

OCTOBER 13, 2025



PERSONNEL & FINANCE COMMITTEE

MONTHLY MEETING

AGENDA
PERSONNEL FINANCE COMMITTEE
Monday, October 13th, 2025 @ 12:00 pm
Village Board Room, 30 South First Street

Call to Order

Roll Call – Paul Olson, Michael Bouras, Mary Kay Krings

Regular Business

Consideration and action to approve September 8th, 2025, Minutes.

Public Participation

Financials: Treasurer and Administrator

Review of financial reports

Administrator's Report

- Village commercial property
- Business update
 - Infrastructure & CIP
 - Budget
 - Fees update (Clerk)
 - Website update (Clerk)

Old Business

New Business

Consideration and action to approve changes to the Personnel Policy Handbook (Starting on Page 16)

Consideration and action to recommend to the Village Board for approval the Federal Requirements Compliance Certification for Project No. 4939-04 as it relates to Wisconsin Department of Natural Resources Safe Drinking Water Loan Program

Consideration and action to recommend to the Village Board for approval RES-2025-006 declaring intent to reimburse expenditures from proceeds of borrowing for 14th Ave Street project

Consideration and action to approve McMahon Compliance Alternatives Plan for the WWTF (\$75,000)

Consideration and action to move into closed session pursuant to Wisconsin State Statute 19.85(1)(c) to consider employment, promotion, or performance evaluation data of public employees

- Update on DPW progress & job posting of FS, DPW reflections

Continue in closed session 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

- Update on the offer related to Village owned property

Consideration and action to move into open session.

Set next meeting date:

November 10th at 12:00pm

Draft Minutes
PERSONNEL FINANCE COMMITTEE
Monday, September 8th, 2025 @ 12:00 pm
Village Board Room, 30 South First Street

Call to Order

Meeting called to order at 12:04pm.

Roll Call – Paul Olson (present), Michael Bouras (present), Mary Kay Krings (present)
Also present were Administrator Fuller and Treasurer Schoenberger.

Regular Business

Motion by Bouras, Second by Krings to approve August 11th, 2025, Minutes.

Motion passes by voice vote 3-0-0

Public Participation

None.

Financials: Treasurer and Administrator

Review of financial reports

- Treasurer Schoenberger reported that Marble Park is currently over in expenditures. He has begun investigating the issue and will schedule a time to meet with interim Public Works Director Mankiewicz for a deeper analysis to determine the cause of the overage. Treasurer Schoenberger noted that August presented a more significant decrease in revenues for the pool. Several contributing factors impacted expenses; one major item under "miscellaneous expense" was reimbursement for lifeguard certification for youth. Additional wages also contributed to the overage, and the Village is currently exploring revisions to the pay plan and staffing structure. These changes aim to improve tracking of employee hours and overall efficiency.
 - Weather also played a role, as many rainy days in August led to decreased attendance and lower revenue at the beach. In an effort to prevent overspending on concessions, the Village adjusted inventory to better align with actual demand. However, this may have resulted in lower-than-possible sales. Administrator Fuller highlighted that the newly installed point-of-sale (POS) system is already improving operational efficiency. Mike added that the POS system offers detailed reporting capabilities, such as tracking the quantity and type of items sold, which will support ongoing improvements to the pool's vending operations.
 - The Village will be transitioning away from its current refuse collection provider. PFC is expected to have all necessary details by October to make an informed decision on the new provider.
 - Trustee Olson inquired on the status of the Capital Improvement Plan; the Village held an initial meeting with McMahon Engineering three weeks ago to review the CIP. Following that meeting, the CIP was updated to reassess and realign projects within the plan. These updates were reviewed and discussed with the Public Works Committee. After further consideration and alignment with the Administrator's
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overall strategic plan, additional revisions were made. The CIP will continue to be refined through collaboration between the Administrator, Treasurer, and Public Works Director, incorporating data such as PACER ratings, funding sources, economic development goals, ongoing initiatives, and community needs.

- Trustee Olson inquired about the potential annexation of a property that currently utilizes Village utilities but is still considered part of the Town of Winneconne. Administrator Fuller advised that this matter should be brought before the Planning Commission for further discussion.

Administrator's Report

- Village commercial property - Pfefferle
 - The contract officially ended on the day of the meeting. Administrator Fuller reported receiving a draft offer for the waterfront property that same day and will need to consult with legal counsel before moving forward. As a result, the offer was not presented to the Public Facilities Committee during this meeting. Updates will be provided as more information becomes available. If the plans move forward and receive approval, the estimated project start date is Spring 2026. The developer's proposal includes contingencies regarding property use and a first right of refusal. Administrator Fuller will send the contract to Pfefferle to initiate all necessary brokerage paperwork for the potential sale.
 - Additionally, Trustee Krings requested a review of what the subcontractor committed to versus what was completed, to ensure that payments are consistent with the work performed. Trustee Bouras recommended the Village consider not working with the subcontractor again in the future.
 - Status of Road Right of Way abandonment
 - The Village continues to move forward to review the process to abandon two Village right-of-ways.
 - EMS update
 - Trustee Bouras noted that the EMS Board meeting is scheduled for this Wednesday, and a decision regarding potential locations is expected to be made during that meeting. Administrator Fuller also shared an update from his monthly coordination meeting with local municipalities, stating that Oshkosh has not yet signed a mutual aid agreement with Lifestar. Additionally, there was discussion regarding user fees, specifically focusing on the language that allows for fluctuations in those fees.
 - 2026 general fund budget update
 - The Village did not receive its state revenues until the morning of the meeting. PFC was presented with a draft review of the 2026 General Fund Budget. Administrator Fuller provided an overview of the budget's structure, including projected revenues and expenditures. The committee reviewed the budget packet, which included the following high-level summary:
 - The General Fund is balanced, with no deficit projected. Includes reserves for flexibility.
 - Police, Administration, and Public Works are the three largest spending areas.
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- Parks, Library, and Public Works bring in substantial outside revenues, reducing reliance on the General Fund.
 - Smaller departments (Village Board, Court, Cemetery, Economic Development) together account for a small fraction of overall spending.
- Administrator Fuller also discussed what the trustees will expect in the Board Workshop. They will receive a binder of all BOES to help the Board understand the budget requests.
- Trustee Krings inquired about if the Village has considered becoming a city. Administrator Fuller described the benefits of being a village vs a city and past considerations around this topic. In Administrator Fuller's opinion, there is limited benefit to the Village considering becoming a city.
- Business update
 - Administrator Fuller recently met with interested developers for new housing opportunities in the Village.
 - PFC to receive additional information as Administrator Fuller can review the initial interest. Administrator Fuller will be scheduling meetings with Switchgear to discuss land development and futures plans.
 - Administrator Fuller Connected Steve Brooks with GOEDC for childcare grant opportunities.

Old Business

None.

New Business

Motion by Bouras, Second by Krings to move into closed session pursuant to Wisconsin State Statute 19.85(1)(c) to consider employment, promotion, or performance evaluation data of public employees

Motion passes by voice vote 3-0-0

- Approval of Closed Session Minutes from August 18th, 2025
- Treasurer compensation and benefits

Motion by Krings, Second by Bouras to move into open session.

Motion passes by voice vote 3-0-0

Motion by Bouras, Second by Krings to approve adjustments to Village Treasurer's compensation & benefits as presented.

Motion passes by voice vote 3-0-0

Set next meeting date:

October 13th at 12:00pm

Adjourn

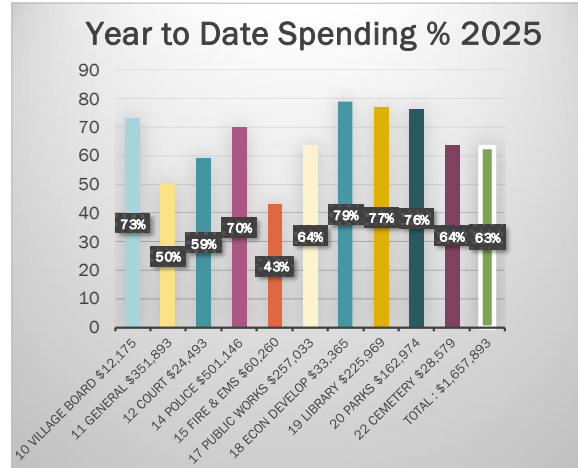
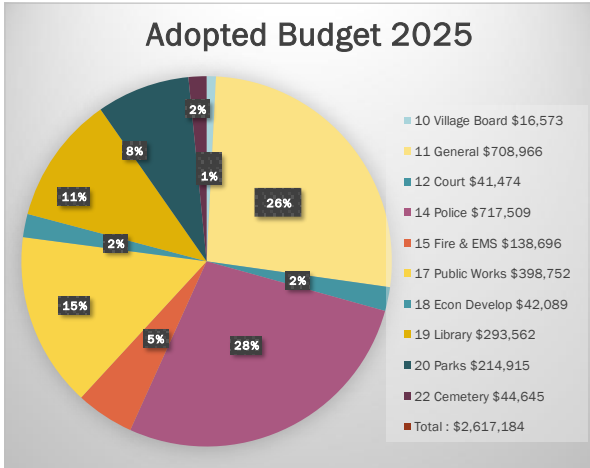
Motion by Bouras, Second by Krings to adjourn the meeting.

Meeting adjourned at 1:45pm.

