

Village of Hobart – <u>www.hobartwi.gov</u> Village Office - 2990 South Pine Tree Road, Hobart, WI

Notice is hereby given according to State Statutes that the VILLAGE BOARD of the Village of Hobart will meet on Tuesday September 2<sup>nd</sup> 2025 at 6:00 P.M. at the Village Office (2990 South Pine Tree Road). NOTICE OF POSTING: Posted this 29<sup>th</sup> day of August, 2025 at the Hobart Village Office and on the village website.

## MEETING NOTICE - VILLAGE BOARD (Regular)

Date/Time: Tuesday September 2<sup>nd</sup> 2025 (6:00 P.M.)

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

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

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

#### 4. PUBLIC HEARINGS

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

A. Payment of Invoices (Page 4); B. VILLAGE BOARD: Minutes of August 19<sup>th</sup> 2025 (Regular) (Page 7); C. SITE REVIEW COMMITTEE: Minutes of June 18<sup>th</sup> 2025 (Page 9)

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

7. CITIZENS' COMMENTS/RESOLUTIONS/PRESENTATIONS (Please limit citizens' comments to no more than three minutes)

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

#### 9. COMMITTEE REPORTS AND ACTIONS

#### A. SITE REVIEW COMMITTEE (August 20th)

- 1. INFORMATIONAL Request for new exterior processing equipment (1001 Fernando Drive; HB-337) (Page 11) Green Bay Converting, located at 1001 Fernando Dr., is proposing the installation of four Regenerative Thermal Oxidizer (RTO) units to assist with the processing of their everyday production / operations. The proposed RTOs will be located along the east elevation of the existing building.
- 2. INFORMATIONAL Request for a 1,800 square foot accessory building (780 Centerline Drive, HB-2679) (Page 13) EMT International, located at 780 Centerline Dr., is proposing an accessory building of 1,800 square feet to be constructed on site and used for a temporary basis (not to exceed 4 years). This building would be located adjacent to and on the north side of the existing principal building.
- 3. INFORMATIONAL Request for new wall signage at Hillcrest Elementary School (4193 Hillcrest Road; HB-712) (Page 17) Hillcrest Elementary School, located at 4193 Hillcrest Dr., is nearing the completion of a substantial addition / renovation project and requests to install a 40 square foot wall mounted Electronic Message Center (EMC) on the front (east) building elevation facing Hillcrest Road.

4. INFORMATIONAL – Request for revisions to the proposed freestanding sign located at La Petite Acadaemy (4275 Hillcrest Road.; HB-713) (Page 19)

La Petite Acadaemy is an operating day care facility (formerly Shining Stars Children and Education Center) and is submitting for review and action of revision to the proposed freestanding sign.

#### **10. OLD BUSINESS**

#### 11. NEW BUSINESS

#### A. DISCUSSION – Proposed Hobart Municipal Center (Page 21)

The Village has an opportunity to purchase approximately 7-8 acres of the current Joe DeNoble Sewer & Water Construction property (774 West Adam Drive), including the existing buildings, for \$6.2 million, with the Village taking possession in July 2028. The property would be used for a new law enforcement center (construction in 2028), a new Village Office (2028-29), and a new Public Works facility (early 2030s). A final decision on the purchase will be on the September 16th Board agenda.

#### B. DISCUSSION AND ACTION – 2025 Hobart Financial Management Plan

Robert W. Baird, the Village's financial advisor, will present the 2025 Financial Management Plan to the Board. This plan provides a current and future view of the General Fund, Debt Service, the two Tax Increment Districts, and the utilities. The proposed creation of the Hobart Municipal Center (see above agenda item) has also been incorporated into the plan.

#### C. DISCUSSION AND ACTION - 2026 Cost-of-Living Adjustment (COLA) and Performance Pay Adjustment (PPA) (Page 31)

The proposal from the Village Administrator is for a Cost-of-Living Adjustment (COLA) of three (3) percent and Performance Pay Adjustment (PPA) of up to 1 (one) percent for Village employees for FY2026.

#### D. DISCUSION AND ACTION - Purchase of Fire Department UTV Fire/Rescue Skid Unit (Page 33)

The new 2025 UTV recently purchased is currently in the process of being upfitted for active service. This skid unit will give the new UTV unit multi-use mission uses in firefighting and off-road rescue operations. Staff recommends the quote from Kimtek Corporation for the Firelite Ultra High Pressure FCAT-209 skid unit for \$10,120.00.

#### E. DISCUSSION AND ACTION – Master Services Agreement with Amplitel Technologies (Page 36)

This contract is for the Village's IT needs and runs from September 1st 2025 to August 31st 2028. It calls for five (5) percent annual increases in the service fee charged the Village. Staff would recommend approval.

## F. DISCUSSION AND ACTION - Intergovernmental Cooperative Agreement to Satisfy Eligibility for the Wisconsin Recycling Consolidation Grant for Calendar Year 2026 (Page 46)

In order to remain eligible for the WDNR's Wisconsin Recycling Consolidation Grant, Hobart must enter into this cooperative agreement before September 29th. This is an annual occurrence.

#### G. DISCUSSION - Items for future agenda consideration or Committee assignment

#### H. ADJOURN to CLOSED SESSION:

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

- I. CONVENE into open session
- J. ACTION from closed session

#### 12. ADJOURN

Aaron Kramer, Village Administrator

#### **UPCOMING BOARD MEETINGS**

Tuesday September 16<sup>th</sup> 2025 (6:00 PM) – Regular Board Meeting at Village Office (2990 South Pine Tree Road) Tuesday October 7th 2025 (6:00 PM) – Regular Board Meeting at Village Office (2990 South Pine Tree Road) Tuesday October 21<sup>st</sup> 2025 (6:00 PM) – Regular Board Meeting at Village Office (2990 South Pine Tree Road)

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

8/27/2025 11:40 AM Reprint Check Register - Quick Report - ALL Page: 1
ACCT

ALL BANK ACCOUNTS ALL Checks

Posted From: 9/02/2025 From Account:

Thru: 9/02/2025 Thru Account:

	Thru:	9/02/2025 Thru Account:	
Check Nbr	Check Date	Payee	Amount
70256	9/02/2025	AMANDA WANGERIN REIMBURSEMENT CONFERENCE EXPENSE	351.96
70257	9/02/2025	ANDREA PALACIOS REFUND DEPOSITS FROM 8-9 & 8-25-2025	350.00
70258	9/02/2025	BAYCOM INC POLICE FZ-55JV401BM + 5-YEAR PROTECTION	3,634.00
70259	9/02/2025	BLUE PRINT SERVICE CO INC 2025 STREET PROJECTS	1,062.73
70260	9/02/2025	BRIAN RUECHEL ACCOUNTING AUGUST	4,250.00
70261	9/02/2025	DIVERSIFIED BENEFIT SERVICES INC 125-FSA ADMIN SERVICES AUGUST	105.00
70262	9/02/2025	FAIR MARKET ASSESSMENTS ASSESSMENT SERVICES AUGUST	3,085.00
70263	9/02/2025	FEDEX MULTIPLE FED EX SHIPPMENTS	51.20
70264	9/02/2025	FOX VALLEY FENCING REFUND OVERPAYMENT BLDG PERMIT P25-00071	82.00
70265	9/02/2025	GFL - GFL SOLID WASTE MIDWEST LLC REFUSE & RECYCLING COLLECTION AUGUST	24,970.29
70266	9/02/2025	GLOBO LANGUAGE SOLUTIONS LLC INTERPRETING	95.00
70267	9/02/2025	JOY & BEN GOEBEN REFUND PARK DEPOSIT FROM 08/18/25	175.00
70268	9/02/2025	KATHRYN GIBBONS REFUND OVERPAYMENT UTILITY ACCT	222.19
70269	9/02/2025	LAMAR COMPANIES TID#1 MARKETING	1,500.00
70270	9/02/2025	LISA VANDEN HEUVEL REIMBURSEMENT CLERKS CONFERENCE	702.89
70271	9/02/2025	METRO SALES INC CONTRACT BASE RATE JULY	119.13
70272	9/02/2025	MOLLY CREVIER PARTIAL REFUND OF DEPOSIT FROM 8-17-25	75.00
70273	9/02/2025	MULTI MEDIA CHANNELS LLC LEGAL ADVERTISEMENTS	83.86
70274	9/02/2025	NWTC - GREEN BAY CAMPUS G. R. PETERSON COURSE INSTRUCTION 5-6-25	249.00

8/27/2025 11:40 AM Reprint Check Register - Quick Report - ALL Page: 2
ACCT

ALL BANK ACCOUNTS ALL Checks

Posted From: 9/02/2025 From Account:

Thru: 9/02/2025 Thru Account:

	Thru:	9/02/2025 Thru Account:	
Check Nbr	Check Date	Payee	Amount
70275	9/02/2025	PARAGON DEVELOPMENT SYSTEMS INC BADGER BOOKS	378.00
70276	9/02/2025	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC POSTAGE METER LEASE	222.06
70277	9/02/2025	ROBERT E. LEE & ASSOCIATES INC HOBART GIS DATA UPDATES	4,531.25
70278	9/02/2025	SUMMER AND KENNETH HOWARD PARTIAL REFUND PARK DEPOSIT 8-10-25	125.00
70279	9/02/2025	UNIFORM SHOPPE T. ALLEN ADD & REMOVE PATCHES & HAT	61.95
CINTAS	9/02/2025	CINTAS CORP	34.49
	Manual Check	MATS AT OFFICE	
AMPLITEL	9/02/2025	AMPLITEL TECHNOLOGIES	4,658.06
	Manual Check	COMPUTERS COURT & BOARD ROOM & FRONT DES	
KRAMERVISA	9/02/2025	ELAN	908.69
	Manual Check	KRAMER - VISA	
RENKASVISA	9/02/2025	ELAN	899.98
	Manual Check	M. RENKAS - VISA	
TREMELVISA	9/02/2025	ELAN	39.12
	Manual Check	C. TREMEL - VISA	
CROCKERVISA	9/02/2025	ELAN	1,305.72
	Manual Check	CROCKER - VISA	
RADLOFFVISA	9/02/2025	ELAN	175.00
	Manual Check	RADLOFF VISA	
CHARTERSPECT	9/02/2025	CHARTER COMMUNICATIONS / SPECTRUM	615.00
	Manual Check	8/30/25- 9/29/25 ACCOUNT ACTIVITY	
DTC-INTEREST	9/02/2025	DEPOSITORY TRUST COMPANY	128,148.75
	Manual Check	INTEREST PAYMENTS AUGUST	
FIRSTNET3988	9/02/2025	FIRST NET	1,041.03
	Manual Check	WIRELESS - POLICE	
FIRSTNET6922	9/02/2025	FIRST NET	339.43
	Manual Check	WIRELESS SERVICES	
		Grand Tota	184,647.78

8/27/2025 11:40 AM Reprint Check Register - Quick Report - ALL	Page: 3 ACCT
ALL BANK ACCOUNTS ALL Chec	cks
Posted From: 9/02/2025 From Account:	
Thru: 9/02/2025 Thru Account:	
	Amount
Total Expenditure from Fund # 001 - General Fund	13,347.17
Total Expenditure from Fund # 002 - Water Fund	831.79
Total Expenditure from Fund # 003 - Sanitary Sewer Fund	1,875.26
Total Expenditure from Fund # 004 - Capital Projects Fund	9,354.79
Total Expenditure from Fund # 005 - Debt Service Fund	42,041.25
Total Expenditure from Fund # 006 - K-9 Fund	26.99
Total Expenditure from Fund # 007 - Storm Water Fund	1,385.33
Total Expenditure from Fund # 008 - TID #1 Fund	45,105.13
Total Expenditure from Fund # 009 - TID #2 Fund	43,919.03
Total Expenditure from Fund # 010 - Parks & Recreation	1,790.75
Total Expenditure from Fund # 014 - Garbage & Recycling Program	24,970.29

Total Expenditure from all Funds

184,647.78



Village of Hobart
Village Office 2990 S. Pine Tree Rd, Hobart, WI
www.hobartwi.gov - www.buildinhobart.com

#### MEETING MINUTES - VILLAGE BOARD (Regular)

Date/Time: Tuesday August 19th 2025 (6:00 P.M.)

