



Public Works Committee Meeting

At Clintonville Community Center
30 S. Main Street
5:00 PM | Tuesday, June 30, 2026

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

June 29, 2026

Steph Bonikowske
Aimee Ebert
Jim Supanich

Chuck Manske
Mark Doornick
Clintonville High School Liason-Vacant

Cc: Justin Mc Auly

AMENDED- Agenda

1. Call to Order; Roll Call
2. Approval of Agenda
3. Approval of Minutes
 - a. Minutes
4. Citizens Forum – This is a chance for citizens to make comments. No action or lengthy discussions can take place as a result of comments made at this time.
5. Director of Public Works Memo
 - a. Discussion Regarding the Public Works Director's Memo
6. Public Works Department
7. Street Division
 - a. Discussion/Possible Action Regarding Dam Embankment Repair Submittal Engineering Services Proposal
8. Parks & Recreation Division
 - a. Discussion/Possible Action Regarding Aqua Park Lifetime Membership
 - b. Discussion/Possible Action Regarding Community Garden
 - c. Discussion/Possible Action Graco Paint Sprayer Sale
 - d. Discussion Regarding W.A. Olen Athletic Field Projects
9. Next Meeting:
 - a. Regular Meeting Date and Time — July 28, 2026, at 5:00 pm
10. Adjournment

Steph Bonikowske, Chairperson
SB/mh

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

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

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

**Minutes of the Department of Public Works Committee Meeting
Thursday May 28th, 2026 | 3:45 PM Clintonville Community Center**

Committee Chair Stephanie Bonikowske called the regular meeting to order at 4:00 p.m. Members present were Stephanie Bonikowske, Aimee Ebert, Jim Supanich, Mark Doornink and Chuck Manske. Also present: Mayor Jeanie Schley, Alderperson Darrell Hansen, City Attorney Keith Steckbauer and Public Works Director Justin Mc Auly, members of the public and media, and Michele Herter served as Recording Secretary.

Supanich/Doornink m/s/c to approve the agenda **with changes**.

Ebert/Manske m/s/c to approve the minutes from April 30th, 2026.

Citizen's Forum: Tom Lederer spoke on behalf of the Clintonville Historical Society regarding the importance of preserving the steel bridge.

Parks & Recreation Division: Don Jirschele Stadium Press Box Project: Discussion only regarding options for the construction of a new press box following the flood damage.

Director of Public Works Memo/Bill List Update:

- **Streets Division:** Updates were provided on the 2026 Sidewalk Program, ongoing street projects, and issues resulting from spring storm damage.
- **Parks & Recreation Division:** Updates included native plug planting at the Aqua Park, installation of a new under-fence system at the Aqua Park, and the hiring of Lori Wegener to fill the vacant Building & Grounds Laborer position.

Street Division:

Supanich/Ebert m/s/c to recommend to **Common Council** the approval of Resolution 2026-03 Final Resolution Declaring Intent to Levy Special Assessments for the 2026 Sidewalk Improvement Program.

Supanich/Ebert m/s/c/ u/roll call to recommend to **Finance & Personnel Committee** approval of Kunkel Engineering Group to provide engineering services for the E. Morning Glory Improvements project, at a cost not to exceed \$31,750.

Doornink/Ebert m/s/c to change the regular Department of Public Works Committee meeting date and time to the **last Tuesday of each month at 5:00 p.m.**, effective going forward.

Next Meeting: June 30th, 2026, at 5:00 PM. *note new day and time.

Ebert/Doornink m/s/c to adjourn the meeting at 5:10 PM.

Submitted by: Michele Herter, Recording Secretary



Office of the Public Works Director

Memorandum

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

June 25th, 2026

1. Street Division

- *Memorial Circle*
 - Our pre-construction meeting will be held on Tuesday, June 30th at 2pm. We are meeting to discuss the upcoming project along with being presented with a preliminary construction timeline. I will have more information at our June 30th meeting.
- *Sidewalk Program*
 - Locates are being called in soon to start N. 12th Street in the near future. The sidewalk cutting contractor is tentatively scheduled to start on the week of June 29th.
- *E. Morning Glory Drive*
 - We are in the preliminary stages of engineering. With the Common Council approving Kunkel Engineering for engineering in June, we should be good to go with starting the process.

2. Parks & Recreation Division

- *North Bucholtz Parking Lot*
 - Our pre-construction meeting will be held on Tuesday, June 30th at 2pm along with the Memorial Circle project. We are meeting at City Hall to go over construction scheduling. I can present more information at our June 30th DPW meeting.
- *Youth Summer Gymnastics Program*
 - The Parks & Recreation Youth Gymnastics Program kicked off on Monday, June 15th. We currently have 154 children enrolled in our program.
- *Aqua Park Update*
 - The Aqua Park now has been opened for almost 3 weeks. Overall the season is going well when the weather has cooperated.
 - The Aqua Park Caretakers weed whipped the natural area this week. The goal is to keep the switch grass and weeds to a height just above the plugs and a height of about 6-8 inches above the prairie seed.
- *Walter A. Olen Park Update*
 - The Street Division finished the washout on the park road and Park staff finished seeding and mulching the areas adjacent to the park road.

- The Street Division took out about 40-45 loads of gravel out of the Pigeon River. I received permission from the WIDNR to excavate our gravel that washed into the river and haul it out of the park.
- Parks Staff hauled out about 20 loads of sand out of Walter A. Olen Park from the flood event. There still is much more to go, but the end is getting closer in sight.
- Staff is working on finishing the Enclosed Shelter and getting it up and running by the next rental date (July 11th). The water heater, refrigerator, interior restroom door and wood tongue and groove/trim that was damaged during the flood is being replaced. We are salvaging as much as we can prior to installing.
- *Staff Hiring*
 - We now have hired our 3rd and final summer laborer position and their start date is Monday, June 29th at 6am.

Staff is continuing to be productive throughout the City. With June about in the books and July approaching quickly, we are keeping busy with seasonal operations.

Respectfully,



Justin Mc Auly, Director of Public Works
99 E. Morning Glory Drive
jmcauly@clintonvillewi.gov
(715) 823-2005

PUBLIC WORKS HOULY BREAKDOWN REPORT

Data Range: 1/1/2026 – 6/12/2026

Total hours: **8751.00**

TASK	HOURS	PERCENTAGE
VEHICLE/EQUIP. MAINTENANCE	1669.00	19.1%
SNOW/ICE REMOVAL	834.50	9.5%
MISCELLANEOUS PROJECTS	763.50	8.7%
BRUSH REMOVAL	720.50	8.2%
TREE REMOVAL	549.50	6.3%
GRACELAND CEMETERY MAINT.	360.75	4.1%
COMMUNITY CENTER MAINTENANCE	327.50	3.7%
AIRPORT MAINTENANCE	249.00	2.8%
POLICE STATION MAINTENANCE	220.00	2.5%
CITY HALL MAINTENANCE	219.00	2.5%
DAM MAINTENANCE	196.00	2.2%
GRASS MOWING/TRIMMING	184.50	2.1%
AQUA PARK MAINTENANCE	172.50	2.0%
ADMINISTRATIVE DUTIES	161.50	1.8%
STREET/ALLEY CONSTRUCT. & MAINTENANCE	147.00	1.7%
COLD PATCHING	125.00	1.4%
CITY GARAGE/SALT STORAGE MAINTENANCE	116.75	1.3%
COMMUNITY EVENTS	99.50	1.1%
STREET SWEEPING	94.00	1.1%
SNOW/ICE REMOVAL (AIRPORT)	90.50	1.0%
PARK SHELTER MAINTENANCE	81.50	0.9%
TRAINING/EDUCATION	81.50	0.9%
GARBAGE/RECYCLING	79.50	0.9%
PICNIC TABLES/BENCHES	68.00	0.8%
PARK OFFICE MAINTENANCE	66.00	0.8%
PARK RESTROOM MAINTENANCE	63.00	0.7%
FIRE STATION MAINTENANCE	60.00	0.7%
SEASONAL DECORATIONS	57.50	0.7%
BALL FIELD MAINTENANCE	55.50	0.6%
CURB, GUTTER & CATCH BASIN MAINTENANCE	52.50	0.6%
GRASS MOWING/TRIMMING AIRPORT	48.00	0.5%
RECREATION PROGRAMS	47.00	0.5%
WEED CONTROL	46.00	0.5%
SUPPLY SHOPPING	46.00	0.5%
WATERING FLOWERS	45.00	0.5%
TICKETING/TALL GRASS VIOLATIONS	41.00	0.5%
LOCATES	40.50	0.5%
ICE SKATING RINK MAINTENANCE	37.50	0.4%
SNOW/ICE SIDEWALK TICKETING	36.50	0.4%
STREET SIGN REPAIR/REPLACEMENT	34.00	0.4%
SIDEWALK REPAIR/REPLACEMENT	33.50	0.4%
PAINTING & CUTTING LINES	32.50	0.4%
BARRICADE PLACEMENT	30.50	0.3%
STAFF MEETINGS	30.00	0.3%
LEAF COLLECTION (TRUCK)	25.00	0.3%
LIBRARY MAINTENANCE	24.50	0.3%

WATER LINE MAINTENANCE	24.00	0.3%
PLAYGROUND MAINTENANCE	22.00	0.3%
COMPOST	21.00	0.2%
PRUNING	16.50	0.2%
BOAT LANDING MAINTENANCE	16.00	0.2%
DISC GOLF COURSE MAINTENANCE	13.00	0.1%
VETERAN'S MEMORIAL SITE MAINTENANCE	12.00	0.1%
COLD STORAGE MAINTENANCE	11.50	0.1%
CAWS MAINTENANCE	11.50	0.1%
TOP DRESSING/SEEDING	10.50	0.1%
SKATE PARK MAINTENANCE	9.00	0.1%
STREET LIGHT MAINTENANCE	8.50	0.1%
DOG PARK MAINTENANCE	6.50	0.1%
MISCELLANEOUS PARK BUILDING MAINT.	6.00	0.1%
PAINTING STREETS/PARKING LOTS	0.00	0.0%
MULCHING/LEAF COLLECTION MOWERS	0.00	0.0%
FERTILIZATION	0.00	0.0%
STUMP GRINDING	0.00	0.0%
DRUG/ALCOHOL TESTING	0.00	0.0%
AERATION	0.00	0.0%
FITNESS & NATURE TRAIL MAINTENANCE	0.00	0.0%
FLOWER BED MAINTENANCE	0.00	0.0%
TREE PLANTING/MULCHING	0.00	0.0%
COMMUNITY GARDEN	0.00	0.0%



KUNKEL
engineering
group

June 16, 2026

Mr. Justin Mc Auly, DPW Director
City of Clintonville
50 10th Street
Clintonville, WI 54929

**Re: Dam Embankment Repair Submittal
Engineering Services Proposal**

Dear Mr. Mc Auly:

Please consider this transmittal a formal proposal for Kunkel Engineering Group to provide Engineering Services for the upper embankment repair, on the south side of the dam, on Pigeon Lake. The scope of work for this project shall include the preparation of a project narrative, embankment repair detail or cross section, and specifications for submittal to Wisconsin Department of Natural Resources (WDNR). It is my understanding that the WDNR is requiring this submittal of information, prior to the City staff making the necessary repairs.

Therefore, Kunkel Engineering Group herein proposes to undertake Engineering Services for the Dam Embankment Repair Submittal for a *maximum not to exceed fee of \$1,980.00* as detailed on Attachment "A", Scope of Services, which accompanies this proposal. The proposal is intended to be comprehensive and incorporate all elements necessary to satisfy the requirements that the WDNR had provided to the City.

Justin, we sincerely appreciate the opportunity to submit this proposal and to assist the City of Clintonville with this important project. Thank you for your consideration. Should you or members of the Common Council have any questions or require additional information, please do not hesitate to contact me.

Sincerely,

KUNKEL ENGINEERING GROUP

Don Neitzel, General Manager

enclosure

ACCEPTED:

Name and Title

Date

City of Clintonville
Dam Embankment Repair Submittal
Engineering Services

**Attachment “A”
Scope of Services**

Submittal Preparation

A. Prepare Project Narrative

1. Outline Existing Conditions/Issues
2. Outline Required Repairs
3. Outline Schedule to Complete Repairs

B. Prepare Detail/Cross Section for Repair

1. Prepare Plan Sheet Showing the Following:
 - a. Excavation & Compaction of Subgrade of Embankment
 - b. Backfilling of Any Sinkholes
 - c. Installation of Fabric
 - d. Installation of Rip-Rap
 - e. Any Required Restoration

C. Specification Preparation

1. Backfill Material
2. Geo-textile Fabric
3. Rip-Rap Material to Be Installed
4. Restoration of Adjacent Areas

D. Submittal to WDNR on Behalf of City

COST OF SERVICE - \$1,980.00

Notes:

1. Construction inspection services are not included as part of this proposal.
2. Services described herein are intended to be comprehensive. Should the City of Clintonville require more or fewer services than described, costs and adjustments will be negotiated.
3. The costs for soil borings, foundation inspection, materials testing, and analysis will be invoiced directly to the owner as a separate contract with a selected firm.
4. Costs associated with Kunkel Engineering Group services for boundary surveys or environmental remediation is not included within the context of this proposal.



Office of the Public Works Director

Memorandum

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

June 26th, 2026

During the April flooding the Department of Public Works experienced some washouts occurring at our dam embankment. After meeting with a couple WIDNR representatives for our region and later confirming with our Water Reg/Zoning Engineer, the conclusion was to have an engineer draft a plan and report and submit it to the WIDNR.

The WIDNR Water Reg/Zoning Engineer for our region said upon investigating the area in question, if there doesn't appear to be a larger issue, the City could move forward with repairing (grading as needed with any fill brought in, rock with bedding stone or fabric as needed). The engineer is to submit the results of the investigation and plan moving forward via email.

This brings us to the agenda item for discussion/possible approval. We are looking to review and approve the proposal for Dam Embankment Repair Submittal Engineering Services. The City is currently working with Kunkel Engineering for (3) larger projects in Clintonville this year and with our familiarity with the firm and their presence in our City in 2026, I recommend that we hire them to prepare the Dam Embankment Repair Submittal Engineering Service Proposal.

This project is important for the future of the Dam Embankment ensuring that we can help prevent any future issues with the Dam Embankment failing.

Possible Recommendation:

I recommend to Finance and Insurance excepting the Dam Embankment Repair Submittal Engineering Services proposal from Kunkel Engineering, not to exceed \$1,980 and coming from Capital TBD funds.

Respectfully,

A handwritten signature in black ink, appearing to be 'J. McAuly'.

Justin Mc Auly, Director of Public Works
99 E. Morning Glory Drive
jmcauly@clintonvillewi.gov
(715) 823-2005

Memo

To: Public Works Committee

From: Justin Mc Auly, Director of Public Works

Date: 06/23/2026

Re: Discussion/Possible Action Regarding Aqua Park Lifetime Membership

I would recommend that we move forward with presenting Cheryl Kasuboski with a lifetime membership to the Aqua Park for her generous donations over the years to the facility. This membership would allow Cheryl to enter the Aqua Park for Free whenever the facility is open to the public.

Cheryl has donated the money for a majority of the inflatables that you see at the Aqua Park along with sponsoring two Sundays in 2025 for patrons to swim for free.

This kind gesture would show our appreciation for the donations she has given the City to make the facility a better place.

Possible Recommendation:

I recommend to Finance/Insurance presenting Cheryl Kasuboski with a lifetime membership to the Clintonville Aqua Park.

If you have any questions, please contact me at (715) 823-2005 or e-mail at jmcauly@clintonvillewi.gov.

Respectfully,



Justin Mc Auly
Director of Public Works
City of Clintonville