

# CITY OF HORICON

404 EAST LAKE STREET  
HORICON WI 53032

## MEETING NOTICE

DATE ISSUED: October 14, 2019

BY: Susan Hady

### PERSONNEL & FINANCE COMMITTEE

**ATTENDEES:**

Susan Hady	Donald Miller	Forrest Frami	Kristen Jacobson
Joseph Adamson	Timothy Kingman	Alexandra Harvancik	Mark Tesch
Carole Baker	Pat Bulman	C: Mayor Grigg	

DATE: Tuesday, October 15, 2019

TIME: 6:00 p.m.

LOCATION: City Hall, Activity Room A

LEADER: Susan Hady, Chairperson

**AGENDA:**

1. Call to Order.
2. Roll Call.
3. Public Appearances.
4. Approve Previous Minutes.
5. Oak Hill Cemetery Association Request for Funds.
6. 2020 Senior Dining Agreement.
7. Reallocation of Fire Department Funds to Purchase Turnout Gear.
8. WWTF Door Replacement Authorization.
9. September 2019 Payables.
10. Set Next Meeting Date.
11. Non-Action Discussion.
12. Adjourn.

IF UNABLE TO ATTEND, PLEASE NOTIFY: Kristen Jacobson

PHONE: 485-3500

DATE POSTED: 10/14/2019

TIME POSTED: 9:30 a.m.

**Oak Hill Cemetery Association – Horicon**



**Members of the City Council**

**Members of the finance Committee.**

**We request, at this time, the budgeted \$7,500.00 so the necessary bills, salaries, etc. may be taken care of as they become due.**

**Thank You for your approval.**

**Sincerely,**

Handwritten signature of Dennis R. Dehn in black ink.

**Dennis R. Dehn  
Secretary/Treasurer**

**Dated: 19September2019**

**News – Notes – and Items of Interest.**

1. The number of burials are down from last year. About 62% were cremation burials of the 13 burials so far. In 2018 we had 22 burials at this time of the year, with 59% full burials.
2. The Cemetery Board currently consists of Jerry Bunkoske (President), Lloyd Wagener (Vise-Pres.), Bruce Spittel, Ralph Muenchow, and Rich Greshay hold trustee positions for 2019-2020. I will continue to be the Secretary Treasurer. My lead man is Marc Kreger, and working under Marc is Gregg Buhalog and John Hesprich plus Dave Aschaker is our fill-in guy.
3. The board proposed an increase to the plot purchase price. Currently the burial plots are \$450 and in January it will be \$500. Many of the local cemeteries are currently at \$500. We remain in line with other cemeteries in the area. The last increase was in January 2015. One plot can hold (2) cremation burials, or one full burial plus one cremation burial. We started requiring a cremation vault in December 2015.

The current fees are listed below. They have been in effect since: 1Jan2019.

	Standard Burial	Cremation Burial	Additional Fees
Weekday	\$750	\$325	
Saturday	\$900	\$425	
Sunday	\$975	\$475	
Winter Rates			\$150 December - March
Burial 4-5PM			\$125
Headstone Marking			\$40

4. The pump house East door needed to be replaced. Menards had exterior doors on sale and between Gregg Buhalog and myself, we took care of demolition of old and installation of new. Next trip to the cemetery, take a look. The final coat of paint will be added early next year.
5. General Asphalt updated the quote for a North-South road in the middle of the cemetery. We hope this will not be cut from our 2020 budget proposal.
6. The cemetery board approved adding a 120R loader to the 1026R compact utility tractor. Adding dirt on recent burials would be one example. Ballweg required that the installation of the quick change towers be added at the dealership. Over \$3,000 and 3 weeks later, we took delivery. The brakes were completely worn out, and Todd Midtbo was unable to offer his labor to keep this work in-house. This put stress on the cemetery checking account. Mayor Grigg did allow me to sell the Curtis tractor cab to help out on the loader purchase. I did not purchase the loader until the sale was complete and the payment deposited in the checking.
7. The enforcement of the cemetery regulations have always been a challenge. Jerry Bunkoske was able to find a local business that truly fit our needs. The sign was married with some treated lumber and concreted into location this past week. I created the support structure, and the cemetery crew did the install. We are hoping the enforcement will take root for all.
8. No change in my other activities in my life. I am on my 2<sup>nd</sup> year as a tour guide at Deere. Check out the cemetery web site. <https://wi-horicon.civicplus.com/260/Oak-Hill-Cemetery>