Motion passes by voice vote 3-0-0

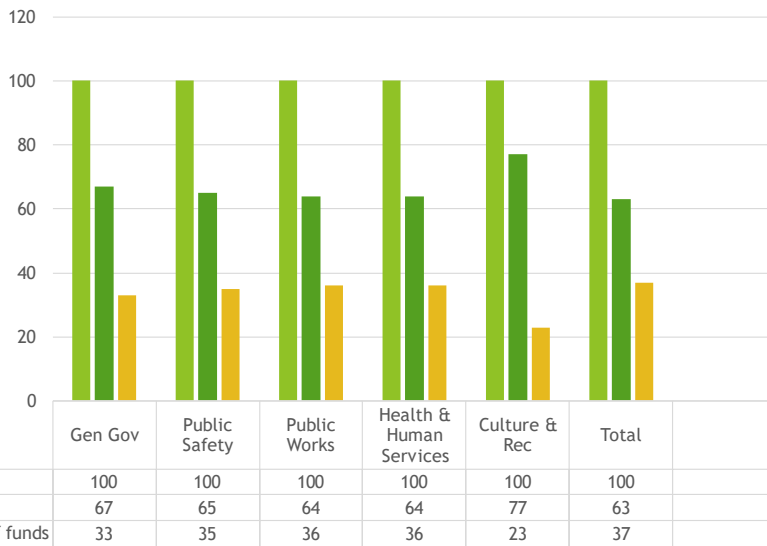
General Budget by Department YTD

Currently we are operating at 63% of the total allocated general budget.



Budget to actuals update by department

General Budget Spend as of September 30, 2025



Difference from August 31, 2025

- Gen Gov +6%
- Public Safety +6%
- Public Works +7%
- Health & Human Services +8%
- Culture & Rec +23%

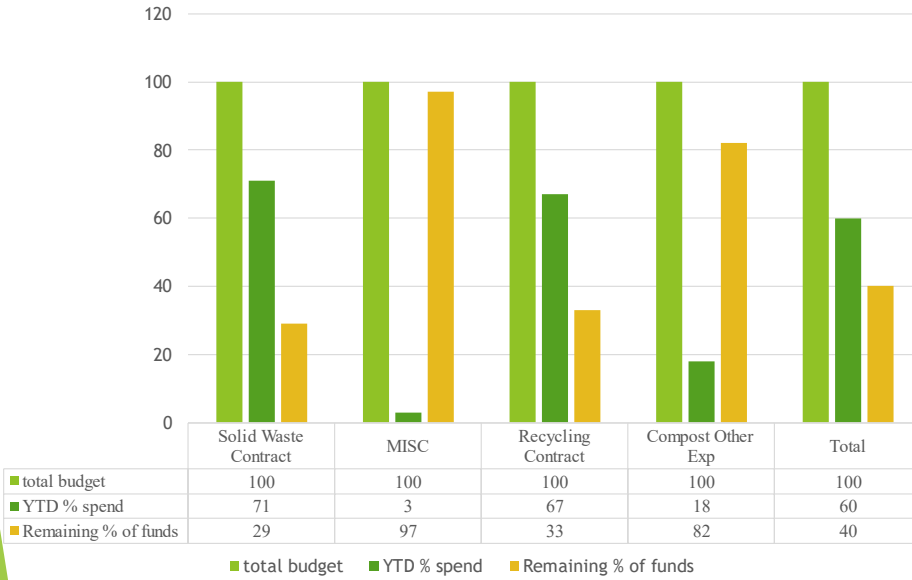
Total increase +9%

YTD Spending:

- Gen Gov \$368,139
- Public Safety \$294,799
- Public Works \$257,033
- Health/Human Service \$28,579
- Culture & Rec \$409,367
- Total \$1,657,893

Fund 230 - Solid Waste/Recycling

Budget Spend as of September 30, 2025



YTD Spending:

SW Contract \$99,910
 Misc Exp \$182
 Recycling Contract \$44,152
 Compost Other \$7,389

Total \$151,764

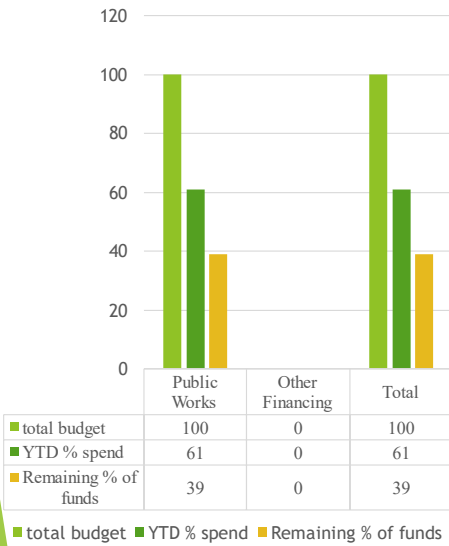
2025 Budget:

SW Contract \$140,000
 Misc Exp \$5,000
 Recycling Contract \$65,000
 Compost Other \$40,000

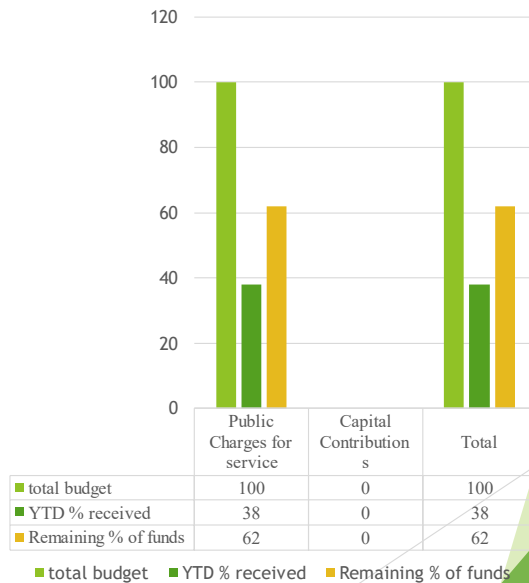
Total \$250,000

Fund 601 - Water Utility

Budget Spend as of September 30, 2025



Budget Rev as of September 30, 2025

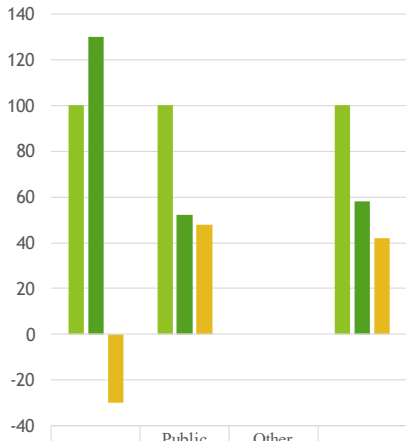


\$993,091 in Revenue received
 \$2,553,406 Budgeted

\$537,572 in Expenses paid
 \$872,588 Budgeted

Fund 602 - Sewer Utility

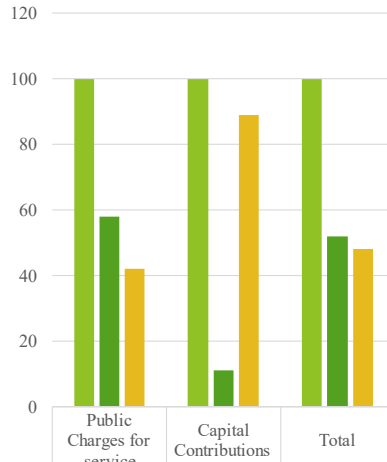
Budget Spend as of September 30, 2025



	Gen Gov	Public Works	Other Financing	Total
total budget	100	100	0	100
YTD % spend	130	52	0	58
Remaining % of funds	-30	48	0	42

total budget YTD % spend Remaining % of funds

Budget Rev as of September 30, 2025



	Public Charges for service	Capital Contributions	Total
total budget	100	100	100
YTD % received	58	11	52
Remaining % of funds	42	89	48

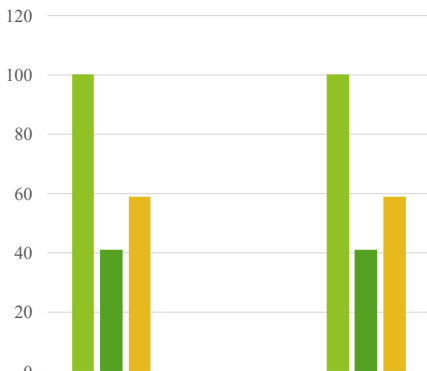
total budget YTD % received Remaining % of funds

\$574,086 in Revenue received
\$1,088,661 Budgeted

\$445,395 in Expenses paid
\$756,969 Budgeted

Fund 603 – Stormwater Utility

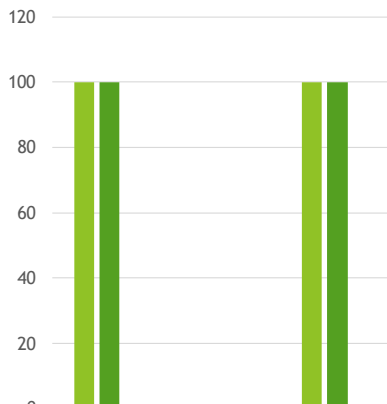
Budget Spend as of September 30, 2025



	Public Works	Other Financing	Total
total budget	100	0	100
YTD % spend	41	0	41
Remaining % of funds	59	0	59