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

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

- 1. Call to order/Roll Call The meeting was called to order by Rich Heidel at 6:03 pm. Dave Dillenburg, Vanya Koepke, Melissa Tanke and Rich Heidel were present. Excused: Tammy Zittlow
- 2. Certification of the open meeting law agenda requirements and approval of the agenda ACTION: To certify the open meeting law agenda requirements and approve the agenda. MOTION: Koepke SECOND: Dillenburg VOICE VOTE: 4-0.
- 3. Pledge of Allegiance Those present recited the Pledge of Allegiance.

#### 4. PUBLIC HEARINGS - None

**<u>5. CONSENT AGENDA</u>** – ACTION: To approve the Consent Agenda (A. Payment of Invoices; B. VILLAGE BOARD: Minutes of August 5<sup>th</sup> 2025 (Regular)) MOTION: Koepke SECOND: Dillenburg VOTE: 3-0-1 (Tanke abstained)

#### 6. ITEMS REMOVED FROM CONSENT AGENDA - None

7. CITIZENS' COMMENTS/RESOLUTIONS/PRESENTATIONS - No one from the public addressed the Board.

A. DISCUSION AND ACTION – Resolution 2025-07 (A RESOLUTION TO DISCONTINUE LONESOME ROAD, AND A PORTION OF WEST ADAM DRIVE PURSUANT TO WIS. STAT. § 66.1003) – ACTION: To approve Resolution 2025-07 MOTION: Heidel SECOND: Dillenburg VOTE: 4-0

- B. DISCUSSION AND ACTION To Establish a Public Hearing for the vacation and discontinuance of a portion of a public way located in the Village of Hobart known as Lonesome Road, and part of West Adam Drive ACTION: To schedule the Public Hearing for the October 7<sup>th</sup> Village Board meeting MOTIONL Heidel SECOND: Dillenburg VOTE: 4-0
- 8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS Administrator Kramer shared the latest preliminary population estimates with the Board which show Hobart has an estimated population of 11,558, as of January 1st 2025. This is a one-year increase of 653 residents (6 percent) and 1,347 residents (13.2 percent) over the 2020 census. Kramer also shared the investments reports (Associated Bank and Stephenson National Bank and Trust) with the Board, as well as the July bank balances. He informed the Board of the upcoming ribbon cutting for the Hillcrest Elementary School project (September 4th).

#### 9. COMMITTEE REPORTS AND ACTIONS - None

#### 10. OLD BUSINESS - None

#### 11. NEW BUSINESS

**A. DISCUSSION AND ACTION – Request for Proposals (RFP) for Prosecution Services -** The Village of Hobart will be seeking RFPs from attorneys qualified to practice law in the state of Wisconsin to provide prosecution services for the Village, along with handling

appeals and OWI jury trials from Municipal Court. ACTION: To approve the Request for Proposals (RFP) for prosecution services MOTION: Dillenburg SECOND: Tanke VOTE: 4-0

- **B. DISCUSSION AND ACTION Proposed Public Nuisance Ordinance -** Staff has been working on and is proposing the first major revision of the Public Nuisance Ordinance in over a decade. Administrator Kramer and Police Chief Renkas reviewed the proposed ordinance with the Board. No formal action was taken.
- C. DISCUSSION AND ACTION Awarding of Bid Founders Terrace Extension (Contract 2320-25-05) Bids from eight (8) contractors were opened on August 13<sup>th</sup> for the Founders Terrace Extension project. ACTION: To approve the bid from MC Excavating (Whitelaw, WI) for \$393,317.45, with funding to come from Tax Increment District #1 MOTION: Heidel SECOND: Koepke VOTE: 4-0
- **D. DISCUSSION AND ACTION Awarding of Bid Water Rescue Gear (Fire Department) -** The 2025 Capital included \$10,000 to purchase water rescue gear. Staff requested quotes for gear to safely conduct water rescues due to several retention ponds, quarries and Duck Creek within the Village. ACTION: To approve the bid of NRS (Moscow, ID) for \$9,710.72 MOTION: Dillenburg SECOND: Tanke VOTE: 4-0
- **E. DISCUSSION Items for future agenda consideration or Committee assignment** Kramer informed the Board that the agreement with the Green Bay Water Utility and the Village of Pulaski, and a new contract with Amplitel for IT services, will likely be on the September 2<sup>nd</sup> agenda, along with the Financial Management Study from Baird.

ACTION: To go into a short recess before entering into closed session (7:34 PM) MOTION: Heidel SECOND: Dillenburg VOTE: 4-0

- F. ADJOURN to CLOSED SESSION (7:43 PM) ACTION: To go into closed session 1) Under Wisconsin State Statute 19.85 (1) (c): Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility RE: Personnel, 2) Under Wisconsin State Statute 19.85 (1) (e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session RE: Sale or Purchase of Property/TID Projects/Development Agreements, and 3) Under Wisconsin State Statute 19.85 (1) (g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. RE: Tribal Affairs; Potential Litigation MOTION: Heidel SECOND: Koepke VOTE: 4-0
- G. CONVENE into open session (9:15 PM) MOTION: Tanke SECOND: Heidel VOTE: 4-0
- **H. ACTION from closed session** ACTION: To approve an employment contract with Police Captain Nicole Crocker, to expire on December 31st 2030 MOTION: Tanke SECOND: Koepke VOTE: 4-0 ACTION: To increase the Hobart-Lawrence Police Department (HLPD) part-time records clerk's weekly hours from four (4) to twelve (12) for the remainder of the year MOTION: Tanke SECOND: Dillenburg VOTE: 4-0
- 12. ADJOURN (9:17 PM) MOTION: Dillenburg SECOND: Heidel VOTE: 4-0

Respectfully submitted by Aaron Kramer, Village Administrator



Village of Hobart Site Review Committee Minutes Hobart Village Office; 2990 S. Pine Tree Rd, Hobart, WI Wednesday, June 18, 2025 – 5:30 pm

## MEETING MINUTES - SITE REVIEW COMMITTEE

Date/Time: Wednesday June 18, 2025 (5:30 PM) Location: Village Office, 2990 South Pine Tree Road

Members: Dave Dillenburg, Tammy Zittlow, Dave Baranczyk, Rick Nuetzel, Steve Riley, Tom Tengowski, Peter Zobro

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

- **1. Call to order/Roll Call**. The meeting was called to order by Dave Dillenburg at 5:30 pm. Roll call: Dave Baranczyk, Tom Tengowski, Tammy Zittlow and Dave Dillenburg were present. Excused: Rick Nuetzel, Steve Riley, and Peter Zobro
- **2. Certification of the open meeting law agenda requirements and approval of the agenda.** ACTION: To certify the open meeting law agenda requirements and to amend line item six (6) to the correct address of 1195 Flight Way Drive not 1195 Plane Site Blvd. MOTION: Dillenburg SECOND: Zittlow MOTION APPROVED: 4-0
- **3. Approve Minutes of May 21st 2025 (Page 2).** Motion by Tengowski to approve the May 21, 2025 minutes, Seconded by Baranczyk, but he would like to point out that in the minutes, his name has one too many letters in line item two (2). Motion approved 3-0, 1 abstained (Zittlow).
- 4. Public Comment on Non-Agenda Items. None

#### **ACTION ITEMS**

5. DISCUSSION AND ACTION - Request for a 16,805 square foot building addition and associated site improvements - 1030 Orlando Drive (HB-328-4) (Page 3). This property is currently developed and utilized as a contractor office and shop facility. The property owner is proposing an addition that connects two existing buildings into one building and the site improvements to serve the building expansion.

Discussion of the requested 16.805 square foot building addition and associated site improvements with the following conditions:

- 1. Screening of any proposed roof mounted HVAC equipment with materials similar to those utilized for the principal building.
- 2. Data for proposed wall mounted light fixtures shall be submitted to Staff for approval prior to installation. All lighting shall be downward projected to minimize light trespass. Only the proposed wall packs are part of this lighting approval. Any other future lighting will require review and approval by the Site Review Committee (SRC).
- 3. The lock on the access gate shall have a key for the access gate onsite for the fire department.

Motion by Baranczyk to approve the addition as proposed with the above conditions, Seconded by Zittlow. Motion approved 4-0.

6. DISCUSSION AND ACTION - Request for a 3,800 square foot building addition and associated site improvements - 1195 Flight Way Dr. (HB-1491-L-4-A). This property is currently developed and utilized as a contractor office and shop facility. The property owner is proposing an addition and the site improvements to serve the building expansion.

Discussion of the requested 3.800 sf. Building addition and associated site improvements with the following conditions:

- 1. Screening of any proposed roof mounted HVAC equipment with materials similar to those utilized for the principal building.
- 2. Planting of a total of 4 deciduous trees along the right-of-way of Flight Way Dr. (requires 3 new trees with 1 to the west of the driveway and 2 to the east of the driveway); subject to variation if utilities prohibit condition from taking place, then it will come back to Staff for approval.
- 3. Any refuse or recycling containers located on site will need to be enclosed per Village Code. Any proposed enclosure shall have plans submitted to Staff for approval and materials shall be compatible with the principal structure (any chain-link fence shall have privacy slats).
- 4. Data for proposed wall mounted light fixtures shall be submitted to Staff for approval prior to installation which consists of new wall mounted fixtures on the addition. Only the proposed wall packs are part of this lighting approval. Any other future lighting will require review and approval by the SRC.

Motion by Tengowski to approve the addition as proposed with the above conditions, Seconded by Baranczyk. Motion approved 4-0.

