

Village of Mount Horeb

138 E Main St

Mount Horeb, WI 53572

Phone (608) 437-6884/Fax (608) 437-3190

Email: mhinfo@mounthorebwi.info Website: www.mounthorebwi.info

VILLAGE BOARD

WEDNESDAY, JANUARY 5, 2011

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Pledge of Allegiance
Roll call
- 2) Public Comments
- 3) Consent Agenda:
 - A) Village Board December 1 and December 13, 2010 minutes
 - B) Ordinance 2011-01 "AN ORDINANCE AMENDING SECTIONS 10.05 AND 12.08 OF THE MUNICIPAL CODE OF THE VILLAGE OF MOUNT HOREB" relating to dangerous animals
 - C) Resolution 2011-03 "CONSENT RESOLUTION RELATING TO THE VILLAGE OF MOUNT HOREB FLEXIBLE BENEFIT PLAN"
- 4) Consider Village Trustee appointment and Oath of Office.
- 5) PUBLIC HEARING: To consider final special assessments for Lake Street Project.
- 6) Consider Resolution 2011-01, "2010 STREET AND SIDEWALK IMPROVEMENTS FINAL RESOLUTION LEVYING SPECIAL ASSESSMENT AGAINST BENEFITED PROPERTY".
- 7) Consider Resolution 2011-02, "RELATING TO THE LAND AND WATER CONSERVATION FUND".
- 8) Consider extension for Summer Frolic Sunrise Park Shelter Project.
- 9) Consider carryover of funds for the Forestry Department.
- 10) Consider carryover of funds for the Cable Department.
- 11) Consider ideas for honoring local war veterans.

- 12) Consider unpaid or outstanding receivables due to Village-Monson.
- 13) Review TID 3 Letters of Credit for Symdon and CO ID LLC.
- 14) Review and consider Village Administrator job description.
- 15) Consider Zoning Board of Appeals appointment.
- 16) Village President's report.
- 17) **Village Attorney's report.**
- 18) Interim Village Administrator's report.
- 19) Village Clerk/Treasurer's report.
- 20) Closed Session pursuant to 19.85(1)(g) conferring with legal counsel concerning strategy with respect to litigation in which the Village is or is likely to become involved. The Village will consider a Notice of Injury claim.
- 21) Reconvene to open session. The Board may take action regarding any closed session items if necessary.
- 22) Adjourn.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT CHERYL SUTTER, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
JANUARY 5, 2011**

The Village Board met in regular session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Steinhauer called the meeting to order at 7:00 p.m. Present were Trustees Grindle, Anderson, Littel, and Becker. Trustee DeWitt was absent. Also present were Interim Village Administrator Hagen, Clerk/Treasurer Sutter, and Village Attorney Dregne. The Pledge of Allegiance was recited.

Public Comments: Craig Enzenroth from Gallina Companies thanked the Board and Revolving Loan Committee for the revolving loan fund recently awarded to Hoff Associates. Enzenroth reported that Gallina Companies will be moving to Hoff Mall in mid to late January after remodeling is complete.

Consent Agenda: The consent agenda items were reviewed. Becker moved, Grindle seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were: Village Board December 1 and December 13, 2010 minutes; **Ordinance 2011-01 "AN ORDINANCE AMENDING SECTIONS 10.05 AND 12.08 OF THE MUNICIPAL CODE OF THE VILLAGE OF MOUNT HOREB"** relating to dangerous animals; and **Resolution 2011-03 "CONSENT RESOLUTION RELATING TO THE VILLAGE OF MOUNT HOREB FLEXIBLE BENEFIT PLAN"**.

Village Trustee Appointment/Oath of Office: Steinhauer moved, Anderson seconded to appoint Greg Steiner to serve the remainder of the term for the open seat recently vacated by Steve Haroldson. There was discussion concerning the process for filling the vacant seat. The motion carried by voice vote.

Public Hearing: The public hearing was called to order at 7:12 pm. The purpose of the hearing was to consider the final special assessments for the Lake Street project. The following people spoke: Tammy Lynch, Debra Allison, and Sue Brice. The public hearing was closed at 7:20 pm.

Lake Street Final Special Assessments: Becker moved, Grindle seconded to approve **Resolution 2011-01 "2010 STREET AND SIDEWALK IMPROVEMENTS FINAL RESOLUTION LEVYING SPECIAL ASSESSMENT AGAINST BENEFITED PROPERTY"**, carried by voice vote.

Land and Water Conservation Fund Resolution: Jeff Gorman reported on the effort to change the language to get states to receive a guaranteed percentage of the total amount of funding available. Grindle moved, Littel seconded to approve **Resolution 2010-02 "RELATING TO THE LAND AND WATER CONSERVATION FUND"**, carried by voice vote.

Summer Frolic Sunrise Park Shelter Project: The discussion concerned an extension of the contract to complete the project this spring. Little moved, Grindle seconded to approve the request for an extension of time until weather permits, with two weeks to complete the project after the weather permits, carried by voice vote.

Parks & Forestry Department Carryover of 2010 Funds: The request is to carryover 2010 funds to allow for painting of the dragon heads on the bike trail park shelter building in 2011. Becker moved, Grindle seconded to approve the carryover of \$1,600 from 2010 budget to the 2011 budget, carried by voice vote.

Cable Department Carryover of 2010 Funds: Bryan Brosamle was present to review their request. Becker moved, Grindle seconded to approve carryover of \$7,000 from the 2010 budget to the 2011 budget, carried by voice vote.

Honoring Local War Veterans: Steinhauer discussed possible ways to honor local veterans. Options include a letter of appreciation, a gift card from Duluth Trading Company or other local businesses, and a free pool pass for the family. Steinhauer requested that the school district be used as a boundary. It was decided to work out the details at the Committee of the Whole meeting.

Monson Outstanding Receivables: Information was reviewed concerning an outstanding balance due from Monson Construction. There was discussion on how to handle future developments so this situation does not happen again. Becker recommended more research and requested it be put as a closed session for the Committee of the Whole meeting.

TID 3 Letters of Credit for Symdon and County ID LLC: Dregne reviewed the background of the matter. The letter of credit amounts can be reduced by the developers based on the information provided by Financial Consultant Kevin Mullen.

Village Administrator Job Description: No changes were recommended.

Zoning Board of Appeals Appointment: Steinhauer moved, Becker seconded to appoint Steven Haroldson to the alternate position, carried by voice vote.

Village President's Report: Steinhauer thanked the Revolving Loan Fund Committee for their work on the Gallina/Hoff Associates project.

Village Attorney's Report: Dregne confirmed that the interviews with Interim Administrator candidates can be conducted in closed session. Dregne also gave an update on wind energy systems moratorium.

Interim Village Administrator's Report: Hagen reported that the village and utility office had made 56,000 less copies in 2010 when compared to 2009.

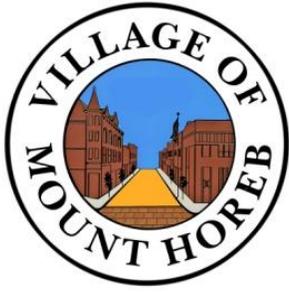
Village Clerk/Treasurer's Report: Sutter reported there were three candidates for Village President. That will require a primary election in February. There were five candidates for three Village Trustee seats for the April election.

Executive Closed Session: There being no further business before the open meeting, Becker moved, Anderson seconded to adjourn into executive closed session as allowed by WI Statute 19.85(1)(g) to confer with legal counsel concerning strategy with respect to litigation in which the Village is or is likely to become involved, carried by roll call vote. Aye: Grindle, Steinhauer, Becker, Anderson, Littel and Steiner. Nay: None. The meeting adjourned into Executive Session at 8:40 p.m. The Board reviewed a Notice of Injury claim. Becker moved, Grindle seconded to reconvene into open session, carried by voice vote.

Notice of Injury Claim: Steinhauer moved, Anderson seconded to disallow the Notice of Injury claim as submitted by Michael O'Connell, carried by voice vote.

Adjournment: There being no further business before the Board, Grindle moved, Littel seconded to adjourn the meeting at 8:52 p.m., carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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SPECIAL VILLAGE BOARD MONDAY, JANUARY 24, 2011

The Village Board of the Village of Mount Horeb will meet in special session on the above date at 5:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) Closed Session pursuant to Wis. Stats. Sec. 19.85(1)(c). The Village Board will be interviewing Interim Village Administrator candidates.
- 3) Reconvene to open session for any action regarding closed session.
- 4) Adjourn.

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**VILLAGE OF MOUNT HOREB
SPECIAL VILLAGE BOARD MEETING MINUTES
JANUARY 24, 2011**

The Village Board met in special session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

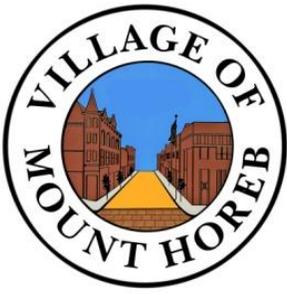
Call to Order/Roll Call: Village President Steinhauer called the meeting to order at 5:00 p.m. Present were Trustees Grindle, Anderson, Littel, DeWitt, and Becker. Also present were Interim Village Administrator Hagen and Clerk/Treasurer Sutter. Trustee Steiner arrived at 5:10pm.

Executive Closed Session: There being no business before the open meeting, DeWitt moved, Grindle seconded to adjourn into executive closed session as allowed by WI Statute 19.85(1)(c), carried by roll call vote. Aye: Anderson, Littel, DeWitt, Steinhauer, Grindle, and Becker. Nay: None. The meeting adjourned into Executive Session at 5:05 pm. Steiner arrived during the discussion at 5:10pm. The Village Board interviewed the Interim Administrator candidates. Steinhauer left at 6:15pm to briefly attend another meeting and returned at 6:22pm. Becker moved, Littel seconded to reconvene into open session at 6:37pm, carried by voice vote.

Interim Administrator: Discussion concerned the experience and background of the two candidates. A motion to approve David Berner as the Interim Administrator was withdrawn. Littel moved, Becker seconded to table further discussion until the February 2, 2011 village board meeting, carried by voice vote. Nay: DeWitt, Steiner.

Adjournment: Becker moved, Littel seconded to adjourn the meeting at 6:50pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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VILLAGE BOARD

WEDNESDAY, FEBRUARY 9, 2011

(Rescheduled from February 2 due to winter storm)

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Pledge of Allegiance
Roll call
- 2) Public Comments
- 3) Consent Agenda:
 - a) Village Board January 5 and January 24, 2011 minutes
 - b) Resolution 2011-04, "TO SUPPORT PAUL AND ALANA THRONSON'S PACE APPLICATION"
 - c) Six month extension of Conditional Use Permit for 1209 Bus. 18-151E for car wash, Resolution 2010-02
- 4) Consider request from Symdon Brothers LLC to change financial institutions for Letter of Credit.
- 5) Review TID #3 increment developer payments.
- 6) Consider 2011 street projects:
 - a) Resolution 2011-05, "PRELIMINARY RESOLUTION TO LEVY SPECIAL ASSESSMENTS"
 - b) Approve Village Engineer to advertise for bids for 2011 street project
 - c) Set preliminary special assessment public hearing
- 7) Consider Youth Activity and Resource Center Committee appointment.
- 8) Consider Plan Commission/Historic Preservation Commission appointments for a citizen member, a Village Board member, and designate a new Chair.
- 9) Consider Village Board member appointment to Utility Commission.

- 10) Consider Pay Request No. 4 for Summer Frolic Sunrise Park Shelter.
- 11) Consider budget carryover request from Youth Center.
- 12) Consider write-off or chargeback of 2009 delinquent personal property taxes.
- 13) Consider hiring Interim Village Administrator.
- 14) Discuss and consider Village Administrator hiring process.
- 15) Consider consultant invoices.
- 16) Consider draft Reimbursement Agreement.
- 17) Chamber of Commerce and Sesquicentennial update.
- 18) Village President's report.
- 19) **Village Attorney's report.**
- 20) Village Administrator's report.
- 21) Village Clerk/Treasurer's report.
- 22) Adjourn to closed session pursuant to Wis. Stats Sec. 19.85(e) and 19.85 (g). The Village Board will be discussing legal fees and conferring with legal counsel with respect to litigation in which it is or is likely to become involved.
- 23) Reconvene to open session. The Board may take action regarding any closed session items if necessary.
- 24) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
FEBRUARY 9, 2011**

The Village Board met in regular session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Steinhauer called the meeting to order at 7:00 p.m. Present were Trustees Grindle, Anderson, DeWitt, Littel, Steiner, and Becker. Also present were Interim Village Administrator Hagen, Clerk/Treasurer Sutter, and Village Attorney Dregne. The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: The consent agenda items were reviewed. DeWitt moved, Grindle seconded to approve all consent agenda items as listed except the January 24, 2011 minutes, carried by voice vote. The consent agenda items were: Village Board January 5, 2011 minutes; **Resolution 2011-04 "TO SUPPORT PAUL AND ALANA THRONSON'S PACE APPLICATION"**; and a six month extension of Conditional Use Permit for 1209 Bus. 18-151 E for a car wash (original Resolution 2010-02). Discussion concerned several corrections to January 24, 2011 minutes. The revised minutes will be brought to a future meeting.

Symdon Brothers LLC Request to Change Financial Institutions for Letter of Credit: Ron Symdon was present to request approval to change financial institutions. Discussion concerned obtaining advice on whether to approve a nonrated bank. Dave Wyttenbach of Union Bank & Trust Company was also present. Mount Horeb business owner, Dave Boyden, reviewed an internet rating system for banks. Steinhauer moved, DeWitt seconded to table further discussion until the March village board meeting to get a review of the bank, carried by voice vote.

TID #3 Increment Developer Payments: The Board reviewed the calculation of the increment amounts owed by the two developers for TID #3. Sutter explained that letters had been sent to the developers. The discussion was for information only and no action was necessary.

2011 Street Projects: The preliminary special assessment information was reviewed. Becker moved, DeWitt seconded to approve **Resolution 2011-05 "PRELIMINARY RESOLUTION TO LEVY SPECIAL ASSESSMENTS"**, carried by voice vote. Grindle moved, Littel seconded to approve the village engineer to advertise for bids for the 2011 street project, carried by voice vote. DeWitt

moved, Anderson seconded to have the preliminary special assessment public hearing at the March 2, 2011 village board meeting, carried by voice vote.

Youth Activity and Resource Center Committee Appointment: Steinhauer moved, Littel seconded to appoint April Dvorak to the vacant seat on the Youth Activity and Resource Center Committee, carried by voice vote.

Plan Commission/Historic Preservation Commission Appointments: Due to the recent resignation of Steve Haroldson and appointment of Greg Steiner to the Board, the make up of the Commission must be revised. Steinhauer moved, DeWitt seconded to appoint Michael Mudrey as citizen member of the Commission, carried by voice vote. Steinhauer moved, DeWitt seconded to appoint Greg Steiner as Village Board member of the Commission, carried by voice vote. Steinhauer moved, DeWitt seconded to appoint Steve Grindle as the Chair of the Commission, carried by voice vote.

Utility Commission Appointment: Due to the resignation of Haroldson and appointment of Steiner to the Board, a new Village Board member must be appointed to the Utility Commission. Steinhauer moved, DeWitt seconded to appoint Greg Steiner as a Village Board member of the Utility Commission, carried by voice vote.

Summer Frolic Sunrise Park Shelter Project: Joe Daniels Construction Pay Request No. 4 was reviewed. DeWitt moved, Anderson seconded to approve Pay Request No. 4 as presented, carried by voice vote.

Youth Center 2010 Budget Carryover: The request to carryover \$4,000 into 2011 was reviewed. Grindle moved, Anderson seconded to approve the request, carried by voice vote.

Write-off or Chargeback of 2009 Delinquent Personal Property Taxes: Sutter reported that three businesses continue to owe personal property taxes from 2009. Collection efforts have not been successful. They may be turned over to a collection agency for further efforts. The remaining businesses are no longer in business or are errors. She recommended writing off the remaining ones that owed less than \$100 and charging back anything over \$100. DeWitt moved, Grindle seconded to write off all amounts that are under \$100, carried by voice vote. Steinhauer moved, Steiner seconded to authorize the Clerk to chargeback all amounts over \$100 for businesses that are closed, carried by voice vote. DeWitt will look into whether collections could be made for one business through bankruptcy court.

Interim Village Administrator: Littel moved, Becker seconded to hire David Berner as the Interim Administrator subject to final employment terms. There

was discussion on the strengths of each of the two candidates. The motion failed. Aye: Littel, Becker. Nay: Grindle, Steiner, Steinhauer, DeWitt, and Anderson. DeWitt moved, Steiner seconded to hire Duane Gau as Interim Administrator, subject to final employment terms, carried by voice vote. Littel explained that the reason for his approval was because there was only one candidate at this point.

Village Administrator Hiring Process: Discussion on whether to have Duane Gau review the advertisement and job description before further action is taken. Becker moved, Grindle seconded to table until the March village board meeting, carried by voice vote.