total budget YTD % spend Remaining % of funds

Budget Rev as of September 30, 2025



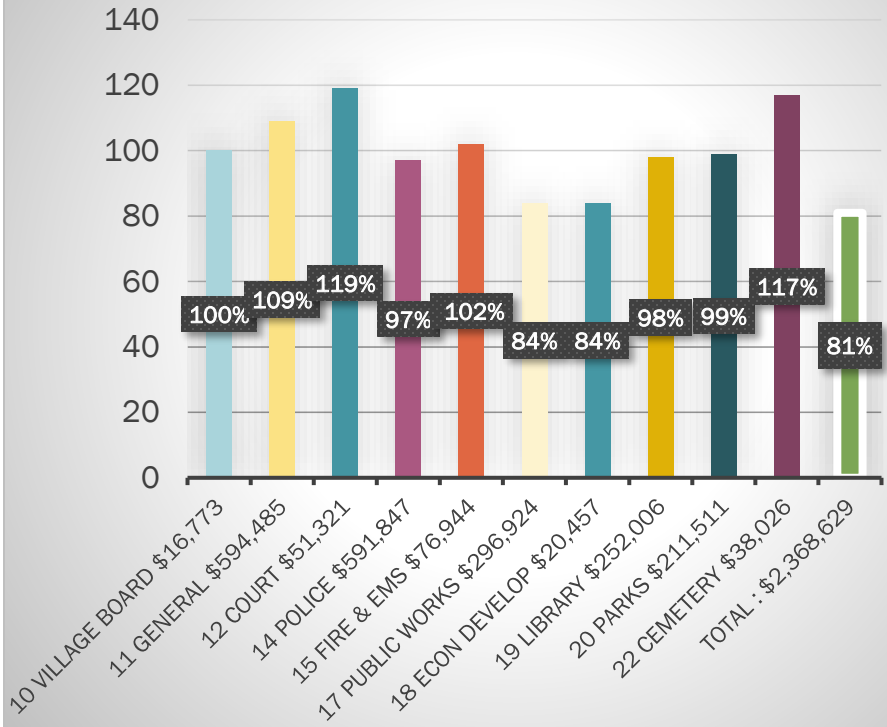
	Public Charges for service	Other Financing Source	Total
total budget	100	0	100
YTD % received	100	0	100
Remaining % of funds	0	0	0

total budget YTD % received Remaining % of funds

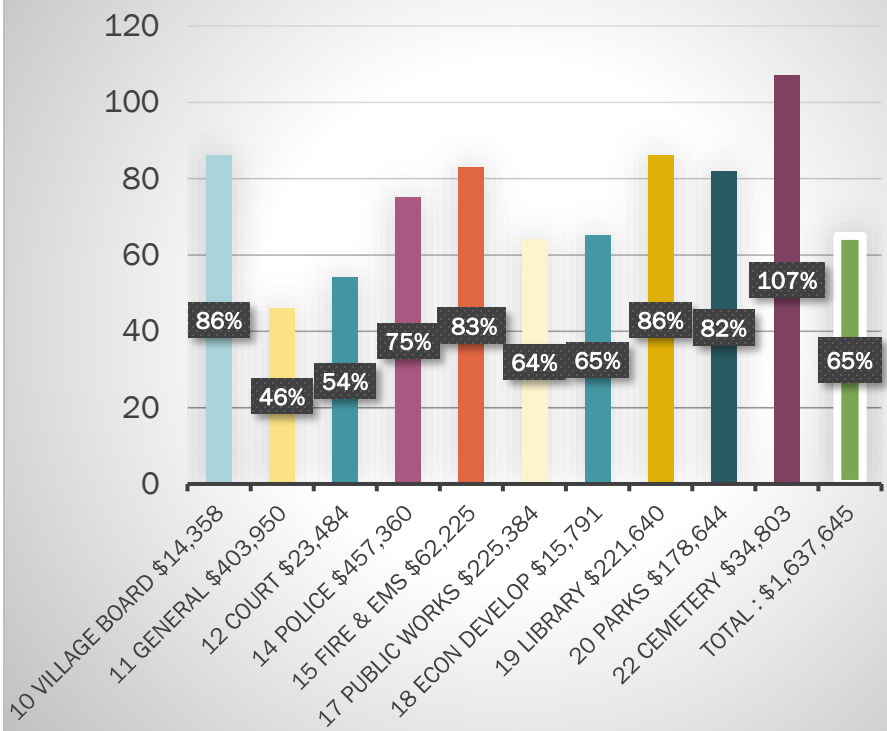
Total Spending YTD:
\$52,281
\$126,349 Budgeted

Total Revenue:
\$314,603
\$313,987 Budgeted

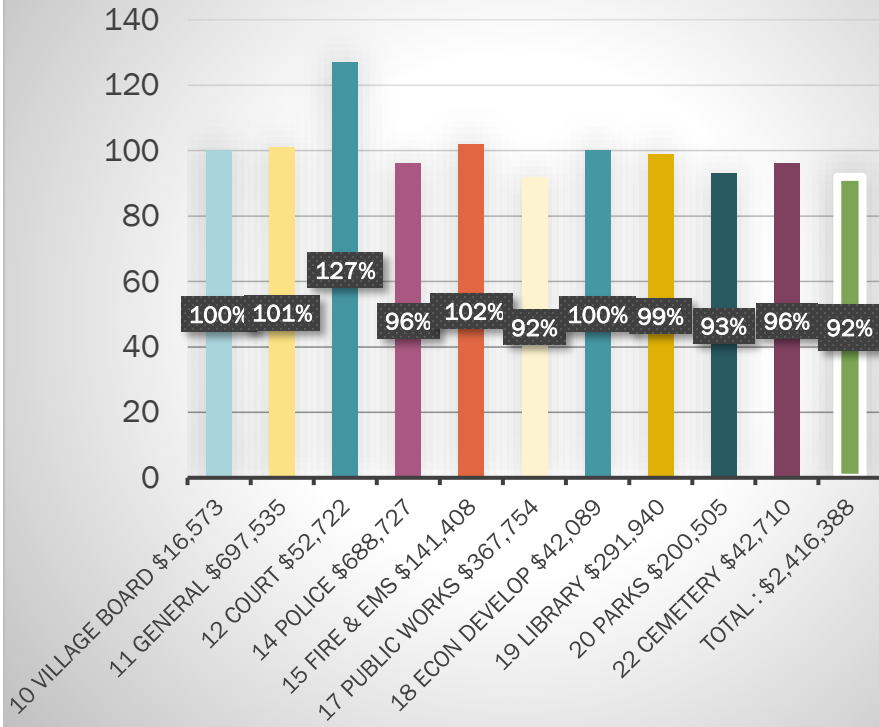
Year to Date Revenue % 2024



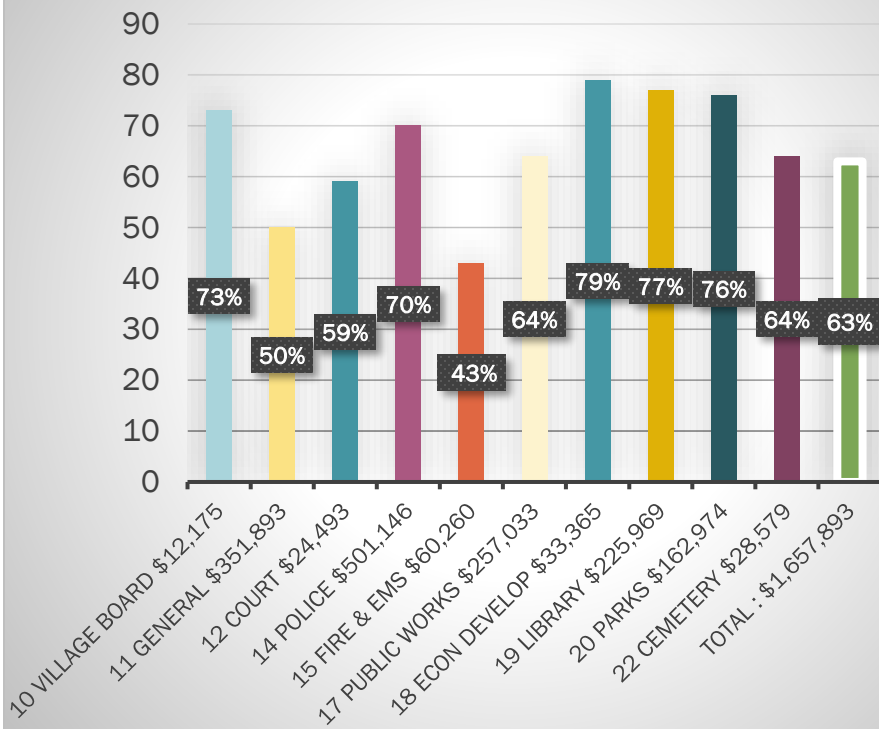
Year to Date Spending % 2024



Year to Date Revenue % 2025



Year to Date Spending % 2025



Department	2024 Revenue	Percent	2025 Revenue	Percent	Increase/(Decrease)	Percent Change
10 Village Board	16,773	100%	16,573	100%	(200)	0%
11 General	594,485	109%	697,535	101%	103,050	-8%
12 Municipal Court	51,321	119%	52,722	127%	1,401	8%
14 Police	591,847	97%	688,727	96%	96,880	-1%
15 Fire & EMS	76,944	102%	141,408	102%	64,464	0%
17 Public Works	296,924	84%	367,754	92%	70,830	8%
18 Econ Development	20,457	84%	42,089	100%	21,632	16%
19 Library	252,006	98%	291,940	99%	39,934	1%
20 Parks	211,511	99%	200,505	93%	(11,006)	-6%
22 Cemetery	38,026	117%	42,710	96%	4,684	-21%
Total	2,368,629	81%	2,416,388	92%	47,759	11%

Department	2024 Expense	Percent	2025 Expense	Percent	Increase/(Decrease)	Percent Change
10 Village Board	14,358	86%	12,175	73%	(2,183)	-13%
11 General	403,950	46%	351,893	50%	(52,057)	4%
12 Municipal Court	23,484	54%	24,493	59%	1,009	5%
14 Police	457,360	75%	501,146	70%	43,786	-5%
15 Fire & EMS	62,225	83%	60,260	43%	(1,965)	-40%
17 Public Works	225,384	64%	257,033	64%	31,649	0%
18 Econ Development	15,791	65%	33,365	79%	17,574	14%
19 Library	221,640	86%	225,969	77%	4,329	-9%
20 Parks	178,644	82%	162,974	76%	(15,670)	-6%
22 Cemetery	34,803	107%	28,579	64%	(6,224)	-43%
Total	1,637,645	65%	1,657,893	63%	20,248	-2%

Key Takeaways

- Total revenue increased by \$4,000 but the percentage went up 11%. This is due to the budget amendment in 2024 that reduced our revenue percentage to start fleet management.
- Municipal Court is at 127% of budgeted revenue due to increased collection of outstanding fines.
- Fire & EMS is at 43% spending due to the Oshkosh Ambulance fee is an annual expense billed at year end.
- Cemetery revenue and expense amounts are consistent between 2024 and 2025 but the percentage change is reflective of tighter budgeting practices.