- **7. DISCUSSION Items for future agenda consideration.** Will be looking at changing/creating an ordinance for electronic message center on the sides of buildings only permittable as ground signage.
- **8. ADJOURN** Motion by Dillenburg to adjourn the meeting, Seconded by Zittlow; Motion approved 4-0. Meeting adjourned at 6:15 pm.

Respectfully submitted by Amanda Wangerin, Village Deputy Clerk



TO: Site Review Committee RE: Green Bay Converting, 1001 Fernando Dr.; HB-337; Processing Equipment

**FROM:** Todd Gerbers, Director of Planning and Code Compliance DATE: August 20, 2025

**ISSUE:** Discussion and action on a request for new exterior processing equipment located at 1001 Fernando Dr.

**RECOMMENDATION:** Staff recommends conditional approval based on staff recommendation and any conditions the Committee may identify.

#### **GENERAL INFORMATION**

1. Owner/Developer: Green Bay Converting

2. Applicant/Agent: Karl "Pudge" Schuh / Schuh Construction, Inc.

3. Address/Parcel: 1001 Fernando Dr. / HB-337

4. Zoning: I-1: Limited Industrial District

5. Use: Day Care Center

#### **BACKGROUND**

Green Bay Converting, located at 1001 Fernando Dr., is proposing the installation of four Regenerative Thermal Oxidizer (RTO) units to assist with the processing of their everyday production / operations. The proposed RTOs will be located along the east elevation of the existing building.

Green Bay Converting is required to install some RTOs to be in compliance with the EPA standards. From what Staff is being told, these units burn off some pollutants from their operations / processes before it can become airborne. The stacks from these units will be at a height of 45 feet from grade, and in comparison, the eave height of the existing building is 30 feet (35 feet at the ridge). The unit that will be closest to the street will be set back approximately 400 feet and located along the east side of the existing building.

The applicant has received approval from the Austin Straubel International Airport and is currently working to obtain approvals from both the FAA and the EPA. Any approval of these RTO installations shall be contingent upon the property owner and/or agent obtaining the necessary approvals from both the FAA and EPA prior to commencement of any work on these units.

#### RECOMMENDATION/CONDITIONS

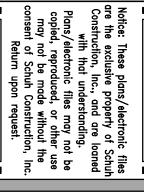
Staff recommends approval of the proposed 4 RTO units to be located along the east elevation of the existing building and in accordance with the submitted drawings subject to the following condition(s):

1. Property owner and/or agent shall obtain the necessary approvals from both the FAA and EPA prior to commencement of any work on these units.



S25-9

PROJECT: CNG - FERNANDO REGENERATIVE THERMAL OXIDIZERS 1001 FERNANDO DRIVE HOBART, WI 54115









TO: Site Review Committee RE: 780 Centerline Dr., HB-2679; New 1,800 sf Accessory Building

**FROM:** Todd Gerbers, Director of Planning and Code Compliance DATE: August 20, 2025

#### **GENERAL INFORMATION**

**ISSUE:** Discussion and action on request for a 1,800 sf., accessory building

**RECOMMENDATION:** Staff recommends approval subject to any conditions the Committee may identify.

Developer: EMT International
 Applicant: EMT International

3. Address/Parcel: 780 Centerline Dr., HB-2679

4. Zoning: Currently: PDD # 2: Centennial Centre at Hobart District - Limited Industrial

5. Use: Industrial / Office

#### **BACKGROUND**

EMT International, located at 780 Centerline Dr., is proposing an accessory building of 1,800 square feet to be constructed on site and used for a temporary basis (not to exceed 4 years). This building would be located adjacent to and on the north side of the existing principal building.

#### SITE REVIEW DEVELOPMENT AND DESIGN STANDARDS CHECKLIST

#### Section 1, Site Plan Approval

- A. Zoning: PDD # 2: Centennial Centre at Hobart District Limited Industrial
- **B.** Green Space: No change from existing as the proposed footprint of the building is currently asphalt.
- C. Setbacks: Compliant with zoning district requirements
- **D.** Parking: No change from existing as this is a cold storage accessory building.
- **C. Fire Dept. (and Police Dept.)**: The plans are being reviewed by both the Police Chief and Fire Chief and any comments or conditions will be brought to the meeting.
- **D.** Storm Water: No change from existing as the proposed footprint of the building is currently asphalt.
- E. Refuse Collection: No change from existing.

#### Section 2, Architectural Plan Approval

#### A. Exterior Construction Information:

- 1. Exterior Materials: Proposed addition to have metal wall panels.
- **2. Height:** Proposed to have a maximum of 25'(+/-).
- 3. Overhead doors: One overhead 14' high roll up garage door on west elevation (facing into parking lot).
- **4. Mechanical equipment:** No proposed, cold storage building.

**Section 3, Landscaping Plan:** Existing landscaping to remain as the proposed addition will be constructed in the area that is currently an asphalt surface.

Section 4, Lighting: None proposed, building to be temporary with no electricity supplied to building.

**Section 5, Signage:** Existing to remain, no change proposed as part of this expansion.

**Section 6, Driveway-Curb Cut:** Existing to remain, no change proposed.

#### **RECOMMENDATION/CONDITIONS**

Staff recommends conditional approval, subject to the following in addition to any conditions the Site Review Committee may identify:

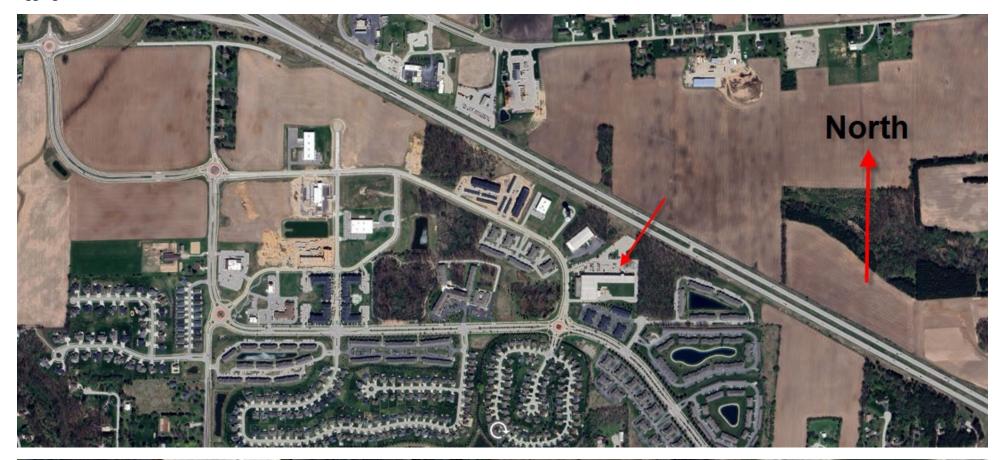
- 1. Colors of proposed building shall be similar to that of the existing principal structure.
- 2. Proposed building to be for cold storage only and planned to be temporary in nature. Should the proposed building be needed for greater than the 4 years as noted in the narrative by the applicant, this project shall be brought back to the Village Site Review Committee for review and action to have the building be compliant with all requirements for this zoning district including but not limited to: percentage of masonry, all exterior building finishes, landscaping, etc. Building shall either be removed from site by August 20, 2029, or brought into compliance with all zoning requirements by December 31, 2029.

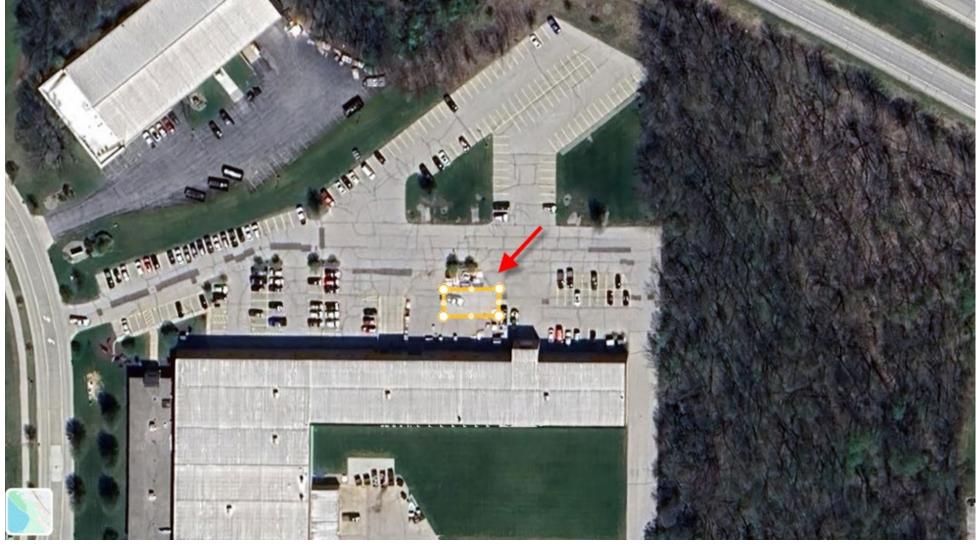
EMT International, located at 780 Centerline Drive, Hobart, WI, is planning to install a 30' x 60' x 13' steel building for cold storage. This building will not have electricity.

The structure will be located 36 feet north of the existing building (see attached site map). It is a high-quality steel building purchased through Wisconsin Carports of Racine, WI, and manufactured/installed by ANS Steel Buildings of Defiance, OH.

This is intended to be a temporary building, in use for approximately four years. At that time, a planned addition to the main plant will eliminate the need for this outbuilding.

The building will be installed on a level section of the asphalt parking lot and secured using approved anchors drilled through the asphalt into the aggregate below.











TO: Site Review Committee RE: Hillcrest Elementary School, 4193 Hillcrest Dr.; HB-712; Signage

**FROM:** Todd Gerbers, Director of Planning and Code Compliance DATE: August 20, 2025

**ISSUE:** Discussion and action on a request for a new wall signage located at 4193 Hillcrest Dr.

**RECOMMENDATION:** Staff recommends conditional approval based on staff recommendation and any conditions the Committee may identify.

#### **GENERAL INFORMATION**

1. Owner/Developer: Pulaski School District

2. Applicant/Agent: Jones Sign / Krista Suhr

3. Address/Parcel: 4193 Hillcrest Dr. / HB-712

4. Zoning: PI: Public / Institutional District

5. Use: Elementary School

#### **BACKGROUND**

Hillcrest Elementary School, located at 4193 Hillcrest Dr., is nearing the completion of a substantial addition / renovation project and requests to install a 40 square foot wall mounted Electronic Message Center (EMC) on the front (east) building elevation facing Hillcrest Dr.