Consultant Invoices: The following consultant invoices were reviewed: Held Engineering Associates Inc. statement dated January 11, 2011; Stafford Rosenbaum statement dated January 17, 2011; Vandewalle & Associates statement dated January 31, 2011. Becker moved, Grindle seconded to approve the consultant invoices, carried by voice vote.

Reimbursement Agreement: The Board reviewed a draft reimbursement agreement that would be used to be sure the village receives reimbursement for professional services for certain requests that come to the Board. Discussion concerned what instances this agreement would be used. Becker moved, Steinhauer seconded to table to the March village board meeting, carried by voice vote.

Chamber of Commerce and Sesquicentennial Update: Anderson gave update on Chamber activities. There were no updates for the Sesquicentennial celebration at this time.

Village President's Report: Steinhauer thanked village employees for the great job on snow removal.

Village Attorney's Report: Dregne gave an update on State Legislature activities for the wind energy regulations.

Village Administrator's Report: Hagen reported that Dane County Emergency Management had requested cost estimates for a FEMA request on the recent heavy snow storm. The village estimated costs were \$25,000. She also reported there were two new home permits issued this month.

Village Clerk/Treasurer's Report: Sutter reminded everyone of the upcoming Primary Election on February 15. She reported on the installation of a spam filter for the village email system. She also reported the Utility Auditors would be in

the village offices next week and the Village Auditors were scheduled for the first week in March.

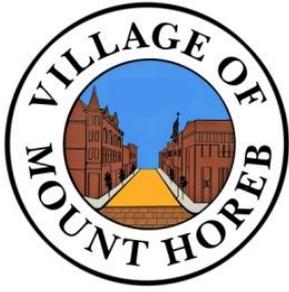
Executive Closed Session: There being no further business before the open meeting, DeWitt moved, Steiner seconded to adjourn into executive closed session as allowed by WI Statute 19.85(1)(e) & (g) to discuss legal fees; and to confer with legal counsel with respect to litigation in which it is or is likely to become involved, carried by roll call vote. Aye: Anderson, Becker, Steiner, DeWitt, Steinhauer, Grindle, Littel. Nay: None. The meeting adjourned into Executive Session at 8:26 p.m. There was discussion with Dregne on the cost of legal counsel for attending meetings in the future. There was also discussion on possible action to collect fees due to the village. Littel moved, Anderson seconded to reconvene into open session, carried by voice vote. The meeting reconvened into open session at 9:14 pm.

Open Session: Steinhauer moved, Grindle seconded to approve the flat fee of \$500 for legal counsel to attend monthly village board meetings starting in March until the end of 2011, carried by voice vote.

Becker moved, Grindle seconded to remove the Monson receivables from financial records but to include in recapture fees for future development, carried by voice vote.

Adjournment: There being no further business before the Board, Grindle moved, DeWitt seconded to adjourn the meeting at 9:19 p.m., carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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SPECIAL VILLAGE BOARD MONDAY, FEBRUARY 21, 2011

The Village Board of the Village of Mount Horeb will meet in special session on the above date at 5:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) Consider Interim Village Administrator agreement with MSA.
- 3) The Village Board may adjourn to closed session pursuant to Wis. Stats. Sec 19.85(1)(e) to discuss the Village's negotiating position regarding the Interim Village Administrator agreement.
- 4) Reconvene to open session for any action regarding closed session.
- 5) Adjourn.

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**VILLAGE OF MOUNT HOREB
SPECIAL VILLAGE BOARD MEETING MINUTES
FEBRUARY 21, 2011**

The Village Board met in special session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Steinhauer called the meeting to order at 5:00 p.m. Present were Trustees Grindle, Anderson, DeWitt, Littel, Steiner, and Becker. Also present were Interim Administrator Hagen, Clerk/Treasurer Sutter.

Interim Village Administrator Agreement: The draft "Master Professional Services Agreement between the Village of Mount Horeb and MSA Professional Services, Inc." and "Task Order for MSA Project No. 1" were reviewed. Duane Gau of MSA was present to discuss the agreement.

DeWitt moved, Grindle seconded to adjourn into executive closed session pursuant to Wis. Stats. Sec. 19.85(1)(e) to discuss the Village's negotiating position regarding the Interim Village Administrator agreement, carried by roll call vote. Aye: Grindle, Littel, Anderson, Steiner, DeWitt, Steinhauer, and Becker. The meeting adjourned into Executive Session at 5:05 p.m. The terms of the agreement were discussed. Becker moved, Grindle seconded to reconvene into open session at 5:15pm, carried by voice vote.

Discussion concerned what meetings the Interim Administrator should attend. Steinhauer moved, DeWitt seconded to accept the Master Professional Agreement as drafted by the Village Attorney and the Task Order for MSA Project No. 1, carried by voice vote. Gau questioned what issues the Board wanted him to address when he started. Gau indicated he would be starting the next day.

Adjournment: There being no further business before the Board, DeWitt moved, Grindle seconded to adjourn at 5:20pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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AMENDED

VILLAGE BOARD

WEDNESDAY, MARCH 2, 2011

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Pledge of Allegiance
Roll call
- 2) Public Comments
- 3) Consent Agenda:
 - A) Village Board January 24, February 9, and February 21, 2011 minutes
- 4) Presentation by Tamara Graham regarding fluoride in water supply.
- 5) PUBLIC HEARING: to consider the Village Engineer's Preliminary Special Assessment Report for the 2011 Street Project
- 6) Consider any changes to 2011 Street Project as a result of public hearing.
- 7) Consider request from Symdon Brothers LLC request to change financial institutions for Letter of Credit.
- 8) Consider revision to State Bank of Cross Plains Specific Implementation Plan contingent on Zoning Board of Appeals approval for wall height.
- 9) Consider Resolution 2011-06 to transfer Sesquicentennial funding to Mount Horeb Area Historical Society.
- 10) Consider user fee for Village park athletic fields.
- 11) Discuss ordinance required by Fire District for forfeiture schedule.
- 12) Discuss and consider Village Administrator hiring process.
- 13) Village President's report.

- 14) **Village Attorney's report.**
- 15) Village Administrator's report.
- 16) Village Clerk/Treasurer's report.
- 17) Closed Session pursuant to Wis. Stats. Sec. 19.85(1)(c) and (e). The Village Board will be discussing employee labor contract negotiations, employment matters, and investing of public funds.
- 18) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
MARCH 2, 2010**

The Village Board met in regular session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Steinhauer called the meeting to order at 7:00 p.m. Present were Trustees Grindle, Anderson, DeWitt, Littel, Steiner, and Becker. Also present were Interim Village Administrator Gau, Clerk/Treasurer Sutter, and Village Attorney Dregne. The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: The consent agenda items were reviewed. Littel moved, Becker seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were: Village Board minutes January 24, February 9, and February 21, 2011.

Fluoride in Water Supply: Tamara Graham, village resident, registered nurse, and co-founder of Honest Water presented information on the health risks involved in drinking fluoridated water. She requested the Board to review the practice and discontinue the use of the fluoride in the village water system. Several people spoke in favor of and against discontinuing the use. There was discussion on holding a public hearing or community forum. Grindle moved, Anderson seconded to have the Water Superintendent Dave Herfel give a presentation at **next week's Committee of the Whole meeting** and to hold a community forum at a later date, carried by voice vote.

Public Hearing on 2011 street project special assessments: The public hearing was called to order at 7:50 pm. The purpose of the hearing was to review the preliminary special assessment report for the 2011 street project. Rob Wright gave an update on the project. There was no public input. The public hearing was closed at 8:03 pm.

2011 Street Project: Littel moved, Grindle seconded to approve the Preliminary Special Assessment report dated February 2011, carried by voice vote.

Symdon Brothers LLC Letter of Credit (LOC): The request from Symdon to change financial institutions for the LOC was discussed. Bank rating information was provided by Dave Boyden from Boyden Financial. Union Bank & Trust also provided financial information on their bank. DeWitt provided information she

received from other consultants. Discussion concerned whether the Board was comfortable with the change in financial institutions. The current LOC holder, Harris Bank, is currently rated as required by the developer agreement. Steinhauer moved, Littel seconded to accept the Symdon Brothers LLC request to change financial institutions to Union Bank & Trust of Evansville. Discussion concerned the risk in leaving it and risk in making this change. The motion carried by roll call vote. Aye: Littel, Steinhauer, Becker, Grindle. Nay: Anderson, Steiner, DeWitt.

State Bank of Cross Plains Specific Implementation Plan (SIP)

Revision: The revised plan was reviewed. The purpose of the revision is to expand the parking lot. Grindle moved, Becker seconded to approve the SIP contingent upon the Zoning Board of Appeals approval for wall height, carried by voice vote.

Sesquicentennial Funding: Gau reviewed the proposed the request to transfer the budgeted funds to the Historical Society. Some wording changes were recommended. Steinhauer moved, Grindle seconded to approve

RESOLUTION 2011-06 "RELATING TO THE TRANSFER OF SESQUICENTENNIAL FUNDS TO MOUNT HOREB HISTORICAL SOCIETY"

with the changes as discussed. Discussion concerned whether this was proper procedure for village funding. Becker moved, Littel seconded to table to the March Committee of the Whole agenda for further budget information. There was additional discussion. Littel moved, Becker seconded to end debate, carried by voice vote. Nay: Grindle. The previous motion to table was then put to a vote. Aye: Grindle, Littel, Steiner, Becker. Nay: Anderson, DeWitt, Steinhauer.

Park Athletic Fields User Fee: Littel reviewed the recommendation of the Parks, Recreation and Forestry Commission to establish an athletic user fee. Littel moved, Anderson seconded to approve the athletic field user fee. Discussion on if the fee was for each sport or per year per child. The motion was removed for further action until additional information could be found.

Fire District Forfeiture Schedule Ordinance: Dregne reviewed his comparison of a Mineral Point ordinance with the Mount Horeb ordinance as requested by the Fire Department. Discussion concerned the ability of the Fire Chief or Fire Inspectors to issue violations. The Fire District agreed to pay one hour of legal costs. Discussion concerned whether to approve having Dregne draft an ordinance amendment, with the additional legal costs paid by the village. It was agreed to go forward.

Village Administrator Hiring Process: The tentative schedule for the hiring process was reviewed. It was agreed to change the schedule to adjust for the April election and reorganizational meeting.

Village President's Report: Steinhauer welcomed Interim Administrator Duane Gau.

Village Attorney's Report: Dregne gave an update on the state budget. He also noted the PSC rules for wind energy systems had been suspended at this time.

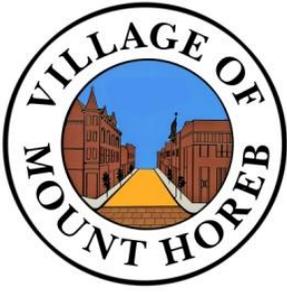
Village Administrator's Report: Gau reviewed his memo dated March 2, 2011.

Village Clerk/Treasurer's Report: Sutter reported that the new staff person started this week. She also reported the Village audit was in process.

Executive Closed Session: There being no further business before the open meeting, Grindle moved, Becker seconded to adjourn into executive closed session as allowed by WI Statute 19.85(1)(c)&(e) to discuss labor contracts, employment matters, and investing of public funds, carried by roll call vote. Aye: Steinhauer, Anderson, DeWitt, Grindle, Littel, Steiner, and Becker. Nay: None. The meeting adjourned into Executive Session at 9:34pm. Grindle moved, Littel seconded to reconvene into open session at 10:54pm, carried by voice vote.

Adjournment: There being no further business before the Board, Becker moved, Anderson seconded to adjourn the meeting at 10:55 p.m., carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



Village of Mount Horeb

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SPECIAL VILLAGE BOARD WEDNESDAY, MARCH 9, 2011

The Village Board of the Village of Mount Horeb will meet in special session on the above date at 6:15pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) Consider Ordinance 2011-05, "AN ORDINANCE AMENDING SECTIONS 5.01 AND 41.01 OF THE VILLAGE CODE OF ORDINANCES RELATING TO FIRE SAFETY INSPECTIONS AND ENFORCEMENT".
- 3) Consider Resolution 2011-06, "RELATING TO THE TRANSFER OF SESQUICENTENNIAL FUNDS TO MOUNT HOREB AREA HISTORICAL SOCIETY".
- 4) Consider Village Administrator employment ad.
- 5) Adjourn.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT CHERYL SUTTER, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
SPECIAL VILLAGE BOARD MEETING MINUTES
MARCH 9, 2010**

The Village Board met in special session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Steinhauer called the meeting to order at 7:06p.m. Present were Trustees Grindle, Anderson, DeWitt, Littel, Steiner, and Becker. Also present were Interim Administrator Gau and Clerk/Treasurer Sutter.

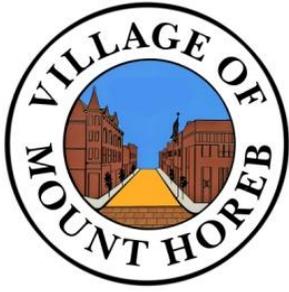
Fire Safety & Enforcement: The Board reviewed the proposed ordinance. Grindle moved, DeWitt seconded to table until the April village board meeting, carried by voice vote.

Sesquicentennial Funds: The Board reviewed the proposed resolution. Steinhauer moved, Becker seconded to approve **RESOLUTION 2011-06 "RELATING TO THE TRANSFER OF SESQUICENTENNIAL FUNDS TO MOUNT HOREB HISTORICAL SOCIETY"**, carried by voice vote.

Village Administrator Employment Ad: Becker moved, Grindle seconded to approve as presented, carried by voice vote.

Adjournment: There being no further business before the Board, DeWitt moved, Grindle seconded to adjourn the meeting at 7:11 p.m., carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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SPECIAL VILLAGE BOARD WEDNESDAY, MARCH 16, 2011

The Village Board of the Village of Mount Horeb will meet in special session on the above date at 5:30pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) The Village Board will adjourn to closed session pursuant to Wis. Stats. Sec 19.85(1)(e). The Village Board will be discussing employee labor contract negotiations.
- 3) Reconvene to open session for any action regarding closed session.
- 4) Adjourn.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT CHERYL SUTTER, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**Special Village Board meeting
Wednesday, March 16, 2011**

Call to order: Village President Steinhauer call the meeting to order at 5:40 pm

Roll Call: Littel, Grindle, DeWitt, Becker, Anderson, Steiner, and Steinhauer were present. Also attending was Drew Cochran and Interim Administrator Duane Gau.

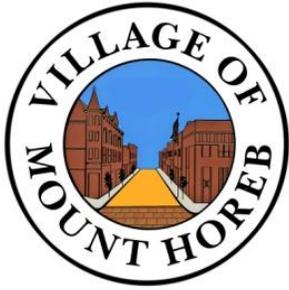
The Village Board will adjourn to closed session pursuant to Wis. Stats. Sec 19.85(1) (e).

The Village Board will be discussing employee labor contract negotiations. Motion by Littel, second by Grindle to go into closed session, roll call Grindle aye, DeWitt aye, Becker aye, Anderson aye, Steiner aye, Steinhauer aye, and Littel aye. Motion Carried.

Reconvene to open session for any action regarding closed session: Motion by Littel, second by Grindle to reconvene to open session. Motion carried. Next meeting date was set for March, 19, 2011 at 8:00 am at the Village Hall for ratification of labor contract.

Adjourn: Motion by DeWitt, second by Anderson at 6:30 pm. Motion carried.

Minutes by Duane Gau, Interim Administrator



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AMENDED

SPECIAL VILLAGE BOARD
SATURDAY, MARCH 19, 2011

The Village Board of the Village of Mount Horeb will meet in special session on the above date at 8:00am in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) The Village Board will adjourn to closed session pursuant to Wis. Stats. Sec 19.85(1)(e). The Village Board will be discussing employee labor contract negotiations.
- 3) Reconvene to open session for any action regarding closed session.
- 4) Adjourn.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT CHERYL SUTTER, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
SPECIAL VILLAGE BOARD MEETING MINUTES
MARCH 19, 2010**

The Village Board met in special session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

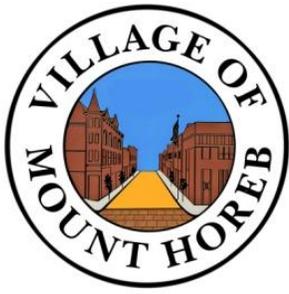
Call to Order/Roll Call: Village President Steinhauer called the meeting to order at 8:02a.m. Present were Trustees Anderson, DeWitt, Littel, Steiner, and Becker. Trustee Grindle was absent.

Executive Closed Session: DeWitt moved, Becker seconded to adjourn into executive closed session as allowed by WI Statute 19.85(1)(e) to discuss labor contracts, carried by roll call vote. Aye: Steinhauer, Anderson, DeWitt, Littel, Steiner, and Becker. Nay: None. The proposed AFSCME union contract was reviewed. Becker moved, Anderson seconded to reconvene into open session, carried by voice vote.