Infrastructure Vision & Strategy (2026–2030)

Vision Statement

Build and maintain modern, resilient, and sustainable infrastructure that supports Winneconne’s growth, safeguards public health and safety, and preserves the Village’s quality of life. Infrastructure will be strategically planned to accommodate aggressive growth in the next three years while addressing the needs of our existing, aging systems.

Strategic Pillars

Preserve & Modernize Aging Infrastructure

- Conduct a comprehensive condition assessment of roads, water mains, sewer lines, and stormwater systems.
- Prioritize replacement of high-risk assets (e.g., aging water/sewer mains, lift stations, and undersized stormwater culverts).
- Expand the Capital Improvement Plan (CIP) to schedule upgrades over 5–10 years, aligning with growth forecasts.
- Adopt asset management technology (GIS mapping, predictive maintenance software) to optimize lifecycle costs.

Plan for Growth & Capacity Expansion

- Upgrade wastewater facilities to handle 40–50% more flow within 3 years.
- Expand road networks and intersections in growth areas (Wolf Run, waterfront, new subdivisions).
- Require developer-funded infrastructure extensions (roads, water, sewer, stormwater) with village oversight.
- Build redundancy and resilience in utilities to protect against service disruptions.

Sustainable & Resilient Infrastructure

- Implement green infrastructure (bioswales, permeable pavement, rain gardens) in new developments and retrofits.
- Transition village facilities and lighting toward energy-efficient, renewable-powered systems.
- Partner with state/federal programs for to explore integration of renewable energy microgrids.
- Expand stormwater resilience projects to mitigate flood risk from Wolf River and local watersheds.

Safe & Connected Transportation

- Maintain a “Fix It First” policy on critical streets while extending new collector roads into growth areas.
- Develop a Complete Streets framework with sidewalks, bike lanes, and pedestrian connections.
- Coordinate with Winnebago County and WisDOT to ensure Highway 116 and other corridors can handle growth.
- Launch a 5-year pavement management system to balance reconstruction, resurfacing, and maintenance.

Technology & Smart Infrastructure

- Explore smart water meters and real-time monitoring of water/wastewater systems.
- Deploy traffic and safety technologies (cameras, sensors, adaptive lighting).
- Use data-driven modeling to anticipate infrastructure demands from population and housing growth.
- Pursue grants for broadband expansion to support residents and businesses.

Fiscal Responsibility & Funding

- Blend local levy, utility fees, state/federal grants, and developer impact fees to fund infrastructure projects.
- Continue CIP prioritization to ensure projects are affordable while meeting growth demands.
- Build a reserve and bonding strategy that allows the Village to remain fiscally conservative but flexible.

Implementation Timeline (2026–2029)

2026 (Expand & Connect)

- 14th Avenue Extension to connect the wolf run subdivision to main corridors, enhancing mobility for the public
- Enterprise Rd & Grant St resurfacing supports the upcoming industrial investments to support economic development priorities
- 6th Ave lift station rescoping ensures we understand the lifecycle of this station and increases forecast predictability as to the level of effort required to sustain and maintain this vital equipment

2027 (Stabilize & Modernize)

- 1st & Birch St (Main to 5th St) is geared towards supporting the concrete initiative, creating 70-year roads which have long lifecycles and aesthetic appeal. This effort also modernizes the aging utility infrastructure, bringing it to today's standards

2028 (Stabilize & Modernize) (Expand & Connect)

- 3rd St (Main to Birch) and Division St (3rd to 1st) is geared towards supporting the concrete initiative, creating 70-year roads which have long lifecycles and aesthetic appeal. This effort also modernizes the aging utility infrastructure, bringing it to today's standards
- Wolf Run Estates and 14th Ave Paving will support the final phase of expand & connect for this project

2029 (Sustain & Future-Proof)

- 4th St (Main to Birch) is geared towards supporting the concrete initiative, creating 70-year roads which have long lifecycles and aesthetic appeal

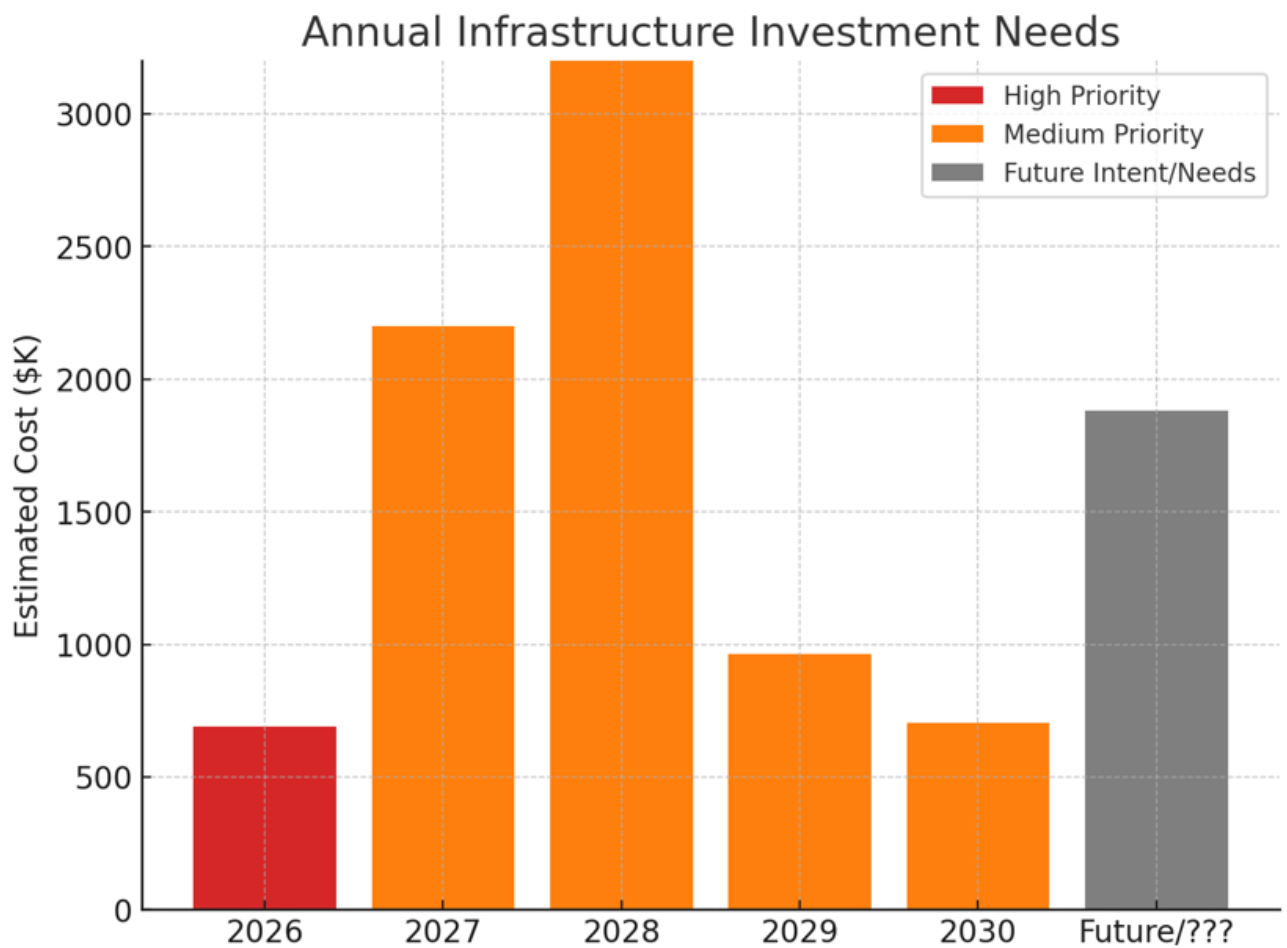
2030 (Sustain & Future-Proof)

- Division St and Prospect St (5th to 3rd) is geared towards supporting the concrete initiative, creating 70-year roads which have long lifecycles and aesthetic appeal

Capital Improvement Program – Priority Projects & Estimated Costs

Year	Project	Estimated Cost	Priority
2026	14 th Avenue Extension	\$302K	High
2026	Enterprise Rd Resurfacing	\$181K	High
2026	Grant St Resurfacing	\$205K	High
2026	6 th Ave Lift Station Rescoping	\$1K	High
2027	1 st St and Birch St (Main to 5 th St)	\$2.2M	Medium
2028	3 rd St (Main to Birch) and Division St (3 rd to 1 st)	\$1.8M	Medium
2028	Wolf Run Estates and 14 th Ave Paving	\$1.4M	Medium
2029	4 th St (Main to Birch)	\$964K	Medium
2030	Division St and Prospect St (5 th to 3 rd)	\$705K	Medium
TBD	5 th Ave (Meadow to Memorial)	\$1.43M	Need future intent
TBD	Lift Station #6 Upgrades	\$450K	Need justification

Visual Summary



2026 General Fund Budget update

Items that are still being addressed since the last budget update:

1. Facility costs for IGA still not established
2. Police Union ratification.
3. State Shared revenue decreased \$40K due to expenditure restraint.
4. We still have 2 years remaining for the senior center. 2026 budget for \$15,768.
5. Working Capital/Transfer out dropped from \$184,746 to \$127,394
6. Transportation Aid also decreased about \$20k



VILLAGE OF WINNECONNE FEE SCHEDULE CHANGES

October 2025

Fee	Current Fee Cost	Proposed Fee Cost	Rationale
Amusement Arcade License	\$25.00	\$100.00	This permit requires intensive review including building plan/premises and site plan review as well as the holding of a public hearing.
Beer Garden/Outdoor Sports	\$15.00	\$35 per event, \$100 per year	This is a highly time intensive permit, including reviewing the beer garden site and maintenance plans; this license may require staff verification of the site's ability to meet requirements. The estimated time to issue this license is an hour and 15 minutes. The fee can reflect a per event charge, and the ordinance specifically states that the applicant can request a yearly permit.
Operator's License	\$25.00	\$50.00	Adjusting the Operator's (Bartender's) License fee brings it in line with those of surrounding municipalities and reflects the estimated staff time required (approximately 30 minutes), as well as the cost of the background check. A State Operator's license costs \$200.
Pawnbrokers; Secondhand Dealers	\$10.00	\$210.00	Updating the fee to align with State Statute requirements.
Special Event Vending	\$20.00	\$50 per day	This permit involves collecting all health certificates and applicable requirements, plan review and resolution creation; the estimated time to issue this license is 2 hours and 15 minutes. The fee should be read as a per day charge per ordinance.
Temporary Blasting Permit	\$25.00	\$75	This is a time intensive permit to issue, including the review of plans by the Chief of Police. In addition to verifying sufficient insurance is held, the permit issuance requires a very in-depth review of plans and the blasting log. This fee increase aligns the permit with the time required as well as remains in alignment with average costs for municipalities (adjusted for size).
Transient Merchant Permit	\$25.00	\$25(daily)/\$100(year)	Adjusting the Transient Merchant Permit fee brings it in line with those of surrounding municipalities and reflects the estimated staff time required (approximately 30 minutes), as well as the cost of the background check.