As part of the addition / renovation project for this school, the freestanding ground sign has been removed and will not be reinstalled. The only sign that is proposed for this facility will be the 40 square foot wall mounted EMC sign on the front (east) elevation of the facility. The sign had been prematurely installed on the facility while they had the proper equipment still on site to perform the task. It was shortly after it was installed that it was noticed and relayed to the proper individuals with the school district that the proper approvals were not obtained for such a sign. The sign was immediately turned off until such a request could be made to the Village. The Village Sign Code has recently been revised to allow for such a sign to be installed, and the final step would be for the SRC to review and take formal action on this sign request. One important requirement that was included in the revision to the Sign Code (copy of such code is attached) is that such a sign as this shall be turned off between the hours of 10:00 PM and 6:00 AM (or outside of normal business hours) whichever is more restrictive. This was recommended by the Village Planning & Zoning Commission for such a situation with such close proximity to residential uses.

This wall sign as proposed would be in compliance with the Village Sign Code.

#### **RECOMMENDATION/CONDITIONS**

Staff recommends approval of the proposed 40 square foot EMC wall sign to be located at 4193 Hillcrest Dr. as submitted subject to the following condition(s):

1. Property owner submitting a letter to the Village as part of the permit application certifying that they will comply with the prescribed brightness limitations set by the sign ordinance for Electronic Message Centers.

4193 Hillcrest Dr – Wall Sign







TO: Site Review Committee RE: La Petite Acadaemy, 4275 Hillcrest Dr.; HB-713; Signage

**FROM:** Todd Gerbers, Director of Planning and Code Compliance DATE: February 19, 2025

**ISSUE:** Discussion and action on a request for new freestanding sign and wall signage located at 4275 Hillcrest

Dr.

**RECOMMENDATION:** Staff recommends conditional approval based on staff recommendation and any conditions the Committee may identify.

#### **GENERAL INFORMATION**

1. Owner/Developer: NNN REIT,LP / La Petite Academy

- 2. Applicant/Agent: Joe Socha / Fast Signs of Northeastern WI
- 3. Address/Parcel: 4275 Hillcrest Dr. / HB-713
- 4. Zoning: PI: Public / Institutional District
- 5. Use: Day Care Center

#### **BACKGROUND**

La Petite Acadaemy, located at 4275 Hillcrest Dr., is an operating day care facility (formerly Shining Stars Children and Education Center) and is submitting for review and action of a proposed freestanding and a wall sign.

The request before the Committee at this time would be for a new non-lit ground mount sign of a total of 28.8 square feet in the same location of the front yard adjacent to Hillcrest Dr. to replace the existing sign. This proposed sign is code compliant and will be non-illuminated. Per ordinance, freestanding signs along this roadway are permitted up to 100 square feet of sign area, along with a maximum height and width of 20 feet. The proposed sign would require to maintain a minimum of a 10-foot setback from the front property line (street right-of-way line).

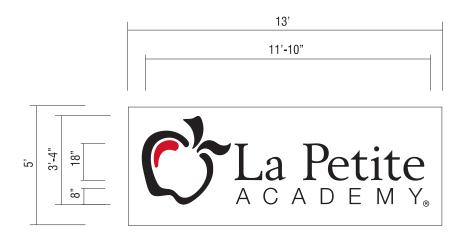
As for the proposed wall sign, that will be a non-lit aluminum panel with flush mount letters. This proposed sign will be a total of 65 square feet and mounted above the front entrance to the building.

Both the free standing and wall sign as proposed would be in compliance with the Village Sign Code.

#### RECOMMENDATION/CONDITIONS

Staff recommends approval of the proposed 28.8 square foot ground mount sign and 65 square foot wall sign to be located at 4275 Hillcrest Dr. as submitted subject to the following condition(s):

1. Sign shall maintain a minimum 10-foot setback from front property line (street right-of-way)



## 1 SET OF 1/4" PAINTED ACRYLIC FLUSH MOUNTED LETTERS ON FLANGED PANEL

White 1/2" aluminum flanged panel painted white Flush mounted letters painted black Accent red to match PMS 186C

#### No existing signage





LOCATION: 4275 Hillcrest Dr Hobart, WI 54155 FILE NAME: 7753

PAGE: 1

DATE: 2/10/25

APPROVAL:

KOZ

NATIONAL SIGN CONTRACTOR

11142 S. Campbell Ave. • Chicago, Illinois 60655



TO: Village Board

**FROM:** Aaron Kramer, Village Administrator **RE:** Proposed Hobart Municipal Center

**DATE:** September 2<sup>nd</sup> 2025

#### **BACKGROUND**

#### SPACE NEEDS STUDY (2016-2017)

In October 2016, the Village of Hobart retained Bray Associates Architects, Inc. to conduct a thorough facility analysis and departmental needs assessment focused on the existing building and staff for the Village Hall & Police Department, Fire Station #1, Fire Station #2, Village DPW/ Utilities Garage, and the Woodland Worship Center. The study "aimed

to identify the opportunities and challenges of existing locations. review programmatic challenges the of departments, and propose a series of solutions to address the identified and prioritized needs." At the time, the report noted that "(t)The Village of Hobart is located in Brown County, Wisconsin. Hobart is a village directly west of Green Bay, Wisconsin. According to the United States Census Bureau, the total population was 7,610 people in 2014. In 2011, the village accounted for 10% of all newly registered parcels in the State of Wisconsin, making Hobart one of these fasted growing municipalities in the state."

The final draft of the report, released in June 2017, recommended the Board consider several proposals, ranging in cost from \$14.5-\$15.2 million. At the time, the Village did not have the debt capacity to consider the option of completing all of the projects on the list at the time. The legal debt limit of the Village at the end of FY2016 was \$12,193,292, and it decreased by the end of















#### STUDY DOCUMENT

VILLAGE OF HOBART Hobart, Wisconsin

Tuesday | June 6, 2017



FY2017 to \$9,789,686. In hindsight, the debt limit of the Village would not allow the projects to be seriously considered until 2019 (assuming inflationary factors had not significantly increased the projected costs of the projects.

## **Preliminary Cost Estimate | Option Summary**

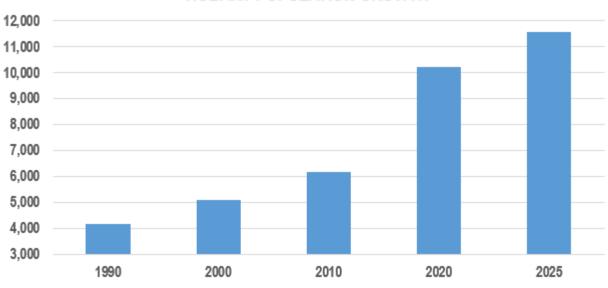
Solution Option:	Low Range			<u>High Range</u>	
Master Plan Option A:					
Option A: Village Hall and Police Department	\$	5,858,104	-	\$	6,151,009
Option A: Fire Station #1	\$	3,732,596	-	\$	3,919,226
Option A: Fire Station #2	\$	2,803,684	-	\$	2,943,868
Option A: Dept. of Public Works	\$	2,117,868	-	\$	2,223,761
Option A: Total Budget Estimate	\$	14,512,252		\$	15,237,865
Master Plan Option B:					
Option B: Village Hall	\$	567,220	-	\$	595,581
Option B: Fire Station #1 and Police Dept.	\$	8,963,340	-	\$	9,411,507
Option B: Fire Station #2	\$	2,803,684	-	\$	2,943,868
Option B: Dept. of Public Works	\$	2,117,868	-	\$	2,223,761
Option B: Total Budget Estimate	\$	14,452,112		\$	15,174,718

#### **General Notes**

- 1. Construction cost based on traditional design/bid/build construction delivery approach with Fall 2017 bid date
- 2. Cost estimate assumes 10-12 month construction schedule
- 3. Does not include costs for city required permits, inspections, legal fees, moving/relocation costs
- 4. Does not include temporary office rent / lease, moving costs or associated displacement costs
- All testing, documentation, surveying, handling, remediation and/or mitigation of hazardous materials or contaminated materials are not included in this cost estimate

As most of us are aware, the Village has grown substantially since the space needs study was conducted. The tax base of the Village has grown from \$771.6 million in 2016 to nearly \$1.7 billion today. The population of the Village has grown substantially as well, adding over 13 percent new residents since the start of the decade and nearly doubling from the 2010 census. It is reasonable to assume that the Village will surpass 12,000 in population in the next 12-24 months.

## HOBART POPULATION GROWTH



#### ADDRESSING SPACE NEEDS - NEW FIRE STATION (2023)

The Village took the position of addressing its space needs over the next several years in incremental steps. The first of those steps took place in the spring of 2023, with the borrowing of \$4.9 million to construct a new fire station at the site of the existing Fire Station #1. That facility had been built in the early 1960s, when plans were approved to build an addition to the existing Town Hall, with an estimated budget between \$9-15,000. The addition was needed to house two pieces of firefighting equipment, following the merger of the Hobart and Oneida Fire Departments to form a single unit. By



the early 2020s, the building was showing significant signs of deterioration and was unable to house the current and projected equipment needs of the Fire Department. The new fire station was completed in the fall of 2023 at a cost of approximately \$4.9 million. A 20-year bond to finance the project was issued in March 2023, with an interest rate of 3.80 percent.

The Fire Station has since become the home of County Rescue, providing much needed ambulance service to the Village's residents with considerably improved response times to what has been in place prior. It has been utilized for voting (the southern half of the Village), Municipal Court and other assorted Village meetings, including Village Board meetings which have larger audiences than the current Village Office can accommodate.

#### ADDRESSING SPACE NEEDS - PURCHASE OF PROPERTY ON GOLDEN LANE (2024)

In the fall of 2024, the Village negotiated and completed the purchase of 1.58 acres of property from a private interest (HB-68-5) along Golden Lane. Following the conclusion of the 2017 Space Needs study, it was apparent that any expansion or extensive remodeling of the existing Public Works facility on North Overland Road was virtually impossible without a secondary site to relocate operations during the construction process.

The proximity of the Golden Lane property to the existing Village Office, and the fact that site contained a large cold storage facility along with ample open space for storage and future Public Works programs, made it an attractive option for the Village to consider. The site also provided a location for the Public Works Department to operate out of in servicing the central and southern areas of the Village, whereas the current facility was more oriented towards serving the western and northern section of the Village. While this purchase would not address the long-term needs of the Public Works Department, it provided the Village with several options and alternatives to consider.



The purchase price of \$625,000 was funded by a debt issuance of \$593,000 (at 4.75 percent interest) in February 2025. Part of the purchase was financed through reserve funds, lowering the size of the borrowing and allowing for funds to be available for improvements. The 10-year bond will be paid back through the General Fund, Water Utility, Storm Water Utility and Sanitary Sewer Utility.

#### ADDRESSING SPACE NEEDS - ADDITIONAL LAND ADJACENT TO THE VILLAGE OFFICE (2025)

In 2004, the Village and Green Bay Austin Straubel International Airport entered into discussions to vacate a portion of W. Adam Dr. and Lonesome Road (being within the Airport Property and the Airport being the sole landowner of all of the contiguous land surrounding the potential land being vacated. A resolution to vacate the roads was drafted, but existing records show that the public hearing was delayed, and the resolution was never acted upon. In 2020, the Village and the Airport re-entered into discussions relative to the possible vacation of the two roads, as part of a larger "swap" of land. Earlier this summer, the Village and the Airport reached an agreement to finalize the land swap.