AFSCME Union Contract: Becker moved, Littel seconded to ratify the contract agreement with AFSCME for 2011, carried by voice vote.

Adjournment: There being no further business before the Board, Becker moved, Anderson seconded to adjourn the meeting at 8:17 a.m., carried by voice vote.

Minutes by Village President Donald Steinhauer and Clerk/Treasurer Cheryl Sutter



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AMENDED

VILLAGE BOARD

WEDNESDAY, APRIL 6, 2011

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Pledge of Allegiance
Roll call
- 2) Public Comments
- 3) Consent Agenda:
 - A) Village Board March 2, March 9, March 16, and March 19, 2011 minutes
 - B) Ordinance 2011-03, "AN ORDINANCE TO AMEND SECTION 17.451 PLANNED INDUSTRIAL DISTRICT".
 - C) Ordinance 2011-02, "AN ORDINANCE TO AMEND CHAPTER 8 PUBLIC WORKS, CHAPTER 10 PUBLIC NUISANCES, AND CHAPTER 18 SUBDIVISION AND PLATTING"
 - D) Release of Platted Utility Easement Lot 106 North Cape Commons
 - E) Public Utility Easement Agreement Lot 106 North Cape Commons
 - F) Release of Utility Easement on Lots 9 and 10 Block 3 Lake Park Addition
 - G) Chamber of Commerce/Fire Department Street Use-detour request for July 16-17, 2011
 - H) Sesquicentennial Committee Street Use-detour request for July 17, 2011
 - I) Sesquicentennial Committee Public Amusements and Shows Application for July 17, 2011
 - J) Reimbursement Agreement
- 4) Presentation of 2010 Village Audit by Heather Acker of Baker Tilley.
- 5) Presentation of 2010 Public Library Annual Report.
- 6) Consider Resolution 2011-07, "RECOGNIZING LYSIANNE UNRUH'S SERVICE TO MOUNT HOREB AND THE MOUNT PUBLIC LIBRARY".
- 7) Consider Resolution 2011-08, "HONORING MOUNT HOREB AREA ARMED FORCES SERVICE PERSONNEL".

- 8) Consider Resolution 2011-09, "APPOINTMENT OF SESQUICENTENNIAL COMMITTEE".
- 9) Consider a) Resolution 2011-10, "URBAN NONPOINT SOURCE POLLUTION AND STORMWATER GRANT PROGRAM" and b) Consider task order MSA # 3 to update the 2008 Mount Horeb Urban Nonpoint Source Pollution UNSP Grant.
- 10) Consider 2011 Street Project contract to Rule Construction for reconstruction of S Second and S Grove Streets.
- 11) Consider S Seventh Street reconstruction in 2011.
- 12) Consider Ordinance 2011-04, "AN ORDINANCE TO AMEND SECTION 1.18" relating to Joint Municipal Court.
- 13) Consider Ordinance 2011-05, "AN ORDINANCE AMENDING SECTIONS 5.01 AND 41.01 OF THE VILLAGE CODE OF ORDINANCES RELATING TO FIRE SAFETY INSPECTIONS AND ENFORCEMENT".
- 14) Consider Village of Mount Horeb recommendation letter on State Budget Bill.
- 15) Consider user fee for Village park athletic fields.
- 16) Consider date for reorganizational meeting.
- 17) Village President's report.
- 18) **Village Attorney's report.**
- 19) Village Administrator's report.
- 20) Village Clerk/Treasurer's report.
- 21) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
April 6, 2011**

The Village Board met in regular session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village Interim Administrator Gau called the meeting to order at 7:01pm. Present were Trustees Grindle, Anderson, DeWitt, Littel, and Becker. Village President Steinhauer and Trustee Steiner were absent. Also present were Clerk/Treasurer Sutter and Village Attorney Dregne. The Pledge of Allegiance was recited. Littel moved, Anderson seconded to nominate Dave Becker as acting Village President, carried by voice vote.

Public Comments: None

Consent Agenda: The consent agenda items were reviewed. DeWitt moved, Grindle seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were: Village Board March 2, March 9, March 16, and March 19, 2011 minutes; **Ordinance 2011-03, "AN ORDINANCE TO AMEND SECTION 17.451 PLANNED INDUSTRIAL DISTRICT"**; **Ordinance 2011-02, "AN ORDINANCE TO AMEND CHAPTER 8 PUBLIC WORKS, CHAPTER 10 PUBLIC NUISANCES, AND CHAPTER 18 SUBDIVISION AND PLATTING"**; Release of Platted Utility Easement Lot 106 North Cape Commons; Public Utility Easement Agreement Lot 106 North Cape Commons; Release of Utility Easement on Lots 9 and 10 Block 3 Lake Park Addition; Chamber of Commerce/Fire Department Street Use-detour request for July 16-17, 2011; Sesquicentennial Committee Street Use-detour request for July 17, 2011; Sesquicentennial Committee Public Amusements and Shows Application for July 17, 2011; and Reimbursement Agreement.

2010 Village Audit: Heather Acker of Baker Tilly Virchow Krause was present to review the audit report. She also reviewed the Report on Internal Control.

2010 Public Library Annual Report: John Kuse reviewed the Library annual report.

Resolution 2011-07, "RECOGNIZING LYSIANNE UNRUH'S SERVICE TO MOUNT HOREB AND THE MOUNT PUBLIC LIBRARY": Becker read the resolution commending Unruh's 15 years of service. Littel moved, Grindle seconded to approve the resolution, carried by voice vote.

Resolution 2011-08, "HONORING MOUNT HOREB AREA ARMED FORCES SERVICE PERSONNEL": Littel moved, Anderson seconded to approve the resolution directing the staff to develop an honor program, carried by voice vote.

Resolution 2011-09, "APPOINTMENT OF SESQUICENTENNIAL COMMITTEE": Gau explained that insurance coverage would only be available if the Committee was officially appointed. Grindle moved, Littel seconded to approve the resolution appointing the members of the committee, carried by voice vote.

Stormwater Grant Program:

a) Resolution 2011-10, "URBAN NONPOINT SOURCE POLLUTION AND STORMWATER GRANT PROGRAM". It was decided that the last three sentences of the resolution should be removed. DeWitt moved, Grindle seconded to approve the resolution as modified, carried by voice vote.

b) Consider MSA task order Project #3 to update the 2008 Mount Horeb Urban Nonpoint Source Pollution UNSP Grant. DeWitt moved, Anderson seconded to approve the task order, carried by voice vote.

2011 Street Project Contract to Rule Construction for reconstruction of S Second and S Grove Streets: Littel moved, Grindle seconded to award the contract to Rule Construction, carried by voice vote. Gau reported that all references had been reviewed and approved.

S Seventh Street reconstruction in 2011: Gau reviewed the remaining 2010 street capital budget and grant money available to cover the 7th Street project. Littel moved, Anderson seconded to direct the engineer to prepare bid documents for the S Seventh Street project in 2011, carried by voice vote.

Ordinance 2011-04, "AN ORDINANCE TO AMEND SECTION 1.18" relating to Joint Municipal Court: Discussion concerned the process to continue with a two year term versus the four year term that was approved by the state last year. Littel moved, Grindle seconded to approve the resolution with the change to section 3a from two years to four years, carried by voice vote. The court clerk will contact the townships to approve the resolution also.

Ordinance 2011-05, "AN ORDINANCE AMENDING SECTIONS 5.01 AND 41.01 OF THE VILLAGE CODE OF ORDINANCES RELATING TO FIRE SAFETY INSPECTIONS AND ENFORCEMENT": Dregne reported that the municipal code is out of date with current administrative code and other regulations. He recommended the village budget money in future budgets to update village ordinances. Littel moved, Grindle seconded to approve Ordinance 2011-05, carried by voice vote.

Village of Mount Horeb recommendation letter on State Budget Bill: The proposed letter as recommended by the Dane County Cities and Village Association was reviewed. Discussion on some wording changes on concerning the Police Department retirement and health insurance. DeWitt moved, Anderson seconded to approve sending the letter, carried by voice vote.

User fee for Village park athletic fields: Littel reported that the annual \$5 fee is per participant per sport for use of village athletic fields. Littel moved, Anderson seconded to approve the user fee, carried by voice vote.

Consider date for reorganizational meeting: Gau reviewed the statute requirements for start date and oath of office. Discussion concerned possible dates for oath of office and reorganizational meeting. It was decided to have the oath of office at 5pm on April 13. The reorganizational meeting will be at 5pm on April 20th.

Village President's Report: None.

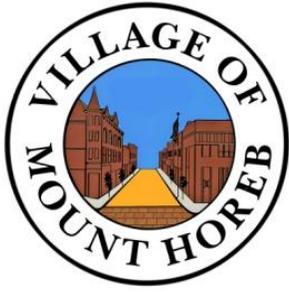
Village Attorney's Report: Dregne reported that a contribution \$1,000 will be given over two years from Stafford law firm to the Chuck Himsel Memorial Ambulance fund.

Village Administrator's Report: Gau handed out his monthly report. There was a discussion on preparing a promissory note for Fire District for the new loan at the State Bank of Cross Plains. He reported that the revised Symdon letter of Credit was received. The memo on garbage/recycling fee increase was also reviewed.

Village Clerk/Treasurer's Report: Sutter thanked the residents that voted at the April 5 Election. It was a very good turnout.

Adjournment: There being no further business before the Board, Littel moved, Grindle seconded to adjourn the meeting at 8:54 p.m., carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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SPECIAL VILLAGE BOARD WEDNESDAY, APRIL 20, 2011

The Village Board of the Village of Mount Horeb will meet in special session on the above date at 5:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) Consider committee and commission appointments.
- 3) Consider Arbor Day Proclamation.
- 4) Appointment of search/screening committee for Village Administrator position.
- 5) Adjourn.

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**VILLAGE OF MOUNT HOREB
SPECIAL VILLAGE BOARD MEETING MINUTES
APRIL 20, 2011**

The Village Board met in regular session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 5:00 p.m. Present were Trustees Grindle, Littel, Roberts, and Rooney. Trustee Anderson and Steiner were absent. Also present were Interim Village Administrator Gau and Clerk/Treasurer Sutter.

Committee/Commission Appointments: Becker reviewed the proposed village board appointments. Roberts moved, Grindle seconded to approve the appointments as presented, carried by voice vote.

Arbor Day Proclamation: Becker read the proclamation. Littel moved, Roberts seconded to approve the proclamation, carried by voice vote.

Trustee Anderson arrived at 5:06pm.

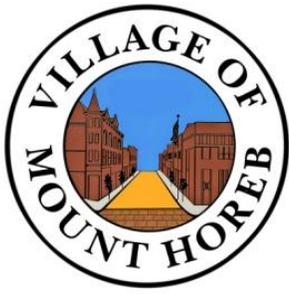
Appointment of search/screening committee for Village Administrator position: Becker proposed the following members of the committee: Becker, Rooney, Littel, David Hoffman, Jack Temby, and David Berner. Roberts moved, Grindle seconded to approve the committee members, carried by voice vote.

Gau reviewed the village code for conduct of the village board. There was discussion on conduct of a board meeting.

Trustee Steiner arrived at 5:09pm.

Adjournment: There being no further business before the Board, Grindle moved, Rooney seconded to adjourn the meeting at 5:12 p.m., carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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AMENDED

VILLAGE BOARD

WEDNESDAY, MAY 4, 2011

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Pledge of Allegiance
Roll call
- 2) Public Comments
- 3) Consent Agenda:
 - A) Village Board April 6 and April 20, 2011 minutes
 - B) Resolution 2011-11, "CONDITIONAL USE PERMIT FOR A PORTION OF LOT 1 CSM 4565, 2110 BUS. 18-151E" for a car wash facility
 - C) Certified Survey Map for Lot 1 CSM 4565
 - D) Ordinance 2011-06, "AN ORDINANCE TO AMEND SECTION 17.60 OF THE CODE OF ORDINANCES RELATING TO SUCCESSOR CONDITIONAL USE PERMITS"
 - E) Certified Survey Map Deertrail Lots 8 and 9
 - F) Resolution 2011-14, "BUDGET AMENDMENT RESOLUTION"
- 4) Consider Resolution 2011-12, "RECOGNIZING DONALD STEINHAEUER FOR HIS SERVICE ON THE MOUNT HOREB VILLAGE BOARD".
- 5) Consider Resolution 2011-13, "RECOGNIZING JANICE DEWITT FOR HER SERVICE ON THE MOUNT HOREB VILLAGE BOARD".
- 6) Consider citizen appointments to committees/commissions.
- 7) Consider S 7th St Street Project:
 - a) Resolution 2011-15, PRELIMINARY RESOLUTION TO LEVY SPECIAL ASSESSMENTS".
 - b) Authorize Village Engineer to advertise for bids for S 7th Street Project
 - c) Set preliminary special assessment public hearing date
- 8) Give authority to Village Clerk to set date and time for Board of Review.

- 9) Village President's report.
- 10) **Village Attorney's report.**
- 11) Village Administrator's report.
- 12) Village Clerk/Treasurer's report.
- 13) Adjourn to closed session pursuant to Wis. Stats. §19.85(1)(c). The Village Board will be discussing negotiations of the WPPA labor contract.
- 14) Reconvene to open session for any action necessary as a result of closed session.
- 15) Viewing of League of Wisconsin Municipalities dvd "In the Scope of Your Authority: Preventing Public Officials' Liability".
- 16) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
MAY 4, 2011**

The Village Board met in regular session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 7:00 p.m. Present were Trustees Anderson, Grindle, Littel, Roberts, Rooney, and Steiner. Also present were Interim Village Administrator Gau, Deputy Clerk/Treasurer Danz, and Village Attorney Dregne. The Pledge of Allegiance was recited.

Public Comments: None

Consent Agenda: The consent agenda items were reviewed. Littel moved, Grindle seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were: Village Board April 6 and April 20, 2011 minutes; Resolution 2011-11, "CONDITIONAL USE PERMIT FOR A PORTION OF LOT 1 CSM 4565, 2110 BUS. 18-151E" for a car wash facility; Certified Survey Map for Lot 1 CSM 4565; Ordinance 2011-06, "AN ORDINANCE TO AMEND SECTION 17.60 OF THE CODE OF ORDINANCES RELATING TO SUCCESSOR CONDITIONAL USE PERMITS"; Certified Survey Map Deertrail Lots 8 and 9; Resolution 2011-14, "BUDGET AMENDMENT RESOLUTION".

Consider Resolution 2011-12, "RECOGNIZING DONALD STEINHAUER FOR HIS SERVICE ON THE MOUNT HOREB VILLAGE BOARD": Becker read the resolution recognizing Steinhauer for his service on the village board. Roberts moved, Anderson seconded to approve the resolution, carried by voice vote.

Consider Resolution 2011-13, "RECOGNIZING JANICE DEWITT FOR HER SERVICE ON THE MOUNT HOREB VILLAGE BOARD": Becker read the resolution recognizing DeWitt for her service on the village board. Rooney moved, Grindle seconded to approve the resolution, carried by voice vote. DeWitt was in attendance and was presented a copy of the signed resolution and her name plate.

Consider citizen appointments to committees/commissions:

Becker stated he is still working on committee members and does not have a completed list at this time. Becker is reinstating subcommittees and this will require a village ordinance change. A draft ordinance and committee list will be presented to the Committee of the Whole on May 11, and brought for final approval to the June 1 Village Board meeting.

Consider S 7th St Street Project:

Due to street projects coming in under budget, discussion concerned whether to do the S 7th Street project. The engineering is near completion, and if funds are available, the project will be completed this year.

a) Resolution 2011-15, PRELIMINARY RESOLUTION TO LEVY SPECIAL ASSESSMENTS". Grindle moved, Roberts seconded to approve the resolution, motion carried by voice vote.

b) Authorize Village Engineer to advertise for bids for S 7th Street Project. Grindle moved, Anderson seconded to authorize to advertise for bids, motion carried by voice vote.

c) Set preliminary special assessment public hearing date. Grindle moved, Rooney seconded to hold a public hearing during the next Village Board meeting on June 1, 2011, motion carried by voice vote. Notices will be mailed to the effected property owners prior to the public hearing.

Give authority to Village Clerk to set date and time for Board of Review

Rooney moved, Grindle seconded to give authority to Village Clerk to set date and time for Board of Review, motion carried by voice vote. Danz reported that the Open Book will be held on July 5, 2011 from 3pm – 5pm, and Board of Review will be held on July 21, 2011 from 3pm – 5pm. Becker reported the members of the board of review are himself, Cheryl Sutter, Steve Grindle, Tom Orshall and Jim Wendt.

Village President's Report: Becker reported that he is pleased with the response he is receiving from citizens when asking them about serving on commissions and committees.

Village Attorney's Report: None.

Village Administrator's Report: Gau stated a lot of work has been done by the selection committee to narrow down the candidates for the Village Administrator position. A revised timeline for the hiring of the administrator will be discussed at the next Committee of the Whole.

Village Clerk/Treasurer's Report: Danz gave a sort recap of the Supreme Court recount.