Village of Winneconne Website Redesign

Introduction

Refreshing and redesigning a municipal government website serves several important purposes, both for current residents and for attracting new residents or businesses to the area. A well-designed, modern municipal website can be a powerful tool for communication, engagement, and information-sharing.

Objectives

With the refresh of the Village of Winneconne website, the key objectives are:

- Modernize the Look and Feel
- Improve Usability and Navigation
- Ensure Mobile and Accessibility Compliance
- Support Community Growth and Economic Development
- Strengthen Brand Identity of the Village
- Promote Civic Engagement

Scope

The website currently encompasses 57 pages. The refresh will update the aesthetic appearance, font, and structure on each page as both an individual and mass update.

Additional Functionality

In addition to the traditional scope of a website redesign, the Village will add online form completion and bookable calendar functionality.

Online Forms

- Allowing residents to complete permits and licenses online through a form improves convenience by enabling residents to apply anytime and from anywhere, without needing to visit village hall during business hours. Ultimately, offering online forms enhances public satisfaction and builds trust by demonstrating that the municipality is accessible, responsive, and committed to modern, user-friendly services. The forms will also have built-in payment options.

Bookables

- The website will now enable online booking for Village resources such as park shelters. The bookable functionality shows real-time availability and will decrease calls to inquire on status of bookings.

Village of Winneconne Website Redesign

Before Project Start

Design Questionnaire

Input on the questionnaire allows the website provider to capture the Village’s vision and a foundation for the new website.

Depiction of Area Feel and Characteristics

As an optional step, this will allow the provider’s website builders understand what pictures and other media best shows the feel of the community and what we want to highlight in the website.

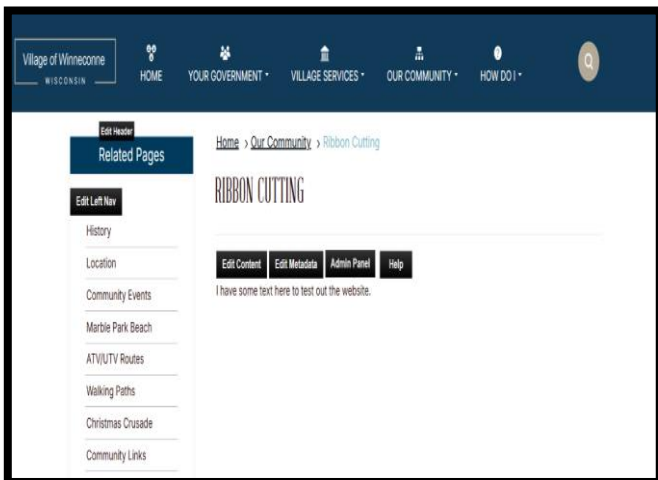
Kickoff Meeting

The kickoff meeting is designed to level-set expectations between design team and the assigned specific project manager and the Village of Winneconne. The meeting will review the questionnaire and help to better understand and align the vision for the website.

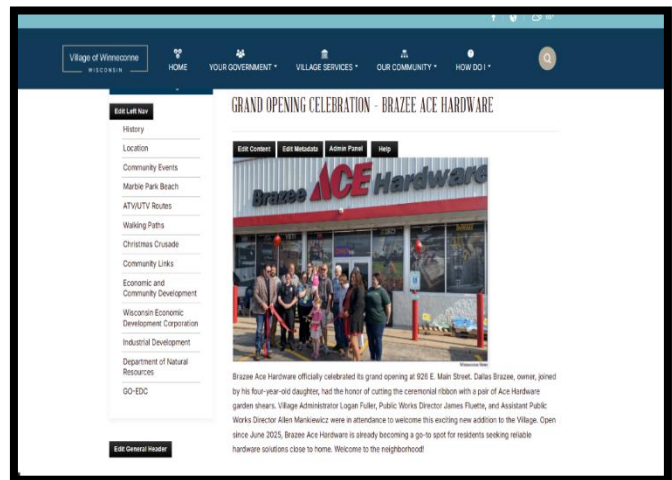
Update Website Information

Village staff are solely responsible for the maintenance and updating of information on the website; the refresh does not include any changes in information and the integration will be “as-is”. The Village Clerk and CSR are actively tracking each page and the corrections/additions needing to be completed before/during the refresh. These corrections range from simple updates such as names and dates, to complete overhauls of entire pages.

Before



After



Village of Winneconne Website Redesign

Questionnaire

Before the website refresh begins, the Village will answer a thorough question that is designed to collect critical information that will guide the design and development of the website. The responses will help the design team understand our branding, stylistic preferences, functional requirements, and content structure to ensure the final product aligns with the organization's goals and resonates with our audience.

Design Questionnaire Summary

Color and Branding

Asks whether the new site will follow current brand colors or introduce new ones. Requests branding guides, information about ongoing brand/logo updates, and any existing tagline or motto.

Style and Feel

Allows selection of a preferred design style (modern, traditional, or a mix). Requests up to three reference websites and specific details on what the client likes about them.

Homepage Design and Main Navigation

Offers options for homepage elements (e.g., images, news, calendar, alerts, social media). Asks for layout preferences and features to keep or remove from the current site. Requests input on navigation structure, either keeping the current one or suggesting a new menu (ideally 5–6 main links). Examples include Residents, Businesses, Departments, etc.

Photos and Logo

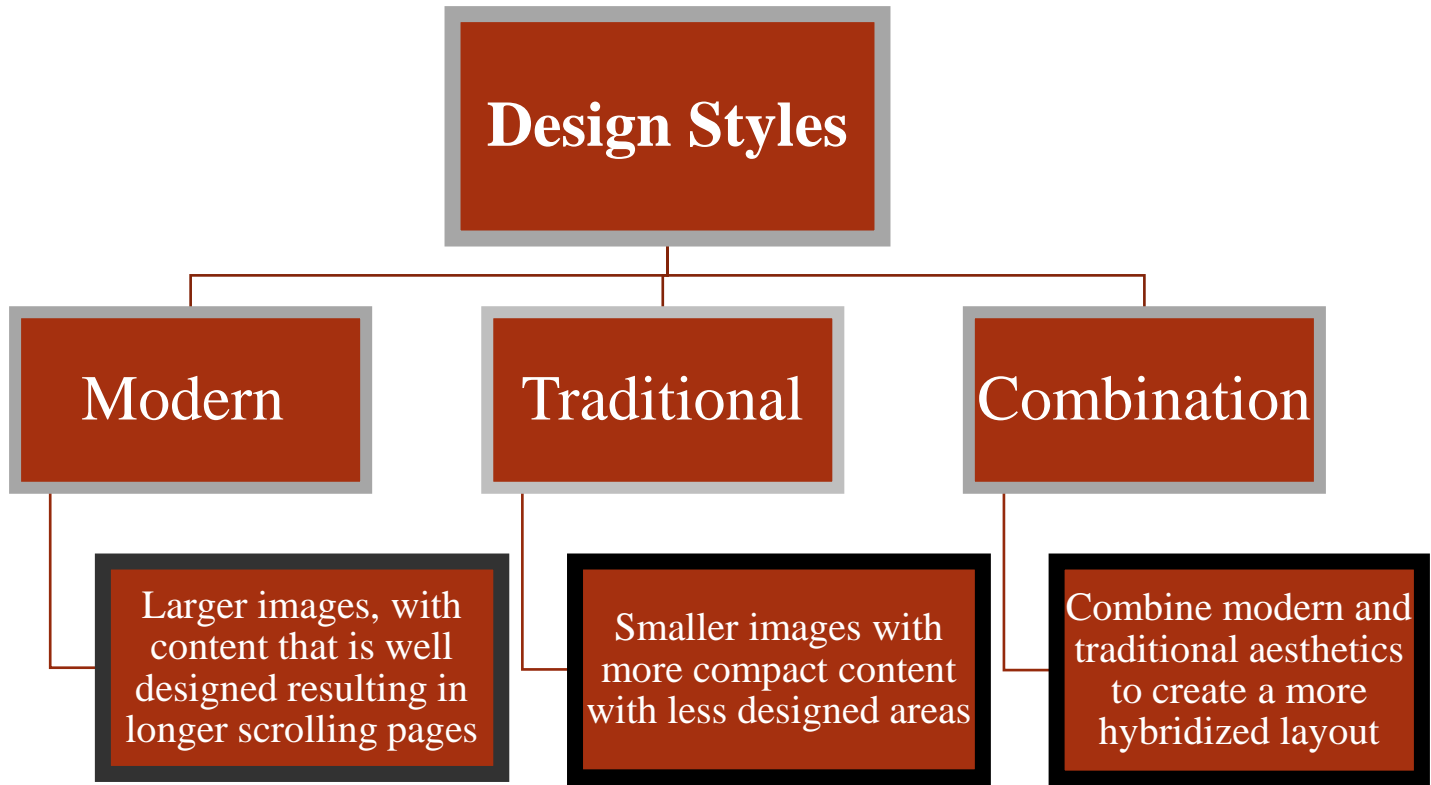
Requests updated high-resolution photos and logos (or confirms whether existing ones should be reused or replaced with stock images).