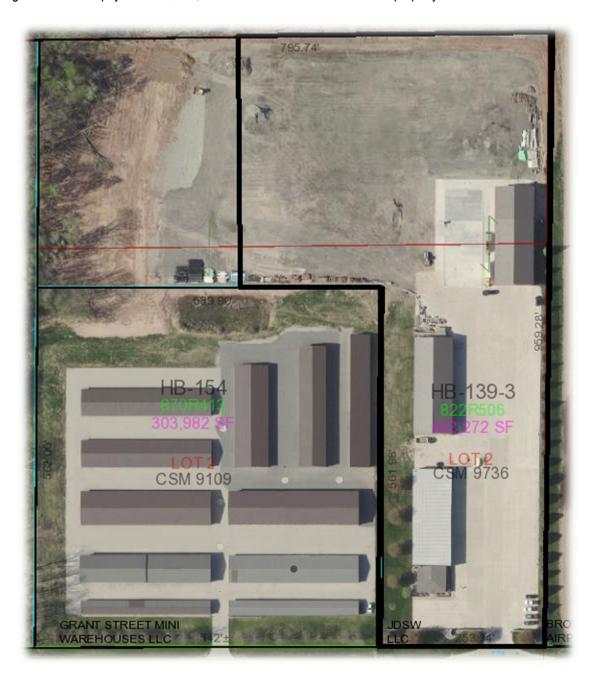


Under the terms of the agreement, "the property may be only used for the construction and operation of municipal facilities, e.g., Village Hall, fire station, police station, road department. There shall be no sleeping quarters or sleeping facilities." In anticipation of this land transfer arrangement being completed later this year, an expansion of the existing parking lot at the Village Office has been commenced.

#### **HOBART MUNICIPAL CENTER**

#### **BACKGROUND**

Earlier this year, the Village became aware that a large portion of the property which is currently the site of Joe DeNoble Sewer & Water Construction on West Adam Drive was potentially available for purchase. After negotiations and preliminary analysis of the location, the Village entered into a Real Estate Purchase and Sale Agreement for a portion of the parcel (7-8 acres) for \$6.2 million. The exhibit above shows the approximate property lines. A survey would be conducted if the purchase is completed to clearly mark the property to be purchased. The transaction would include the administrative offices of the company, along with four (4) large buildings on the site. The basic terms of the agreement are as follows: Purchase price of \$6.2 million (minus any payments prior to the purchase), payable in the spring of 2028 minus payments of \$100,000 in 2026 and 2027 to the current property owner.



#### **FUTURE USE OF PROPERTY**

The property would allow the Village to address a number of immediate and long-term space needs. It is anticipated the following Municipal operations will be relocated to the new site:

- NEW POLICE STATION: This is the most pressing space need of the Village and would be the first project undertaken in 2028.
- NEW VILLAGE OFFICE: This project could be done in conjunction with the construction of a new police station in 2028 or be undertaken in 2029. Several variables, including cost, potential layout and the fact that there is a presidential election in 2028 (which does not lend itself to making a move very appealing), will determine the actual date of the project. The new office would also include a new multi-purpose room that could be used for Village Board meetings, committee meetings and Municipal Court. The site would also better serve the election needs of our community – with the estimated number of registered voters in Hobart at 8,888 (2025 Wisconsin Department of Administration Estimates)
- **NEW PUBLIC WORKS FACILITY:** Due to the condition of the existing facility on North Overland Road, this project would likely not be needed or proposed until the early 2030s.

The following layout and design for the future use of the property is for illustrative purposes only. No final design or layout has been determined:





#### PROPOSED TIMETABLE PRIOR TO ACQUISITION OF PROPERTY

- SEPTEMBER 16, 2025: Village Board votes on executing the Offer to Purchase as outlined in the Real Estate Purchase and Sales Agreement. The closing date on the property would be July 2, 2028.
- SUMMER 2026: A Request for Proposals for Construction Management Services would be created and approved by the Board. The RFP would request proposals from firms to provide professional services for the construction management. The Construction Manager will be viewed as part of the design team and will participate throughout the design, construction and start up phases. The Village will participate in the management of design and design reviews. The Construction manager firm is not allowed to perform self-work throughout the process. This is the same format as was utilized for the 2023 construction of the Fire Station
- WINTER 2026: The Village will hire a Construction Management firm to design the new facility.
- 2027: Design for initial projects is finalized, and bidding takes place.
- SPRING 2028: Village will borrow \$6 million for the purchase of the property, as well as additional funds.
- FALL-WINTER 2028: New Police Station becomes operational.

#### **USE OF EXISITING FACILITIES**

With the creation of the Hobart Municipal Center, there will be several existing properties that will need to be repurposed. No determinations regarding those new uses need to be made at this time but will have to be addressed over the next 24-36 months. Some preliminary concepts to be considered are as follows:

- EXISTING VILLAGE OFFICE: The Village Board has indicated it would not consider the selling of the building
  and land, and one option to consider is the creation of a Community Center (for larger meeting and rental) along
  with an adjacent park.
- **EXISTING PUBLIC WORKS FACILITY:** After the current building is razed, the site could be open for future building needs or a large outdoor storage location (I.E. recycling events, yard waste, etc.). The existing salt shed would remain and is in good condition due to its recent construction.

#### **NEW LAW ENFORCEMENT CENTER**

The following narrative was provided by Police Chief Mike Renkas.

#### **OVERVIEW**

The Hobart-Lawrence Police Department is at a critical juncture. Our current facilities, located in the center of the Village Hall, no longer meet the operational, security, and professional standards required of a modern law enforcement agency.

When Bray Architects conducted a facility needs assessment in 2017, the Police Department had 10 full-time employees and 1 part-time employees. Today, we operate with 16 full-time employees and 3 part-time employees—a 60% increase in full-time staff and a 200% increase in part-time staff – all of whom require dedicated workspace to support their specialized roles (Investigative Lieutenant, Training Coordinator, and Records Clerk).

At that time, our combined jurisdiction population was approximately 14,000 residents. Today, Hobart and Lawrence together total 18,569 residents—an increase of nearly 33%. Both municipalities remain among the fastest-growing communities in Brown County and the State of Wisconsin.

This rapid growth, combined with increased staffing and the demands of 24/7 police services, underscores the urgent need for a new facility.

#### **CURRENT FACILITY LIMITATIONS**

The Police Department currently occupies three dedicated offices within Village Hall:

- Chief's Office: Also functions as a department conference and training area, providing the only alternative
  meeting space when the Village's main conference room is in use. It further doubles as a secure file storage
  location.
- Captain's Office: In addition to administrative use, this office serves as the department armory and as a secondary secure file storage space.
- **Shared Office**: Houses the Administrative Assistant, Investigator, part-time Records Clerk, eight Patrol Officers, two Lieutenants, and, when necessary, our two School Resource Officers.

Effectively, the majority of the Hobart-Lawrence Police Department operates out of a single shared office, while the dual use of the Chief's and Captain's offices illustrates how critical spaces have been repurposed into makeshift solutions. These compromises further limit efficiency, security, and professionalism. As staffing and responsibilities

have expanded, the department has been forced into reactive adjustments that underscore the severe inadequacy of our current facility:

- Lockers & Technology: Lockers, body camera systems, duty bags, and other equipment have been squeezed into the already overcrowded shared office, further reducing functional workspace.
- **Vehicle Parking**: To consolidate operations and maintain efficiency, department vehicles were moved to exterior parking, eliminating the security and efficiency of indoor storage.
- Interview & Detention Space: The Village's only conference room must serve as our interview area, yet it is
  not secure, contains windows, and has movable furniture—compromising both safety and confidentiality.
  Because this room is shared and often reserved, it is not reliably available when needed, creating significant
  operational challenges. Additionally, there is no secure space anywhere in the building for booking or
  processing prisoners.
- Evidence Handling: Evidence processing and storage occur off-site at the DPW building, where both security and environmental controls are inadequate. Additional evidence is stored in rented units, raising risks of tampering, contamination, and noncompliance with accreditation standards.
- **Security**: Village Hall lacks secure entryways, sally ports, or detention areas—basic requirements for safe prisoner handling and officer/public safety.
- Work Environment: Severe space limitations directly affect efficiency, professionalism, and morale.
   Recruitment and retention are hindered by the inability to provide an environment that supports modern policing needs.

#### **FACILITY NEEDS ASSESSMENT**

To meet both immediate and future needs, the Police Department requires a purpose-built facility that includes:

- Administration: Adequately sized offices for current and future staff
- Conference/Meeting Space: Equipped with technology to support training, collaboration, and efficient communication
- Detention & Processing: Secure booking area, hard and soft interview rooms, and a sally port for prisoner transport
- Evidence: On-site, secure, and properly designed evidence processing and storage facilities
- Patrol Operations: A dedicated squad/briefing room and adequate locker rooms
- Fitness & Wellness: Space for officer health and wellness programs
- Garage & Storage: Secure indoor vehicle storage, equipment storage, and general storage to support operations

#### TRAINING FACILITY JUSTIFICATION

A dedicated training facility for the police department is an essential investment in the safety, professionalism, and preparedness of our officers. The DeNoble site presents a unique opportunity, as it includes a "bonus" building without a defined purpose—making it an ideal location for a cost-effective conversion into a training center.

Training requirements for law enforcement have grown significantly in recent years, driven by both state mandates and evolving community expectations. At present, the Hobart-Lawrence Police Department has no on-site training space. We must rent or borrow facilities, which reduces training frequency, increases costs, and limits our ability to adapt quickly to emerging needs.

A properly designed training facility at the DeNoble site would provide:

- **Fitness Room:** Dedicated space for officer wellness, strength training, and conditioning—critical for job performance, injury prevention, and career longevity (if not part of the police department renovations).
- Defensive and Arrest Tactics (DAAT) Training Area: Wrestling mats and open floor space for hands-on instruction in defensive tactics, use-of-force decision-making, and control techniques, ensuring compliance with Wisconsin DOJ standards.
- **VR Training Room:** Virtual reality technology for scenario-based training, allowing officers to practice deescalation, crisis response, and tactical decision-making in a safe but realistic environment.
- **Simulation/Scenario Space:** Movable walls to reconfigure the space into residential, commercial, or vehicle layouts, creating dynamic and realistic environments for scenario-based training.
- **Classroom:** A flexible, technology-enabled classroom to host in-service training, bring in guest instructors, and open the facility to regional partners.

Such a facility is not only rare—it is virtually unheard of for a department of our size. Establishing this space would place the Hobart-Lawrence Police Department at the forefront of law enforcement training in Wisconsin. It would also create opportunities for regional collaboration, reduce reliance on rented facilities, and potentially generate revenue by hosting outside agencies. Most importantly, it would demonstrate our commitment to officer safety, preparedness, and community trust.