Executive Closed Session: There being no further business before the open meeting, Rooney moved, Anderson seconded to adjourn into executive closed session as allowed by WI Statute 19.85(1) (c) to discuss negotiation of the WPPA labor contract, carried by roll call vote. Aye: Anderson, Becker, Grindle, Littel,

Roberts, Rooney, Steiner. Nay: None. The meeting adjourned into Executive Session at 7:18 pm to discuss negotiations of the WPPA labor contract.

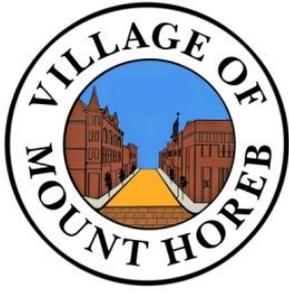
During closed session the board directed legal council on how to proceed with negotiations of the WPPA labor contract

Anderson moved, Grindle seconded to reconvene into open session at approximately 8:15pm, carried by voice vote.

Viewing of League of Wisconsin Municipalities DVD "In the Scope of Your Authority: Preventing Public Officials' Liability": The board moved to the conference room and viewed the DVD. No action was taken.

Adjournment: There being no further business before the Board, Roberts moved, Rooney seconded to adjourn the meeting at 8:41 p.m., carried by voice vote.

Minutes by Sarah R Danz, Deputy Clerk/Treasurer



Village of Mount Horeb

138 E Main St

Mount Horeb, WI 53572

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SPECIAL VILLAGE BOARD WEDNESDAY, MAY 11, 2011

The Village Board of the Village of Mount Horeb will meet in special session on the above date at 6:30pm (time approximate following conclusion of Committee of the Whole meeting) in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) Consider Plan Commission/Historical Preservation Commission appointments.
- 3) Adjourn.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT CHERYL SUTTER, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
MAY 11, 2011**

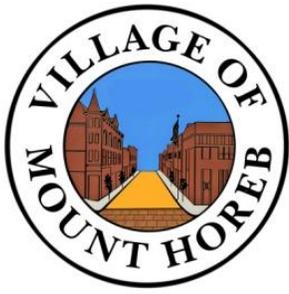
The Village Board met in special session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 7:27 p.m. Present were Trustees Anderson, Grindle, Littel, Rooney, and Steiner. Trustee Roberts was absent. Also present were Interim Village Administrator Gau and Clerk/Treasurer Sutter.

Plan Commission appointments: Becker moved, Anderson seconded to approve the following members: Village President David Becker, Village Trustee Mark Rooney and Citizen members Norb Scribner, George Sievers, Mike Mudrey, David Hoffman, and Jim Sauter, carried by voice vote.

Adjournment: There being no further business before the Board, Grindle moved, Littel seconded to adjourn the meeting at 7:29 p.m., carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



Village of Mount Horeb

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AMENDED

VILLAGE BOARD

WEDNESDAY, JUNE 1, 2011

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Pledge of Allegiance
Roll call
- 2) Public Comments
- 3) Consent Agenda:
 - A) Village Board May 4 and May 11, 2011 minutes
 - B) Committee of the Whole May 11, 2011 minutes
 - C) Resolution 2011-16, "CONDITIONAL USE PERMIT FOR A PORTION OF LOT 2 CSM 6385, 1848 BUS. 18-151E" for a drive-up facility
 - D) Ordinance 2011-07, "AN ORDINANCE AMENDING SECTION 1.10 OF THE VILLAGE CODE OF ORDINANCES RELATING TO THE VILLAGE ADMINISTRATOR"
 - E) Ordinance 2011-08, "AN ORDINANCE TO REPEAL SECTION 1.28, CREATE SECTION 1.19, AND AMEND SECTION 1.23 OF THE CODE OF ORDINANCES RELATING TO THE COMMITTEE OF THE WHOLE, VILLAGE COMMITTEES, AND THE BOARD OF REVIEW"
 - F) Resolution 2011-17, "ADOPTING THE COMPLIANCE MAINTENANCE ANNUAL REPORT"
 - G) American Cancer Society Relay For Life Street Use Permit and Public Amusements and Shows Application for July 22-23, 2011
 - H) Pay Request No. 1 from Rule Construction for S Second Street
- 4) Audience with Upper Sugar River Watershed Association Executive Director Megan Phillips.
- 5) PUBLIC HEARING: To consider Preliminary Special Assessment Report for S Seventh Street between Lincoln Street and Garfield Street.
- 6) Consider S Seventh Street Preliminary Special Assessment Report.

- 7) Consider change in fluoridation treatment.
- 8) Consider Street Use Permit Application from Mount Horeb Fire Dept for annual July 4 Kid's Bike Parade.
- 9) Consider citizen appointments to committees/commissions.
- 10) Consider consultant invoices.
- 11) Consider liquor license renewals.
- 12) Consider crossing guard status.
- 13) Consider Village Administrator hiring update:
 - a. Finalists
 - b. Background checks on final four applicants
- 14) Committee reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Mount Horeb Area Joint Fire Department
 - c. Library Board/School Liaison Report
 - d. Parks, Recreation, and Forestry Commission
 - e. Plan Commission
 - f. Utility Commission
 - g. Youth Activity and Resource Center Committee
 - h. Mount Horeb Sesquicentennial Committee
- 15) Village President's report.
- 16) **Village Attorney's report.**
- 17) Village Administrator's report.
- 18) Village Clerk/Treasurer's report.
- 19) Closed Session pursuant to Wis. Stats. Sec. 19.85(1)(e). The Village Board will be discussing WPPA contract negotiations.
- 20) Reconvene to open session. The Board may take action regarding any closed session items if necessary.
- 21) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
JUNE 1, 2011**

The Village Board met in regular session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 7:00 p.m. Present were Trustees Anderson, Grindle, Littel, Roberts, Rooney, and Steiner. Also present were Interim Village Administrator Gau, Clerk/Treasurer Sutter, and Village Attorney Dregne. The Pledge of Allegiance was recited.

Public Comments: Becker introduced the new policy on public comments for meetings. No public comments on non-agenda items were offered.

Consent Agenda: The consent agenda items were reviewed. Littel moved, Roberts seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were: Village Board minutes for May 4 and May 11, 2011; Committee of the Whole minutes for May 11, 2011; **RESOLUTION 2011-16 "CONDITIONAL USE PERMIT FOR A PORTION OF LOT 2 CSM 6385, 1848 BUS. 18-151E"** for a drive-up facility; **ORDINANCE 2011-07 "AN ORDINANCE AMENDING SECTION 1.10 OF THE VILLAGE CODE OF ORDINANCES RELATING TO THE VILLAGE ADMINISTRATOR"**; **ORDINANCE 2011-08 "AN ORDINANCE TO REPEAL SECTION 1.28, CREATE SECTION 1.19, AND AMEND SECTION 1.23 OF THE CODE OF ORDINANCES RELATING TO THE COMMITTEE OF THE WHOLE, VILLAGE COMMITTEES, AND THE BOARD OF REVIEW"**; **RESOLUTION 2011-17 "ADOPTING THE COMPLIANCE MAINTENANCE ANNUAL REPORT"**; American Cancer Society Relay for Life Street Use Permit and Public Amusements & Shows Application for July 22-23, 2011; and Pay Request No. 1 from Rule Construction for the S Second Street project.

Upper Sugar River Watershed Association: Executive Director Megan Phillips was present to review the activities of the association. She provided a list of municipalities, businesses, and individuals that have partnered with the association.

PUBLIC HEARING: The purpose of the public hearing was to consider the preliminary special assessments for the S Seventh Street project. The public hearing was called to order at 7:15pm. There were questions on the location of power lines, the requirement to install curb & gutter, and special assessment payment options. The public hearing was closed at 7:20pm.

S Seventh Street Special Assessments: The preliminary special assessment report was reviewed for the S Seventh Street project between Lincoln Street and Garfield Street. Littel moved, Anderson seconded to approve the special assessment report, carried by voice vote.

Fluoridation Treatment: Becker stated no action would be taken at this meeting except procedural actions. He reviewed the expected process. The subject was opened for comments. The following people spoke: Marcia Hartwig, Brenda Trudell, Shannon Hadoc, Tamara Graham, Jim Hadoc, Susan Michetti, Gary Witte, Millie MacKinnon, Heather Biederman, and Russ Christian.

Littel moved, Rooney seconded to refer to the Utility Commission for scheduling of a public hearing. First amendment to the motion: Anderson moved, Steiner seconded to hold a joint public hearing with the Village Board and Utility Commission and invite professionals for the discussion. Discussion included who would be invited to the hearing and procedures for the meeting. The amendment was called for a roll call vote. Aye: Anderson, Grindle, Steiner. Nay: Rooney, Roberts, Littel, Becker. The motion failed. Second amendment to motion: Grindle moved, Littel seconded to have the village board invited to the meeting and to post that there might be a quorum of the village board, approved by voice vote. Third amendment to motion: Rooney moved, Grindle seconded to have Utility Commission make a recommendation on the optimal level of fluoridation in water, approved by voice vote. The original motion, as amended, was then approved by voice vote. **Amended motion as approved: "To refer to the Utility Commission for scheduling of a public hearing, to have the village board invited to the meeting, to post that there might be a quorum of the village board, and to have the Utility Commission make a recommendation on the optimal level of fluoridation in the water".**

July 4 Kid's Bike Parade Street Use Permit: Gau reported there were no objections to the request. Littel moved, Roberts seconded to approve the street use permit as requested, carried by voice vote.

Citizen Appointments to Committees/Commissions: The list of appointments as recommended by Becker was reviewed. Roberts moved, Anderson seconded to approve the appointments as shown, carried by voice vote.

Consultant Invoices: The following consultant invoices were reviewed: MSA Professional Services Inc invoice dated 5/31/2011 and Stafford Rosenbaum statement dated 5/24/2011. Littel moved, Grindle seconded to approve the invoices, carried by voice vote.

Liquor License Renewals: The renewal liquor license list and the changes noted on a memo from Cheryl Sutter dated May 19, 2011 were reviewed. Sutter reported that no action can be taken on requiring a minimum number of operator licenses. The only option is enforcement of state law. Littel moved, Grindle seconded to approve the renewals, carried by voice vote.

Crossing Guard Status: Peter Strube, a member of the school board, appeared to discuss concerns on various street crossings. He requested the village review the situation. Anderson moved, Roberts seconded to refer to the Public Safety Committee, carried by voice vote.

Village Administrator Hiring Update: Becker thanked the Search and Screening Committee and Duane Gau for the time spent reviewing the applications. The following candidates will be interviewed on June 11, 2011: Mark Baker from Holstein, IA; Susan Harper from Cohasset, Minnesota; David Ross from Wellman, IA; and Matthew Schuenke from Shorewood, WI. Gau reported that a thorough background check was conducted on the candidates when the previous administrator was hired, at cost of approximately \$3,000. Roberts moved, Anderson seconded to approve the four candidates as listed. Rooney moved, Roberts seconded to amend the motion to include that the fifth and sixth candidates be included in the event one of the first four candidates are removed, carried by voice vote. The amended motion was approved by voice vote. Anderson moved, Roberts seconded to approve the background check on the primary candidate only, carried by voice vote.

Committee reports: The following committee reports were heard: Mount Horeb Chamber of Commerce; Mount Horeb Area Joint Fire Department; Library Board/School Liaison Report; Parks, Recreation, & Forestry Commission; Plan Commission; Utility Commission; Youth Activity & Resource Center Committee; and Mount Horeb Sesquicentennial Committee

During the discussion on the School Liaison report the following motion was made: Anderson moved, Rooney seconded to refer communication issue and crossing guard issue to the Public Safety Committee, carried by voice vote.

Anderson moved, Rooney seconded to accept committee reports, carried by voice vote. There was discussion on whether approval was necessary. Anderson moved Rooney seconded to rescind prior motion, carried by voice vote.

Village President's Report: Becker reported on the upcoming Summer Frolic. The Frolic Committee has contributed over \$1 million to village parks. He also noted that school will be done soon and residents should watch out for kids. He thanked all the committee members for serving village. He also thanked Duane Gau for his assistance in the administrator hiring process.

Village Attorney's Report: None.

Village Administrator's Report: Gau reported that he enjoyed his participation in the hiring process. He noted that the new administrator will have good community, board, and department staff to work with when he/she gets started in the new job. Gau also reported that he had received many development inquiries, which is a good indication for the village.

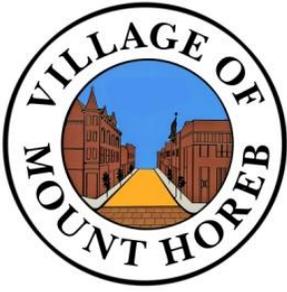
Village Clerk/Treasurer's Report: Sutter noted that summer hours started this week. The village office will be closed at noon on Fridays. The office opens at 7:15am to make up for the shorter day on Friday.

Executive Closed Session: There being no further business before the open meeting, Grindle moved, Littel seconded to adjourn into executive closed session as allowed by WI Statute 19.85(1)(e), carried by roll call vote. Aye: Steiner, Rooney, Roberts, Anderson, Grindle, Littel, and Becker. Nay: None. The meeting adjourned into Executive Session at 9:10 p.m. Discussion concerned the WPPA contract negotiations. Rooney moved, Roberts seconded to reconvene into open session at 9:31 pm, carried by voice vote.

WPPA contract: Becker stated the Board had met with Drew Cochrane on the status of the WPPA contract negotiations.

Adjournment: There being no further business before the Board, Rooney moved, Roberts seconded to adjourn the meeting at 9:32 p.m., carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



Village of Mount Horeb

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AMENDED

SPECIAL VILLAGE BOARD
SATURDAY, JUNE 11, 2011

The Village Board of the Village of Mount Horeb will meet in special session on the above date at 8:00am in the Conference Room of the Municipal Building, 138 E Main Street, and again at approximately 1:30pm at the Mount Horeb Electric and Water Facility, 301 Blue Mounds Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) The Village Board will adjourn to closed session pursuant to Wis. Stats. Sec 19.85(1)(c). The Village Board will be interviewing Village Administrator candidates.
- 3) The Village Board will adjourn for lunch at approximately 12 noon and reconvene in closed session at approximately 1:15pm to continue Village Administrator interviews.
- 4) Adjourn to the Mount Horeb Electric and Water Facility, 301 Blue Mounds Street at approximately 1:30pm.
- 5) Reconvene in closed session to consider Village Administrator candidates.
- 6) Adjourn to open session for any action regarding closed session.
- 7) Consider MSA Interim Administrator change.
- 8) Set dates for a joint Village – School Board meeting.
- 9) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
JUNE 11, 2011**

The Village Board met in special session in the conference room of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 8:04am. Present were Trustees Anderson, Grindle, Littel, Rooney, and Steiner. Trustee Roberts was absent. Also present were Interim Village Administrator Gau, Assistant Administrator Hagen, and Clerk/Treasurer Sutter.

Executive Closed Session: There being no further business before the open meeting, Rooney moved, Anderson seconded to adjourn into executive closed session as allowed by WI Statute 19.85(1)(c), carried by roll call vote. Aye: Grindle, Littel, Steiner, Becker, Anderson, and Rooney. Nay: None. The meeting adjourned into Executive Session at 8:05am.

The Board met with the candidates for the Village Administrator position. The candidates were also given a tour of the village.

The Board adjourned for lunch at approximately 12:00pm and reconvened at approximately 1:15pm at the Mount Horeb Electric and Water Facility at 301 Blue Mounds Street. The Board members and Department Heads had an opportunity to meet and talk with the candidates.

Rooney moved, Grindle seconded to reconvene into open session at 3:10pm, carried by voice vote.

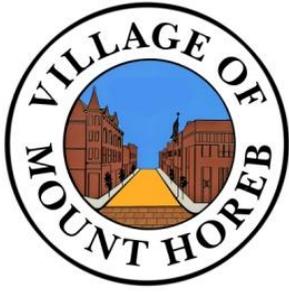
Becker noted that no decision will be made at this time for the Village Administrator position.

MSA Interim Administrator Change: Gau reviewed the reasons that he was unable to continue with the interim administrator on a regular basis. He explained that MSA had hired David Berner to continue as the Interim Administrator for the village. Gau would still be available but Berner would take over the duties. Rooney moved, Grindle carried to approve the change to David Berner as the interim administrator, carried by voice vote.

Joint Village/School Board Meeting Dates: Becker explained that Wayne Anderson had requested dates the Board members would be available to meet with the school board. Becker requested the Board members to review their schedule and offer dates that would work.

