.

You can use the Contact Us on our website www.hortonvillewi.org, send an email to clerktreas@vohortonville.com, or mail or drop off your information at the Administration Office.



DO YOU HAVE IDEAS ABOUT SENIOR ACTIVITIES OR NEEDS?

Our senior population is growing and we need to make sure Hortonville is 'senior friendly'. The members of our Strategic Plan Advisory Committee made sure the need for senior activities was included in planning for the Village's activities for the next five years.

We are looking for a group of people willing to gather early next year and do some brainstorming on ways the Village and civic groups can make our community more senior accessible for travel and provide activities and services for seniors. We have resources that would be available to guide the brainstorming and help with our ideas.

Contact the Administration Office at 779-6011 to indicate your interest or send an email to clerktreas@vohortonville.com.



FOX WEST CHAMBER OF COMMERCE Wishing you a very Merry Christmas and a Happy, Healthy & Prosperous New Year!

New board members elected at our November 7th meeting: Mike Stevens, Treasurer—SVA Certified Public Accountants, S.C. and Heather Veaser, At-Large Director—Skyline Exhibit Resource. We want to thank Joe Peikert from Wolf River Community Bank for his many years of service on the board!

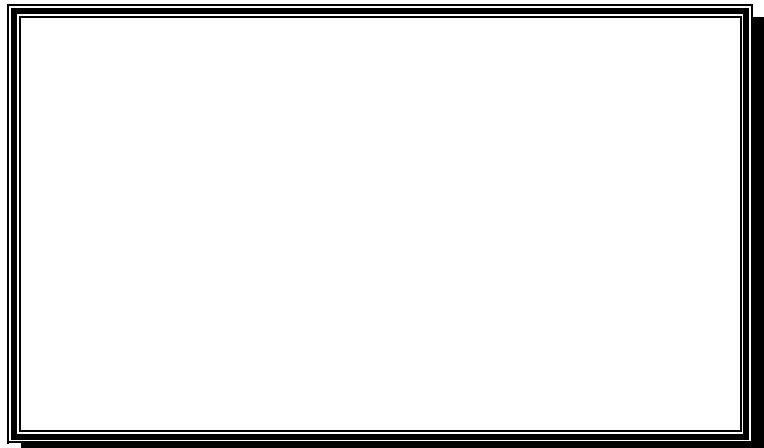
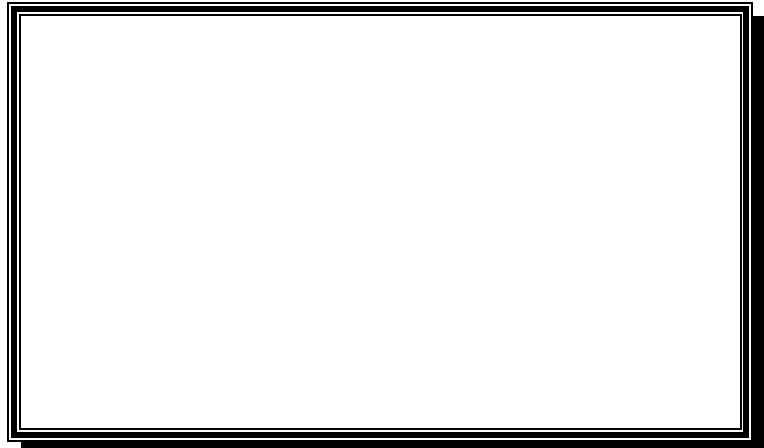
Our 2nd Annual Awards Banquet was held at the Holiday Inn on October 24th with nearly 80 in attendance. Winners of this year's awards were as follows:

- Retail Business of the Year — The Meat Block
- Service Business of the Year — Smiles By Design
- New Business of the Year — Donaldson's Gourmet & Gifts
- Service Organizations of the Year — Greenville Civic Club and Hortonville Youth Sports

A new award added this year was the **Lifetime Achievement Award** which went to **Jerry Van Hammond** for his many years of service to Hortonville Youth Sports and the community. Congratulations to all the award winners and nominees—you are all winners in the Fox West Chamber of Commerce community!

Mark your calendars for Saturday, May 31st for the 6th Annual Chocolate Fest at Hortonville Commercial Club Park and the 5th Annual Bike Safety Event at the Hortonville Elementary School Parking Lot. Lots of activities for young and old alike, plus chocolate and fireworks!

Finally, when you receive your new HomePages phone directory, please check out our ad listing along with our community listing which was graciously sponsored by Dr. Clint Dorn of Chiropractic Health & Rehab Center. Check out our website for additional news about your chamber at www.foxwestchamber.com and please consider buying local. We have some great businesses in the Fox West Area and they appreciate your patronage!



VILLAGE VOICE
 Village of Hortonville
 118 N. Mill St., P.O. Box 99
 Hortonville, WI 54944-0099

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Village President

Andrew Gitter - 540-9234

Board of Trustees

Jeff Fassbender - 570-2948
 Al Habeck - 779-4736
 Traci Martens - 779-0484
 Kelly Schleif - 779-9884
 Jeff Schuh - 779-4286
 Dawn Vollbrecht - 779-0425

Administrator

Patrick Vaile - 779-6011

Clerk-Treasurer

Lynne Mischker - 779-6011

Police Department

Michael Sullivan, Chief - 779-6165
 Emergency Number - 911

Library

Carolyn Habeck, Director - 779-4279

Public Works Department

Carl McCrary, Director - 779-4086

Fire Department

Dave Dorn, Chief - 419-7872
 Emergency Number - 911

Building Inspector

Paul Hanlon - 779-6011

Municipal Court

1st and 2nd Wednesday of the Month at 6PM
 Norbert Dallman, Municipal Judge

Village Administration Office

118 N. Mill Street - 779-6011
Office Open Monday thru Friday



Public Hearing for Hortonville Comprehensive Plan Update

The Village of Hortonville's Comprehensive Plan Update 2035 is nearing completion. A public hearing has been scheduled for Monday, March 24, 2014 at 6:30 PM at the Community Hall. We hope you will take the time to review the proposed comprehensive plan. A link can be found on the Village's webpage and copies are available for review at the Hortonville Public Library and the Village Administration Office.

A comprehensive plan is a statement of public policy concerning the conservation and development of a community. It provides a guide to where future growth and development should occur over the next 20 years. It inventories and analyzes the Village's physical setting, natural resources, land use, demographics, transportation and community facilities.

Hortonville's comprehensive plan builds upon and incorporates the needs and opportunities identified in the Village's recently adopted Strategic Plan. To ensure that decisions are harmonious with the overall vision of Hortonville, local officials and others use the plan when making land use decisions.

For additional information, please contact Patrick Vaile, Village Administrator at (920) 779-6011 or by email at admin@vohortonville.com. Written comments can be submitted to the Village Administrator at the above email or at P.O. Box 99, Hortonville, WI 54944-0099.



DONATIONS RECEIVED

The Village recently received some very generous donations:

- ▶ A \$10,000 donation was received from Darlene Bosin, a resident here in the Village. This donation will be used for the catering kitchen and the flag pole at the new municipal building. Items include: refrigerator, dishwasher, microwave, coffeemakers, dinnerware, silverware, cups, glasses, miscellaneous kitchen items, and holiday decorations.
- ▶ Village resident Diane Strube donated two desks to be used in the new municipal building.
- ▶ Hortonville Lions Club members recently presented a check to the Village of Hortonville in the amount of \$5,110. Director of Public Works Carl McCrary says that the money will be used to replace the aging roof on the pavilion at Alonzo Park in the Village. In addition to the age of the roof, the roof sustained damage as a result of the storm that hit the Village on 8/07/13. The pavilion roof will be replaced with a new steel roof in 2014.

Other opportunities exist for donations to the new Municipal Services Facility for items not included in the building construction. Tax deductible donations may be made through the Friends of the Hortonville Library for books, DVDs, rolling carts, projection screen, butterfly garden, nature learning trail, rain garden, outdoor amphitheater, and a greenhouse. Other donations will be graciously accepted by the Village for the cupola clocks, outdoor benches, a digital entrance/meeting announcement sign, and supplies, activities, games, decorations, and cleaning supplies for the community/senior center portion of the facility.

Thank you for your generous donations!





BUILDING PERMIT FEE REDUCTION

NEW HOME BUILDING PERMIT FEE

TEMPORARILY REDUCED !

Through December 31, 2014 the Village of Hortonville is offering building permit and plan review fees for a flat fee:

- ✓ Single-Family Home
~~\$2,043.00~~
(will be \$4,136.00 on 1/01/2015)
- ✓ Two-Family Home
~~\$2,493.00~~
(will be \$5,036.00 on 1/01/2015)
- ✓ 4-family
~~\$2,685.00~~
(will be \$5,643.00 on 1/01/2015)
- ✓ 8-family
~~\$3,685.00~~
(will be \$7,243.00 on 1/01/2015)
- ✓ 12-family
~~\$4,685.00~~
(will be \$8,843.00 on 1/01/2015)

Includes municipal water and sewer connections.

The residential incentive program reduces permit fees by approximately one-half for 2014. In addition, \$300 of the fee is fully refundable when no extra inspections are required.

Save money with the new building permit fee program.

www.hortonvillewi.org or (920) 779-6011
for more on obtaining a permit.

Paul Hanlon, Hortonville Building Inspector
To contact Paul: (920) 878-0024

BUILD IN HORTONVILLE NOW !

FOX WEST CHAMBER OF COMMERCE

www.foxwestchamber.com

Think Spring!! Greetings from your Fox West Chamber of Commerce. We have recently welcomed our 175th member and continue to grow. Our committees are busy planning for 2014 and we always welcome new members and volunteers.

We recently supported the 2nd Annual Kids Fishing Event on Black Otter Lake. We held a ribbon cutting at Heritage Animal Hospital in Greenville after their recent renovation. We will also be teamed up with Hortonville High School to offer the 1st Annual *Reality Check* for our Juniors & Seniors on Wednesday, February 26th. It was an event that promotes budgeting and provides basic life skills to young adults.

Our chamber is a proud supporter of higher education and we award two Scholarships each spring. Please see the high school guidance office for applications and forms if you have a son or daughter graduating high school this year.

Please **SAVE THE DATE** for the 6th Annual Chocolate Fest on Saturday, May 31st at Commercial Club Park in Hortonville. There will be plenty of chocolate, a run/walk, bike ride, bike safety event with FREE helmets, artisan village, vendor village, rides & amusements, live music and fireworks.



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