Ultimately, this training facility would ensure our officers are better prepared, better supported, and better equipped to serve the rapidly growing communities of Hobart and Lawrence.

#### CONCLUSION

As Bray Architects stated in 2017: "Current facilities do not meet the modern basic needs of an operational police force. A major lack of space drives the immediate need of a competent and efficient police department facility."

We are now nearly a decade beyond that assessment. The deficiencies identified then have only deepened, creating daily operational challenges and long-term risks for our agency and our communities. A new facility is not a luxury—it is a necessity to ensure public safety, compliance with professional standards, and the continued ability to recruit and retain quality officers.

I urge the Village Board to take immediate action toward planning and constructing a facility that reflects the needs of our rapidly growing communities and the professional standards expected of modern law enforcement.

### **REQUESTED ACTION**

No action is requested at tonight's meeting. A final determination on the purchase of the DeNoble property will be placed on the September 16<sup>th</sup> Board agenda for action.



TO: Hobart Village Board

FROM: Aaron Kramer, Village Administrator & Stacy Bell, Village Treasurer

**RE:** 2026 Cost of Living Adjustment

**DATE:** September 2<sup>nd</sup> 2025

#### **BACKGROUND**

Last year, the Village approved a new compensation plan. Part of the proposal includes the setting of a Cost-of-Living Adjustment (COLA):

An annual COLA base increase will be established by the Village Board, at its first meeting in September, following a recommendation from the Village Administrator. This recommendation will consider such factors as the Village's financial condition, the Consumer Price Index, and comparable wage increases of other municipalities and the State of Wisconsin.

The Board must also establish the Performance Pay Adjustment (PPA) each year as part of the formula:

In addition to the COLA, an employee's performance that exceeds standards will be eligible for a Performance Pay Adjustment (PPA)...The Village Board will establish the maximum PPA at its first meeting in September. Performance reviews will take place following the establishment of the COLA and PPA for the upcoming fiscal year.

#### COST OF LIVING ADJUSTMENT (COLA)

In trying to recommend the COLA, I have reviewed a number of potential metrics and believe we should use two:

COMPONENT	YEAR-TO-YEAR CHANGE	
Consumer Price Index, Midwest Region (July 2025)		
The Consumer Price Index (CPI) is a measure of the average change in prices over time in a	2.6 percent	
fixed market basket of goods and services. (Source: U.S. Bureau of Labor Statistics)		
Midwest Economy - Employment Cost Index (June 2025)		
The Employment Cost Index (ECI) is a quarterly measure of changes in total labor costs and	2.2 marraget	
their wage-and-salary and benefits components. Midwest-East North Central Division: Indiana,	3.3 percent	
Illinois, Michigan, Ohio, and Wisconsin. (Source: U.S. Bureau of Labor Statistics)		

Other potential data components, such as the annual increase in Social Security payments for 2026, are not released in time to be factored into our calculations.

**RECOMMENDED COLA**: 3 percent (the average of the two components above is 2.9 percent)

**RECOMMENDED PPA:** Up to one (1) percent – Same as 2025

**TOTAL MAXIMUM INCREASE IN SALARY:** 3.5 percent

#### **NEW VILLAGE PAY PLAN AND PROGRAM ILLUSTRATIONS**

The Village Board establishes the COLA for 2026 at three (3) percent. This means each employee who receives a satisfactory performance review (score of 2 or more) will receive a three percent increase. At the same time, the Board establishes that the maximum allowable PPA will be ½ (one-half) percent.

**SCENARIO A:** Employee A undergoes a performance review with their Department Head. The final score of the performance review is a 2. The Department Head recommends that Employee A receives no additional PPA in addition to the annual COLA.

EMPLOYEE: 2025 wage - \$20.00 per hour, 2026 wage - \$20.60 per hour (3 percent increase)

**SCENARIO B:** Employee A undergoes a performance review with their Department Head. The final score of the performance review is a 3. The Department Head recommends that Employee A receive an additional PPA of 0.5 percent in addition to the annual COLA, resulting in a total 3.5 percent increase for Employee A in 2026.

EMPLOYEE: 2025 wage - \$20.00 per hour, 2026 wage - \$20.70 per hour (3.5 percent increase)

**SCENARIO C:** Employee A undergoes a performance review with their Department Head. The final score of the performance review is a 3. The Department Head recommends that Employee A receive an additional PPA of 0.5 percent in addition to the annual COLA, resulting in a 3.5 percent increase for Employee A in 2026, if the employee receives training in a certain field or skill related to their position by July 1st. This means Employee A would receive two (2) wage increases in 2026 – 3.0 percent on January 1st, then an additional 0.5 percent increase on July 1st.

EMPLOYEE: 2025 wage - \$20.00 per hour, Jan-Jun 2026 wage - \$20.60 per hour (3 percent increase), Jul – Dec 2026 - \$20.70 per hour (an additional 0.5 percent increase for a total 3.5 percent increase)

#### RECOMMENDED MOTION

To approve Cost of Living Adjustment (COLA) of three (3) percent and Performance Pay Adjustment (PPA) of up to 1 (one) percent, as presented, for FY2026.



TO: Village Administrator, Village Board

FROM: Jerry Lancelle, Fire Chief

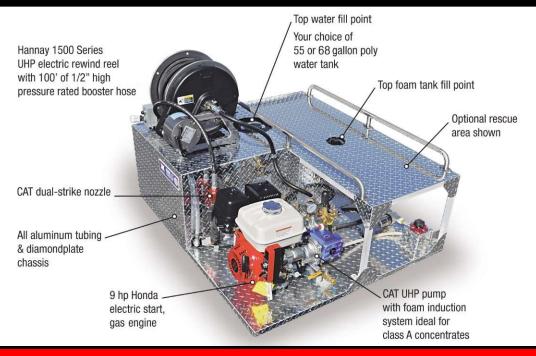
RE: Fire Department UTV Fire/Rescue Skid Unit

**DATE:** September 2, 2025

The new 2025 UTV recently purchased is currently in the process of being upfitted for active service. Staff has reviewed new rescue and fire skid units for the UTV and have determined the Kimtek Firelite unit is the most suitable for our operations. The Kimtek unit will retain the brush fire firefighting capability and add patient rescue and storage capabilities as well. This skid unit will give the new UTV unit multi-use mission uses in firefighting and off-road rescue operations. Staff recommends the quote from Kimtek Corporations Firelite Ultra High Pressure FCAT-209 skid unit for \$10,120.00.

Funding for this purchase will be from the 2% dues 01-52200-67

# FIRELITE ULTRA HIGH PRESSURE FCAT-209



BASE PRICE STARTS AT: \$9,250.00 + SHIPPING

**ADD RESCUE AREA: \$285** 

#### All of these standard features included in base price above

- 55 or 68 gallon poly water tank. 5 gallon foam cell
- CAT UHP pump with foam induction system ideal for Class A concentrates
- CAT Dual-strike UHP nozzle that delivers water or foam solution
- Injection percentage from 0.5% to 6.0%
- 9 HP Honda gas engine with electric start
- 1500 series UHP Hannay Electric Rewind Reel
- 100' of ½" high pressure rated booster hose with UHP nozzle
- Pressure gauge
- Inlet filter
- Primary and secondary pressure relief
- Purging system

Dimensions	Dry Weight	Wet Weight + foam	Crated Weight
55 Gal No Rescue Area   48"W x 55"L x 38"H	366	862.5	526
55 Gal w. Rescue Area   48" W x 55" L x 38" H	376	872	536
68 Gal No Rescue Area   48"W x 55"L x 38"H	377	981	537
68 Gal w. Rescue Area   48" W x 55" L x 38" H	387	991	547

\*weights & dimensions are approximate only

CAT triplex, gearbox driven high-

pressure pump GPM/PSI

**GPM** 

6.7

**PSI** 

1200



ALL UNITS SHIP FULLY ASSEMBLED



FEMSA















## KIMTEK CORPORATION



"HOME OF THE AFFORDABLE SKID UNIT!"

326 INDUSTRIAL PARK LANE ORLEANS, VT 05860 Phone 1-888-546-8358 Fax 1-802-754-2300

QUOTE #: HFD-081125 FOR: FIRELITE Ultra High

DATE:

Pressure FCAT-209

August 11, 2025

**Quote To:** 

Hobart FD Hobart WI 54155 Troy Wood (920) 639-1394



DESCRIPTION	AMOUNT
1- FIRELITE Ultra High Pressure FCAT-209/ CAT <u>Ultra High Pressure</u> pump w-5 gal. foam	9,250.00
system ideal for Class A concentrates / 9 HP Honda gas engine with electric start /	
Hannay Reel 1500 Series UHP electric rewind reel / 100' of 1/2" high pressure rated hose /	
CAT Dual-Strike UHP nozzle for water or foam / 55 gallon poly water tank/ Foam	
injection percentage from 0.5% to 6.0% / Pressure gauge / Inlet filter / Primary & secondary	
pressure relief / Purging system / 4 Quick release tie down turnbuckles to secure unit in	
cargo bed area supplied.	
All to fit -please provide year, make, and model of UTV	
1- Add rescue area	285.00
1- Crating & Shipping	585.00
Shipping charges quoted do not include accessorial charges such as but not limited to:  Liftgate service \$65, call prior to delivery \$25, etc.  Please add these charges to your budget as you see fit.  For any additional services, please call for a quote.	
TOTAL	\$ 10,120.00

SALES OFFICE HOURS: MON-THURS 8AM-3PM EST

Make all checks payable to KIMTEK CORPORATION

If you have any questions concerning this quote, contact:

Kimball Johnson, President 1-888-546-8358 or email sales@kimtekresearch.com

A Finance Charge of 1.5% (18 Annum) Will Be Charged To Invoice Past Due 30 Days.

Prices subject to change without notice. All quotes good for up to 30 days.

THANK YOU FOR YOUR BUSINESS!

#### STATEMENT OF WORK

This Statement of Work (this "SOW") is entered into by and between Amplitel Technologies, LLC, a Wisconsin limited liability company with offices located at 240 West Wisconsin Avenue, Kaukauna, Wisconsin 54130 ("us", "our", "we" or "Amplitel"), and you, the entity who signs this document in the signature block below, electronically or otherwise ("you", "your" or "Customer"). This SOW adopts and incorporates by reference the Master Services Agreement you entered into with us (the "MSA"). The effective date of this SOW is 9/1/2025 (the "Effective Date").

The services described below (collectively, "Services") will be all of the services performed by us for you under this SOW. All Services will be provided remotely or on site, at our discretion, at the address set forth below the Customer's signature block. The products described below (collectively, the "Products") will be all of the products sold by us to you under this SOW. Services and Products that are not specifically described in this SOW will be out of the scope of work and will not be provided to you unless otherwise agreed to by us in writing.