Adjournment: There being no further business before the Board, Grindle moved, Steiner seconded to adjourn the meeting at 3:33 p.m., carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



Village of Mount Horeb

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SPECIAL VILLAGE BOARD WEDNESDAY, JUNE 15, 2011

The Village Board of the Village of Mount Horeb will meet in special session on the above date at 5:00pm in the Conference Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) The Village Board will adjourn to closed session pursuant to Wis. Stats. Sec 19.85(1)(c). The Village Board will be interviewing a Village Administrator candidate, and considering finalists.
- 3) Adjourn to open session for any action regarding closed session.
- 4) Adjourn.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT CHERYL SUTTER, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
JUNE 15, 2011**

The Village Board met in special session in the conference room of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 5:04pm. Present were Trustees Anderson, Grindle, Littel, Rooney, Roberts, and Steiner. Also present were Interim Village Administrator Gau and Clerk/Treasurer Sutter.

Executive Closed Session: There being no further business before the open meeting, Rooney moved, Grindle seconded to adjourn into executive closed session as allowed by WI Statute 19.85(1)(c), carried by roll call vote. Aye: Rooney, Roberts, Littel, Steiner, Grindle, Becker, and Anderson. Nay: None. The meeting adjourned into Executive Session at 5:05pm.

The Board considered the finalists for the Village Administrator position. A decision was made on the primary candidate, starting salary and benefits that would be offered (see closed session minutes). Trustee Littel left the meeting at 6:35pm.

Rooney moved, Roberts seconded to reconvene into open session at 6:40pm, carried by voice vote. No additional information was provided at this time.

Adjournment: There being no further business before the Board, Grindle moved, Rooney seconded to adjourn the meeting at 6:41pm., carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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SPECIAL VILLAGE BOARD TUESDAY, JUNE 28, 2011

The Village Board of the Village of Mount Horeb will meet in special session on the above date at **8:00pm** in the Conference Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) The Village Board will adjourn to closed session pursuant to Wis. Stats. Sec 19.85(1)(c) and (e). The Village Board will be considering a Village Administrator Employment Contract, and advice by legal counsel concerning WPPA union contract negotiations.
- 3) Adjourn to open session for any action regarding closed session.
- 4) Adjourn.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT CHERYL SUTTER, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
JUNE 28, 2011**

The Village Board met in special session in the conference room of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 8:00pm. Present were Trustees Anderson, Grindle, Littel, and Roberts. Trustees Rooney and Steiner were absent. Also present were Interim Village Administrator Berner and Clerk/Treasurer Sutter.

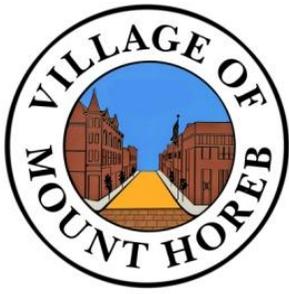
Executive Closed Session: There being no further business before the open meeting, Roberts moved, Grindle seconded to adjourn into executive closed session as allowed by WI Statute 19.85(1)(c) and (e), carried by roll call vote. Aye: Grindle, Roberts, Littel, Becker, and Anderson. Nay: None. The meeting adjourned into Executive Session at 8:01pm.

The Board discussed strategy for the WPPA contract negotiations. The Board also reviewed the final proposed contract with the primary candidate for the village administrator position.

Roberts moved, Anderson seconded to reconvene into open session at 9:05pm, carried by voice vote.

Adjournment: There being no further business before the Board, Grindle moved, Roberts seconded to adjourn the meeting at 9:06 p.m., carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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VILLAGE BOARD

WEDNESDAY, JULY 6, 2011

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Pledge of Allegiance
Roll call
- 2) Public Comments
- 3) Consent Agenda:
 - A) Village Board June 1 and June 11, 2011, June 15, and June 28 minutes
 - B) Resolution 2011-18, "CONDITIONAL USE PERMIT FOR LOT 2 CSM 10434 99 ORCHARD LANE" for in-home beauty parlor
 - C) Reappointment of John Kuse to Library Board
- 4) Mount Horeb Fire Department presentation.
- 5) Consider Resolution 2011-19 "NAMING OF THE DUANE R HOFSTETTER CONSERVATION PARK".
- 6) Consider Resolution 2011-20 "RELATING TO PUBLIC BROADCASTING ASSISTANT WAGES".
- 7) Consider Resolution 2011-21 "SUMMER FROLIC SUNRISE PARK SHELTER PROJECT FINAL PAY REQUEST AND BUDGET AMENDMENT RESOLUTION".
- 8) Consider Resolution 2011-22 "POLICE/RECREATION BUILDING REPAIR PROJECT BUDGET AMENDMENT RESOLUTION".
- 9) Consider Resolution 2011-23 "BUDGET AMENDMENT RESOLUTION" – Reserve Liquor License Fee and Economic Development Grant
- 10) Consider 2012 Budget guidelines.
- 11) Consider bid award for 7th Street project.

- 12) Consider 2011 Street Reconstruction Project:
 - a) Change Order No. 1
 - b) Pay Request No. 2
- 13) Consider 2012 MDA Freedom Ride.
- 14) Consider **Amendment to the Sutter's Prairie Ridge Subdivision Developers Agreement** – Final extension for pavement work.
- 15) Set date(s) for joint Village Board/School Board meeting.
- 16) Committee reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Mount Horeb Area Joint Fire Department
 - c. Library Board/School Liaison Report
 - d. Parks, Recreation, and Forestry Commission
 - e. Plan Commission
 - f. Public Works
 - g. Public Safety
 - h. Finance/Personnel
 - i. Utility Commission
 - j. Youth Activity and Resource Center Committee
 - k. Mount Horeb Sesquicentennial Committee
- 17) Village President's report.
- 18) **Village Attorney's report.**
- 19) Village Administrator's report.
- 20) Village Clerk/Treasurer's report.
- 21) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
July 6, 2011**

The Village Board met in regular session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 7:00 p.m. Present were Trustees Anderson, Grindle, Littel, Roberts, and Rooney. Also present were Interim Village Administrator Berner, Clerk/Treasurer Sutter, and Village Attorney Dregne. The Pledge of Allegiance was recited.

Public Comments: Bryan Brosamle, Chair of Cable TV Committee, spoke about the request to record all committee meetings. Jim Wendt also spoke about the request to televise the committee meetings.

Consent Agenda: The consent agenda items were reviewed. Anderson questioned some wording on the June 1 minutes. Grindle moved, Anderson seconded to approve all consent agenda items as listed, except the June 1 minutes, carried by voice vote. The consent agenda items were: Village Board June 11, June 15, and June 28 minutes, including the closed session minutes; **Resolution 2011-18, "CONDITIONAL USE PERMIT FOR LOT 2 CSM 10434 99 ORCHARD LANE"** for in-home beauty parlor; and reappointment of John Kuse to Library Board. Some wording changes were made to the June 1, 2011 minutes. Rooney moved, Roberts seconded to approve the June 1 minutes with the corrections, carried by voice vote.

Mount Horeb Fire Department Presentation: Charlie Steinhauer and David Hoffman thanked the community for their fundraising support for the new ambulance. They also thanked Matt Dregne and his firm, Stafford Rosenbaum for the generous contribution to the fund. Dregne was presented with a replica FDMH ambulance.

Resolution 2011-19 "NAMING OF THE DUANE R HOFSTETTER CONSERVATION PARK": The Parks, Recreation & Forestry Committee recommended the conservation park on Glen View Road be named after long time village resident Duane Hofstetter. Parks & Forestry Director Jeff Gorman reviewed Hofstetter's history with the village. He was on the Parks, Recreation & Forestry Committee for 31 years, as well as being on the village board for 28 years, and several other committees. Gorman read the resolution naming the park. Roberts moved, Littel seconded to approve Resolution 2011-19, carried by voice vote.

Resolution 2011-20 "RELATING TO PUBLIC BROADCASTING ASSISTANT WAGES": The Board reviewed the Cable TV Committee

recommendation to establish a wage range for this position. Grindle reported the Finance/Personnel Committee recommended approval. Grindle moved, Littel seconded to approve Resolution 2011-20, carried by voice vote.

Resolution 2011-21 "SUMMER FROLIC SUNRISE PARK SHELTER PROJECT FINAL PAY REQUEST AND BUDGET AMENDMENT RESOLUTION": Littel reviewed the background of the project. The main reason for the shortfall was rock removal costs. Littel reviewed the Parks, Recreation & Forestry Commission recommendations. He also reported the Finance/Personnel Committee had recommended approval of the final pay request and the budget amendment. Littel moved, Anderson seconded to approve Resolution 2011-21, carried by voice vote.

Resolution 2011-22 "POLICE/RECREATION BUILDING REPAIR PROJECT BUDGET AMENDMENT RESOLUTION": Roberts reviewed the background of the project. She reported the Public Works Committee had recommended approval of the project. The Finance/Personnel Committee also recommended approval of the project and the budget amendment. Anderson moved, Grindle seconded to approve Resolution 2011-22, carried by voice vote.

Resolution 2011-23 "BUDGET AMENDMENT RESOLUTION" – Reserve Liquor License Fee and Economic Development Grant: Sutter reviewed the staff report with the Board. She also reported the Finance/Personnel Committee had recommended approval. Rooney moved, Grindle seconded to approve Resolution 2011-23, carried by voice vote.

2012 Budget Guidelines: Becker introduced Interim Administrator David Berner. He reviewed Berner's background. Berner then explained his recommended budget guidelines and the anticipated budget process. He also reviewed the timeline and meeting schedule. Littel moved, Rooney seconded to approve the guidelines, carried by voice vote. There was also discussion on the decrease in state funding.

Bid Award for 7th Street Project: Roberts reviewed the project background. Public Works Committee recommended approval to go forward with the project and accept the low bid from Rule Construction. The project is part of the 2011 street improvement budget. Grindle moved, Littel seconded to approve the bid from Rule Construction for \$92,157.50, carried by voice vote.

2011 Street Reconstruction Project: The Board reviewed the change order and pay request for the S Second Street/S Grove Street project. Littel moved, Rooney seconded to approve Change Order No. 1 and Pay Request No. 2, carried by voice vote. Discussion on whether the Perimeter Road repair on the change order was due to faulty workmanship. That will be reviewed by staff.

2012 MDA Freedom Ride: The request to close Main Street in 2012 for the MDA Freedom Ride was reviewed. Becker noted that it falls on the same weekend as the Art Fair. Roberts stated the Chamber may be interested in combining the events. This was referred to the Chamber for recommendation.

Amendment to the Sutter's Prairie Ridge Subdivision Developers Agreement – Final extension for pavement work: Berner reviewed the staff report on the issue. The recommendation was for an extension of 30 days to complete the final pavement work. Dregne recommended setting a specific date. Jim Sutter questioned whether a signed contract within 30 days was sufficient. It was decided not to create an amendment to the agreement. The Board will postpone drawing on the letter of credit until the next village board meeting. The Board will review the status at that time and decide whether any action was necessary. Grindle moved, Anderson seconded to place on the village board agenda for August 3 to review for a signed contract, and if there is no contract the Board may take further action, carried by voice vote.

Joint Village Board/School Board meeting: The Board reviewed possible dates for a joint meeting with the school board. A tentative date of August 25, 2011 was chosen. The Administrator was directed to work with the School Administrator to finalize the date & time and put together a meeting agenda.

Committee Reports: The Committee reports were heard with none requiring village board action.

Village President's Report: Becker suggested the request to designate Heritage Park as an official park be placed on the Plan Commission agenda. He also gave an update on the administrator hiring process. The request from the Cable TV Committee will also be placed on the next village board agenda.

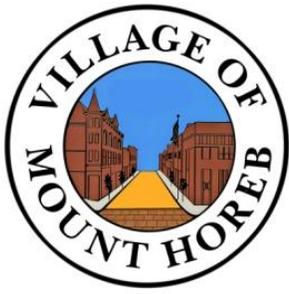
Village Attorney's Report: None.

Village Administrator's Report: Berner thanked the Board for opportunity to serve village. He reviewed some of his guidelines, procedures, and work hours. Becker read an email from a new resident that was pleased with the response of utility and village staff for tree removal on his property.

Village Clerk/Treasurer's Report: Sutter reported that staff had been very busy. She will be preparing for the 2012 budget.

Adjournment: There being no further business before the Board, Grindle moved, Rooney seconded to adjourn the meeting at 8:36pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



Village of Mount Horeb

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VILLAGE BOARD

WEDNESDAY, AUGUST 3, 2011

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Pledge of Allegiance
Roll call
- 2) Public Comments – non agenda items
- 3) Consent Agenda:
 - A) Village Board July 6, 2011 minutes
 - B) Vacate easement/quit claim deed on lots 155 & 159 and new easement over the sewer that is required to remain in service on Lot 159– North Cape Commons/DeWitt
 - C) Award Contract – Chip Sealing
 - D) Denial of insurance claim
 - E) Consider change of trustee payments from annual to monthly.
- 4) Consider 2012 MDA Freedom Ride invitation for a host city (deferred from July 6 for recommendation from Chamber of Commerce).
- 5) Consider **Sutter's Prairie Ridge Subdivision** Developers Agreement extension for final pavement work (deferred from July 6).
- 6) Consider revision to Employee Personnel Records Policy.
- 7) Consider revision to Village Consultant Policy.
- 8) Consider Property Maintenance ordinance.
- 9) Consider policy for televising/recording of Committee meetings.
- 10) Consider extension request for Conditional Use Permit for 1209 Bus. 18-151E for a carwash facility.

- 11) Consider Ordinance 2011-10, "AN ORDINANCE TO AMEND SECTION 1.23 OF THE CODE OF ORDINANCES RELATING TO THE BOARD OF REVIEW".
- 12) Consider appointments of Board of Review alternates Michael Caruso and John Zimmel.
- 13) Consider Resolution 2011-24, "PUBLIC BROADCASTING BUDGET AMENDMENT RESOLUTION".
- 14) Consider Resolution 2011-25, "SNOW REMOVAL BUDGET AMENDMENT RESOLUTION".
- 15) Consider Resolution 2011-27, "TO ADOPT MUNICIPAL WARD PLAN".
- 16) Committee reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Mount Horeb Area Joint Fire Department
 - c. Library Board/School Liaison Report
 - d. Parks, Recreation, and Forestry Commission
 - e. Plan Commission
 - f. Public Works
 - g. Public Safety
 - h. Finance/Personnel
 - i. Utility Commission
 - j. Youth Activity and Resource Center Committee
 - k. Mount Horeb Sesquicentennial Committee
- 17) Village President's report.
- 18) **Village Attorney's report.**
- 19) Village Administrator's report.
- 20) Village Clerk/Treasurer's report.
- 21) Closed Session pursuant to Wis. Stats. Sec. 19.85(1)(c) and (e) to discuss compensation for non-union employees, to discuss a FMLA request, and negotiation of a legal matter relating to a revolving loan fund application.
- 22) Reconvene to open session. The Committee may take action regarding any closed session items if necessary.
- 23) Adjourn.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT CHERYL SUTTER, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
AUGUST 3, 2011**

The Village Board met in regular session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 7:00 p.m. Present were Trustees Anderson, Grindle, Littel, Roberts, Rooney, and Steiner. Also present were Interim Village Administrator Berner, Clerk/Treasurer Sutter, and Village Attorney Dregne. The Pledge of Allegiance was recited.

Public Comments: Trustee Mary Anderson stepped down from the Board and spoke as a citizen. She questioned property maintenance ordinance item on the agenda and requested that the committee calendar be available online.

Lisa Duffy from the Youth Center updated the Board on the time capsule which will be buried on Wednesday, August 10 at 9:30am at the District #1 Schoolhouse.

Consent Agenda: The consent agenda items were reviewed. Littel moved, Rooney seconded to approve all consent agenda items as listed except Item E, carried by voice vote. The consent agenda items were: Village Board July 6, 2011 minutes; Vacate easement/quit claim deed on lots 155 & 159 and new easement over the sewer that is required to remain in service on Lot 159– North Cape Commons/DeWitt; Award Contract – Chip Sealing; and denial of an insurance claim for tree damage at 113 N Second Street.

Consider change of trustee payments from annual to monthly: Grindle reviewed the recommendation of the Finance/Personnel Committee to approve monthly payments. Roberts moved, Grindle seconded to approve monthly payments for Trustees utilizing direct deposits, carried by voice vote.

2012 MDA Freedom Ride invitation: Roberts reviewed the Chamber's interest in accepting the invitation. Roberts moved, Anderson seconded to send an acceptance to be a host city for the 2012 MDA ride, carried by voice vote.

Sutter's Prairie Ridge Subdivision Developers Agreement extension for final pavement work: Berner explained that no action is necessary since there is a contract for the work to be completed by the end of August.

Employee Personnel Records Policy: Berner reviewed the recommendation of the Finance/Personnel Committee to remove the Village Trustees access to personnel records. Grindle explained that the Finance/Personnel committee

recommended the Personnel Committee Chair be added to the list of people that are allowed access to personnel records. Rooney requested that department head be required to put their request in writing to view medical files. Littel moved, Roberts seconded to approve the revised policy with the language added for the written request (no vote taken). Littel moved, Roberts seconded to table for village attorney revision, carried by voice vote.