Go-Live Timeline

Asks if there's a target launch date. Notes that typical project completion is 25+ weeks post-kickoff unless otherwise agreed upon.

Village of Winneconne Website Redesign

Design Styles



Website Design Style Considerations

- Functionality
- Ease of Navigation
- Accessibility
- Aesthetic

The Village of Winneconne website serves a broad public audience—from residents and business owners to tourists and government officials —so the design must be inclusive and efficient.

Consideration and action to approve changes to the Personnel Policy Handbook

Proposed Changes:

- Page 10 – Payroll records are to be kept by the Treasurer. (The clerk does not play a roll in the payroll process other than if she were ever needed to fill in for my absence.)
- Page 11 – Remove the strike through comments requiring committee approval. (The Board approved that PFC and Board participation only need to be required for appointed positions.)
- Page 14 – Remove the breakdown by meal. (We discussed this last year but never changed it. We would like it left at \$75/day without timing restrictions.)
- Page 14 – We need to add that an employee “*with at least two years of service*” is eligible for PTO payout. (This was a stipulation by PFC to approve the new PTO schedule.)
- Page 19 – Replace the existing charts with the new PTO schedule as approved by PFC.

Completed Service	PTO Hours	Maximum Accumulation
0 - 4.99 Years	8.0 hours per pay period	200 Hours
5 - 9.99 Years	9.5 hours per pay period	200 Hours
10 - 14.99 Years	11.0 hours per pay period	200 Hours
15+ Years	12.5 hours per pay period	200 Hours

- Page 22 – Move Good Friday above Memorial Day to keep the holiday list in chronological order.
- Pages 35-37 – Remove treasurer from all highlighted areas that mention Clerk/Treasurer. (These roles have been separated since the original handbook was passed and should reflect that these actions are done by the Clerk.)

Consideration and action to recommend to the Village Board for approval the Federal Requirements Compliance Certification for Project No. 4939-04 as it relates to Wisconsin Department of Natural Resources Safe Drinking Water Loan Program

EXHIBIT G

FEDERAL REQUIREMENTS COMPLIANCE CERTIFICATION

The undersigned officials of the Village of Winneconne (the “Municipality”) hereby certify that, for all expenditures made for construction of DNR Project No. 4939-04 (the “Project”), the Municipality has met the prevailing wage rate requirements of the Davis-Bacon Act.

The Municipality further certifies that, after taking into account any national or project-specific waivers approved by the U.S. Environmental Protection Agency, DNR Project No. 4939-04 has met the requirements for the use of American Iron and Steel mandated under EPA’s Drinking Water State Revolving Fund Program.

The above certification is determined, after due and diligent investigation, to be true and accurate to the best of my knowledge.

By: Chris Boucher
Village President

Dated as of: _____

Attest: Ahlana Saray
Village Clerk

Dated as of: _____

Consideration and action to recommend to the Village Board for approval RES-2025-006 declaring intent to reimburse expenditures from proceeds of borrowing for 14th Ave Street project

RESOLUTION DECLARING INTENT
RESOLUTION NO. RES-2025-006

RESOLUTION DECLARING OFFICIAL INTENT
TO REIMBURSE EXPENDITURES
FROM PROCEEDS OF BORROWING

WHEREAS, the Village of Winneconne, Winnebago County, Wisconsin (the "Issuer") plans to undertake the 14th Avenue street project;

WHEREAS, the Issuer expects to finance the Project on a long-term basis by issuing tax-exempt bonds or other tax-exempt obligations (collectively, the "Bonds");

WHEREAS, because the Bonds will not be issued prior to commencement of the Project, the Issuer must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, the Village of Winneconne, of the Issuer deems it to be necessary, desirable, and in the best interests of the Issuer to advance moneys from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer that:

Section 1. Expenditure of Funds. The Issuer shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Bonds become available.

Section 2. Declaration of Official Intent. The Issuer hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$1,000,000.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Issuer pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. The Resolution shall be made available for public inspection at the office of the Issuer's Clerk within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

Adopted and recorded October 21st, 2025.
Approved October 21st, 2025.

Chris Boucher, Village President

ATTEST:

Ahlana Saray, Village Clerk



VILLAGE OF WINNECONNE
Attn: Mr. James Fluette
30 S. 1st Street
Winneconne, WI 54986

AGREEMENT FOR PROFESSIONAL SERVICES

AUGUST 15, 2025
McM. No. M0032-09-99-00001.00
FACILITY PLAN & PRELIMINARY
COMPLIANCE ALTERNATIVES PLAN

PROJECT DESCRIPTION

Preliminary Compliance Alternatives Plan for Total Phosphorus Limits and Wastewater Treatment Facility Plan

STATEMENT OF UNDERSTANDING

The Village of Winneconne WWTF discharges treated effluent to the Wolf River in the Pine and Willow Rivers Watershed in the Wolf River Basin, under its Wisconsin Pollution Discharge Elimination System (WPDES) Permit No. WI-21938-10-0.

The WWTF consists primarily of the following unit processes:

- Fine screening and influent pumping
- Grit removal
- Conventional activated sludge secondary treatment
- Final clarification
- Ferric chloride feed for phosphorus removal
- Effluent chlorine disinfection
- Aerobic digestion
- Mechanical sludge dewatering and cake solids storage

The existing WWTF is rated for an average design flow of 0.77 mgd.

The current WPDES Permit, which was reissued effective January 1, 2023, contains an interim effluent limit for Total Phosphorus of 1.0 mg/L, which will be followed by final TMDL mass limits of 1.3 lbs./day (6-month average) and 3.9 lbs./day (monthly average) during the following permit period, unless as part of the application for the next reissuance, or prior to filing the application, the permittee submits either: 1) a Watershed Adaptive Management Plan and a completed Watershed Adaptive Management Request Form 3200-129; or 2) an application for Water Quality Trading; or 3) an application for a Variance; or 4) new information or additional data that supports a recalculation of the numeric limitation; and the Department modifies, revokes and reissues, or reissues the permit to incorporate a revised limitation before the expiration of the compliance schedule.

The WPDES Permit contains a Compliance Schedule which requires submittal of a Preliminary Compliance Alternatives Plan by **December 31, 2025**, which outlines the Village's intended method of compliance with the effluent phosphorus limits. This Plan specifically evaluates alternatives for meeting future effluent phosphorus limits. It does not address other issues facing the existing WWTF.

It may be in the Village's best interest to complete a Facility Plan that not only evaluates options for phosphorus limit compliance, but also evaluates the WWTF as a whole and provides recommendations for necessary and cost-effective improvements to extend the facility's service life for at least another 20-years.

SCOPE OF SERVICES

Project Kick-Off Meeting

☐ Confirm project goals and objectives by conducting a meeting with the Village. The meeting will accomplish such items as review of the Scope of Services and Project Schedule, review Village objectives, identification of key project personnel, obtain WWTF information, and discussion of project issues.

Current Situation & Needs Assessment

- ☐ Summarize current conditions in the planning area.
- ☐ Summarize environmental conditions in the planning area.
- ☐ Summarize and describe existing wastewater collection system.
- ☐ Conduct a Needs Assessment for the WWTF. The Needs Assessment will include the following:
 - ☐ Review up to 5-years of influent, effluent and biosolids data, as well as any other applicable reports with the Village's permission. Summarize any industrial loadings. During this task, McMahon will evaluate the performance of the existing WWTF as a whole and of individual unit processes.
 - ☐ Interview WWTF Operations and Maintenance Staff.
 - ☐ Summarize the age and condition of equipment, structures, and buildings.
 - ☐ Include evaluation of electrical, controls, HVAC, plumbing, and structural systems.
 - ☐ Evaluate existing facility for compliance with applicable NR 110 Codes.
 - ☐ Evaluate existing electrical systems for compliance with applicable National Electric Code (NEC) and NFPA 820 Guidelines.
 - ☐ Analyze hydraulic and organic treatment capacity and performance of the existing facilities, and identify capacity shortfalls or excesses.
 - ☐ Identify equipment and systems requiring upgrading or replacement.
 - ☐ Summarize federal and state regulations that impact the treatment facility. Summarize the WPDES permit requirements.
 - ☐ Summarize current and anticipated Wisconsin Department of Natural Resources (DNR) activities that may impact the project.
 - ☐ Evaluate impact of pending effluent limits (Total Phosphorus, etc.), while also giving consideration to other potential treatment requirements (i.e., E. coli, Total Nitrogen, PFOS/PFOA).
 - ☐ Confirm with the DNR the effluent limits that should be used for Facilities Planning.

Infiltration / Inflow (I/I) Analysis

☐ Conduct an Infiltration/Inflow (I/I) Analysis to determine if I/I are excessive or non-excessive, based on DNR accepted criteria and as required by NR 110.

Identify Future Conditions

☐ Develop 10-year and 20-year flow and loading projections for the Village's WWTF based on population projections for the Village as well as anticipated increases in flows and loadings from industrial customers and hauled-in waste.

Review Meeting #1

☐ Organize and lead Review Meeting #1 with Village Staff to review the status of the project, the Needs and Capacity Analysis and basis of design, and begin preliminary discussions of improvement alternatives.

SCOPE OF SERVICES

Alternatives Identification

- ☐ Identify wastewater treatment and biosolids management alternatives that address the issues currently faced at the existing WWTF.
- ☐ Non-treatment alternatives (Adaptive Management, Water Quality Trading, Variance) will be identified for Total Phosphorus limits compliance.
- ☐ Conduct a preliminary screening of the alternatives in order to eliminate those that are not feasible for technical or economic reasons.
- ☐ A workshop will be held with Village Staff to review treatment alternatives and receive valuable input prior to eliminating any proposed alternatives or moving forward with further evaluations of feasible alternatives.
- ☐ Preliminary flow schematics and layout drawings will be prepared for feasible alternatives that make it through the screening process. Unit process summaries, including sizing and key process parameters, will also be prepared for those alternatives.

Cost Effectiveness Evaluation

☐ Prepare a Cost Effectiveness Evaluation of the alternatives that survived the preliminary screening

process.

- The Cost-Effective Evaluation compares the alternatives on the basis of economic factors (capital and annual operations and maintenance costs) over a 20-year period, and non-economic factors (operability, flexibility, reliability, maintenance requirements, and environmental impact).
- A second workshop will be held with the Village Staff to present the Cost-Effective Analysis of treatment and non-treatment alternatives, and to obtain Village input before proceeding with the preparation of the Recommended Plan.

Recommended Plan Description

- Prepare a detailed description for the Recommended Plan, including a preliminary process flow schematic, hydraulic profile and site plan. Prepare a Preliminary Opinion of Probable Cost (capital) and estimate annual Operation & Maintenance (O&M) costs for the Recommended Plan.
- Investigate and evaluate potential funding options that may be available for financing the project. Grant and loan programs may include United States Department Of Agriculture (USDA) Rural Development, Clean Water Fund (CWF) and Focus On Energy.
- Develop a proposed Implementation Plan and project schedule. The advantages and disadvantages of phased implementation will be evaluated.

Environmental Impact Assessment

- Prepare an Environmental Assessment and Environmental Resources Impact Summary for the Recommended Plan, in accordance with NR 110 requirements.

Prepare Facility Plan

- Prepare a □draft□ Facility Plan for review by the Village.
- A preliminary draft of the Facility Plan will be submitted to the DNR as a Preliminary Compliance Alternates Plan to satisfy the WPDES Permit Compliance Schedule for Total Phosphorus Compliance.

4

SCOPE OF SERVICES

Review Meeting #2

- Organize and lead Review Meeting #2 with the Village Staff to review the draft Facility Plan. Incorporate Staff comments, as necessary, and prepare a □final draft□ Report.
- Present the □final draft□ Facility Plan to the Public Work Committee and/or Village Board.

Public Hearing

- With the assistance of Village Staff, organize and lead a Public Hearing presentation of the Recommended Plan to the public and Village if necessary.
- McMahon will prepare a sample news release for publication in the local newspaper.

Finalize Wastewater Treatment Facility - Facility Plan Report

- Finalize the Facility Plan, incorporating minutes from the Public Hearing, for submittal to the DNR and East Central Wisconsin Regional Planning Commission (ECWRPC) for review and approval.
- Respond to review questions and comments raised by the DNR and ECWRPC to obtain approval of the Facility Plan.

ITEMS NOT INCLUDED IN THE SCOPE OF SERVICES

The following is not intended to be a comprehensive list. It is intended to highlight general areas not included in the Scope of Services.

- Geotechnical services.
- Fees associated with publication or affidavits of publication for legal advertisements.
- Fees associated with Public Hearing.
- Fees associated with permitting.
- Easement or property acquisition.
- Rate analysis.
- Design, Bidding, and Construction Phase Services.

CLIENT RESPONSIBILITIES

The Scope of Services and fee is based upon the understanding that the Village will provide the following:

- An individual authorized to act at the Village □s Representative to accept completed services and provide appropriate liaison.
- Access to the project site and components.
- Access to drawings, reports, specifications, and records necessary to complete the project.
- Payment of geotechnical services.
- Payment of fees associated with publication or affidavits of publication for legal advertisements.
- Payment of fees associated with Public Hearing.
- Payment of fees associated with permitting.

Payment of fees associated with easement or property acquisition.

McMAHON ASSOCIATES, INC. MAY 10, 2024

GENERAL TERMS & CONDITIONS

1. STANDARD OF CARE

1.1 Services: McMahon Associates, Inc. (McMahon) shall perform services consistent with the professional skill and care ordinarily provided by engineers/architects practicing in the same or similar locality under the same or similar circumstances. McMahon shall provide its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

1.2 Client's Representative: McMahon intends to serve as the Client's professional representative for those services, as defined in this Agreement, and to provide advice and consultation to the Client as a professional. Any opinions of probable project costs, approvals and other decisions made by McMahon for the Client are rendered based on experience and qualifications and represent our professional judgment. This Agreement does not create, nor does it intend to create a fiduciary relationship between the parties.

1.3 Warranty, Guarantees, Terms and Conditions: McMahon does not provide a warranty or guarantee, expressed or implied, for professional services. This Agreement or contract for services is not subject to the provisions of uniform commercial codes. Similarly, McMahon will not accept those terms and conditions offered by the Client in its purchase order, requisition or notice of authorization to proceed, except as set forth herein or expressly accepted in writing. Written acknowledgment of receipt, or the actual performance of services subsequent to receipt, of any such purchase order, requisition or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

2. PAYMENT AND COMPENSATION

2.1 Invoices: McMahon will bill the Client monthly with net payment due in 30-days. Past due balances shall be subject to an interest charge of 1.0% per month. Client is responsible for interest charges on past due invoices, collection agency fees and attorney fees incurred by McMahon to collect all monies due McMahon. Client is responsible for all taxes levied on professional services and on reimbursable expenses. McMahon and Client hereby acknowledge that McMahon has and may exercise lien rights on subject property.

2.2 Reimbursables: Expenses incurred by McMahon for the project including, but not limited to, equipment rental will be billed to the Client at cost plus 10% and sub-consultants at cost plus 12%. When McMahon, after execution of an Agreement, finds that specialized equipment must be purchased to provide special services, the cost of such equipment will be added to the agreed fee for professional services only after the Client has been notified and agrees to these costs.

2.3 Changes: The stated fees and Scope of Services constitute McMahon's professional opinion of probable cost of the fees and tasks required to perform the services as defined. For those projects involving conceptual or process development services, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction, which may alter the Scope. Changes by the Client during design may necessitate re-design efforts. McMahon will promptly inform the Client in writing of such situations so changes in this Agreement can be negotiated, as required.

2.4 Delays and Uncontrollable Forces: Costs and schedule commitments shall be subject to re-negotiation for delays caused by the Client's failure to provide specified facilities or information, or for force majeure delays caused by unpredictable occurrences, including without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, process shutdowns, infectious diseases or pandemics, acts of God or the public enemy, or acts or regulations of any governmental agency. Temporary delay of services caused by any of the above, which results in additional costs beyond those outlined, may require re-negotiation of this Agreement.

3. INSURANCE

3.1 Limits: McMahon will maintain insurance coverage in the following amounts:

Worker's Compensation Statutory

General Liability

Bodily Injury - Per Incident/Annual Aggregate \$1,000,000 / \$2,000,000

Automobile Liability

Bodily Injury \$1,000,000

Property Damage \$1,000,000

Professional Liability Coverage \$2,000,000

If the Client requires coverage or limits in addition to the above stated amounts, premiums for additional insurance shall be paid by the Client.

McMahon's liability to Client for any indemnity commitments, reimbursement of legal fees, or for any damages arising in any way out of performance of our contract or based on tort, breach of contract, or any other theory, is limited to ten (10) times McMahon's fee not to exceed to \$250,000.

3.2 Additional Insureds: Upon request and to the extent permitted by law, McMahon shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Client as an additional insured for claims caused in whole or in part by McMahon's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Client's insurance policies and shall apply to both ongoing and completed operations.

To the extent permitted by law, Client shall cause the contractor, if any, to include McMahon as an additional insured on contractor's Commercial General Liability, Automobile Liability and Excess or Umbrella policies to include McMahon as an additional insured for claims caused in whole or in part by contractor's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of McMahon's insurance policies and shall apply to both ongoing and completed operations.

4. CLAIMS AND DISPUTES

4.1 General: In the event of a dispute between the Client and McMahon arising out of or related to this Agreement, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. The Client and McMahon agree to first attempt to resolve the dispute by direct negotiation.

4.2 Mediation: If an agreement cannot be reached by the Client and McMahon unresolved disputes shall be submitted to mediation per the rules of the American Arbitration Association. The Client and McMahon shall share the mediator's fee and any filing fees equally.

4.3 Binding Dispute Resolution: If the parties do not resolve a dispute through mediation the method of binding dispute resolution shall be litigation in a court of competent jurisdiction.

5. TERMINATION OR SUSPENSION

5.1 Client: Termination of this Agreement by the Client shall be effective upon seven (7) day written notice to McMahon. The written notice shall include the reasons and details for termination; payment is due as stated in above Section 2.

5.2 McMahon: If the Client defaults in any of the Agreements entered into between McMahon and the Client, or if the Client fails to carry out any of the duties contained in these Terms & Conditions, McMahon may, upon seven (7) days written notice, suspend its services without further obligation or liability to the Client unless, within such seven (7) day period, the Client remedies such violation to the reasonable satisfaction of McMahon.

5.3 Suspension for Non-Payment: McMahon may, after giving 48-hours' notice, suspend service under any Agreement until the Client has paid in full all amounts

due for services rendered and expenses incurred.

6. COPYRIGHTS AND LICENSES

6.1 Instruments of Service: McMahon and its subconsultants shall be deemed the author and owner of their respective Instruments of Service (IOS), including the Drawings, Specifications, reports, and any computer modeling (BIM, etc.), and shall retain all common law, statutory and other reserved rights, including copyrights.

6.2 Licenses: McMahon grants to the Client a nonexclusive license to use McMahan's IOS solely and exclusively for the purposes of constructing, using, and maintaining the project, provided that the Client substantially performs its obligations under this Agreement, including prompt payment of all sums due.

6.3 Re-use: Use of IOS pertaining to this project by the Client for extensions of this project or on any other project shall be at the Client's sole risk and the Client agrees to defend, indemnify, and hold harmless McMahon from all claims, damages and expenses, including attorneys' fees arising out of such re-use of the IOS by the Client or by others acting through the Client.

7. AGREEMENT CONDITIONS

7.1 The stipulated fee is firm for acceptance by the Client within 60-days from date of Agreement publication.

7.2 Modifications: This Agreement, upon execution by both parties hereto, can be amended only by written instrument signed by both parties.

7.3 Governing Law: This Agreement shall be governed by the law of the place where the project is located, excluding that jurisdiction's choice of law rules.

7.4 Mutual Non-Assignment: The Client and McMahon, respectively bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Client nor McMahon shall assign this Agreement without the written consent of the other.

7.5 Severability: The invalidity of any provision of this Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

7.6 Third Party: Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action, in favor of a third party against McMahon.

8. MISCELLANEOUS PROVISIONS

8.1 Additional Client Services: The Client agrees to provide such legal, accounting and insurance counseling services as may be required for the project for the Client's purpose.

8.2 Means and Methods: McMahon is not responsible for direction or supervision of construction means, methods, techniques, sequence, or procedures of construction selected by contractors or subcontractors, or the safety precautions and programs incident to the work of the contractors or subcontractors.

8.3 Purchase Orders: In the event the Client issues a purchase order or other instrument related to McMahon's services, it is understood and agreed that such document is for Client's internal accounting purposes only and shall in no way modify, add to, or delete any of the terms and conditions of this Agreement. If the Client does issue a purchase order, or other similar instrument, it is understood and agreed that McMahon shall indicate the purchase order number on the invoice(s) sent to the Client.

8.4 Project Maintenance: The Client (or Owner if applicable) shall be responsible for maintenance of the structure, or portions of the structure, which have been completed and have been accepted for its intended use. All structures are subject to wear and tear, and environmental and man-made exposures. As a result, all structures require regular and frequent monitoring and maintenance to prevent damage and deterioration. Such monitoring and maintenance is the sole responsibility of the Client or Owner. McMahon shall have no responsibility for such issues or resulting damages.

8.5 Consequential Damages: Notwithstanding any other provision of the Agreement, neither party shall be liable to the other for any consequential damages incurred due to the fault of the other party, regardless of the nature of this fault or whether it was committed by the Client or the Design Professional, their employees, agents, subconsultants or subcontractors. Consequential damages include, but are not limited to, loss of use and loss of profit.

8.6 Corporate Protection: It is intended by the parties to this Agreement that McMahon's services in connection with the project shall not subject McMahon's individual employees, officers, or directors to any personal legal exposure for the risks associated with this project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against McMahon, a Wisconsin corporation, and not against any of McMahon's employees, officers, or directors.

8.7 Contingency: McMahon's professional services are not a warranty or guarantee. The project will evolve and be refined over time. The Client shall provide appropriate contingency for design and construction costs consistent with the reasonable progression of the project. The Client and McMahon agree that revisions due to design clarifications or omissions which result in changes in work during the construction phase which amount to 5% or less of construction costs shall be deemed within the contingency and consistent with the professional standard of care. The Client agrees to make no claim for costs related to changes in work within this threshold. Claims in excess of this threshold shall be resolved per the dispute resolution process.

8.8 Project Costs Associated with Agency Plan Review: McMahon will not be responsible for additional project costs due to changes to the design, construction documents, and specifications resulting from the agency plan review process. The project schedule shall either allow for the agency plan review process to occur prior to the Bid Phase or if this review occurs after the Bid Phase the Client agrees that any additional costs would be considered part of the project contingency.

8.9 Hazardous Materials: McMahon shall have no responsibility for the discovery, presence, handling, removal, or disposal of, or exposure of person to, hazardous materials or toxic substance in any form at the project site.

8.10 Climate: Design standards which exceed the minimum requirements within current codes and regulations are excluded. If requested by the Client, climaterelated design services or evaluations can be provided for additional compensation.

W \ McM-Info \ Proposal SOQ \ Current Fee & Reimbursable Expenses Schedules \ McM-All Offices \ 2025 \ 2025 McM Fee Schedule 2025-01-01

McMahon Associates, Inc. Effective: 01/01/2025

Principal \$210.00

Senior Project Manager \$190.00 - \$210.00

Project Manager \$140.00 - \$180.00

Senior Engineer \$190.00 - \$200.00

Engineer \$110.00 - \$180.00

Senior Engineering Technician \$140.00 - \$150.00

Engineering Technician \$80.00 - \$130.00

Senior Architect \$175.00 - \$195.00

Architect \$150.00 - \$170.00

Senior Designer \$125.00 - \$145.00

Designer \$95.00 - \$115.00

Senior Land Surveyor \$135.00 - \$180.00

Land Surveyor \$125.00

Land Surveyor Technician \$90.00 - \$110.00
Surveyor Apprentice \$75.00
Erosion Control Technician \$95.00
Senior Hydrogeologist \$210.00
Senior Ecologist \$200.00
Environmental Scientist \$105.00 - \$120.00
Senior G.I.S. Analyst \$180.00
G.I.S. Analyst \$100.00 - \$120.00
Wetland Delineator \$120.00
Senior Wetland Delineator \$150.00
Municipal Planner \$170.00
Senior Public Management Specialist \$165.00
Public Management Specialist \$135.00
Senior Public Safety Specialist \$165.00
Public Safety Specialist \$135.00
Building Inspector Specialist \$135.00
Water / Wastewater Specialist \$110.00 - \$140.00
Senior On-Site Project Representative \$125.00
On-Site Project Representative \$65.00 - \$110.00
K-12 Administrative Specialist \$130.00
State Plan Reviewer \$150.00
Certified Grant Specialist \$150.00
Graphic Designer \$115.00
Senior Administrative Assistant \$95.00 - \$105.00
Administrative Assistant \$85.00
Intern \$50.00 - \$75.00

Professional Witness Services \$380.00

NEENAH, WISCONSIN

CORPORATE HEADQUARTERS

Street Address:

1445 McMAHON DRIVE

NEENAH, WI 54956

Mailing Address:

P.O. BOX 1025

NEENAH, WI 54957-1025

Ph 920.751.4200 | Fax 920.751.4284

Email: MCM@MCMGRP.COM

Web: WWW.MCMGRP.COM

1700 HUTCHINS ROAD

MACHESNEY PARK, IL 61115

Ph 815.636.9590 | Fax 815.636.9591

Email: MCMAHON@MCMGRP.NET

Web: WWW.MCMGRP.COM

952 SOUTH STATE ROAD 2

VALPARAISO, IN 46385

Ph 219.462.7743 | Fax 219.464.8248

Email: MCM@MCMGRP-IN.COM

Web: WWW.MCMGRP.COM

This Fee Schedule is subject to revisions

due to labor rate adjustments and

interim staff or corporate changes.

W \ McM-Info \ Proposal SOQ \ Current Fee & Reimbursable Expenses Schedules \ McM-All Offices \ 2025 \ 2025 McM Reimbursable Expenses Schedule 2025-01-01

McMahon Associates, Inc. Effective: 01/01/2025

REIMBURSABLE EXPENSES:

Commercial Travel 1.1 of Cost

Delivery & Shipping 1.1 of Cost

Meals & Lodging 1.1 of Cost

Review & Submittal Fees 1.1 of Cost

Outside Consultants 1.12 of Cost

Photographs & Models 1.1 of Cost

Misc. Reimbursable Expenses & Project Supplies 1.1 of Cost

Terrestrial Laser Scanner \$1,500.00

REIMBURSABLE UNITS:

Copy Charges - Black & White \$0.08/Image
Copy Charges - Color / 8½" x 11" \$0.45/Image
Copy Charges - Color / 8½" x 14" and 11" x 17" \$0.75/Image
Mileage \$0.81/Mile
Mileage - Truck/Van \$1.11/Mile
All-Terrain Vehicle \$100.00/Day
Global Positioning System (GPS) \$21.00/Hour
Hand-Held Global Positioning System (GPS) \$15.00/Hour
Robotic Total Station \$20.00/Hour
Survey Hubs \$0.50/Each
Survey Lath \$1.00/Each
Survey Paint \$7.15/Can
Survey Ribbon \$3.00/Roll
Survey Rebars - 1¼" \$10.00/Each
Survey Rebars - ¾" \$3.50/Each
Survey Rebars - ⅝" \$3.50/Each
Survey Iron Pipe - 1" \$4.50/Each
Survey Steel Fence Post - 1" \$7.75/Each
Control Spikes \$2.50/Each
Pin Flags \$0.30/Each

* This schedule is not all inclusive.

NEENAH, WISCONSIN
CORPORATE HEADQUARTERS

Street Address:

1445 McMAHON DRIVE
NEENAH, WI 54956

Mailing Address:

P.O. BOX 1025
NEENAH, WI 54957-1025
Ph 920.751.4200 | Fax 920.751.4284

Email: MCM@MCMGRP.COM

Web: WWW.MCMGRP.COM

1700 HUTCHINS ROAD
MACHESNEY PARK, IL 61115
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Email: MCMAHON@MCMGRP.NET
Web: WWW.MCMGRP.COM

Consideration and action to move into closed session pursuant to Wisconsin State Statute 19.85(1)(c) to consider employment, promotion, or performance evaluation data of public employees

- Update on DPW progress & job posting of FS, DPW reflections

Continue in closed session 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

- Update on the offer related to Village owned property

Consideration and action to move into open session.

Set next meeting date:

November 10th at 12:00pm

Adjourn