#### **SCOPE OF WORK**

- Amplitel will provide the following Services to Customer:
  - o Amplitel ProManagedIT Services Agreement:
    - Incident Management/Help Desk
    - Employee Profile Moves, Adds and Changes
    - Office 365 Tenant Management
    - Remote Microsoft Patch Management
    - Remote Workstation Support and Maintenance for supported devices
    - Remote Network and Infrastructure Support and Maintenance for supported devices
    - Remote Server Support and Maintenance for supported devices
    - Remote Server Backups and Restores
    - Remote Firewall Management and Support
    - Remote Camera System Management Support
    - Remote Printer support for mapping related needs
    - Asset management for key network equipment and workstations
    - Assistance in working with vendors impacting IT related projects or services
    - Strategic Meetings/Onsite Support as needed at the discretion of Amplitel
    - Annual budget composition and project needs review
- All Services will be provided/supported between the hours of 8:00 AM and 4:30 PM CST/CDT, Monday through Friday, excluding all federally recognized holidays and observation days (the "Services Window"). Any Services requested to be provided/supported outside of the Services Window will incur additional costs at 1.5 times standard Service Desk hourly rate at the time of request with a minimum charge of 2 hours. Examples of such after hours request are noted below:
  - After hour ticket work request
  - o After hours emergency voicemail messages

- o Submission of Critical Tickets via the Amplitel Portal after hours
- In the provision of Services under this SOW, Customer shall purchase, and Amplitel will sell to Customer, the following Products:
  - Microsoft 365 Backups
  - Multifactor Authentication
  - Spam Filtering
  - o Anti-Virus with Endpoint Detection and Response
  - Monitored Detection and Response (MDR)
  - Server Backups
  - Monitoring Agent
  - Auto-Elevation
  - o Security Awareness Training
  - Amplitel Portal
  - o Password Management Tool
- Any Support and Maintenance offered as Services does not cover the operation or use of third-party hardware or software outside of that hardware or software as specifically described herein. By way of example only and not an exhaustive list of unsupported services: while we provide support for printer mapping, we do not provide support for other printer issues such as interrupted network connectivity or poor output quality.
- The Products list in non-exclusive, and Amplitel reserves the right to adjust, replace, or modify the Products required to complete the Services.

ALL PRODUCTS ARE PROVIDED "AS-IS" AND WITHOUT ANY WARRANTY WHATSOEVER AS BETWEEN AMPLITEL AND CUSTOMER. ANY MANUFACTURER WARRANTY ON PRODUCTS ARE BETWEEN CUSTOMER AND SUCH THIRD-PARTY MANUFACTURER.

#### **CUSTOMER OBLIGATIONS**

#### Customer shall:

- Customer shall at its sole cost and expense procure and maintain through the Service Term commercially reasonable a policy of cyber liability insurance and Amplitel shall be named an additional insured under such policy. The limits and coverage shall be commercially reasonable for the Customer's business and underwritten by an insurance company with an A+ or higher insurance credit rating.
- Cooperate with Amplitel in all matters relating to the Services and Products and provide access to its premises, and such other accommodations or facilities as may be reasonably requested by Amplitel for purposes of performing the Services.
- Respond promptly to any request to provide directions, information, approvals, or decisions by Amplitel that are reasonably necessary for Amplitel to perform the Services under this SOW.
- Maintain and obtain all necessary licenses and consents in relation to the Services before the date

the Services are to start, and to obtain all necessary consents to perform the Services.

- Customer must provide all software installation media and key codes in the event of a failure.
- Customer must provide us with exclusive administrative privileges on all hardware identified by Amplitel.
- Customer must not affix or install any accessory, addition, upgrade, equipment or device on to the
  firewall or NAS appliances (other than electronic data) unless expressly approved in writing by
  Amplitel.

#### **TERM; TERMINATION**

The Services will commence, and billing will begin, on the Effective Date and shall continue for a period of thirty-six (36) months (the "Service Term"), unless terminated sooner by us as provided below. This Agreement shall automatically renew for successive thirty-six (36) month terms (each also a Service Term) unless you notify us no less than sixty (60) days prior to the end of the current Service Term that you will not renew this Agreement. We will provide you with notice prior to the commencement of the 60-day period notifying you of your right not to renew this Agreement.

We may terminate this Agreement at any time upon sixty (60) days written notice to you. However, in the event that (a) Customer-supplied equipment, hardware, or software, or any action undertaken by Customer, causes the Environment or any part thereof to malfunction requiring remediation by us on three (3) or more occasions, and Customer fails to replace, repair, or remedy such malfunction or Customer activity as directed by Amplitel, or (b) Customer or its employees, agents, contractors, or representatives engage in any unacceptable act or behavior that renders it impractical, imprudent, or unreasonable to provide Services, then Amplitel, in our discretion, have the right to terminate any SOW and other agreement between us upon ten (10) days written notice, or, amend the applicable SOW to eliminate from coverage any software or equipment causing the malfunction.

You may terminate this Agreement at any time upon sixty (60) days written notice to Amplitel in the event that Amplitel fails to provide you with the Services in a commercially reasonable manner and has failed to cure after written notice of such failure and documented attempts to reconcile these failures between us have been made on three (3) or more occasions. After such attempts to cure and reconcile, you may terminate the SOW and MSA, provided, however, you will pay for Microsoft services and licenses for the Microsoft Term, and all other services and licenses that are unable to be ceased by Amplitel or otherwise terminated on behalf of the Customer through the end of the Microsoft Term or other service or license term, as applicable. You may also terminate this Agreement at any time upon sixty (60) days written notice for convenience, provided that you pay all fees and costs for the Services for the Services Term, all costs for Products leased or ordered through the termination date, and for Microsoft services and license for the Microsoft Term, and all other services and licenses that are unable to be ceased by Amplitel or otherwise terminated on behalf of the Customer through the end of the Microsoft Term or other service or license term, as applicable.

Microsoft Term, and all other services and licenses that are unable to be ceased by Amplitel or otherwise terminated on behalf of the Customer through the end of the Microsoft Term or other service or license term, as applicable. The annual Microsoft Term commitment and all leases or other costs thereunder for the current Service Term are attached hereto as Addendum 5 (which may be updated from time to time upon notice to Customer) and incorporated by reference as though fully restated herein.

#### **ASSUMPTIONS / MINIMUM REQUIREMENTS**

The scheduling, fees and provision of the Services and Products are based upon the following assumptions and minimum requirements (the "Assumption and Minimum Requirements"):

- Server hardware must be under current warranty coverage.
- All servers with unsupported or out of date Microsoft Windows operating systems must be updated
  from time to time as set forth in the SOW or as quoted by us from time to time during any Service
  Term.
- All desktop PCs and notebooks/laptops with Microsoft Windows operating systems must be running the most current version of Microsoft Windows Pro. All out-of-date or non-Pro edition systems must be updated and/or upgraded as provided in this SOW or as quoted by us from time to time during any Service Term.
- All server and desktop software must be genuine, licensed and vendor supported.
- A Fortinet Fortigate Firewall must be part of the network and sit between the internal network and the public internet. Should one not be in place, it shall be installed as provided in this SOW or as quoted by us from time to time during any Service Term.
- All servers must be connected to working UPS devices. If a UPS device is not in place for each server, it shall be installed as provided in this SOW or as quoted by us from time to time during any Service Term.
- Recovery coverage assumes data integrity of the backups or the data stored on the backup media.
   We do not guarantee the integrity of the backups or the data stored on the backup media. Server restoration will be to the point of the last successful backup. If the server or its applications require additional configuration beyond the data provided by the latest backup, we will bill this work at our standard time and materials rates.
- Standard Backup Configuration unless otherwise specified:
  - o All physical and virtual servers
    - Excluding Camera Servers (NVRs)
- Standard Backup Frequency unless otherwise specified:
  - o Daily Use Data Servers (ex. File Servers, Database Servers and Application Servers)
    - On-Premise
      - Once per hour during standard operating hours -6 AM 6 PM
      - Retention of Backups set at 90 days
    - Cloud
      - Once per hour during standard operating hours 6 AM 6 PM
      - Retention of Backups set at 7 days
  - All other Servers
    - On-Premise

- Once per day after standard operating hours
- Retention of Backups set at 7 days
- Cloud
  - Once per day after standard operating hours
  - Retention of Backups set at 7 days
- Additional Users must be communicated to Amplitel with at least 5 business days' written notice
  prior to new user start date if no device purchase is required. If a device purchase is required 10
  business days is required.
- Termination of users should be planned/coordinated in advance. If this is not possible, written notice must be given to Amplitel within 24 hours of termination to permit security steps to be taken in a timely manner.

Any costs associated with ensuring your Environment meets the Assumptions and Minimum Requirements described above are not included in this SOW and will be charged and billed to you separately. The failure of Amplitel to insist upon strict adherence of this section, on any occasion, shall not be considered a waiver of these Assumptions and Minimum Requirements or deprive Amplitel of the right thereafter to insist upon strict adherence to these terms.

The time periods to complete any required or recommended updates/upgrades are set forth in Addendum 2 to this SOW and are incorporated herein by reference.

#### FEES FOR SERVICES AND PRODUCTS; FEE ADJUSTMENTS

The contracted base monthly Services rate for the current Service Term is \$8,225.00, subject to change for Price Adjustments and other additional fee adjustments that may occur during the Service Term as described in this SOW or the MSA.

The fees and costs for the Services and Products will be invoiced to Customer as per the attached quote, subject to the Price Adjustment and Additional User Fee. The prices are exclusive of all sales, use, or excise taxes, or any similar taxes, which taxes shall be paid by Customer.

The fees and costs described in this SOW and on the attached quote will be increased by five (5%) on an annual or every twelve (12) month basis (the "**Price Adjustment**"), effective on the thirteenth (13<sup>th</sup>) month, twenty-fifth (25<sup>th</sup>) month and auto-renewal into the next thirty-six (36) month term. of the thirty-six (36) month contract.

- 9/1/2025 8/31/2026 \$8,225.00/Monthly Base Pricing
- 9/1/2026 8/31/2027 \$8,635.00/Monthly Base Pricing
- 9/1/2027 8/31/2028 \$9,050.00/Monthly Base Pricing
  - The above-mentioned pricing rates exclude any additions added in during the 3 year term of the contract, for example: Additional workstations or devices or additional tools or services not outlined in the contracted services and model of the SOW.

This adjustment of 5% is reviewed based on the annual percentage increase in the Consumer Price Index (the "CPI") as published by the U.S. Bureau of Labor Statistics (the "Bureau") or any successor entity to

the Bureau, in either case multiplied by the pricing as indicated in Exhibit B. In the event that the Bureau no longer publishes the CPI, a comparable index reasonably accepted in the industry will be used. If the aggregate Price Adjustment is greater of than a five percent (5%) annual increase over the prior year, we will provide you written notice of price changes at least sixty (60) days prior notice to the applicable Service Term and, if you do not wish to renew the applicable SOW and our MSA due to the Price Adjustment, you must notify us within thirty (30) days of receipt of the notice of our Price Adjustment

If you request an additional user during any Service Term, the cost and fees associated with the additional user shall be in addition to the fees and costs for Services and Products per this SOW and the attached quote (the "Additional User Fee"). The Additional User Fee cannot be reduced or eliminated during a Service Term, even if your number of users changes. For clarity, you can add users, but you cannot remove users during the Service Term. Prorated fees may apply based on the dates of changes to counts. All Additional User Fees and associated costs will be quoted at the time of the request to add the additional user(s).

If you request an additional device during any Service Term, the cost and fees associated with the additional device shall be in addition to the fees and costs for Services and Products per this SOW and the attached quote (the "Additional Device Fee"). The Additional Device Fee cannot be reduced below the initial contracted SWO during the Service Term, even if your number of devices is lower than initially contracted. Prorated fees may apply based on the dates of changes to counts. All Additional Device Fees and associated costs will be quoted at the time of the request to add the additional device(s).

Notwithstanding the foregoing, we reserve the right to adjust our fees from time to time to maintain appropriate pricing for the Services based on count of users, devices, and other provided Products (an "Interim Price Adjustment"). We will provide you written notice of an Interim Price Adjustment at least thirty (30) days prior to such adjustment taking effect and, if you do not wish to renew the applicable SOW and our MSA due to the Interim Price Adjustment, you must notify us within ten (10) days of receipt of the notice of our Interim Price Adjustment. Notwithstanding the foregoing, you shall not have a right to terminate this SOW or the MSA if such Interim Price Adjustment is an Additional User Fee.

If you request additional Products or if additional Products are necessary for a new user or to meet a Minimum Requirements, the cost of such Products and the labor to install and/or support such Products are not included in this SOW and shall be an additional fee to you. All additional Products and associated costs (including labor costs) will be quoted at the time of the request to add the additional user(s) and/or to add the additional Product, and this SOW will be updated to reflect such changes.

#### **MISCELLANEOUS**

1. <u>Counterparts</u>. This SOW may be executed in one or more counterparts, each of which shall, for all purposes, be deemed an original and all of which together shall constitute one and same agreement. Signatures delivered by facsimile, .pdf or other electronic means shall be considered an original signature for all purposes.

- 2. <u>MSA</u>. This SOW will be conducted in accordance with and be subject to the MSA and the terms and conditions of this SOW and, in the event of any direct conflict between this SOW and the MSA, this SOW shall control.
- 3. <u>BYOD</u>. Depending on the Service(s) being provided, portable devices or devices that intermittently connect to the Environment may not receive or benefit from the Services while the devices are detached from or unconnected to the Environment.
- 4. <u>Addendums</u>. Addendums are attached to this SOW and incorporates herein by reference in their entirety.

#### Addendum 1 – Assumed Effective Date Counts:

- Below are the assumed counts for supported users and devices based on initial assessment of needs for Managed Services. These counts are subject to change based on actual findings.
  - Contracted Microsoft Premium User Count 26
  - Contracted G3 GCC User Count 19
  - Contracted Basic User Count 5
  - Contracted Apps for Business License 1
  - Contracted Kiosk GCC License 1
  - Contracted Workstation Count 48
  - Contracted MDC Count 9
  - Contracted Leased Firewall Count 3
  - o Contracted Wireless Access Points (WAP's) Count 7
  - Contacted Server Count -9
  - Contracted Server Backups Count 9
  - Contracted Switch Count 5
  - Contracted NVR Count 2
  - o Contracted Camera Count 21

#### Addendum 2 – Required Quoted Projects based on Minimum Requirements

• Below is a list of required projects that will be quoted out and need to be completed to meet the Minimum Requirements of the SOW and MSA. These projects will need to be completed and all Minimum Requirements met in the time frame set forth below. You understand that if these project deadlines are not met by you, Amplitel may be unable to provide the Services or Products contemplated by this SOW, and Amplitel may (1) adjust the fees and costs to account for your failure to comply with the Minimum Requirements, and/or (2) terminate this SOW and the MSA.

Project Description	<b>Project Completion Date</b>
---------------------	--------------------------------

Please reference Annual Budget Plan and 5	
Year Cap Planning documents for project	
planning requirements	

Addendum 3 – Additional Supported Users and Devices 2024 Pricing:

Addition Type	Addition Cost/Unit
G3 GCC User	\$120.00
Premium User	\$100.00
Basic User	\$75.00
E-mail Only User	\$55.00
Workstation	\$25.00
MDC	\$50.00
Server	\$30.00
Server Backups	TBD based on storage size
Firewall	TBD based on device model
Switch	\$25.00
NAS/SAN	\$12.00
Wireless Access Point (WAP)	\$12.00
Camera	\$12.00
Network Video Recorder	\$45.00
Access Controller	\$2.00
Avaya Phone	\$2.00

#### Addendum 4 - New Workstation Setup Pricing

- Workstation setup will be completed at the following rates:
  - o Basic Windows setup \$300
  - o MDC or Engineering setup \$500
  - More complex workstation setup will range from 4-6 Hours at a rate of \$130/hour at Time and Materials

Addendum 5 – Lease/Hardware and Microsoft/License Commitment

Commitment Type	<b>Commitment Term</b>	Count	Monthly	Total
			Cost/Count	<b>Monthly Cost</b>
Leased Firewall	1/1/2024 - 12/31/2026	3	\$180.00	\$540.00
M365 Business Premium	8/26/2025 - 8/25/2026	26	\$22.00	\$572.00
M365 Business Basic	8/26/2025 - 8/25/2026	5	\$6.00	\$30.00
Microsoft Entra ID P1	9/5/2025 - 9/4/2026	5	\$6.00	\$30.00
M365 Apps for Business	8/26/2025 - 8/25/2026	1	\$8.30	\$8.30
Office 365 G3 GCC	8/26/2025 - 8/25/2026	19	\$23.00	\$437.00
Microsoft Entra ID P1 GCC	2/22/2026 - 2/21/2027	19	\$6.00	\$114.00
Exchange Online Kiosk GCC	3/7/2026 - 3/6/2027	1	\$2.00	\$2.00

\*Subject to change should additions be made during the term of the contracts that increase, decrease, changes or adds to any of these commitments.

#### Addendum 6 – Effective Date List of Supported Users and Devices:

•	Inventories of Users and Devices and be requested	at any time	during the	term of this	contract to
	maintain license and device counts.				

#### PORT & RESOURCE RECOVERY DEPARTMENT



2561 SOUTH BROADWAY GREEN BAY, WI 54304

DEAN R. HAEN

PHONE: (920) 492-4950 FAX: (920) 492-4957

DIRECTOR

#### **MEMORANDUM**

To: Brown County Municipalities

From: Mark Walter, Business Development Manager

Re: 2026 RU Intergovernmental Agreement

Enclosed you will find the Intergovernmental Agreement to Satisfy Eligibility for the Wisconsin Recycling Consolidation Grant for Calendar Year 2026. The Brown County Resoure Recovery Department has developed *The ABC's of Recycling Right*, a book that can be shared as a PDF document as well as a link to view and share online. As a partner of Tri-County Recycling, Brown County will continue to co-fund and promote the Waste Wizard Material Search Engine and the Betterbin smartphone recycling app, along with distributing business cards for these tools. Residents can access the Waste Wizard at: www.recyclemoretricounty.org/waste-wizard/ or www.winnebagocountysolidwaste.com, and the Betterbin app can be downloaded in any app store.

Please route the enclosed document for approval/signature and return via email or mail to me by Monday, September 29, 2025. If you would like a Word document version instead of PDF, please let us know.

I have attached an updated model resolution that will need to be passed by each municipality to establish eligibility and satisfy these program requirements.

Please signand return a copy to Brown County prior to **September 29, 2025** so that we can keep it on file.

If you should have any additional questions or comments, please contact me at (920) 492-4965 or via email Mark.Walter@browncountywi.gov.

Sincerely,

Mark Walter

**Business Development Manager** 

Attachment

#### Intergovernmental Cooperative Agreement to Satisfy Eligibility for the Wisconsin Recycling Consolidation Grant for Calendar Year 2026

This agreement is made by and between the <u>Cities of De Pere and Green Bay, the Villages of Allouez, Ashwaubenon, Bellevue, Denmark, Hobart, Howard, Pulaski, Suamico, Wrightstown, and the Towns of Eaton, Glenmore, Green Bay, Holland, Humboldt, Lawrence, Ledgeview, Morrison, New Denmark, Pittsfield, Rockland, Scott and Wrightstown, each of which is a municipal corporation, and the Oneida Nation, a federally recognized Indian tribe, all of which are a Responsible Units as defined in Section 287.01(9) of the Wisconsin Statutes (collectively referred to as the "Responsible Units" or "RUs") for purposes of implementing efficiencies related to operating an effective recycling program in accordance with ss. 287.11 and 287.24, Wis. Stats., and ch. NR 542, Wis. Admin. Code. This agreement is intended to qualify for the 2026 Wisconsin Recycling Consolidation Grant.</u>

WHEREAS the RUs believe that, by working together in this cooperative agreement, they can more effectively and efficiently provide for the recycling education needs of their citizens; and

WHEREAS the RUs desire to collaborate in an effort to educate about recycling; and

WHEREAS the RUs recognize the importance of educating residents about recycling and their RU responsibility to do so; and

WHEREAS Brown County partnered with Outagamie and Winnebago Counties, collectively known as Tri-County Recycling, to fund, host, and promote the *Tri-County Recycling Guide*; and *The ABC's of Recycling Right* book and:

WHEREAS Tri-County Recycling will continue to fund, host, and promote the smartphone recycling app Betterbin; and

WHEREAS Tri-County Recycling will continue to fund, host, and promote the Waste Wizard Material Search Engine tool; and

WHEREAS the Tri-County Recycling Guide, the Betterbin smartphone app, and the Waste Wizard Material Search Engine provide comprehensive information on single-stream recycling guidelines, recycling plastic bags, proper medical sharps disposal, electronics recycling, universal waste recycling, household hazardous waste programs, pharmaceutical drop boxes and waste reduction tips; and

WHEREAS Section 66.0301(2) of the Wisconsin Statutes authorizes cooperation between municipalities and between municipalities and Indian tribes, and allows municipalities to contract with each other and with Indian tribes for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by law; and

WHEREAS each participating RU will maintain a copy of the other above listed RUs' cooperative agreements on file, given that not all cooperating RUs will be able to sign a single document;

NOW THEREFORE IT IS AGREED THAT the above listed RUs have and will continue to make available to its residents the *Tri-County Recycling Guide, The ABC's of Recycling Right*, the Tri-County Recycling Betterbin smartphone app and Waste Wizard Material Search Engine (https://recyclemoretricounty.org/waste-wizard/), recognizing additional and consistent education will reduce contamination and improve recycling, thereby enabling the processing and marketing of these recyclables in the most efficient and cost-effective manner possible.

SIGNATURE	TITLE	
oron with order	11122	
MUNICIPALITY	DATE	
inor inclination in	DITTE	