Village Consultant Policy: Berner reviewed the staff report and recommended referral to the Finance/Personnel Committee. Rooney moved, Littel seconded to refer to the Finance/Personnel Committee for recommendation. Anderson questioned whether the Trustees should be allowed to contact consultants directly. Littel moved, Rooney seconded to call the question, carried by voice vote. Nay: Anderson. The motion to refer was then approved by voice vote.

Property Maintenance Ordinance: Berner reviewed his staff report on the proposed ordinance from 2009 that had not been approved at this time. Plan Commission requested referral by the Village Board. Rooney moved, Grindle seconded to refer to the Plan Commission for review, carried by voice vote.

Policy for Televising/Recording of Committee Meetings: Communications Coordinator Diane Stojanovich reviewed the request to televise all committee meetings. Cable TV Committee members Stephen Sopcak, Cyril Rach, and Jim Wendt also spoke on the request. A letter from the Cable TV Committee Chair Bryan Brosamle was also read. Becker reviewed the minutes from the July Cable Committee meeting which stated ways to televise in the conference room. The Chairs of all committees were given an opportunity to speak to the issue. Roberts moved, Steiner seconded to proceed with taping of committee meetings in the conference room, carried by voice vote.

Extension Request for Conditional Use Permit - 1209 Bus 18-151E for carwash facility: Scott McKernan reviewed his request for an extension through the end of the year. Roberts moved, Rooney seconded to approve the request, carried by voice vote. Nay: Anderson.

Ordinance 2011-10, "AN ORDINANCE TO AMEND SECTION 1.23 OF THE CODE OF ORDINANCES RELATING TO THE BOARD OF REVIEW": Dregne reviewed the reason for the amendment to add up to three alternates and specify the Deputy Clerk/Treasurer as a replacement for the Clerk/Treasurer. Rooney moved, Grindle seconded to adopt **Ordinance 2011-10, "AN ORDINANCE TO AMEND SECTION 1.23 OF THE CODE OF ORDINANCES RELATING TO THE BOARD OF REVIEW"**, carried by voice vote.

Appointments of Board of Review alternates Michael Caruso and John Zimmer: Littel moved, Roberts seconded to approve the appointments, carried by voice vote.

Resolution 2011-24, "PUBLIC BROADCASTING BUDGET AMENDMENT RESOLUTION": Grindle reviewed the Finance/Personnel Committee recommendation to approve the request for additional funds of \$3,184 for equipment purchases. Becker moved, Anderson seconded to approve the resolution, carried by voice vote.

Resolution 2011-25, "SNOW REMOVAL BUDGET AMENDMENT RESOLUTION": Grindle reviewed the Finance/Personnel Committee recommendation for approval of the budget amendment. The village received \$29,893 of state disaster funding for a major snow storm in February. Grindle moved, Rooney seconded to approve the resolution, carried by voice vote.

Resolution 2011-27, "TO ADOPT MUNICIPAL WARD PLAN": Sutter reviewed the background of the project. The new ward plan is based on the 2010 census figures. There are now eight wards. There were six wards previously. Rooney moved, Grindle seconded to approve the resolution, carried by voice vote.

Committee Reports: The Committee reports were heard with none requiring village board action.

Village President's Report: Becker announced the new Village Administrator, David Ross would begin work on August 22. Becker thanked the Sesquicentennial Committee, Fire Department, and Chamber of Commerce for all the events held on the same weekend in July. He also thanked the Police Department, Public Works and Utility Department for their assistance with the events. Becker thanked the Relay for another successful year. He reported the Seventh Street project and chipped sealing have been started. Becker thanked Interim Administrator Berner and village staff for the assistance during the hiring process. He reported that there would be a special Village Board meeting next week, after the Plan Commission, to approve a CSM. He also reported on an electronics recycling event on Saturday, August 13 at Grundahl Park.

Village Attorney's Report: None.

Village Administrator's Report: Berner expressed appreciation to department heads and village staff. He reviewed the transition period to new administrator.

Village Clerk/Treasurer's Report: Sutter noted that she was preparing for the budget process.

Executive Closed Session: There being no further business before the open meeting, Littel moved, Steiner seconded to adjourn into executive closed session as allowed by Wis. Stats. Sec. 19.85(1)(c) and (e) to discuss compensation for non-union employees, to discuss an FMLA request, and negotiation of a legal matter relating to a revolving loan fund application, carried by roll call vote. Aye: Rooney, Grindle, Roberts, Littel, Steiner, Becker, Anderson. Nay: None. The meeting adjourned into Executive Session at 8:57pm.

The Board reviewed a request for additional payments for specific non-union employees. There was also a review and discussion of compensation of all non-union employees. No action was taken in closed session.

There was discussion of negotiation for a payment for legal fees involved with a revolving loan fund application. No action was taken in closed session.

A request from an employee for additional FMLA leave was reviewed. Becker moved, Rooney seconded to extend additional FMLA leave with continued benefits for up to four weeks, carried by voice vote.

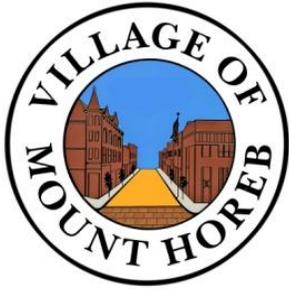
Littel moved, Roberts seconded to reconvene into open session at 9:41 pm, carried by voice vote.

Rooney moved, Anderson seconded to accept Mark **Johnson's offer to pay \$300** in full payment of legal fees for his revolving loan fund application, carried by voice vote.

Grindle moved, Rooney seconded to approve **RESOLUTION 2011-26 "NON-UNION WAGE ADJUSTMENTS BUDGET AMENDMENT RESOLUTION"**, carried by voice vote.

Adjournment: There being no further business before the Board, Roberts moved, Rooney seconded to adjourn the meeting at 9:43pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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SPECIAL VILLAGE BOARD THURSDAY, AUGUST 11, 2011

The Village Board of the Village of Mount Horeb will meet in special session on the above date at 8:30pm (time approximate following conclusion of Plan Commission/Historic Preservation Commission meeting) in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) Consider extraterritorial jurisdiction CSM request for Randy Docken in Town of Blue Mounds.
- 3) Consider extraterritorial jurisdiction CSM request for Jeff Peterson in Town of Blue Mounds.
- 4) Consider Ordinance 2011-11, "AN ORDINANCE TO AMEND SECTION 18.11(2)(d) OF THE CODE OF ORDINANCES RELATING TO JURISDICTION IN UNINCORPORATED AREAS".
- 5) Adjourn

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**VILLAGE OF MOUNT HOREB
SPECIAL VILLAGE BOARD MEETING MINUTES
AUGUST 11, 2011**

The Village Board met in special session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 8:40 p.m. and thanked the trustee's for agreeing to attend this special meeting. Present were Trustees Anderson, Littel, Roberts, and Rooney. Absent were Trustees Grindle and Steiner. Also present were Interim Village Administrator Berner.

Consider extraterritorial jurisdiction CSM request from Randy Docken in Town of Blue Mounds: Interim Administrator Berner reported Randy Docken had requested approval of a Certified Survey Map (SCM) for 7.9 acres within the Village's Extraterritorial Jurisdiction (ETJ). The proposal is to create one new lot which will contain the farmstead including the dwelling unit, and a collection of agricultural outbuildings. The proposed CSM has been favorably reviewed by Dane County and the Town of Blue Mounds. The proposal presented in June however, conflicted with the Comprehensive Plan for future roadway extension and the Village subdivision code for extraterritorial jurisdiction which allows for a maximum size lot of 5 acres. Chair Becker and staff have worked cooperatively with Mr. Docken to allow approval for his proposed CSM and preserve the vision of the Village Comprehensive Plan to maintain access for potential future industrial and commercial development. The Plan Commission reviewed Mr. Docken's revised proposal and with changes made to the CSM dated August 8th, 2011. The Commission recommended approval of a variance from the 5.0 acre maximum; and second, recommended approval of the CSM with the changes agreed to by Mr. Docken, that provide a minimum 66 foot wide road frontage for the remaining acreage parcel to be located in such a way as to provide the potential for a flat extension of 66 foot wide public road right-of-way to the west, north of and adjacent to the farmstead lot's northern boundary; which is fully within the acreage parcel. Motion by Littel, second by Anderson to approve a variance from the 5.0 acre maximum required in the Village subdivision code. Carried by voice vote. Motion by Littel, second by Anderson to approve the CSM dated August 8th, 2011 as proposed by Randy Docken located in the Town of Blue Mounds. Carried by voice vote.

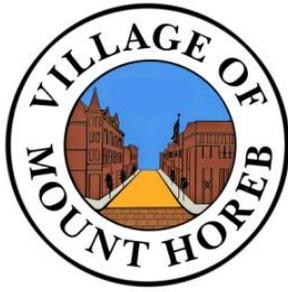
Consider extraterritorial jurisdiction CSM request from Jeff Peterson in Town of Blue Mounds: Jeff Peterson requested approval of a Certified Survey Map (CSM) of one 2.07 acre lot located on Cullens Way in the Town of Blue Mounds. Mr. Peterson desires to build a single family house on this lot. The larger boundary map that was included within the submittal to the

Administrator's Office depicts the entire ownership parcel and meets the intent of the Village Ordinance. Said CSM has been approved by Dane County and the Town of Blue Mounds. The parcel is at the far reaches of the 1.5 mile Extra Territorial Jurisdiction (ETJ) and does not fall within any planned area as shown in the Village Comprehensive Plan. The Plan Commission recommended approval. Motion by Rooney, second by Anderson to approve the CSM proposed by Jeff Peterson located in the Town of Blue Mounds. Carried by voice vote.

Consider Ordinance 2011-11, "An Ordinance to amend section 18.11(2)(d) of the Code of Ordinances relating to jurisdiction in unincorporated areas": With the Docken proposal, in dividing his farmstead lot, the CSM will be making the acreage parcel a vacant lot. Under the Town's land division policy for rounding densities to the nearest whole dwelling unit, the resulting acreage parcel would be buildable. However, the Village's Land Division Ordinance does not provide clear authority to use a rounding approach. If rounding is not allowed by the Village, the Docken CSM would need to include a deed restriction on the acreage parcel, prohibiting the approval and construction of a dwelling unit. Chair Becker, village staff and the Plan Commission recommend approval of the proposed rounding policy consistent with Dane County's approach because Mount Horeb's 1.5 ETJ areas include parts of four Townships. Mr. Docken has requested the Village use density rounding in regulating his land division because it would allow him to construct one more dwelling unit somewhere on the remainder of the acreage parcel. Town officials support this approach in general, noting that consistency between County, Town and Village density measurement would result in a clearer process for applicants. Town officials have also noted that such a policy by the Village would be a step in the direction of better intergovernmental relations. Motion by Rooney, second by Anderson to approve the proposed ordinance to amend section 18.11 (2)(d) as follows: **"The Village shall permit the rounding of the density calculation to the nearest whole number of new buildable parcels, provided that such rounding does not result in more new buildable parcels than permitted by either the Town or Dane County."** Carried by voice vote.

Adjournment: There being no further business before the Board, Roberts moved, Rooney seconded to adjourn the meeting at 8:50 pm, carried by voice vote.

Minutes by Dave Berner, Interim Administrator



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JOINT VILLAGE BOARD/MHASD BOARD OF EDUCATION AUGUST 25, 2011

The Village Board of the Village of Mount Horeb and the Mount Horeb Area School District Board of Education will meet on the above date at **7:00pm at the Mount Horeb Community Center, 107 N Grove Street**, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll Call
Meeting Notice Certification
- 2) Approval of Agenda
- 3) Introductions
- 4) Discuss traffic study for intersection of Garfield Street and Eighth Street
- 5) Discuss a protocol for the release of police reports to the Mount Horeb Area School District
- 6) Discussion of Recreation Department use of school facilities
- 7) Discussion of additional crossing guards
- 8) Discuss Village entrance sign on STH92
- 9) Discussion of electric rate charges for the Mount Horeb Area School District
- 10) Next meeting date and future agenda items.
- 11) Adjourn

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**Joint Village Board / MHASD Board of Education
August 25, 2011**

The joint meeting of the Village Board and Mount Horeb Board of Education was held on Thursday, August 25, 2011 at the Mount Horeb Community Center. School Board President Sue Brice called the meeting to order at 7pm. Present were Village Board members Becker, Grindle, Steiner, Littel, Roberts, Anderson, and Rooney. Also present were School Board members Sue Brice, Dan Ketterer, Keith Bakken, Mary Anderson, Peter Strube, and John Kuse. Village Administrator Dave Ross and School Superintendent Wayne Anderson were also at the meeting.

The agenda order was revised to accommodate speakers that needed to leave early. Following certification of the meeting, Strube moved, Bakken seconded to adopt the revised agenda, carried by voice vote.

Use of School Facilities: The Recreation department's use of the school facilities was discussed at length. The school district is concerned with the annual cost of utilities and other costs for these uses, which was estimated at \$15,000. The school district also uses the Community Center for the GED program. Both boards agreed that they do not want reduce the use of the recreation programs by increasing the fees too high. There was general consensus to have Wayne Anderson and Dave Ross work together to come up with a satisfactory solution.

Garfield Street/Eighth Street Intersection: Discussion concerned whether to do a traffic study of the intersection. Police Chief Velloff explained that it has been difficult to hire crossing guards to assist students at that intersection. The traffic backups can also cause problems. Traffic signals may make the situation worse. There was also discussion on whether a roundabout would help. Wayne Anderson suggested waiting until after the Primary Center project is completed to get a more accurate traffic pattern.

Crossing Guards: Chief Velloff stated it was difficult to hire and keep good crossing guards. It requires someone who is assertive. School Board members would like additional guards for the Primary Centre and Early Learning Center. Other possible improvements such as painted crosswalks and signs were also discussed. This was referred to the village Public Safety Committee for additional review.

Protocol for release of police reports to school district: Velloff explained that he is currently working on a written procedure that is consistent with state statutes that is similar to one used by Dane County.

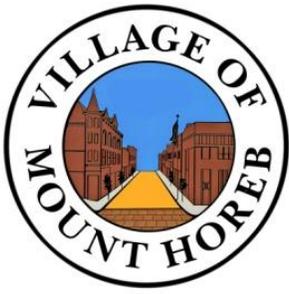
Entrance Sign: Keith Bakken suggested that an entrance sign could be put up on Highway 92 that reads "Welcome to Mount Horeb, Home of the Vikings". The cost would be shared by the village and school district. Bakken agreed to research the cost and bring it to the next joint meeting.

Electric Rate Charges: The School Board questioned whether the electric rates could be negotiated with the Electric Utility. Electric Utility Superintendent Dave Herfel explained the rates were set by the Public Service Commission and could not be negotiated. There was also discussion of the water and sewer rates. The school board was concerned about the 7% increase recently approved for the sewer rates.

Next meeting date: The next meeting date was set for Monday, January 30, 2011 at 7pm.

Adjournment: Roberts moved, Grindle seconded to adjourn at 9:17pm, carried by voice vote

Minutes by Cheryl Sutter (using notes from Audrey Roberts and approved minutes from the school district)



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AMENDED

VILLAGE BOARD

WEDNESDAY, SEPTEMBER 7, 2011

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Pledge of Allegiance
Roll call
- 2) Public Comments – non agenda items
- 3) Consent Agenda:
 - A) Village Board August 3, August 11, and August 25, 2011 minutes
 - B) Resolution 2011-28 "ANNUAL BANK AUTHORIZATION RESOLUTION"
 - C) Resolution 2011-29 "ACCEPTING SOUTH FIRST STREET IMPROVEMENTS"
 - D) Domestic partner benefit for dental insurance
 - E) Protocol for police report sharing with Mount Horeb Area School District
 - F) Gators Swim Team appointments: Mary Seidl, Liz Nelson, Kim Guenther, Sarah Best, Chris Hagelin, Barb Rozenboom, Kris Sutter-Parent, and Lisa Ladson
 - G) Youth Activity/Resource Center Comm appointment: Samantha Jo Charles
- 4) Consider Ordinance 2011-13, "AN ORDINANCE TO AMEND SECTION 13.12 F THE CODE OF ORDINANCES RELATING TO FLUORIDATION OF THE VILLAGE WATER SUPPLY".
- 5) Consider Ordinance 2011-09, "AN ORDINANCE TO AMEND 13.38 SEWER UTILITY RATES".
- 6) Consider Street Use Permit Application from Chamber of Commerce for 30th Annual Fall Heritage Festival October 1 and 2.
- 7) Chamber report on use of Village funding.
- 8) Consider Discipline and Grievance procedure policy.
- 9) Consider crosswalk at Spellman and Hamilton intersection.