# HUMAN SERVICES & HEALTH DEPARTMENT

199 COUNTY ROAD DF ♦ JUNEAU, WISCONSIN 53039-9512

920-386-3500

*Becky Bell, Director*



♦ **ADMINISTRATION**  
(920) 386-3501  
FAX: (920) 386-4011

♦ **AGING & DISABILITY  
RESOURCE CENTER (ADRC)  
& AGING PROGRAM**  
(920) 386-3580  
**NUTRITION**  
(920) 386-3580  
**TRANSPORTATION**  
(920) 386-3832  
FAX: (920) 386-4015

♦ **ADULT PROTECTIVE SERVICES  
& SUPPORTIVE HOME CARE**  
(920) 386-3750  
FAX: (920) 386-3245

♦ **ALCOHOL & DRUG ABUSE**  
(920) 386-4094  
FAX: (920) 386-3812

♦ **CHILD WELFARE &  
JUVENILE JUSTICE**  
(920) 386-3750  
FAX: (920) 386-3533

♦ **COMMUNITY SUPPORT  
PROGRAM & COMPREHENSIVE  
COMMUNITY SERVICES**  
(920) 386-4094  
FAX: (920) 386-3812

♦ **ECONOMIC SUPPORT**  
(920) 386-3760  
FAX: (920) 386-4012

♦ **MENTAL HEALTH**  
(920) 386-4094  
FAX: (920) 386-3812

♦ **PUBLIC HEALTH**  
(920) 386-3670  
FAX: (920) 386-4011

September 20, 2019

To Whom It May Concern,

Please find enclosed Dodge County Human Service & Health Department's 2020 Dining Center Contract.

Please review, approve, sign, and date it and return to me by October 31, 2019.

If you have any questions, please let us know.

Thank you and we look forward to our continued collaboration, providing much needed meals to our residents of Dodge County.

Sincerely,

Jackie DeLaRosa  
Human Services Supervisor – Aging, Nutrition, and Transportation  
Dodge County Human Services and Health Department  
199 County Road DF  
Juneau, WI 53039  
920.386.3583

## AGREEMENT FOR SENIOR DINING PROGRAM

In consideration of the mutual covenants set forth below, the Dodge County Human Services and Health Department Senior Dining Program, with its offices located at 199 County Road DF, 3rd Floor, Juneau, Wisconsin 53039, (the "Program"), and the City of Horicon, with its seat of government located at 404 East Lake Street, Horicon, Wisconsin 53032, (the "Company") agree as follows:

1. "Dining Center" means the Activity Room located on the second floor of Horicon City Hall.
2. Program's duties and responsibilities:
  - a. Serve meals which are nutritionally sound and provide at least 1/3 minimum daily requirements for an adult.
  - b. Operate the Senior Dining Program by following proper health and sanitation procedures.
  - c. Provide information and educational presentations at least quarterly during Program operating hours.
  - d. The Program reserves the right to cancel the meals without prior notice to the Company due to inclement weather. The Program will announce these cancellations on radio stations WBEV, WXRO, and WTKM and television stations 3, 4, 6, 9, and 12.
3. Company's duties and responsibilities:
  - a. Allow for the use of the Dining Center for the service of meals Monday through Friday from 10:00 a.m. to 1:30 p.m. with the exception of the following holidays: New Year's Day, Spring Holiday (Friday before Easter), Memorial Day, 4th of July, Labor Day, Thanksgiving, Day after Thanksgiving, Christmas Eve, Christmas Day, and New Year's Eve.
  - b. Provide notice to the Program of any dates that the Company Dining Center is unavailable as soon as the Company becomes aware of the unavailability, but no later than 24 hours prior to the scheduled meal for which the Dining Center will be unavailable.

- c. Provide at a minimum the use of 4 tables and 6 chairs per table, for the service of meals. Tables and chairs should be set up prior to 10:00 a.m.
  - d. Guarantee that the Dining Center and Company bathroom facilities are clean, and that all areas used by the Program, including, but not limited to, food preparation surfaces, tables, and chairs are clean and free of food, drink, and other debris.
  - e. Carry public liability and property damage insurance. Upon request by the Program, Company shall furnish Program with a certificate of insurance for the required insurance policies.
  - f. At all times during the term of this Agreement save, hold harmless, and defend Dodge County (including, but not limited to, the Program and Dodge County Human Services and Health Department) and its officers, employees, volunteers, and representatives against any and all liability, loss, damages, costs, and expenses, whether personal injury or property loss/damage, which Dodge County and/or its officers, employees, volunteers, and representatives may sustain, incur, or be required to pay by reason of any person suffering personal injury, death, or property loss/damage, resulting from the Company's acts or omissions, while any eligible individual is participating in or receiving services furnished by the Program under this Agreement. The Company's obligations to indemnify Dodge County and its officers, employees, volunteers, and representatives shall survive the expiration or termination of this Agreement for any reason.
  - g. Provide adequate space for storage, equipment, and supplies needed to operate the Program.
  - h. Provide snow removal at the Dining Center building entrances, walkways and parking lot at no cost to the Program.
4. Company and Program agree that nutritional service shall be open to individuals 60 years of age or older; spouses or domestic partners who attend the Dining Center with their spouse or domestic partner who is aged 60 years of age or older; adults with a disability, younger than age 60, who reside in a housing facility that contains the Dining Center and is occupied primarily by individuals aged 60 years of age or older, are eligible to receive meals at the Dining Center in the facility in which they reside; and adults with a disability, younger than age 60, who reside with an eligible older individual participating in the program. Notwithstanding the above,

if a sufficient number of meals and dining space is available, any individual not otherwise eligible to participate in a meal service, may participate upon payment of the full price of the meal to be received.

5. If the facility containing the Dining Center is also a public or private housing facility, Company shall assure that the majority of residents of such housing facility are 60 years of age or older. Company shall immediately inform Program if the majority of residents of such housing facility are no longer 60 years of age or older. Program may terminate this Agreement, without notice, if the majority of residents of such housing facility are not 60 years of age or older.
6. This Agreement shall be effective January 1, 2020 through December 31, 2020. However, either party may, at any time during the term of this Agreement, terminate this Agreement by giving thirty days notice in writing to the other party of the intention to do so.
7. This document constitutes the entire agreement between the Company and the Program. This Agreement may be modified only in writing and any modifications must be signed by the parties hereto.

BY: Dodge County Human Services  
and Health Department

\_\_\_\_\_  
Rebecca Bell, Director

\_\_\_\_\_  
Date

BY: City of Horicon, Wisconsin

\_\_\_\_\_  
James Grigg, Mayor

\_\_\_\_\_  
Date

## Kristen Jacobson

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**From:** Fire Chief  
**Sent:** Thursday, October 10, 2019 7:19 AM  
**To:** Kristen Jacobson  
**Subject:** Reallocation of funds

To whom it may concern

I would like to reallocate the \$2,950.00 budgeted for hose and use it for(PPE) turnout gear instead. We are in dire need of gear since alot of ours is not NFPA compliant.

Thank you

Mark Tesch

Fire Chief

Sent from my Verizon, Samsung smartphone

Get [Outlook for Android](#)





P.O. Box 668  
Wisconsin Rapids, WI 54495  
Tel: 715-423-7501 Fax: 715-423-7102

# Quote

Quote # : **402363**  
Quote Date : **Sep 27, 2019**  
Expiration Date : **Oct 27, 2019**

Customer:  
Horicon, City of  
404 E. Lake Street  
Horicon, WI 53032

Ship To:  
Horicon, City of  
404 E. Lake Street  
Horicon, WI 53032

Tel: (920) 485-3500 Fax: (920) 485-3503

Account Code : HORCIT  
Terms : Net10th  
Customer Job # :  
Salesperson : John Yatzeck  
Order Name : 8-SINGLE OPENINGS

Purchase Order # :  
Shipped Via : Our Truck South

INSTALLATION PRICE INCLUDES REMOVAL OF EXISTING, INSTALLATION OF LISTED MATERIALS & PICK UP OF WORK AREA. INSTALLATION PRICE DOES NOT INCLUDE DISPOSAL OR FINISH WORK.

**Qty Product Description**

- 32 Hinge BB1279 4 1/2 X 4 1/2 US26D
- 8 Passage Set D10S PLY 626
- 8 Closer 4040 XP REG/PA SRI TBSRT AL
- 8 Weatherstrip 964C 36" F-
- 8 Weatherstrip 961C 1 x 36" 2 x 84" F-
- 8 Threshold S204A 36"
- 8 HMD L 18 4 3070 F A60 STY LH (161; C; GCDOOR)
- 8 SGL F 16 4 534 3070 CRS KD 4HS RH (Closer Sleeve; EOA-A534(8); EWA; FS3850(8); GCFRAME; HEADBAR FACE CUTDOWN; STD WELD)

**Description**

**Price**

Installation  
Freight  
Installation

Pre-Tax Total : 30,134.48  
DD - Dodge County 14 : 0.00  
WI - Wisconsin State : 0.00  
**Quote Total : 30,134.48**