- 10) Consider Ordinance 2011-15, "AN ORDINANCE TO AMEND CHAPTER 7 TRAFFIC CODE SECTIONS 7.04, 7.05, AND 7.07" for the following:
 - a. Stop sign on Hamilton St where it intersects with Spellman St and removal of Yield sign
 - b. No parking designation on south side of W Garfield St west of intersection with Blue Mounds St 275 feet
- 11) Consider Kwik Trip Inc request to amend the Village of Mount Horeb Comprehensive Plan and set public hearing for November 2.
- 12) Committee reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Mount Horeb Area Joint Fire Department
 - c. Library Board/School Liaison Report
 - d. Parks, Recreation, and Forestry Commission
 - e. Plan Commission
 - f. Public Works
 - g. Public Safety
 - h. Finance/Personnel
 - i. Utility Commission
 - j. Youth Activity and Resource Center Committee
 - k. Mount Horeb Sesquicentennial Committee
- 13) Village President's report.
- 14) **Village Attorney's report.**
- 15) Village Administrator's report.
- 16) Village Clerk/Treasurer's report.
- 17) Closed Session pursuant to Wis. Stats. Sec. 19.85(1)(e) and (g). The Village Board will be 1) deliberating the purchase of public property; 2) conferring with legal counsel with respect to litigation in which it is or is likely to become involved.
- 18) Reconvene to open session. The Committee may take action regarding any closed session items if necessary.
- 19) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
September 7, 2011**

The Village Board met in regular session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 7:00 p.m. Present were Trustees Anderson, Grindle, Littel, Roberts, Rooney, and Steiner. Also present were Village Administrator Ross, Clerk/Treasurer Sutter, and Village Attorney Dregne. The Pledge of Allegiance was recited.

Public Comments: Tamara Graham questioned the policy on public comment. Becker explained his policy of allowing comments for up to three minutes for non-agenda items.

Consent Agenda: The consent agenda items were reviewed. Becker moved, Littel seconded to remove item D (domestic partner benefit for dental insurance), carried by voice vote. Rooney moved, Grindle seconded to approve all consent agenda items as listed except item D, carried by voice vote. The consent agenda items were: Village Board minutes for August 3 and August 11, 2011; **RESOLUTION 2011-28 "ANNUAL BANK AUTHORIZATION RESOLUTION; RESOLUTION 2011-29 "ACCEPTING SOUTH FIRST STREET IMPROVEMENTS"**; Protocol for police report sharing with Mount Horeb Area School District; Gator Swim Team appointments (Mary Seidl, Liz Nelson, Kim Guenther, Sarah Best, Chris Hagelin, Barb Rozenboom, Kris Sutter-Parent, Lisa Ladson); Youth Activity/Resource Center Committee appointment (Samantha Jo Charles). The minutes from August 25, 2011 were not available.

Becker moved, Roberts seconded to table item D and to include in the future employee handbook, carried by voice vote.

Water Fluoridation: The Board reviewed the proposed ordinance to decrease the amount of fluoridation in the water. Village residents Susan Michetti and Tamara Graham spoke on the proposed ordinance. Littel updated the Board on the Utility Commission recommendation to reduce the level to 0.7 ppm. Littel moved, Roberts seconded to adopt **ORDINANCE 2011-13 "AN ORDINANCE TO AMEND SECTION 13.12 OF THE CODE OF ORDINANCES RELATING TO FLUORIDATION OF THE VILLAGE WATER SUPPLY"**. Discussion concerned whether to give residents the choice of using fluoride rather than putting it directly in the water and what information should be trusted. The motion carried by roll call vote. Aye: Steiner, Becker, Rooney, Anderson, Littel, Grindle, Roberts.

Sewer Utility Rates: The Board reviewed the proposed rate increases for the sewer utility. Littel moved, Steiner seconded to adopt **ORDINANCE 2011-09 "AN ORDINANCE TO AMEND 13.38 SEWER UTILITY RATES"**. Littel explained the Utility Commission recommendation to approve the rate increase. The motion carried by voice vote.

Chamber Fall Festival: The Board reviewed the request to close Main Street for the annual Fall Festival on October 1 & 2. Roberts moved, Rooney seconded to approve the request, carried by voice vote.

Chamber Funding: Dale Hatfield, President of the Chamber of Commerce reviewed the Chamber financial information. Steve Knuteson, Vice President of the Chamber of Commerce reviewed the marketing efforts.

Employee Discipline and Grievance Procedure Policy: The proposed policy was reviewed. Grindle reviewed the Finance/Personnel Committee recommendation for approval of the policy. Ross reviewed the requirement to have a policy adopted by October 1. Dregne reviewed one change to the proposed policy. The wording change is to Section 3 on the steps of grievance procedure concerning the burden of proof of the grievant. Rooney moved, Anderson seconded to approve the policy, with the wording change recommended by the village attorney, carried by voice vote.

Crosswalk at Spellman and Hamilton intersection: Rooney reviewed the recommendation of the Public Safety Committee to install a crosswalk to improve safety for the students crossing at the intersection. Grindle moved, Roberts seconded to approve the crosswalk at Spellman and Hamilton intersection, carried by voice vote.

Traffic Code Amendment: Rooney reviewed the recommendation of the Public Safety Committee. Grindle requested the ordinance be modified for no parking Monday to Friday from September 1 to June 1. Rooney moved, Roberts seconded to adopt **ORDINANCE 2011-15 "AN ORDINANCE TO AMEND CHAPTER 7 TRAFFIC CODE SECTIONS 7.04, 7.05, AND 7.07"** for the following: stop sign on Hamilton where it intersects with Spellman Street and removal of Yield sign; and No Parking designation on south side of W Garfield St west of intersection with Blue Mounds St 275 feet; as amended with the revised wording for the no parking area on W Blue Mounds Street from Monday to Friday from September 1 to June 1, carried by voice vote.

Comprehensive Plan Amendment: Ross reviewed the request from Kwik Trip to amend the comprehensive plan and the time schedule for the amendment. Rooney moved, Grindle seconded to set the public hearing for November 2, 2011, carried by voice vote.

Committee Reports: The Committee reports were heard with none requiring village board action.

Village President's Report: Becker welcomed Dave Ross as the newly hired village administrator. He also noted that the Seventh Street project was done; the North Cape Commons and Sutter Development pavement had been completed; and that school was in session and asked all drivers to watch for students coming or going to school. He also informed the audience the Fire District would be commemorating the 10th anniversary of the September 11 tragedy.

Village Attorney's Report: None.

Village Administrator's Report: Ross reported that he was enjoying the community and had been busy working on budget and other concerns.

Village Clerk/Treasurer's Report: Sutter reported that she had been working with Ross on the 2012 budget.

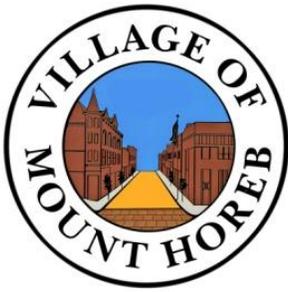
Executive Closed Session: There being no further business before the open meeting, Littel moved, Roberts seconded to adjourn into executive closed session as allowed by WI Statute 19.85 (1) (e) & (g), carried by roll call vote. Aye: Steiner, Rooney, Anderson, Roberts, Becker, Littel, Grindle. Nay: None. The meeting adjourned into Executive Session at 8:41pm.

The Board held discussion concerning the future potential purchase of public property. There was also discussion concerning threatened litigation from a former employee.

Rooney moved, Grindle seconded to reconvene into open session at 9:33 pm, carried by voice vote.

Adjournment: There being no further business before the Board, Grindle moved, Anderson seconded to adjourn the meeting at 9:34 pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



Village of Mount Horeb

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VILLAGE BOARD

WEDNESDAY, OCTOBER 5, 2011

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Pledge of Allegiance
Roll call
- 2) Public Comments – non agenda items
- 3) Consent Agenda:
 - A) Village Board August 25 and September 7, 2011 minutes
 - B) Approval of Five-Year Road Improvement Plan
 - C) S 7th Street Reconstruction Final Pay Request and Change Order #1
 - D) 2011 Street Reconstruction Final Pay Request and Change Order #2
 - E) Approval of Street Use Permit Application for 222 E Front Street on October 28, 2011 from 5-8 pm
 - F) Approval of Halloween Parade/Festival Committee Public Amusement and Shows application for Grundahl Park October 16, 2011 from 3-8 pm
- 4) Consider Resolution 2011-32 "TO REDUCE LETTER OF CREDIT FOR NORTH CAPE COMMONS".
- 5) Consider Ordinance 2011-12, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM R-2 TWO FAMILY RESIDENTIAL TO CB CENTRAL BUSINESS" for Evangelical Lutheran Church of Mount Horeb.
- 6) Consider policy for use of consultants.
- 7) Consider policy for personnel file access.
- 8) Consider suggested October 31 Trick or Treat hours.
- 9) Consider Resolution 2011-30 "ESTABLISHING PUBLIC PARTICIPATION PROCEDURES FOR COMPREHENSIVE PLAN AMENDMENT".

- 10) Consider Class A Liquor License Application from The GRD Group Inc for 6-Ten Food Mart at 512 Springdale Street.
- 11) Consider Resolution 2011-31, "BUDGET AMENDMENT RESOLUTION".
- 12) FY 12 Budget presentation and set public hearing.
- 13) Consider Employee Dental Benefit payments.
- 14) Consider FY 11 employee incentives.
- 15) Committee reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Mount Horeb Area Joint Fire Department
 - c. Library Board/School Liaison Report
 - d. Parks, Recreation, and Forestry Commission
 - e. Plan Commission
 - f. Public Works
 - g. Public Safety
 - h. Finance/Personnel
 - i. Utility Commission
 - j. Youth Activity and Resource Center Committee
 - k. Mount Horeb Sesquicentennial Committee – Final Report
- 16) Village President's report.
- 17) **Village Attorney's report.**
- 18) Village Administrator's report.
- 19) Village Clerk/Treasurer's report.
- 20) Closed Session pursuant to Wis. Stats. Sec. 19.85(1)(g). The Village Board will be conferring with legal counsel with respect to litigation in which it is or is likely to become involved.
- 21) Reconvene to open session. The Village Board may take action regarding any closed session items if necessary.
- 22) Adjourn.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT CHERYL SUTTER, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
OCTOBER 5, 2011**

The Village Board met in regular session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 7:00 p.m. Present were Trustees Anderson, Grindle, Littel, Roberts, and Steiner. Trustee Rooney arrived at 7:05pm. Also present were Village Administrator Ross, Clerk/Treasurer Sutter, and Village Attorney Dregne. The Pledge of Allegiance was recited.

Public Comments: none

Consent Agenda: The consent agenda items were reviewed. Littel moved, Roberts seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were: August 25 and September 7, 2011 minutes; Five-Year Road Improvement Plan; S 7th Street Reconstruction Final Pay Request and Change Order #1; 2011 Street Reconstruction Final Pay Request and Change Order #2; Street Use Permit for 222 E Front Street on October 28, 2011; and Halloween Parade/Festival Committee Public Amusement and Shows application for Grundahl Park on October 16, 2011 from 3-8pm.

RESOLUTION 2011-32 "TO REDUCE THE LETTER OF CREDIT FOR NORTH CAPE COMMONS": Ross reviewed the purpose of the change in the letter of credit. The reason for the reduced letter of credit was due to the final paving has been completed and this approval will start the one year guarantee. The village engineer recommended approval. Grindle moved, Roberts seconded to approve Resolution 2011-32, carried by voice vote.

ORDINANCE 2011-12 "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM R-2 TWO FAMILY RESIDENTIAL TO CB CENTRAL BUSINESS" for Evangelical Lutheran Church of Mount Horeb: The proposed ordinance was reviewed. The requested zoning change is for two parcels that are behind the church and adjacent to Front Street for use as a parking lot. The Plan Commission recommended approval. Village Engineer reviewed the proposal and saw no negative impact on neighboring properties. Rooney moved, Anderson seconded to adopt Ordinance 2011-12, carried by voice vote.

Policy for Use of Consultants: The proposed policy was reviewed. Grindle explained the Finance/Personnel Committee recommended the item be tabled

and included in the policy manual. Roberts moved, Grindle seconded to table for inclusion in a policy handbook, carried by voice vote.

Policy for Personnel File Access: The proposed policy was reviewed. Grindle explained the Finance/Personnel Committee recommended the item be tabled. Rooney moved, Roberts seconded to table and included in the policy manual, carried by voice vote.

Trick or Treat Hours: Becker reviewed the history of Halloween hours. Grindle moved, Anderson seconded to set the Trick or Treat hours for 5-7pm on October 31, carried by voice vote.

RESOLUTION 2011-30 "ESTABLISHING PUBLIC PARTICIPATION PROCEDURES FOR COMPREHENSIVE PLAN AMENDMENT": Ross reviewed the process of amending the comprehensive plan. The proposed resolution is the result of a request from Kwik Trip to build a new store and fueling station. Littel moved, Rooney seconded to approve Resolution 2011-30, carried by voice vote.

Class A Liquor License Application: The application from GRD Group Inc for a Class A Liquor license for Six and Ten Food Mart was reviewed. Sutter explained that they currently hold a Class A Beer license. Discussion concerned whether there were any limits on the licenses. The only limits are for Class B Liquor license. Roberts moved, Littel seconded to approve the license request, carried by voice vote. Abstain: Grindle.

RESOLUTION 2011-31 "BUDGET AMENDMENT RESOLUTION": Sutter reviewed the reason for the proposed budget amendments. The Finance/Personnel Committee recommended approval. Rooney moved, Steiner seconded to approve Resolution 2011-31, carried by voice vote.

2012 Budget Presentation: Ross reviewed the current proposal for the 2012 budget as recommended by the Finance/Personnel Committee. Grindle moved, Rooney seconded to approve the proposed budget as presented and set the public hearing for 7pm on November 16, carried by voice vote.

Employee Dental Health Benefits: Ross reviewed the proposed changes for the 2012 dental health benefits. The proposal is for employees to pay 12% of the dental premiums. Grindle moved, Anderson seconded to amend the current policy to change the village contribution for the dental insurance premium from 100% to 88% effective 1/1/2012, carried by voice vote.

2011 Employee Incentives: Grindle reviewed the Finance/Personnel Committee proposal to give a 2% bonus for nonunion employees. The AFSCME

Union contract calls for a 1% bonus for union employees. There is no agreement for the WPPA police union at this time. Roberts moved, Anderson seconded to approve a 2% bonus for nonunion employees in December 2011, carried by voice vote.

Committee Reports: The Committee reports were heard with none requiring village board action.

Village President's Report: Becker reported on Sesquicentennial Committee's final report and thanked them for their efforts. He also gave an update on the Revolving Loan Fund.

Village Attorney's Report: None.

Village Administrator's Report: Ross thanked the village staff for assistance with budget. He updated the Board on potential development in TIF #3. He also reported that he was going to contract for a hotel viability study using funds available in the 2011 budget.

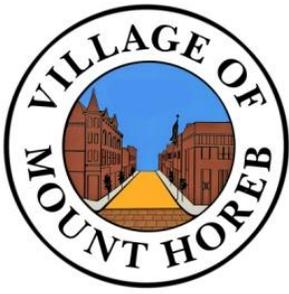
Village Clerk/Treasurer's Report: Sutter reported on the Mount Horeb Utilities Customer Appreciation day on October 6.

Executive Closed Session: There being no further business before the open meeting, Rooney moved, Grindle seconded to adjourn into executive closed session as allowed by WI Statute 19.85(1)(g) to discuss possible litigation, carried by roll call vote. Aye: Grindle, Becker, Littel, Roberts, Rooney, Steiner, Anderson. Nay: None. The meeting adjourned into Executive Session at 8:46pm. The Board met with legal counsel to discuss an issue that may involve litigation. Grindle moved, Rooney seconded to direct legal counsel to send a letter denying the request, carried by voice vote. Rooney moved, Grindle seconded to reconvene into open session at 8:58pm, carried by voice vote.

Becker reported that the Board had directed legal counsel to send a letter to a former employee denying a request.

Adjournment: There being no further business before the Board, Grindle moved, Roberts seconded to adjourn the meeting at 8:59 pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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AMENDED
VILLAGE BOARD
WEDNESDAY, NOVEMBER 2, 2011

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Pledge of Allegiance
Roll call
- 2) Public Comments – non agenda items
- 3) Consent Agenda:
 - A) Village Board October 5, 2011 minutes
 - B) Resolution 2011-36, "RESOLUTION REQUESTING EXEMPTION FROM COUNTY LIBRARY TAX"
- 4) PUBLIC HEARING: To consider a four-way stop intersection at Perimeter Road and Lincoln Street
- 5) Consider Ordinance 2011-17, "AN ORDINANCE TO AMEND CHAPTER 7 TRAFFIC CODE SECTIONS 7.05 AND 7.07".
- 6) PUBLIC HEARING: To consider Comprehensive Plan amendment to change designation of Assessors Plat Outlot 85, 106 N Eighth Street, from single family residential to business
- 7) Consider Ordinance 2011-18 "AN ORDINANCE TO ADOPT AMENDMENT TO THE COMPREHENSIVE PLAN OF THE VILLAGE OF MOUNT HOREB, WISCONSIN".
- 8) Consider Resolution 2011-34, "FOR A CONDITIONAL USE PERMIT FOR PART OF OUTLOT 120 409 S EIGHTH STREET" for a martial arts studio with outdoor classes.
- 9) Consider Ordinance 2011-14, "AN ORDINANCE TO AMEND CHAPTER 17 ZONING CODE SECTION 17.172 AND SECTION 17.174 OF THE CODE OF ORDINANCES" relating to commercial signage.
- 10) Consider Intergovernmental Agreement for DaneCom emergency radio system.

- 11) Consider combination Class "B" beer and Reserve "Class B" liquor license application for La Bellas Pizza and Pasta Restaurant, 407 W Main Street.
- 12) Committee reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Mount Horeb Area Joint Fire Department
 - c. Library Board/School Liaison Report
 - d. Parks, Recreation, and Forestry Commission
 - e. Plan Commission
 - f. Public Works
 - g. Public Safety
 - h. Finance/Personnel
 - i. Utility Commission
 - j. Youth Activity and Resource Center Committee
- 13) Village President's report.
- 14) **Village Attorney's report.**
- 15) Village Administrator's report.
- 16) Village Clerk/Treasurer's report.
- 17) Adjourn.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT CHERYL SUTTER, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
NOVEMBER 2, 2011**

The Village Board met in regular session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 7:00 p.m. Present were Trustees Anderson, Grindle, Littel, Roberts, Rooney, and Steiner. Also present were Assistant Village Administrator Hagen, Clerk/Treasurer Sutter, and Village Attorney Dregne. The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: The consent agenda items were reviewed. Rooney moved, Roberts seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were: Village Board October 5, 2011 minutes and **RESOLUTION 2011-36 "RESOLUTION REQUESTING EXEMPTION FROM COUNTY LIBRARY TAX"**.

Public Hearing-Traffic Code: The purpose of the public hearing was to consider a four-way stop intersection at Perimeter Road and Lincoln Street, and establish loading/unloading areas in alleys. The hearing was called to order at 7:03pm. After receiving no comments from the audience, the public hearing was closed at 7:04pm.

Traffic Code Ordinance: The proposed ordinance was reviewed. Littel moved, Grindle seconded to adopt **ORDINANCE 2011-17 "AN ORDINANCE TO AMEND CHAPTER 7 TRAFFIC CODE SECTIONS 7.05 AND 7.07"**. Discussion concerned the designated loading areas in alleys. Little moved, Grindle seconded to remove the second section of the ordinance for amendment to Section 7.07 concerning the alleys, carried by voice vote. The motion to approve Ordinance 2011-17 as amended then was put to a vote and carried by voice vote.

Public Hearing-Comprehensive Plan: The purpose of the public hearing was to consider a comprehensive plan amendment to change designation of Assessors Plat Outlot 85, 106 N Eighth Street, from single family residential to business. The hearing was called to order at 7:15pm. Jolita Gallagher and George Sievers made comments on the proposed amendment. Hearing no further comments, the public hearing was closed at 7:21pm.

Ordinance-Comprehensive Plan Amendment: The proposed ordinance to amend the comprehensive plan was reviewed. Littel moved, Becker seconded to adopt **ORDINANCE 2011-18 "AN ORDINANCE TO ADOPT AMENDMENT TO THE COMPREHENSIVE PLAN OF THE VILLAGE OF MOUNT HOREB, WISCONSIN"**. Discussion concerned the approval process for the Kwik Trip project. A public hearing on a revised proposal for the Kwik Trip project has been scheduled for the Plan Commission meeting on November 10. Dregne reviewed the process of amending the comprehensive plan. This amendment is just the first step in the overall process for the Kwik Trip project. The motion was then put to a vote and carried by voice vote.

Conditional Use Permit-409 S Eighth Street: The Board reviewed the application for a conditional use permit for a martial arts studio with outdoor classes. Plan Commission recommended approval after holding a public hearing on the issue. Roberts moved, Rooney seconded to approve **RESOLUTION 2011-34 "FOR A CONDITIONAL USE PERMIT FOR PART OF OUTLOT 120, 409 S EIGHTH STREET"** for a martial arts studio with outdoor classes, approved by voice vote.

Sign Ordinance Amendment: The Board reviewed the proposed amendment to the sign ordinance. Plan Commission recommended approval after holding a public hearing. Littel moved, Roberts seconded to adopt **ORDINANCE 2011-14 "AN ORDINANCE TO AMEND CHAPTER 17 ZONING CODE SECTION 17.172 AND SECTION 17.174 OF THE CODE OF ORDINANCES"** relating to commercial signage, carried by voice vote.

DaneCom Emergency Radio System: The intergovernmental agreement was not available due to some last minute changes. John DeJung, Dane County 911 Director was present to review the new emergency radio system and the intergovernmental agreement cost sharing plan. Discussion concerned what **actions would be taken if some municipalities won't approve the agreement.** Grindle moved, Rooney seconded to table further discussion until November 16, 2011, carried by voice vote.

Liquor License Application-407 W Main Street: The application for a Class "B" beer and Reserve "Class B" liquor license was reviewed. The license is for La Bellas Pizza and Pasta Restaurant which will be opening at 407 W Main Street. Sutter reviewed the quota requirements for the Reserve license. The village currently has four available Reserve licenses. Roberts moved, Anderson seconded to approve the **combination Class "B" beer and Reserve "Class B" liquor license for 407 W Main Street**, carried by voice vote.

Committee Reports: The Committee reports were heard with none requiring village board action.

Village President's Report: Becker read an email from John Brixy from Town of Blue Mounds on a proposed new Dane County vehicle registration fee. He reported that Halloween went well in the village without any incidents. Becker also used the fact that it was Thanksgiving month to thank the Village Board members, Chamber of Commerce, Sesquicentennial Committee, village staff, and Committee members for their service to the community.

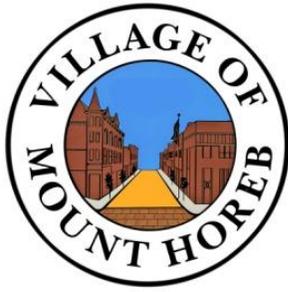
Village Attorney's Report: None.

Village Administrator's Report: Hagen reminded the Board of the budget hearing on November 16 at 7pm. She also reported that the Municipal building would be closing at noon on Friday November 4 and all that weekend for maintenance.

Village Clerk/Treasurer's Report: Sutter reported the staff are preparing for the property tax collection season and the upcoming 2012 elections. Additional election officials will be needed. Interested persons should contact the village office.

Adjournment: There being no further business before the Board, Grindle moved, Rooney seconded to adjourn the meeting at 8:35pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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SPECIAL VILLAGE BOARD

WEDNESDAY, NOVEMBER 16, 2011

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda follows:

- 1) Call to order – Roll call.
- 2) PUBLIC HEARING: To receive public input regarding the proposed 2012 budget.
- 3) Consider Resolution 2011-38, "A RESOLUTION ADOPTING THE 2012 BUDGET AND AUTHORIZING A LEVY AGAINST TAXABLE PROPERTY".
- 4) Consider Certified Survey Map application from National Construction and Miller & Sons for Lot 1 CSM 11540 in North Cape Commons.
- 5) Consider Resolution 2011-37, "PROMOTING CIVIL PUBLIC DISCOURSE".
- 6) Consider Ordinance 2011-19, "AN ORDINANCE TO AMEND SECTION 7.07 OF THE TRAFFIC CODE".
- 7) Adjourn.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT CHERYL SUTTER, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
SPECIAL VILLAGE BOARD MEETING MINUTES
NOVEMBER 16, 2011**

The Village Board met in special session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 7:00 p.m. Present were Trustees Anderson, Grindle, Littel, Roberts, Rooney, and Steiner. Also present were Village Administrator Ross and Clerk/Treasurer Sutter.

Public Hearing: The purpose of the public hearing was to receive input on the proposed 2012 budget. The hearing was opened at 7:02p. Lynn Forshaug spoke in support of the Outreach budget. She requested \$400 be restored to their budget expenditures. Ross reviewed the reasons behind the adjustment to the Outreach budget. Georgia Post also spoke in support of the Outreach program. There was also discussion on future debt needs. The hearing was closed at 7:29pm.

Budget Resolution: The proposed resolution was reviewed. Grindle moved, Roberts seconded to approve **RESOLUTION 2011-38 "A RESOLUTION ADOPTING THE 2012 BUDGET AND AUTHORIZING A LEVY AGAINST TAXABLE PROPERTY"**. There was discussion on the additional levy for TID#3. Rooney noted that village staff had seen reduction in their take home pay in order to keep the levy from increasing. The staff was thanked for their sacrifice. The motion to approve Resolution 2011-38 carried by voice vote.

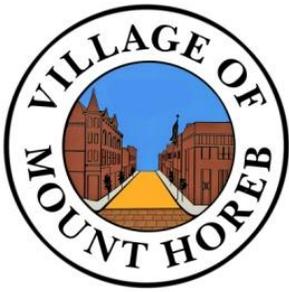
Miller & Sons CSM: The proposed CSM was reviewed. Plan Commission recommended conditional approval. Rooney moved, Grindle seconded to approve the CSM conditioned on **the Village Engineer's** comments, carried by voice vote.

Promoting Civil Discourse: Becker reviewed the background of the proposed resolution. He read a historical editorial news article. Rooney moved, Roberts seconded to approve **RESOLUTION 2011-37 "PROMOTING CIVIL PUBLIC DISCOURSE"**. Steiner questioned the purpose of the resolution. The motion carried by voice vote.

Traffic Code Ordinance: Ross reviewed the proposed ordinance concerning parking in alleyways. Public Safety Committee recommended approval. Rooney moved, Grindle seconded to adopt **ORDINANCE 2011-19 "AN ORDINANCE TO AMEND SECTION 7.07 OF THE TRAFFIC CODE"**, carried by voice vote.

Adjournment: There being no further business before the Board, Grindle moved, Roberts seconded to adjourn the meeting at 8pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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VILLAGE BOARD

WEDNESDAY, DECEMBER 7, 2011

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Pledge of Allegiance
Roll call
- 2) Public Comments – non agenda items
- 3) Consent Agenda:
 - A) Village Board November 2 and November 16, 2011 minutes
 - B) Consider disallowance of claim for swimming pool incident
 - C) Consider Resolution 2011-40, "ACCEPTING LAKE STREET IMPROVEMENTS"
 - D) Consider Public Amusement and Shows Application for Feb 3, 2012 bonfire as part of Scandihovian Winter Festival
 - E) Consider Resolution 2011-39, "APPROVE COMMITMENT AND ASSIGNMENT OF FUND BALANCES"
- 4) Consider Ordinance 2011-16, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM R-2 TWO FAMILY RESIDENTIAL AND PB PLANNED BUSINESS TO PD-1 PLANNED DEVELOPMENT" for properties at 106 N 8th Street and 525 Springdale Street, including approval of General Development Plan/Specific Implementation Plan.
- 5) Consider Certified Survey Map application from Kwik Trip Inc.
- 6) Consider DaneCom Intergovernmental Agreement (IGA) for countywide interoperable emergency radio communications system.
- 7) Consider appointment of election inspectors for 2012-2013.
- 8) Consider Resolution 2011-41, "DEDICATING THE DUANE R HOFSTETTER CONSERVATION PARK AS A SCHOOL FOREST".
- 9) Consider appointment of Jim Buechner to Community Development Authority.

- 10) Committee reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Mount Horeb Area Joint Fire Department
 - c. Library Board/School Liaison Report
 - d. Parks, Recreation, and Forestry Commission
 - e. Plan Commission
 - f. Public Works
 - g. Public Safety
 - h. Finance/Personnel
 - i. Utility Commission
 - j. Youth Activity and Resource Center Committee
- 11) Village President's report.
- 12) **Village Attorney's report.**
- 13) Village Administrator's report.
- 14) Village Clerk/Treasurer's report.
- 15) Adjourn to closed session pursuant to Wis. Stats Sec. 19.85(1)(e). The Village Board will be negotiating legal fees and WPPA union contract.
- 16) Reconvene to open session. The Board may take action regarding any closed session items if necessary.
- 17) Consider additional AFSCME union employee bonuses.
- 18) Adjourn.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT CHERYL SUTTER, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
DECEMBER 7, 2011**

The Village Board met in regular session in the boardroom of the Municipal Building, 138 E. Main Street, Mt. Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 7:00 p.m. Present were Trustees Anderson, Grindle, Littel, Roberts, Rooney, and Steiner. Also present were Village Administrator Ross, Clerk/Treasurer Sutter, and Village Attorney Dregne. The Pledge of Allegiance was recited.

Public Comments: George Sievers presented a check for \$600 from the Sons of Norway as a contribution towards maintenance of the Community Center. Patricia West requested the Board consider setting up a med drop site in the village.

Consent Agenda: The consent agenda items were reviewed. Roberts moved, Rooney seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were: Village Board November 2 and November 16, 2011 minutes; consider disallowance of claim for swimming pool incident; consider **RESOLUTION 2011-40 "ACCEPTING LAKE STREET IMPROVEMENTS"**; consider Public Amusement and Shows Application for Feb 3, 2012 bonfire as part of Scandihovian Winter Festival; and consider **RESOLUTION 2011-39 "APPROVE COMMITMENT AND ASSIGNMENT OF FUND BALANCES"**.

Zoning Amendment: The proposed zoning change for the Kwik Trip project was reviewed. Plan Commission had recommended approval of the amendment. Rooney moved, Roberts seconded to adopt **ORDINANCE 2011-16 "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM R-2 TWO FAMILY RESIDENTIAL AND PB PLANNED BUSINESS TO PD-1 PLANNED DEVELOPMENT"** for properties at 106 N 8th Street and 525 Springdale Street, including approval of the General Development Plan/Specific Implementation Plan. Discussion concerned the many changes that were made to address the neighborhood concerns. The motion was then approved by voice vote.

Certified Survey Map-Kwik Trip: The proposed CSM was reviewed. Grindle moved, Anderson seconded to approve the certified survey map, approved by voice vote.

DaneCom Intergovernmental Agreement (IGA): The proposed agreement for the countywide interoperable emergency radio communications system was

reviewed. Dregne noted that information that he had indicated that the required number of municipalities would not be approving this agreement. He suggested the village prepare on how to go forward if the project does not go forward. Rooney moved, Anderson seconded to approve, carried by voice vote. Nay: Steiner.

Election Inspectors: The proposed list of election inspectors was reviewed. Roberts moved, Grindle seconded to approve, carried by voice vote.

Park Dedication: The Board reviewed a proposal to dedicate the Hofstetter Conservation Park as a school forest. This would allow the schools to use it for educational purposes and opens up the possibility of receiving additional funding for improvements. Parks, Recreation & Forestry Committee had recommended approval. Roberts moved, Littel seconded to approve **RESOLUTION 2011-41 "DEDICATING THE DUANE R HOFSTETTER CONSERVATION PARK AS A SCHOOL FOREST"**, carried by voice vote.

Community Development Authority Appointment: Becker recommended Jim Buechner for the seat that expired on December 1, 2011. Roberts moved, Littel seconded to approve Jim Buechner for the open seat on the Community Development Authority, carried by voice vote.

Committee Reports: The Committee reports were heard with none requiring village board action.

Village President's Report: Becker recommended that everyone shop locally. He wished everyone a Happy Holiday. He thanked everyone for their support.

Village Attorney's Report: None.

Village Administrator's Report: Ross recommended that everyone check out the local cable channel since they had added more programming. He reviewed the Senior Center statistics for last month. He reported that Waste Management had collected 106 lbs of food for the Mount Horeb food pantry. He also report that there was proposed legislation to remove utility bills from property taxes. The village sent a letter of opposition.

Village Clerk/Treasurer's Report: Sutter reported the property tax information was given to Dane County today. The tax bills should be ready to be mailed by the end of next week.

Executive Closed Session: There being no further business before the open meeting, Grindle moved, Roberts seconded to adjourn into executive closed session as allowed by WI Statute 19.85(1)(e), carried by roll call vote. Aye:

Anderson, Rooney, Steiner, Grindle, Becker, Littel, and Roberts. Nay: None. The meeting adjourned into Executive Session at 8:09pm. The Board discussed the proposed WPPA contract for 2011-2013. There was also negotiation on legal fees with Village Attorney Matt Dregne.

Becker moved, Roberts seconded to reconvene into open session at 8:36pm, carried by voice vote.

Roberts moved, Grindle seconded to approve the WPPA contract, carried by voice vote.

Dregne reviewed the history of the fixed fee basis for attendance at the village board meetings. He also noted that the 2012 legal rates are not increasing. It was agreed that Dregne would review the weekly update from Administrator and review the Board agendas. He would only attend meetings as needed.

Additional AFSCME Union Employee Bonuses: The union contract did not include newly hired employees in the 1% yearend bonus. There were three employees hired during 2011. Discussion concerned whether to include the additional three employees in the bonuses. Rooney moved, Roberts seconded to approve the request to include the newly hired employees in the 1% bonus, carried by voice vote.

Adjournment: There being no further business before the Board, Grindle moved, Littel seconded to adjourn the meeting at 9:04pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer