

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 4, 2012

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) Introduction of Mount Horeb Police Department K-9 Ando.
- 3) Public Comments – non agenda items
- 4) Consent Agenda:
 - A) Village Board December 7, 2011 minutes
- 5) Consider 2011 special assessments for S 7th Street, S 2nd Street, and Grove Street and set public hearing.
- 6) Consider Village of Mount Horeb Employee Policy Handbook.
- 7) 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
- 8) Village President's report.
- 9) **Village Attorney's report.**
- 10) Village Administrator's report.
- 11) Village Clerk/Treasurer's report.
- 12) Adjourn.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
JANUARY 4, 2012**

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 and Clerk/Treasurer Sutter. The Pledge of Allegiance was recited.

Introduction to New K-9: Chief Veloff thanked the Village Board for support of the K-9 unit. He also thanked Officer Blaine Hall for his time and dedication. Hall introduced Ando, the new police K-9 and gave a demonstration of his abilities. Hall expressed his appreciation for the K-9 program. He also reviewed some of the achievements of the previous K-9, Bak.

Public Comments: Steve Books questioned why the library was not opened on Monday (Jan. 2). He also requested the Board to consider a natural barrier on the south side of the village along the 18-151 corridor.

Consent Agenda: The consent agenda item was reviewed. Roberts moved, Rooney seconded to approve the consent agenda item as listed, carried by voice vote. The consent agenda item was: December 7, 2011 minutes.

2011 Special Assessments: The Board set the public hearing on the special assessments for the 2011 Street projects: S 7th Street, S 2nd Street, and Grove Street. Rooney moved, Grindle seconded to set public hearing for February 1, 2012, carried by voice vote.

Employee Policy Handbook: Ross explained that the proposed handbook was in excess of 10 years in the making. The handbook was recommended for approval by the Finance/Personnel Committee. Two sections have been omitted for future discussion (Section 500-1 Benefit leave and Section 400-3 overtime were omitted). Grindle moved, Roberts seconded to approve the handbook as presented. There was discussion on including a workers comp policy. There was also considerable discussion on Section 600-5 personnel files access, whether to include the FP Committee access.

Rooney moved, Roberts seconded to amend the previous motion to change the wording in Section 600-5, page 2, paragraph 2, the second sentence to "However, the Finance/Personnel Committee and/or Village Board may obtain access to any personnel file by a majority vote of the Committee or Board". The

amendment carried by voice vote. The motion was then voted on as amended and carried by voice vote.

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

Village President's Report: Becker wished everyone a Happy New Year. He expressed his thanks to the Village Board and Committee members. He stated that he looked forward to the New Year.

Village Attorney's Report: None.

Village Administrator's Report: Ross reviewed the status of the ice rinks and employee handbook. He stated his thanks to the village staff.

Village Clerk/Treasurer's Report: Sutter reported the staff was busy with property tax collections, preparation for 2012 elections, year end, and audits.

Adjournment: There being no further business before the Board, Grindle moved, Rooney seconded to adjourn the meeting at 8:20pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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AMENDED

VILLAGE BOARD

WEDNESDAY, FEBRUARY 1, 2012

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 January 4, 2012 minutes
 - B) Resolution 2012-01, "CONDITIONAL USE PERMIT FOR AN ADDITION TO EVANGELICAL LUTHERAN CHURCH, 315 E MAIN STREET"
 - C) Certified Survey Map for Evangelical Lutheran Church, 315 E Main Street
- 4) PUBLIC HEARING: To consider 2011 special assessments for S 7th Street, S 2nd Street, and Grove Street
- 5) Consider Resolution 2012-02, "2011 ROADWAY, WATER, SIDEWALK, AND CURB AND GUTTER IMPROVEMENTS FINAL RESOLUTION LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITTED PROPERTY".
- 6) Consider liquor license application for Slocum LLC, Annette Slocum Agent, for The Grumpy Troll Brew Pub, 105 S Second Street.
- 7) Discussion regarding Village goal setting/strategic planning session, and set date for future meeting.
- 8) Consider date for special Village Board meeting.
- 9) Stewart Lake grant update from Trustee Mary Anderson.
- 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 Administrator's report.
- 13) Village Clerk/Treasurer's report.
- 14) 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
FEBRUARY 1, 2012**

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 and Clerk/Treasurer Sutter. The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: The consent agenda items were reviewed. Roberts moved, Anderson seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were: January 4, 2012 minutes; **Resolution 2012-01 "CONDITIONAL USE PERMIT FOR AN ADDITION TO EVANGELICAL LUTHERAN CHURCH, 315 E MAIN STREET"**; and Certified Survey Map for Evangelical Lutheran Church 315 E Main Street.

Public Hearing: The purpose of the public hearing was to consider the 2011 special assessments for S 7th Street, S 2nd Street, and Grove Street. The hearing was called to order at 7:01pm. Rob Wright did a brief review of the 2011 street projects. Dennis Murphy, representing his parents, questioned why the special assessment increased from the estimate. Wright gave an explanation of some of the changes. Hearing no further comments, the public hearing was closed at 7:05 pm.

Special Assessment Resolution: The Board reviewed the proposed special assessment resolution for the 2011 street projects. Grindle moved, Littel seconded to approve **Resolution 2012-02 "2011 ROADWAY, WATER, SIDEWALK, AND CURB AND GUTTER IMPROVEMENTS FINAL RESOLUTION LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITTED PROPERTY"**, carried by voice vote.

Liquor License Application: The application from Slocum LLC was for a transfer of the Class B Liquor & Beer license for the Grumpy Troll Brew Pub, 105 S Second Street. Annette Slocum was listed as the agent. Rooney moved, Roberts seconded to approve the application, carried by voice vote.

Village Strategic Planning Session: Ross explained that he would like to set up a goal setting/strategic plan meeting in the near future. It was decided to

hold the meeting after the spring election. A tentative weekday and time was agreed upon, with the final date to be determined.

Special Village Board Meeting: Ross explained that Carl Miller from Miller & Sons had approached the village to consider issuing Industrial Revenue Bonds for their building project. Information was being gathered and a special meeting would be required to review it with the Board. The meeting was set for 5pm on February 15th.

Stewart Lake Grant Update: Trustee Anderson reported that Dane County had recently approved building a new park shelter at Stewart Lake. The project will be funded with DNR matching funds and the county budget.

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

Village President's Report: Becker reminded everyone of the Scandihoovian festival on the coming weekend that included the Super Bowl Brunch.

Village Administrator's Report: Ross reported that the Utility Commission would be considering setting up credit card payments option for utility customers. He also reported that the library would soon have Kindles for loaning and had e-reader books available. Ross recently delivered the application for a USDA grant for the Revolving Loan Fund.

Village Clerk/Treasurer's Report: Sutter reminded everyone of the upcoming Spring Primary on February 21st.

Adjournment: There being no further business before the Board, Roberts moved, Rooney seconded to adjourn the meeting at 7:37pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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VILLAGE BOARD

WEDNESDAY, MARCH 7, 2012

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) Employee acknowledgement – Greg Burreson
- 4) Consent Agenda:
 - A) Village Board February 1, 2012 minutes
 - B) Resolution 2012-03 "CONDITIONAL USE PERMIT SJOLINDS CHOCOLATE HOUSE, 219 E MAIN STREET FOR OUTDOOR COMMERCIAL ENTERTAINMENT"
 - C) Approval of additional election officials
 - D) Street Use Permit – Summer Frolic Parade June 3, 2012 12noon-1:30pm
 - E) Street Use Permit – Chamber of Commerce Art Fair July 21, 2012 5:30am thru 6pm July 22, 2012
- 5) Presentation on 2012 Dane County Breakfast on the Farm.
- 6) Consider citizen claim for tax bill reimbursement.
- 7) Consider Walgreens claim of excessive assessment.
- 8) Consider 2012 street projects:
 - a) Resolution 2012-06, "PRELIMINARY RESOLUTION TO LEVY SPECIAL ASSESSMENTS"
 - b) Approve Village Engineer to advertise for bids for 2012 street project
- 9) Consider joint municipal court agreement with Town of Vermont.
- 10) Consider approval of Finance/Personnel Committee 2012 goals.

- 11) 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
- 12) Village President's report.
- 13) Village Administrator's report.
- 14) Village Clerk/Treasurer's report.
- 15) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
MARCH 7, 2012**

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 and Clerk/Treasurer Sutter. The Pledge of Allegiance was recited.

Public Comments: None.

Employee acknowledgement: Becker recognized Greg Burreson for 20 years of service as an employee of the village. He works in the Public Works Department.

Consent Agenda: The consent agenda items were reviewed. Roberts moved, Grindle seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were: Village Board February 1, 2012 minutes; **Resolution 2012-03 "CONDITIONAL USE PERMIT SJOLINDS CHOCOLATE HOUSE, 219 E MAIN STREET FOR OUTDOOR COMMERCIAL ENTERTAINMENT"**; Approval of additional election officials; Street Use Permit – Summer Frolic Parade June 3, 2012 12noon-1:30pm; Street Use Permit – Chamber of Commerce Art Fair July 21, 2012 5:30am thru 6pm July 22, 2012.

Presentation on 2012 Dane County Breakfast on the Farm: Jennifer Kuhn reviewed the event that will be held on June 9, 2012 at the Tim & Sandy Keller's farm at 1141 CTH JG South.

Consider citizen claim for tax bill reimbursement: Ross explained that John Schmitt of 816 S Second Street had requested a refund of taxes paid due to an error of square footage by the village assessor. The discrepancy is 563 square feet. The village assessor has reviewed the property assessment and has recommended the assessed value be reduced by \$17,500. Ross recommended reimbursing the property owner for the 2010 and 2011 tax difference. Rooney moved, Roberts seconded to pay the claim in the amount of \$672.97, plus interest, after the second installment of 2011 taxes have been paid, carried by voice vote.

Consider Walgreens claim of excessive assessment: Ross explained that a claim was filed by Walgreens for excessive assessment. The next step is for the Board to approve or deny the claim. Then Walgreens must decide whether to

file suit against the village. Dregne reviewed the history of the claim and the legal process going forward. Roberts moved, Grindle seconded to deny Walgreen's claim for excessive assessment, carried by voice vote.

Consider 2012 street projects: Rob Wright reviewed the 2012 street project with the Board. The project will include Front Street (from S 2nd St to S 4th St) and S 4th Street (from Academy St to dead end). The Public Works Committee recommended approval of the project. Rooney moved, Roberts seconded to approve **Resolution 2012-06, "PRELIMINARY RESOLUTION TO LEVY SPECIAL ASSESSMENTS"**, carried by voice vote. Roberts moved, Anderson seconded to approve Village Engineer to advertise for bids for 2012 street project, carried by voice vote.

Consider joint municipal court agreement with Town of Vermont: The township requested that this item be tabled. Rooney moved, Grindle seconded to table at this time, carried by voice vote.

Consider approval of Finance/Personnel Committee 2012 goals: Grindle reviewed the Finance/Personnel Committee goals for 2012. Ross reviewed the list and provided additional information. Roberts moved, Rooney seconded to approve the goals as presented, carried by voice vote.

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

Village President's Report: Becker noted that a public meeting was scheduled at 7pm on Tuesday March 13 to provide information on the Dewitt zoning change request. The meeting is at the Senior Center.

Village Attorney's Report: None

Village Administrator's Report: None

Village Clerk/Treasurer's Report: Sutter noted the February election went well and she looked forward to seeing the voters at the upcoming election on April 3.

Adjournment: There being no further business before the Board, Roberts moved, Grindle seconded to adjourn the meeting at 8:33pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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VILLAGE BOARD

WEDNESDAY, APRIL 4, 2012

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 March 7, 2012 minutes
 - B) Certified Survey Map for Ed Moen, Village Inn Motel LLC, 701 Springdale Street per Village Engineer Rob Wright memo of 3/23/12 and Village Planner Mike Slavney memo dated 3/23/12
 - C) Election Inspectors
- 4) Presentation of 2011 Public Library annual report.
- 5) Consider agreement with Town of Vermont for shared municipal court services.
- 6) Consider Certified Survey Map from John DeWitt for a portion of parcel 0607-072-9001-9 fronting on Bus. 18-151E.
- 7) Consider Ordinance 2012-03, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM PB PLANNED BUSINESS TO PI PLANNED INDUSTRIAL" regarding a lot owned by John DeWitt.
- 8) Consider Ordinance 2012-04, 'AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM PB PLANNED BUSINESS TO PI PLANNED INDUSTRIAL" regarding a Village-owned lot.
- 9) Consider Resolution 2012-05, "RESOLUTION APPROVING AN AMENDMENT TO THE PROJECT PLAN FOR VILLAGE OF MOUNT HOREB TAX INCREMENT DISTRICT NO. 3.
- 10) Consider approval of Joint Review Board letter regarding TID 3 amendment.
- 11) Consider Resolution 2012-07, "ESTABLISHING PUBLIC PARTICIPATION PROCEDURES FOR COMPREHENSIVE PLAN AMENDMENT".

- 12) Consider 2012 street project bid award.
- 13) Consider Arbor Day Proclamation.
- 14) Consider date/time for reorganizational meeting.
- 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
- 16) Village President's report.
- 17) Village Administrator's report.
- 18) Village Clerk/Treasurer's report.
- 19) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
April 4, 2012**

The Village Board met in regular session in the boardroom of the Municipal Building, 138 E. Main Street, Mount 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. The Pledge of Allegiance was recited.

Public Comments: John Schwartz, Tyrol Terrace asked about getting an item on the agenda. He was told to talk to the Village President.

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 March 7, 2012 minutes; Certified Survey Map for Ed Moen, Village Inn Motel LLC, 701 Springdale Street; and approval of Election Inspectors.

2011 Public Library Annual Report: Library Director Brendan Faherty reviewed the annual report. He also noted the 10th year anniversary of the Library in the current location was this month. A celebration is planned for April 14. Roberts moved, Grindle seconded to approve the 2011 report, carried by voice vote.

Town of Vermont Agreement for Shared Municipal Court Services: Mark Sherven and Larry Ziemer from the town were present to discuss the proposed agreement. Grindle moved, Anderson seconded to approve the agreement, carried by voice vote.

Certified Survey Map-John DeWitt: The proposed CSM was reviewed. Littel moved, Grindle seconded to approve the CSM, carried by voice vote.

Zoning Change-John DeWitt property: The proposal to change the zoning for the CSM to PI Planned Industrial was discussed. Plan Commission had recommended approval. Mike Slavney was present to answer questions on the proposed uses allowed. There were questions on whether this would increase the value of the property. Roberts moved, Rooney seconded to adopt **ORDINANCE 2012-03 "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM PB PLANNED BUSINESS TO PI PLANNED INDUSTRIAL"**, carried by voice vote.

Zoning Change-Village Owned Lot: The proposal to change the zoning on the lot to PI Planned Industrial was discussed. The village owned lot is on the north side of Bus. 18-151 on the east end of the village. Plan Commission recommended approval. Anderson moved, Roberts seconded to adopt **ORDINANCE 2012-04 "AN ORDINANCE CHANGING ZONING CLASSIFICATION OF PROPERTY FROM PB PLANNED BUSINESS TO PI PLANNED INDUSTRIAL**, carried by voice vote.

TID No. 3 Project Plan Amendment: The proposed resolution was reviewed. This would add the above CSM lot and Lot 2 of North Cape Commons to TID# 3. Steiner questioned whether this amendment followed the intent of the original TID since this would include residential development. Anderson questioned whether the building could be positioned differently on the lot. Rooney stated that Board members had to take into account other people who would be affected by this change including future property owners in the area, other residential and commercial development property, and potential renters. He also discussed the financial benefits to the TID which would ultimately help the future taxpayers. Grindle stated this is the first step in the process. Many more steps are required before the project would be approved. Becker read a statement endorsing the project and the benefits to the residents of the village. Rooney moved, Littel seconded to approve **RESOLUTION 2012-05 "RESOLUTION APPROVING AN AMENDMENT TO THE PROJECT PLAN FOR VILLAGE OF MOUNT HOREB TAX INCREMENT DISTRICT NO. 3"**, carried by roll call vote. Aye: Roberts, Rooney, Grindle, Becker, Littel. Nay: Anderson, Steiner.

TID No. 3 Joint Review Board Letter: The proposed letter was reviewed. This letter recommends approval of the Project Plan Amendment as approved by the Board. Roberts moved, Grindle seconded to approve the Joint Review Board letter as presented, carried by voice vote. Nay: Anderson, Steiner.

Comprehensive Plan Amendment: The proposed resolution was reviewed. Slavney reviewed the background of the amendment. This is to correct a future road that is not feasible due to the terrain of the property. This amendment would relocate the future street that would work better for the village. The proposed resolution establishes the public participation plan that is required before the amendment can be approved. Rooney moved, Littel seconded to approve **RESOLUTION 2012-07 "ESTABLISHING PUBLIC PARTICIPATION PROCEDURES FOR COMPREHENSIVE PLAN AMENDMENT"**, carried by voice vote.

2012 Street Project Bid: Ross reviewed the bid process for the project. The bids came in lower than the engineering estimate. The low bid came in from Dane County Contracting LLC for \$330,410.75. Held Engineering reviewed the bid and had to correct some of the bid numbers. References and finances of

the company were verified. Roberts moved, Grindle seconded to approve the contract with Dane County Contracting LLC for \$330,410.75, carried by voice vote.

Arbor Day Proclamation: Becker read the proclamation establishing the annual Arbor Day week for April 22, 2012 through April 28, 2012

Reorganization Meeting: The date for the reorganizational meeting was established for 6:00pm on April 10. Roberts moved, Rooney seconded to approve the date and time of the reorganizational meeting, carried by voice vote.

Committee Reports: Roberts gave an update on the Chamber activities.

Becker requested a change in the agenda to move the Village President report up on the agenda. He explained that he needed to leave the meeting early.

Village President's Report: Becker told the Board about an economic development meeting in Fitchburg that he recently attended.

Becker appointed Littel as Chair for the remainder of the meeting.

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

Village Administrator's Report: None.

Village Clerk/Treasurer's Report: Sutter reported a 35% voter turnout for the spring election.

Adjournment: There being no further business before the Board, Grindle moved, Rooney seconded to adjourn the meeting at 8:38pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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AMENDED

VILLAGE BOARD REORGANIZATIONAL MEETING

WEDNESDAY, APRIL 18, 2012

The Village Board of the Village of Mount Horeb will meet 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 Commercial Electrical Inspector position.
- 4) Adjourn.

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VILLAGE OF MOUNT HOREB
VILLAGE BOARD REORGANIZATIONAL MEETING MINUTES
April 18, 2012

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

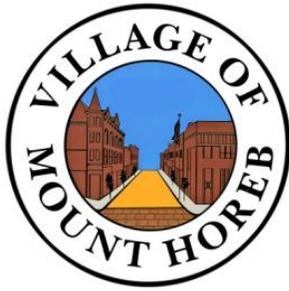
Call to Order/Roll Call: Village President Becker called the meeting to order at 5:00 p.m. Present were Trustees Grindle, Littel, Roberts, Rooney, and Steiner. Newly elected Trustee George Sievers was present for his first official meeting. Also present were Village Administrator Ross and Clerk/Treasurer Sutter.

Committee and Commission Appointments: Becker presented his proposed list of committee and commission appointments. There were several appointments that could not be finalized at this time. They will be included as a May agenda item. The appointment list included Board member assignments that start immediately and citizen assignments that will start on May 1st. Roberts moved, Littel seconded to approve the appointments as presented. Discussion: Sievers questioned how the ordinances were set up for the appointments, Steiner questioned whether it was appropriate to appoint Jim Buechner to the Fire District Board since his son was a Fire Department employee. The motion for approval carried by voice vote.

Commercial Electrical Inspector Appointment: Ross explained the current commercial electrical inspector was treated as a village employee, not contracted. There would be a cost savings to have the current contracted inspection company, General Engineering Company, take over the commercial electrical inspections. It would also be easier to coordinate the inspections. Sievers questioned why this was being discussed since the committee and commission listing previously approved included General Engineering as the commercial electrical inspector. No further action was taken.

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

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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VILLAGE BOARD
WEDNESDAY, APRIL 25, 2012

The Village Board of the Village of Mount Horeb will meet on the above date at 3:00pm in the meeting room of the Mount Horeb Area Chamber of Commerce building, 300 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) Discuss and consider goal setting and strategic planning.
- 3) Adjourn.

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VILLAGE OF MOUNT HOREB
SPECIAL VILLAGE BOARD MEETING MINUTES
April 25, 2012

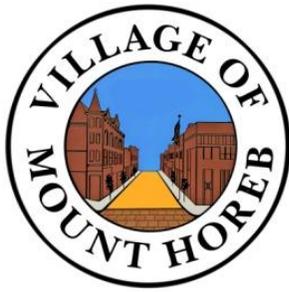
The Village Board met in special session in the meeting room of the Welcome Center, 300 E. Main Street, Mount Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 3:00 p.m. Present were Trustees Grindle, Littel, Roberts, Sievers, and Rooney. Also present were Village Administrator Dave Ross and the following department heads: Kathy Hagen, Cheryl Sutter, Diane Stojanovich, Jill Dudley, Brendan Faherty, Jeff Gorman, Laurel Grindle, Jeff Velloff, Michael Goltz, Dave Herfel, and Lynn Forshaug. Personnel Committee member David Hoffman was there as a facilitator.

Department Reviews: Each department head presented a review of their department and talked about their goals over the next year. Board members were given the opportunity to ask questions. The Village Board will hold a second meeting to discuss goals and establish their priorities for the next year.

Adjournment: There being no further business before the Board, Roberts moved, Grindle seconded to adjourn the meeting at 5:43pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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, MAY 2, 2012

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 April 4, April 18, and April 25, 2012 minutes
 - B) Meylor CSM Extraterritorial Jurisdiction Town of Blue Mounds
 - C) Resolution 2012-09, "Conditional Use Permit Symdon Motors, 9277 Bus. 18-151E"
 - D) Public Amusement and Shows Application approval – American Cancer Society event at Grundahl Park July 27th and 28th.
 - E) Street Use Permit approval – American Cancer Society event at Grundahl Park July 27th and 28th – closing Parkway Drive between Henry Street and Blue Mounds Street.
 - F) Consider citizen appointments to committees/commissions.
- 4) Presentation of 2011 Village Audit by Heather Acker of Baker Tilley.
- 5) Consider Ordinance 2012-06, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF LOT 2 NORTH CAPE COMMONS FROM R-3 MULTI-FAMILY RESIDENTIAL TO PD-1 PLANNED DEVELOPMENT" including approval of General Development Plan and Specific Implementation Plan.
- 6) Consider Certified Survey Map for Lot 2 North Cape Commons.
- 7) Read proclamation for Municipal Clerks Week May 1-May 7, 2012.
- 8) PUBLIC HEARING: To consider an amendment to the Comprehensive Plan to remove the designation of Gonstead Road as a Potential Future Road outside of the western Village limits.

- 9) Consider Ordinance 2012-07, "AN ORDINANCE TO ADOPT AMENDMENT TO THE COMPREHENSIVE PLAN OF THE VILLAGE OF MOUNT HOREB, WISCONSIN" regarding Gonstead Road outside of Village limits.
- 10) Consider Ordinance 2012-05, "AN ORDINANCE TO AMEND SECTION 1.18" regarding joint municipal court.
- 11) Consider Board of Review dates for June 6 at 6:45pm and July 12 from 3-5pm.
- 12) Consider June combined Village Board/Finance & Personnel meeting date/time.
- 13) Consider July Village Board meeting date.
- 14) Consider date and location for next Village goal setting/strategic planning meeting.
- 15) Consider Ordinance 2012-02, "TO PROVIDE A PROGRAM FOR PROTECTING THE PUBLIC WATER SYSTEM FROM CONTAMINATION DUE TO BACKFLOW OF CONTAMINANTS THROUGH THE WATER SERVICE CONNECTION INTO THE PUBLIC WATER SYSTEM".
- 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
- 17) Village President's report.
- 18) Village Administrator's report.
- 19) Village Clerk/Treasurer's report.
- 20) 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 2, 2012**

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 7:00pm. Present were Trustees Grindle, Littel, Roberts, Rooney, Sievers, and Steiner. Also present were Village Administrator Ross and Clerk/Treasurer Sutter. The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: The consent agenda items were reviewed. Roberts moved, Littel seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were: Village Board April 4, April 18, and April 25, 2012 minutes; Meylor CSM Extraterritorial Jurisdiction Town of Blue Mounds; **Resolution 2012-09, "Conditional Use Permit Syndon Motors, 9277 Bus. 18-151E"**; Public Amusement and Shows Application approval – American Cancer Society event at Grundahl Park July 27th and 28th; Street Use Permit approval – American Cancer Society event at Grundahl Park July 27th and 28th – closing Parkway Drive between Henry Street and Blue Mounds Street; and Consider citizen appointments to committees/commissions (Brenda Fritz, YARC; Pam Lunder, ZBA; Mary Seidl, Parks Recreation & Forestry; Steve Sopcak, Cable TV).

2011 Audit Report: Heather Acker from Baker Tilly Virchow Krause LLP was present to review the 2011 annual audit report. She reviewed some highlight graphs and the internal control report. Acker reported the village was in a good financial position.

Zoning Change-Lot 2 North Cape Commons: The request to change the zoning from R-3 Multi-Family Residential to PD-1 Planned Development was reviewed. The Plan Commission held a public hearing in April and recommended approval. Craig Vesely read a statement presenting the concerns of neighborhood property owners. Discussion on setting precedent for this type of zoning and the appearance of this project compared to other options. Littel moved, Rooney seconded to approve **RESOLUTION 2012-06 "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF LOT 2 NORTH CAPE COMMONS FROM R-3 MULTI-FAMILY RESIDENTIAL TO PD-1 PLANNED DEVELOPMENT"**, including approval of the General Development Plan and Specific Implementation Plan with both the Village Engineer's and Village Planner's comments and recommendations included as

part of the approval plus a deed restriction for the south side of Lot 2 to one single-family unit. The roll call vote was: Aye: Roberts, Rooney, Grindle, Becker, Littel. Nay: Sievers, Steiner. Since a petition against the zoning had been received by the village, the motion failed due to the requirement for a super majority vote.

Consider Certified Survey Map for Lot 2 North Cape Commons: The proposed CSM was reviewed. Littel moved, Rooney seconded to table until further notice, carried by voice vote.

Proclamation for Municipal Clerks Week May 1-May 7, 2012: Becker read the proclamation officially designating Municipal Clerks week for May 1-7.

Public Hearing: The purpose of the public hearing was to consider an amendment to the Comprehensive Plan to remove the designation of Gonstead Road as a Potential Future Road outside of the western Village limits. The hearing was called to order at 7:55pm. No one spoke. Hearing no comments, the public hearing was closed at 7:56pm.

Comprehensive Plan Amendment: The Board reviewed the proposed amendment. The Plan Commission recommended approval of the amendment. Rooney moved, Grindle seconded to adopt **ORDINANCE 2012-07, "AN ORDINANCE TO ADOPT AMENDMENT TO THE COMPREHENSIVE PLAN OF THE VILLAGE OF MOUNT HOREB, WISCONSIN"** regarding Gonstead Road outside of Village limits, carried by voice vote.

Joint Municipal Court: The proposed ordinance amendment was reviewed. The amendment corrects the ordinance to include the Town of Vermont in the joint court district. Grindle moved, Roberts seconded to adopt **ORDINANCE 2012-05, "AN ORDINANCE TO AMEND SECTION 1.18"** regarding joint municipal court, carried by voice vote.

Board of Review Dates: The proposed Board of Review dates were reviewed. Roberts moved, Littel seconded to set the dates and times for the Board of Review for June 6th at 6:45 pm and July 12th from 3-5pm, carried by voice vote.

Combined Village Board and Finance & Personnel Committee meeting: Ross explained that the purpose of the proposed June meeting is to conduct an evaluation of the Village Administrator. Roberts moved, Grindle seconded to set the date and time for a combined Village Board and Finance & Personnel committee meeting for June 6th at 5:45 pm, carried by voice vote.

July Village Board meeting: The normal date for the July meeting falls on the 4th of July holiday. Grindle moved, Rooney seconded to set the July Village Board meeting date and time for July 11th at 7pm, carried by voice vote.

Village goal setting/strategic planning meeting: Ross requested a date for the next meeting. Rooney moved, Littel seconded to set May 9, 2012 from 3-5pm for the next Village goal setting/strategic planning meeting, carried by voice vote.

Public Water System Ordinance: Ross reviewed the proposed ordinance. The Utility Commission recommended approval. Rooney moved, Grindle seconded to adopt **ORDINANCE 2012-02, "TO PROVIDE A PROGRAM FOR PROTECTING THE PUBLIC WATER SYSTEM FROM CONTAMINATION DUE TO BACKFLOW OF CONTAMINANTS THROUGH THE WATER SERVICE CONNECTION INTO THE PUBLIC WATER SYSTEM"**, carried by voice vote.

Committee Reports: The committee reports were heard.

Village President's Report: He reported on the meeting for the revised employment policies, committee appointments, goal setting & strategic planning session, and new construction projects.

Village Administrator's Report: Ross reported on the new presentation TV in boardroom, the street project, and his appreciation for the Assistant Administrator and Village Clerk.

Village Clerk/Treasurer's Report: Sutter reminded everyone of upcoming Recall Elections on May 8th and June 5th.

Adjournment: There being no further business before the Board, Roberts moved, Grindle seconded to adjourn the meeting at 8:21pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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VILLAGE BOARD
WEDNESDAY, MAY 9, 2012

The Village Board of the Village of Mount Horeb will meet on the above date at 3:00pm in the meeting room of the Mount Horeb Area Chamber of Commerce building, 300 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) Discuss and consider goal setting and strategic planning.
- 3) Adjourn.

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**VILLAGE OF MOUNT HOREB
SPECIAL VILLAGE BOARD MEETING MINUTES
May 9, 2012**

The Village Board met in special session on the above date in the meeting room of the Welcome Center, 300 E Main Street, Mount Horeb, WI.

CALL TO ORDER/ROLL CALL: Village President Becker called the meeting to order at 3:03pm. Present: Trustees Grindle, Littel, Sievers, and Roberts. Absent: Steiner. Rooney arrived at 3:07pm. Also present were Village Administrator Dave Ross and Assistant Administrator Kathy Hagen. Personnel Committee member David Hoffman served as facilitator.

DISCUSS AND CONSIDER GOAL SETTING AND STRATEGIC PLANNING: Ross and Hagen reviewed their primary job functions and responsibilities. The Board discussed goals and strategic planning including succession planning, and prioritized areas to focus on in the next six months and thru the next two years.

ADJOURNMENT: Roberts moved, Grindle seconded to adjourn at 5:14pm, carried by voice vote.

Minutes by Kathy L Hagen, Assistant Administrator



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JOINT VILLAGE BOARD &
FINANCE/PERSONNEL COMMITTEE
WEDNESDAY, JUNE 6, 2012

The Finance/Personnel Committee of the Village of Mount Horeb will meet on the above date at **5:30pm** 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. Adjourn to closed session pursuant to Wis. Stats Sec. 19.85(1)(c) to conduct an employee review of the Village Administrator and **discussion of the Administrator's contract.**
3. Adjourn.

A QUORUM OF THE VILLAGE BOARD/VILLAGE COMMITTEE MEMBERS MAY BE PRESENT AT THIS MEETING. ONLY NOTICED AGENDA ITEMS WILL BE ACTED ON BY THE GOVERNMENTAL BODY SPECIFIED ABOVE.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD & FINANCE/PERSONNEL COMMITTEE
JOINT MEETING MINUTES
June 6, 2012**

The joint meeting with Village Board and Finance/Personnel Committee was called to order by Dave Becker, Village President, and Steve Grindle, Finance/Personnel Committee Chair at 5:32 pm, June 6, 2012.

Roll call –Village Board: George Sievers, Randy Littel, Mark Rooney, Audrey Roberts, Steve Grindle and Dave Becker. Absent: Greg Steiner. Finance/Personnel Committee: Dave Hoffman, Steve Grindle, Mark Rooney, Audrey Roberts, Randy Littel, and Bill Kalscheur. Absent: none.

Grindle moved, Roberts seconded to adjourn to closed session pursuant to Wis. Stats Sec. 19.85(1)(c) to conduct an employee review of the Village Administrator and discussion of the Administrator’s contract. Roll call vote: passed unanimously.

Village Administrator Ross presented a brief statement to the board and committee, outlining his job description and other information relating to comparable administrator salaries in the area. He then was dismissed from the room.

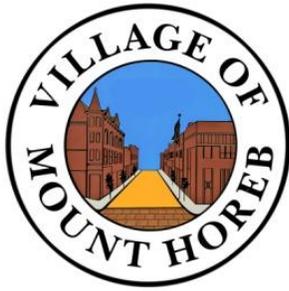
Discussion was held regarding the evaluation of the Village Administrator and his request for salary adjustment. Roberts moved, Grindle seconded to adjourn to open session, motion carried.

In open session Becker was asked to assemble the composite of the comments regarding Mr. Ross's performance and email them to the joint committee for editing and approval. He then is to meet with the Administrator to discuss the evaluation and comments.

A date for a future meeting was set for 5:30 pm on July 18th.

Roberts moved, Grindle seconded to adjourn at 6:47 pm, motion carried.

Minutes by Dave Becker



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VILLAGE BOARD

WEDNESDAY, JUNE 6, 2012

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 May 2 and May 9, 2012 minutes
 - B) Public Amusements and Shows App for Mount Horeb Landmarks Foundation "Taste of Mount Horeb" June 9, 2012 11am-2pm
 - C) Liquor License Applications approval
 - D) Three year Library Board appointments - Karla Ott and Ben Lizdas
 - E) Utility Commission appointment – Tony Zalucha
 - F) 2012 Street Project Pay Request #1
- 4) Consider Village Administrator Employment Agreement.
- 5) Consider Resolution 2012-11, "RECOGNIZING MARY J. ANDERSON FOR SERVICE ON THE MOUNT HOREB VILLAGE BOARD".
- 6) Consider Resolution 2012-12 "REDUCTION IN LETTER OF CREDIT CO ID LLC, DEVELOPER".
- 7) Consider TID 4 Developer Incentive.
- 8) Consider Developer Agreement for Miller & Sons for public water main installation and easement.
- 9) Consider easement vacation for Lots 1 and 4 CSM 13196 North Cape Commons.
- 10) Committee reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Mount Horeb Area Joint Fire Department
 - c. Library Board
 - d. School Liaison
 - e. Parks, Recreation, and Forestry Commission

- f. Plan Commission
- g. Public Works
- h. Public Safety
- i. Finance/Personnel
- j. Utility Commission
- k. Youth Activity and Resource Center Committee

- 11) Village President's report.
- 12) Village Administrator's report.
- 13) Village Clerk/Treasurer's report.
- 14) Adjourn.

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VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
June 6, 2012

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 Grindle, Littel, Roberts, Rooney, Sievers, and Steiner. Also present were Village Administrator Ross, Clerk/Treasurer Sutter, and Village Attorney Dregne. The Pledge of Allegiance was recited.

Public Comments: Jim Wendt resigned from the Board of Review, Zoning Board of Appeals, and Cable TV Committee. Tim Roehl invited the village to a meeting at a historic home at 406 W Main Street. He also indicated that he would like to meet to discuss dissolution of CARPC.

Consent Agenda: The consent agenda items were reviewed. Roberts moved, Grindle seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were: Village Board May 2 and May 9, 2012 minutes; Public Amusements and Shows App for Mount Horeb Landmarks Foundation "Taste of Mount Horeb" June 9, 2012 11am-2pm; Liquor License Applications approval; Three year Library Board appointments - Karla Ott and Ben Lizdas; Utility Commission appointment – Tony Zalucha; and 2012 Street Project Pay Request #1.

Village Administrator Employment Agreement: Grindle requested to table at this time until after the next scheduled meeting. Grindle moved, Rooney seconded to table until after July 18, carried by voice vote.

Recognizing Mary J. Anderson: Becker recognized Mary Anderson for her service on the Village Board and other committees. Roberts moved, Grindle seconded to approve **Resolution 2012-11 "RECOGNIZING MARY J. ANDERSON FOR SERVICE ON THE MOUNT HOREB VILLAGE BOARD"**, carried by voice vote.

County ID LLC Letter of Credit: Ross explained the request for reduction in the letter of credit by \$300,000. Kevin Mullen reviewed the financial calculations for this reduction. Grindle moved, Littel seconded to approve **Resolution 2012-12 "REDUCTION IN LETTER OF CREDIT COUNTY ID LLC, DEVELOPER"**, carried by voice vote.

TID 4 Developer Incentive: Ross reviewed the request for \$175,000 TID incentive to develop a retail center. Discussion on how the incentive would be

set up to minimize the village's risk. Steve Doran, representing the developers reviewed the proposed plans for this project. John Hunt informally represented the owners of Mings Garden. He has been working with them to find a new place to relocate the business. Personal issues, unrelated to this project, may cause them to close the business. **Kevin Mullen reviewed how the "Pay as you go" set up for this incentive reduces the financial risk of the village.** Sievers moved, Roberts seconded to refer to the Finance & Personnel Committee to have additional discussion. Discussion concerned whether to also refer to the Plan Commission and the additional cost. The motion was approved by voice vote.

Developer Agreement for Miller & Sons for public water main installation and easement: Ross reviewed the request to relocate a water main to accommodate the new store project. The water main will be relocated at the cost of the developer and will be returned to the village as a public water main. Grindle moved, Roberts seconded to approve the developer agreement and to authorize the signatures as shown on the proposed agreement, carried by voice vote.

Easement vacation for Lots 1 and 4 CSM 13196 North Cape Commons: The request was to vacate the original easement on the property being developed for Miller & Sons. Rooney moved, Steiner seconded to approve the easement vacation, carried by voice vote.

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

Village President's Report: Becker reported on his attendance at meetings for discussion on economic development.

Village Administrator's Report: Ross reported on the 2012 street project and a traffic study on Lillehammer.

Village Clerk/Treasurer's Report: Sutter thanked the voters from the June 5 election. There was approximately 84% turnout.

Adjournment: There being no further business before the Board, Roberts moved, Grindle seconded to adjourn the meeting at 8:22 pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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VILLAGE BOARD

WEDNESDAY, JULY 11, 2012

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 June 6 regular and joint Finance and Personnel meeting minutes
 - B) Change of agents on Premier Cooperative alcohol beverage licenses to Laurie McGowan at 501 W Main Street, and Benjamin McMullan at 1225 Bus. 18-151E
 - C) Pay Request No 2 for \$23,141.24 for 2012 Street Project
- 4) Consider Development Agreement for Trollway Shoppes LLC for redevelopment project at 1209 Bus. 18-151E.
- 5) Discussion regarding CARPC – Tim Roehl w/Dane Co Towns Assoc and a Village attorney from Stafford Rosenbaum will be here for the discussion.
- 6) PUBLIC HEARING: Proposed issuance of revenue bonds by Public Finance Authority to Carlton Miller
- 7) Consider Resolution 2012-14, "A RESOLUTION APPROVING THE ISSUANCE BY THE PUBLIC FINANCE AUTHORITY OF ITS MIDWESTERN DISASTER AREA REVENUE BONDS ON BEHALF OF CARLTON W MILLER AND MILLER & SONS, INC. IN AN AMOUNT NOT TO EXCEED \$6,580,000.00"
- 8) Consider approval of Village personnel policies.
- 9) Consider delinquent personal property taxes.
- 10) Consider date for Village Board goal-setting session.

- 11) Committee reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Mount Horeb Area Joint Fire Department
 - c. Library Board
 - d. School Liaison
 - e. Parks, Recreation, and Forestry Commission
 - f. Plan Commission
 - g. Public Works
 - h. Public Safety
 - i. Finance/Personnel
 - j. Utility Commission
 - k. Youth Activity and Resource Center Committee
- 12) Village President's report.
- 13) Village Administrator's report.
- 14) Village Clerk/Treasurer's report.
- 15) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
July 11, 2012**

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 Grindle, Roberts, Rooney, Sievers, and Steiner. Trustee Littel was absent. Also present were Village Administrator Ross and Clerk/Treasurer Sutter. The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: The consent agenda items were reviewed. Roberts moved, Grindle seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were: Village Board June 6 regular and joint Finance & Personnel meeting minutes; change of agents for Premier Cooperative alcohol beverage licenses to Laurie McGowan at 501 W Main Street and Benjamin McMullan at 1225 Business 18-151; and Pay Request No 2 for \$23,141.24 for 2012 Street project.

Development Agreement for Trollway Shoppes LLC: The Board reviewed the proposed agreement for a redevelopment project at 1209 Business 18-151. No recommendation from the Finance and Personnel Committee meeting at this time. Grindle moved, Rooney seconded to table this for a special meeting scheduled for July 19, carried by voice vote.

Discussion on Capital Area Regional Planning Commission (CARPC): Tim Roehl, representing the WI Towns Association, was there to discuss the recommendation for dissolution of CARPC. It would take a majority of municipalities in Dane County (32) to approve the dissolution. Village attorney Bryan Kleinmaier from Stafford Rosenbaum was also present. He stated that Dane County Cities and Villages Association (DCCVA) is also reviewing the issues associated with CARPC. There will be further discussion in future.

Public Hearing: The purpose of the public hearing was to consider issuance of revenue bonds to Carlton Miller. The hearing was called to order at 7:27pm. After requesting comments from the public three times with no response, the public hearing was closed at 7:28pm.

Consider Resolution 2012-14 "A RESOLUTION APPROVING THE ISSUANCE BY THE PUBLIC FINANCE AUTHORITY OF ITS MIDWESTERN DISASTER AREA REVENUE BONDS ON BEHALF OF CARLTON W MILLER"

AND MILLER & SONS, INC. IN AN AMOUNT NOT TO EXCEED \$6,580,000": Ross reviewed the Miller & Sons request. He explained that there was no liability or risk for the village on these bonds. The village is just making a recommendation to the financing authority to provide favorable financing for a local business. Attorney Bryan Kleinmaier also provided information on the process. He explained that the village would not be issuing the bonds or securing it in any way. Grindle moved, Roberts seconded to approve **Resolution 2012-14 "A RESOLUTION APPROVING THE ISSUANCE BY THE PUBLIC FINANCE AUTHORITY OF ITS MIDWESTERN DISASTER AREA REVENUE BONDS ON BEHALF OF CARLTON W MILLER AND MILLER & SONS, INC. IN AN AMOUNT NOT TO EXCEED \$6,580,000"**, carried by voice vote.

Village Personnel Policies: Ross reviewed the following proposed policies recommended for approval by the Finance & Personnel Committee: Hiring & Promotions (200-1), Chain of command (200-8), Nepotism (200-11), Employee Background reference checks (600-11). Grindle moved, Roberts seconded to approve personnel policies 200-1; 200-8; 200-11; and 600-11, carried by voice vote.

Delinquent Personal Property Taxes: Becker reviewed the request for a policy on collections of delinquent personal property taxes. It was suggested that this be tabled for Finance & Personnel Committee recommendation. Rooney moved, Grindle seconded to table, carried by voice vote.

Village Board Goal-setting Session: Ross explained that the two previous meetings went well. He requested that a 3rd meeting be scheduled. Sievers moved, Roberts seconded to set the goal-setting session for 3:45pm on July 30, approved by voice vote.

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

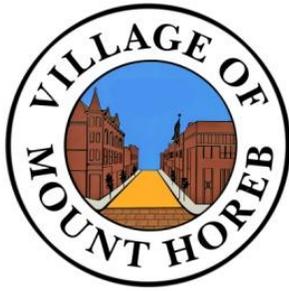
Village President's Report: Becker report on the extreme heat and how it was affecting village residents and thanked the utilities for keeping things going. He also reported that village staff had completed the military bridge painting. He invited all residents to the Wednesday night live concerts.

Village Administrator's Report: Ross reported that the Standard & Poor's rating agency had recently **reinforced the village's** great bond rating.

Village Clerk/Treasurer's Report: Sutter reported that her new staff person started this week. Chrissy Kahl is now working at the village office. Preparations for August 14 election are also underway.

Adjournment: There being no further business before the Board, Roberts moved, Grindle seconded to adjourn the meeting at 8:15 pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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VILLAGE BOARD
MONDAY, JULY 30, 2012

The Village Board of the Village of Mount Horeb will meet on the above date at 3:30pm 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) Discuss and consider goal setting and strategic planning.
- 3) Adjourn.

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VILLAGE OF MOUNT HOREB
SPECIAL VILLAGE BOARD MEETING MINUTES
July 30, 2012

The Village Board met in special session on the above date in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI.

CALL TO ORDER/ROLL CALL: Village President Becker called the meeting to order at 3:45pm. Present: Trustees Grindle, Sievers, Roberts, and Rooney. Absent: Littel and Steiner. Also present were Village Administrator Dave Ross and Assistant Administrator Kathy Hagen. Personnel Committee member David Hoffman served as facilitator.

DISCUSS AND CONSIDER GOAL SETTING AND STRATEGIC PLANNING: The Board formulated a draft list of goals. Sievers moved, Rooney seconded to adopt the following as draft goals for 2012-2014. Motion carried by voice vote.

1. **Eliminate CDA and create a "new" private corporation to facilitate economic development** , including:
 - Promote new business growth and assist existing businesses to develop and grow
 - Improve Mount Horeb's perception as a preferred place for new business while protecting small town charm
 - Engage the Mount Horeb business community in economic planning (devise an effective strategy(ies) for economic development)
 - Execute a plan for broadening the tax base
2. Put and keep TIF #3 in the black
3. Create a concrete plan for the wastewater plant
4. Achieve 2 police officer staffing 24/7
5. Improve funding for the RLF
6. Create a succession plan for key employees
7. Form partnership with MHASD for a recreational facility

The draft goals will be on the September 5 Village Board agenda for formal approval.

ADJOURNMENT: Roberts moved, Grindle seconded to adjourn at 4:55pm, carried by voice vote.

Minutes by Kathy L Hagen, Assistant Administrator



Village of Mount Horeb

138 E Main St

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JOINT VILLAGE BOARD AND FINANCE/PERSONNEL COMMITTEE WEDNESDAY, AUGUST 1, 2012

The Village Board of the Village of Mount Horeb will meet on the above date at **5:30pm** 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) Adjourn to closed session pursuant to Wis. Stats. 19.85(1)(c) for employee review of Village Administrator including Village Administrator's employment contract.
- 3) Consider action on amendment to Village Administrator's employment contract.
- 4) Consider Development Agreement for Trollway Shoppes LLC for redevelopment project at 1209 Bus. 18-151E.
- 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
JOINT VILLAGE BOARD AND
FINANCE & PERSONNEL COMMITTEE MINUTES
August 1, 2012**

The Village Board and Finance & Personnel Committee met in special session in the conference room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 5:30pm. Present were Trustees Grindle, Roberts, Rooney, Sievers, and Committee members Hoffman and Kalscheur. Trustees Littel and Steiner were absent. Also present were Village Administrator Ross 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) for employee review of Village Administrator including Village Administrator's employment contract, carried by roll call vote. Aye: Becker, Rooney, Hoffman, Grindle, Sievers, Roberts, and Kalscheur. Nay: None. The meeting adjourned into Executive Session at 5:32pm. Ross and Sutter left the meeting at this time. There was discussion on an extension and revision of the Village Administrator's contract. Grindle moved, Kalscheur seconded to reconvene into open session at 6:28pm, carried by voice vote.

Village Administrator's Employment Contract: Roberts moved, Sievers seconded to extend the Village Administrator's contract through December 31, 2013; and to increase the salary to \$85,000 retroactive to 6/10/2012, carried by voice vote.

Development Agreement for Trollway Shoppes LLC for redevelopment project at 1209 Bus. 18-151: Ross reviewed the two options for the proposed developer incentive of \$175,000. The first option would be the pay-as-you-go option discussed at the previous joint session. The incentive would be paid out each year and would be equivalent to the tax increment for the project. The village would pay interest of 6% to the developers. The second option would be to pay the developers up front after the project has been completed. The village would borrow the money at 2.75% under a state loan program and would pay it off using the tax increment generated by the TID. Ross stated that he expects the loan would be paid off after approximately seven years. Discussion concerned whether the incentive should be paid out at all and whether there was any criteria for the incentive. The Finance & Committee members made the following motions: Hoffman moved, Roberts seconded to recommend the village provide a \$175,000 incentive to the developer at 1209 Bus. 18-151, carried by

voice vote. Hoffman moved, Roberts seconded to recommend the \$175,000 incentive be provided up front to save the additional finance cost, carried by voice vote.

Adjournment: There being no further business before the Board and Committee, Roberts moved, Kalscheur seconded to adjourn the meeting at 6:58pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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AMENDED

VILLAGE BOARD

WEDNESDAY, AUGUST 1, 2012

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) July 11, 2012, July 30, 2012, and corrected May 2, 2012 Village Board minutes
 - B) Cable TV Committee appointment of Ted Gray thru 5/1/2014
 - C) Zoning Board of Appeals appointment of Steve Haroldson thru 5/1/2013
 - D) Zoning Board of Appeals alternate appointment of Mike Grudzinski thru 5/1/2015
 - E) Board of Review Alternate appointment of Ed Moen thru 5/1/2013
 - F) ETJ approval of Certified Survey Map for Joel Sutter, Section 23 Town of Blue Mounds
- 4) Proclamation for Mount Horeb Area Chamber of Commerce Art Fair.
- 5) Consider Village Administrator Employment Agreement.
- 6) Consider TID 4 Developer Agreement.
- 7) Consider Ordinance 2012-08, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF LOT 1 CSM 5785 FROM PB PLANNED BUSINESS TO PD-1 PLANNED DEVELOPMENT", and approving the General Development Plan and Specific Implementation Plan for the property at 1209 Bus. 18-151E.
- 8) Consider Resolution 2012-16, "APPROVING AMENDED GENERAL DEVELOPMENT PLAN AND SPECIFIC IMPLEMENTATION PLAN LOT 1 CSM 13196 FOR MILLER & SONS GROCERY AT 1845 BUSINESS 18-151E."
- 9) Consider Resolution 2012-15, "CONDITIONAL USE PERMIT FOR 1720 BUS. 18-151E FOR USE AS A CLASSROOM-BASED ART AND PHYSICAL TRAINING STUDIO".

- 10) Consider date for joint Village Board/Plan Commission session to discuss review of Zoning Ordinances.
- 11) Committee reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Mount Horeb Area Joint Fire Department
 - c. Library Board
 - d. School Liaison
 - e. Parks, Recreation, and Forestry Commission
 - f. Plan Commission
 - g. Public Works
 - h. Public Safety
 - i. Finance/Personnel
 - j. Utility Commission
 - k. Youth Activity and Resource Center Committee
- 12) Village President's report.
- 13) Village Administrator's report.
- 14) Village Clerk/Treasurer's report.
- 15) Adjourn.

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VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
August 1, 2012

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

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

Public Comments: None.

Consent Agenda: The consent agenda items were reviewed. Roberts moved, Sievers seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were: July 11, 2012, July 30, 2012, and corrected May 2, 2012 Village Board minutes; Cable TV Committee appointment of Ted Gray thru 5/1/2014; Zoning Board of Appeals appointment of Steve Haroldson thru 5/1/2013; Zoning Board of Appeals alternate appointment of Mike Grudzinski thru 5/1/2015; Board of Review Alternate appointment of Ed Moen thru 5/1/2013; and ETJ approval of Certified Survey Map for Joel Sutter, Section 23 Town of Blue Mounds.

Proclamation for Mount Horeb Area Chamber of Commerce Art Fair: Becker read the proclamation congratulating the Chamber for the success of the 2012 Art Fair and the dedication of the staff.

Village Administrator Employment Agreement: Becker reported that the **Village Administrator's revised contract** was approved by a joint meeting of the Village Board and Finance & Personnel Committee earlier in the evening. Therefore, it was not necessary to take action on this agenda. Roberts moved, Grindle seconded to remove this item from the agenda, carried by voice vote.

TID 4 Developer Agreement: Grindle reviewed the recommendation of the Finance & Personnel Committee to approve the incentive of \$175,000 for development of the property. The recommendation was for an up-front payment after the project is completed. The village would borrow the funds through a state program at an interest rate expected to be 2.75%. Payback of the loan from the TID increment will likely be less than 10 years. Grindle moved, Roberts seconded to approve \$175,000 incentive; payable up front upon project being built and occupancy permit being issued; and to require the developers to personally guarantee assessed value of at least \$1.15 million on the project until **the village's loan** of \$175,000 is paid in full.

After some discussion, Rooney moved, Sievers seconded to amend the previous motion to include that the developer be required to provide documentation that the actual cost of the project is at least \$1.15 million as built prior to the payment of the incentive, carried by voice vote.

Roberts moved, Grindle seconded to approve the motion as amended, carried by voice vote. Nay: Sievers.

Zoning change for property at 1209 Bus. 18-151E: Plan Commission recommended approval with conditions. There was discussion on those conditions. Sievers moved, Rooney seconded to approve **Ordinance 2012-08, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF LOT 1 CSM 5785 FROM PB PLANNED BUSINESS TO PD-1 PLANNED DEVELOPMENT", and approving the General Development Plan and Specific Implementation Plan for the property at 1209 Bus. 18-151E**, carried by voice vote.

Resolution 2012-16, "APPROVING AMENDED GENERAL DEVELOPMENT PLAN AND SPECIFIC IMPLEMENTATION PLAN LOT 1 CSM 13196 FOR MILLER & SONS GROCERY AT 1845 BUSINESS 18-151E": Plan Commission recommended approval. Roberts moved, Grindle seconded to approve **Resolution 2012-16**, carried by voice vote.

Resolution 2012-15, "CONDITIONAL USE PERMIT FOR 1720 BUS. 18-151E FOR USE AS A CLASSROOM-BASED ART AND PHYSICAL TRAINING STUDIO": Plan Commission recommended approval. Roberts moved, Rooney seconded to approve **Resolution 2012-15**, carried by voice vote.

Consider date for joint Village Board/Plan Commission session to discuss review of Zoning Ordinances: Ross explained the proposal to review the zoning ordinances. Discussion on whether the ordinances even needed to be reviewed. Ross stated the Village Planner agreed to do this project for a cost not to exceed \$800. It was decided to allow Village Administrator to set up a specific date.

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

Village President's Report: Becker thanked the village staff for response to the extreme heat and the recent windstorms. He also read letter of commendation to Public Works and Parks staff that was sent recently from a village resident.

Village Administrator's Report: Ross gave a quick update on the 2012 budget. He also is working on 2013 budget.

Village Clerk/Treasurer's Report: Sutter reminded everyone of the Partisan Primary on August 14.

Adjournment: There being no further business before the Board, Grindle moved, Rooney seconded to adjourn the meeting at 7:57pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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JOINT VILLAGE BOARD AND
PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
THURSDAY, AUGUST 16, 2012

The Village Board and Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet jointly 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 - Roll call.
- 2) Discuss and consider revisions to Municipal Ordinance Chapter 17 Zoning Code.
- 3) Adjourn.

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VILLAGE OF MOUNT HOREB
JOINT VILLAGE BOARD AND
PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
AUGUST 16, 2012

The Village Board and Plan Commission/Historic Preservation Commission met in special session on the above date in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI.

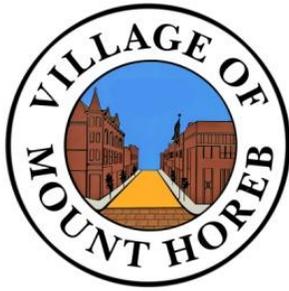
Call to Order/Roll Call: Village President and Plan Commission/Historic Preservation Commission Chair David Becker called the meeting to order at 7:02pm. Village Trustees present were Steve Grindle, Audrey Roberts, George Sievers, and Greg Steiner. Trustees Randy Littel and Mark Rooney were absent. Plan Commissioners present were Neil Densmore, Peggy Zalucha, David Hoffman, and Wally Orzechowski. Commissioners Norb Scribner and Mark Rooney were absent. Also present were Village Administrator Dave Ross, and Assistant Village Administrator Kathy Hagen.

Discuss and consider revisions to Municipal Ordinance Chapter 17 Zoning Code: Village Planner Mike Slavney gave an overview of the Village zoning ordinance including demographic and development trends on local, state, and national levels. Discussion took place regarding the strengths and weaknesses of Mount Horeb's current zoning districts.

An additional meeting is planned to further discuss zoning needs and possible changes to the zoning code. Slavney offered to conduct a bus tour to view zoning developments in various communities. Village staff will look into possible dates for the next meeting and bus tour.

Adjournment: There being no further business, Zalucha moved, Densmore seconded to adjourn the Plan Commission/Historic Preservation Commission meeting at 8:32pm. Roberts moved, Grindle seconded to adjourn the Village Board meeting at 8:32pm.

Minutes by Kathy L Hagen, Assistant Village Administrator



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VILLAGE BOARD

WEDNESDAY, SEPTEMBER 5, 2012

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 1, 2012 (2) and August 16, 2012 minutes
 - B) Cable TV Committee appointment of Mark Schilling thru 5/1/13
 - C) Gator Swim Team Commission appointments thru 9/1/2013: Mary Seidl, Kevin Ollendick, Barb Rozenboom, David Bennin, Sarah Best, Sara Ackerman, Liz Nelson, and Kim Guenther
 - D) Utility Commission appointment of Edie Illinski thru 10/2019
 - E) Gribb CSM approval per Plan Comm recommendation
 - F) Disallow liability claim - table umbrella vs. vehicle at the pool
 - G) Disallow liability claim - Grumpy Troll
 - H) Pay Request No. 3 2012 Street Project \$141,454.29
- 4) Consider Waste Management contract extension for residential garbage/recyclable service.
- 5) Discuss and consider financial options:
 - a) Refinancing of \$1.325M of TID 3 debt.
 - b) Financing of \$230,000 2012 street project
 - c) Financing of 1.8M Wastewater Treatment Plant upgrade
 - d) Refinancing \$550,000 for Wastewater Treatment Plant land
- 6) Consider Resolution 2012-18, "APPROVING BOARD OF COMMISSIONERS OF PUBLIC LANDS LOAN IN AN AMOUNT NOT TO EXCEED \$175,000 FOR TEN YEARS AT 2.75%" for TID #4 project.
- 7) Consider date for special Village Board meeting regarding financing options.
- 8) Consider amendment to Village Administrator Employment Contract.

- 9) Consider Fall Fest detour request from Mount Horeb Area Chamber of Commerce October 6-7.
- 10) Consider Annexation Petition presentation from Town Land Company LLC.
- 11) Consider Resolution 2012-17, "ANNUAL BANK AUTHORIZATION RESOLUTION".
- 12) Consider approval of draft 2012-2014 goals.
- 13) Consider Village Employee Policies.
- 14) Committee reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Mount Horeb Area Joint Fire Department
 - c. Library Board
 - d. School Liaison
 - e. Parks, Recreation, and Forestry Commission
 - f. Plan Commission
 - g. Public Works
 - h. Public Safety
 - i. Finance/Personnel
 - j. Utility Commission
 - k. Youth Activity and Resource Center Committee
- 15) Village President's report.
- 16) Village Administrator's report.
- 17) Village Clerk/Treasurer's report.
- 18) Adjourn.

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VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
September 5, 2012

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

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

Public Comments: None.

Consent Agenda: The consent agenda items were reviewed. Rooney moved, Littel seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were:

- A) Village Board August 1, 2012 (2) and August 16, 2012 minutes
- B) Cable TV Committee appointment of Mark Schilling thru 5/1/13
- C) Gator Swim Team Commission appointments thru 9/1/2013: Mary Seidl, Kevin Ollendick, Barb Rozenboom, David Bennin, Sarah Best, Sara Ackerman, Liz Nelson, and Kim Guenther
- D) Utility Commission appointment of Edie Illinski thru 10/2019
- E) Gribb CSM approval per Plan Commission recommendation
- F) Disallow liability claim - table umbrella vs. vehicle at the pool
- G) Disallow liability claim - Grumpy Troll
- H) Pay Request No. 3 for 2012 Street Project \$141,454.29

Waste Management contract extension: Roberts explained the Public Works Committee recommendation to extend the Waste Management (WM) contract. The only open item had to do with the WM fuel surcharge. The Veolia proposal was comparable with WM proposed contract. Over five years, the residents will save approximately \$40,000 with WM contract. Veolia was the only company to offer a ten year contract. Ross explained that WM was not interested in a ten year contract. Discussion on how much the savings would be when factoring in the fuel surcharge. Representatives for both companies reviewed their proposals and answered questions. There was also discussion on locking in a ten year contract versus the proposals for a five year contract.

Steiner moved, Rooney seconded to approve the ten year contract with Veolia. Discussion on when the savings will be offset by current WM contract. It was decided additional information was necessary. The previous motion and second were withdrawn. Roberts moved, Rooney seconded to table until next

Wednesday September 12 at 6pm for a joint meeting with the Finance committee, carried by voice vote.

Financing Options: Kevin Mullen reviewed the various financing options for each loan.

- a) Village Street projects/TID #3 Amendment #1 debt/\$1.3M Refinancing 2006 bonds. The anticipated savings is \$118,000. Roberts moved, Rooney seconded to move forward with the bonds for final action in October, carried by voice vote.
- b) 2012 Street Project for \$230,000. Ross received three proposals from local banks. Grindle moved, Steiner seconded to approve securing the financing with Mound City Bank at 1.8% for a five year note, carried by voice vote.
- c) WWTP upgrade \$1.8M. The revenue bonds will be handled by utility commission in the future. No action required.
- d) WWTP land refinancing \$550,000. Discussion concerned whether the loan should be tax exempt versus taxable loan. That will be determined prior to final action in October. Sievers moved, Rooney seconded to move forward with the refinancing of the WWTP \$550,000 loan into GO bonds, with determination of tax exempt status to be determined, carried by voice vote. Additional information on possible future land sales will be presented at the October meeting.

TID #4 project financing: The proposed borrowing resolution was reviewed. Rooney moved, Grindle seconded to approve **Resolution 2012-18, "APPROVING BOARD OF COMMISSIONERS OF PUBLIC LANDS LOAN IN AN AMOUNT NOT TO EXCEED \$175,000 FOR TEN YEARS AT 2.75%"** for the TID #4 project, carried by voice vote.

Special Village Board meeting regarding financing options: No longer needed.

Amendment to Village Administrator Employment Contract: The proposed contract amendment was reviewed. Roberts moved, Grindle seconded to approve the amendment to the Administrator's contract, carried by voice vote.

Fall Fest detour request from Mount Horeb Area Chamber of Commerce October 6-7: The various proposed street closures were reviewed. Sievers moved, Roberts seconded to approve Plan C as presented by the Chamber, carried by voice vote.

Annexation Petition presentation from Town Land Company LLC: Ron Trachtenberg and Terry Monson were present to review the petition. The future plans for the property were reviewed. The village has 60 days to act on the petition. No action at this time.

Annual Bank Authorization: The proposed annual resolution was reviewed. Rooney moved, Grindle seconded to approve **Resolution 2012-17, "ANNUAL BANK AUTHORIZATION RESOLUTION"**, carried by voice vote.

2012-2014 goals: The draft goals were reviewed. Approval would set guidelines for future decisions. Roberts moved, Rooney seconded to adopt these goals for 2012-2014, carried by voice vote. David Hoffman was thanked for his efforts for facilitating this process.

Village Employee Policies: Ross reviewed the two policies recommended for approval by the Finance & Personnel Committee. The proposed workers compensation policy was discussed. Roberts moved, Steiner seconded to approve Employee Policy 300-7 for Workers Comp, carried by voice vote.

Ross reviewed the overtime/compensatory time proposed policy. He explained the recommendation of the Finance & Personnel Committee to allow pay out of comp time at year end. Grindle moved, Roberts seconded to approve Employee Policy 400-3 for Overtime/Compensatory time with the change in wording recommended by the Finance & Personnel Committee, carried by voice vote.

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

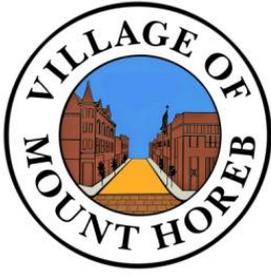
Village President's Report: Becker asked village residents to slow down for school kids; thanked the residents on Nordic Trail for their patience during the unanticipated street improvements; talked about the workshop he attended in Green Bay; reminded the village residents of the Mount Horeb Area School District annual meeting on Monday, September 10; and gave a brief update on the Economic Development Corporation.

Village Administrator's Report: Ross told the Board that he would be presenting the 2013 budget at the October 3 meeting. The public hearing will be scheduled for the November meeting.

Village Clerk/Treasurer's Report: Sutter reported that they were working on finalizing the election from August and preparing for the November election, as well as continuing the staff training.

Adjournment: There being no further business before the Board, Sievers moved, Rooney seconded to adjourn the meeting at 9:02pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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JOINT VILLAGE BOARD &
FINANCE/PERSONNEL COMMITTEE
WEDNESDAY, SEPTEMBER 12, 2012

The Finance/Personnel Committee of the Village of Mount Horeb will meet on the above date at **6:00pm** 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. Consider contract for residential garbage/recyclable service.
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
JOINT VILLAGE BOARD AND
FINANCE & PERSONNEL COMMITTEE MINUTES
September 12, 2012**

The Village Board and Finance & Personnel Committee met in special session in the conference room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 6:05pm. Present were Trustees Grindle, Littel, Roberts, Rooney, Sievers, Steiner and Committee member Hoffman. Committee member Kalscheur was absent but arrived later at 6:10pm. Also present were Village Administrator Ross and Clerk/Treasurer Sutter.

Contract for Residential Garbage/Recyclable Service: Ross presented a comparison study for both proposed contracts. He also reviewed the five year contract versus a ten year contract. (Kalscheur arrived during this discussion at 6:10pm). Representatives from Waste Management and Veolia were present to answer any questions. Steiner moved, Sievers seconded to approve the ten year Waste Management contract as presented, carried by voice vote. Abstain: Grindle.

Adjournment: There being no further business before the Board and Committee, Roberts moved, Rooney seconded to adjourn the meeting at 6:25pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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VILLAGE BOARD

WEDNESDAY, OCTOBER 3, 2012

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) September 5, 2012 Village Board minutes
 - B) Reso 2012-21, "RESOLUTION REQUESTING EXEMPTION FROM COUNTY LIBRARY TAX"
 - C) Release of Maintenance Guarantee to Rule Const. for 2011 Street Project
 - D) Suggested trick/treat hours as 5-7pm for Wednesday, October 31
- 4) Recognition of community service presentation for Mr. Stan Williams.
- 5) Consider Resolution 2012-19, "RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$555,000 TAXABLE GENERAL OBLIGATION REFUNDING PROMISSORY NOTES" to refinance Wastewater Treatment Facility land loan.
- 6) Consider Resolution 2012-20, "RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$1,325,000 GENERAL OBLIGATION REFUNDING BONDS" to refinance TID #3 loan.
- 7) Consider Town Land Company LLC applications:
 - a) Town Land Company LLC Pre-annexation Agreement
 - b) Ordinance 2012-11 "AN ORDINANCE PROVIDING FOR THE DIRECT ANNEXATION OF A PORTION OF THE TOWN OF BLUE MOUNDS TO THE VILLAGE OF MOUNT HOREB, DANE COUNTY, WISCONSIN" relating to Town Land Company LLC Annexation Petition
 - c) Town Land Company Certified Survey Map Application
 - d) Ordinance 2012-10, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY TO R-3 MULTI-FAMILY RESIDENTIAL AND A-1 AGRICULTURAL" relating to Town Land Company Rezone Application

- 8) Consider contract extension with Waste Management.
- 9) Consider 2013 Budget presentation, and set public hearing date.
- 10) Consider joint Village Board/Plan Commission meeting date for zoning code review.
- 11) Committee reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Mount Horeb Area Joint Fire Department
 - c. Library Board
 - d. School Liaison
 - e. Parks, Recreation, and Forestry Commission
 - f. Plan Commission
 - g. Public Works
 - h. Public Safety
 - i. Finance/Personnel
 - j. Utility Commission
 - k. Youth Activity and Resource Center Committee
- 12) Village President's report.
- 13) Village Administrator's report.
- 14) Village Clerk/Treasurer's report.
- 15) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
October 3, 2012**

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

Call to Order/Roll Call: Village President Becker called the meeting to order at 7:00 p.m. Present were Trustees Littel, Rooney, Sievers, and Steiner. Absent were Grindle and Roberts. Grindle arrived at 7:07pm. 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, Sievers seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were: September 5, 2012 Village Board minutes; Resolution 2012-21, "RESOLUTION REQUESTING EXEMPTION FROM COUNTY LIBRARY TAX"; Release of Maintenance Guarantee to Rule Construction for 2011 Street Project; and Suggested trick/treat hours as 5-7pm for Wednesday, October 31.

Recognition of community service presentation for Mr. Stan Williams: Becker read a letter of recognition for Stan Williams' community service at the Youth Center. A letter of the history of the Youth Center was reported. Several members of the audience spoke up on how he affected their life. Becker presented Williams with a plaque of appreciation.

Grindle arrived at 7:07pm during this presentation.

Consider Resolution 2012-19, "RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$555,000 TAXABLE GENERAL OBLIGATION REFUNDING PROMISSORY NOTES" to refinance Wastewater Treatment Facility land loan: Kevin Mullen reviewed the bond sale information and the savings offered by the refinancing for both bond issuance. Littel moved, Steiner seconded to approve Resolution 2012-19, carried by voice vote.

Consider Resolution 2012-20, "RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$1,325,000 GENERAL OBLIGATION REFUNDING BONDS" to refinance TID #3 loan: Mullen reviewed the bond sale information and the savings offered by the refinancing. Grindle moved, Rooney seconded to approve Resolution 2012-20, carried by voice vote.

Consider Town Land Company LLC applications: Terry Monson and Ron Trachtenberg were present to review the annexation request. Plan Commission recommended approval at their September meeting.

- a) Town Land Company LLC Pre-annexation Agreement. Rooney moved, Littel seconded to approve, carried by voice vote.
- b) Ordinance 2012-11 "AN ORDINANCE PROVIDING FOR THE DIRECT ANNEXATION OF A PORTION OF THE TOWN OF BLUE MOUNDS TO THE VILLAGE OF MOUNT HOREB, DANE COUNTY, WISCONSIN" relating to Town Land Company LLC Annexation Petition. Littel moved, Grindle seconded to approve Ordinance 2012-11 as presented, carried by unanimous vote (there were six votes in favor and no votes in opposition).
- c) Town Land Company Certified Survey Map Application. Becker moved, Sievers seconded to approve the CSM as presented, carried by voice vote.
- d) Ordinance 2012-10, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY TO R-3 MULTI-FAMILY RESIDENTIAL AND A-1 AGRICULTURAL" relating to Town Land Company Rezone Application. Littel moved, Grindle seconded to approve Ordinance 2012-10 as presented, carried by voice vote.

Consider contract extension with Waste Management: The contract extension includes the use of new containers and recycling every other week. There was discussion on how excess garbage would be handled by the haulers. Littel moved, Steiner seconded to approve the contract extension as presented, carried by voice vote.

Consider 2013 Budget presentation, and set public hearing date: Ross reviewed his 2013 budget presentation information. Grindle moved, Rooney seconded to set the 2013 budget public hearing for 7pm on November 7, 2012, carried by voice vote.

Consider joint Village Board/Plan Commission meeting date for zoning code review: There was discussion on a comprehensive review of the zoning code. Staff will work on establishing a date for a joint meeting.

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

Village President's Report: Becker reminded everyone to vote at the November 6 election.

Village Administrator's Report: Ross thanked the village staff for the budget preparation work.

Village Clerk/Treasurer's Report: Sutter reported that utility customer appreciation week was next week with giveaways and refreshments. She also stated the village staff was gearing up for the November election with absentee voting by mail ongoing and in person absentee starting on October 22.

Adjournment: There being no further business before the Board, Grindle moved, Steiner seconded to adjourn the meeting at 8:56 pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



Village of Mount Horeb

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VILLAGE BOARD WEDNESDAY, NOVEMBER 7, 2012

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) September 12 and October 3, 2012 Village Board minutes
 - B) Approval of Class B Beer & Liquor License application for MIHIR Inc, d/b/a Karakahl Country Inn, Paresh Patel, Agent, 101 Perimeter Road
 - C) Appointment of Rob Wright as Village Engineer
 - D) Pay Request #4 2012 Street Projects to Dane Co Contracting
 - E) Resolution 2012-27 "Restoration Of Shared Revenue Funding"
 - F) Resolution 2012-28 "Ensuring Municipalities Receive Timely And Reliable Financial Information From The State"
 - G) Resolution 2012-29 "Preservation Of Tax Exempt Financing"
 - H) Resolution 2012-30 "Preservation Of Municipal Utility PILOTS"
- 4) PUBLIC HEARING: Proposed 2013 Budget
- 5) Consider Resolution 2012-22, "A RESOLUTION ADOPTING THE 2013 BUDGET AND AUTHORIZING A LEVY AGAINST TAXABLE PROPERTY".
- 6) Consider Resolution 2012-23, "A RESOLUTION ADOPTING THE 2013-2017 VILLAGE CAPITAL IMPROVEMENT PLAN".
- 7) Consider Resolution 2012-24, "AUTHORIZED REPRESENTATIVE TO FILE APPLICATIONS FOR FINANCIAL ASSISTANCE FROM STATE OF WISCONSIN ENVIRONMENTAL IMPROVEMENT FUND".
- 8) Consider Resolution 2012-25, "APPROVE COMMITMENT AND ASSIGNMENT OF FUND BALANCE" for Aquatic Center Fund.
- 9) Consider Resolution 2012-26, "ESTABLISHING PUBLIC PARTICIPATION PROCEDURES FOR COMPREHENSIVE PLAN AMENDMENT".

- 10) Committee reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Mount Horeb Area Joint Fire Department
 - c. Library Board
 - d. School Liaison
 - e. Parks, Recreation, and Forestry Commission
 - f. Plan Commission
 - g. Public Works
 - h. Public Safety
 - i. Finance/Personnel
 - j. Utility Commission
 - k. Youth Activity and Resource Center Committee
- 11) Village President's report.
- 12) Village Administrator's report.
- 13) Village Clerk/Treasurer's report.
- 14) 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 7, 2012

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

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

- A) September 12 and October 3, 2012 Village Board minutes.
- B) Approval of Class B Beer & Liquor License application for MIHIR Inc, d/b/a Karakahl Country Inn, Paresh Patel, Agent, 101 Perimeter Road.
- C) Appointment of Rob Wright as Village Engineer.
- D) Pay Request #4 2012 Street Projects to Dane Co Contracting.
- E) Resolution 2012-27 "Restoration of Shared Revenue Funding".
- F) Resolution 2012-28 "Ensuring Municipalities Receive Timely and Reliable Financial Information from the State".
- G) Resolution 2012-29 "Preservation of Tax Exempt Financing".
- H) Resolution 2012-30 "Preservation of Municipal Utility PILOTS".

Public Hearing: The purpose of the public hearing was to consider the 2013 budget. The hearing was called to order at 7:05pm. Becker requested public input three times with no response. Hearing no comments, the public hearing was closed at 7:06pm.

Consider Resolution 2012-22, "A RESOLUTION ADOPTING THE 2013 BUDGET AND AUTHORIZING A LEVY AGAINST TAXABLE PROPERTY":

Becker reviewed the budget process developed by the administrator. Roberts moved, Rooney seconded to approve Resolution 2012-22. Ross reviewed the village board goals that related to the budget. He stated that those items were the guide to the five year budget that was presented. He also reviewed the proposed process for the Economic Development Corporation (EDC). Roberts moved, Rooney seconded to amend the previous motion to include the condition that the funds for the EDC would be dispersed only upon Village Board approval, carried by voice vote. Several questions were discussed. The original motion, as amended, was approved by voice vote.

Consider Resolution 2012-23, "A RESOLUTION ADOPTING THE 2013-2017 VILLAGE CAPITAL IMPROVEMENT PLAN": Ross reviewed the method that he used for the five year capital projects plan. Grindle moved, Roberts seconded to approve Resolution 2012-23, carried by voice vote.

Consider Resolution 2012-24, "AUTHORIZED REPRESENTATIVE TO FILE APPLICATIONS FOR FINANCIAL ASSISTANCE FROM STATE OF WISCONSIN ENVIRONMENTAL IMPROVEMENT FUND": This resolution approves the Village Administrator as the designee to apply for grants for the wastewater treatment facility. Rooney moved, Sievers seconded to approve Resolution 2012-24, carried by voice vote.

Consider Resolution 2012-25, "APPROVE COMMITMENT AND ASSIGNMENT OF FUND BALANCE" for Aquatic Center Fund: This establishes a separate fund for the swimming pool operations beginning in 2013. Sievers moved, Rooney seconded to approve Resolution 2012-25, carried by voice vote.

Consider Resolution 2012-26, "ESTABLISHING PUBLIC PARTICIPATION PROCEDURES FOR COMPREHENSIVE PLAN AMENDMENT": Ross explained that state law requires the village to establish a process for amending the comprehensive plan. The amendment is for changes for the new wastewater treatment facility. Grindle moved, Roberts seconded to approve Resolution 2012-26, carried by voice vote.

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

Village President's Report: Becker thanked the village clerk for her work on the elections, reviewed the upcoming board openings with the nomination papers starting in December, discussed winter streets maintenance, reminded the Board of the Plan Commission/Village Board joint meeting date of November 28 at 5:30 before the Plan Commission meeting.

Village Administrator's Report: Ross thanked the fire department for saving the police and recreation building when a squad car started on fire recently.

Village Clerk/Treasurer's Report: Sutter thanked the election officials that worked at the polls for the Presidential election and the voters that exercised their right to vote. She also thanked the village staff for their hard work.

Adjournment: There being no further business before the Board, Littel moved, Roberts seconded to adjourn the meeting at 7:49pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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JOINT VILLAGE BOARD AND
PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, NOVEMBER 28, 2012

The Village Board and Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet jointly 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) Discuss and consider revisions to Municipal Ordinance Chapter 17 Zoning Code.
- 3) Adjourn.

A QUORUM OF THE VILLAGE BOARD/VILLAGE COMMITTEE MEMBERS MAY BE PRESENT AT THIS MEETING. ONLY NOTICED AGENDA ITEMS WILL BE ACTED ON BY THE GOVERNMENTAL BODY SPECIFIED ABOVE.

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
JOINT VILLAGE BOARD AND
PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
NOVEMBER 28, 2012

The Village Board and Plan Commission/Historic Preservation Commission met in special session on the above date in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI.

Call to Order/Roll Call: Village President and Plan Commission/Historic Preservation Commission Chair David Becker called the meeting to order at 5:31pm. Village Trustees present were Steve Grindle, Audrey Roberts, George Sievers, Greg Steiner, Randy Littel, and Mark Rooney. Plan Commissioners present were David Hoffman, Wally Orzechowski, and Norb Scribner. Commissioner Neil Densmore arrived at 5:35pm and Commissioner Peggy Zalucha arrived at 6:01pm. Also present were Village Administrator Dave Ross, Assistant Village Administrator Kathy Hagen, and Village Planner Mike Slavney.

Discuss and consider revisions to Municipal Ordinance Chapter 17 Zoning Code: Village Planner Mike Slavney reviewed his memorandum dated November 20 which listed his zoning ordinance recommendations for the current code. Slavney also provided a comparison of minimum lot areas, lot widths, and setbacks from area communities. Slavney estimated a cost of \$26,000 to rewrite the Village's zoning ordinance.

Adjournment: There being no further business, Rooney moved, Densmore seconded to adjourn the joint meeting at 6:48pm.

Minutes by Kathy L Hagen, Assistant Village Administrator



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VILLAGE BOARD

WEDNESDAY, DECEMBER 5, 2012

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) November 7 and November 28, 2012 Village Board minutes
 - B) Ordinance 2012-13, "AN ORDINANCE TO CREATE 13.32(5) RELATING TO SEWER LATERAL MAINTENANCE"
 - C) Ordinance 2013-14, "ZONING MAP UPDATE"
- 4) Consider Youth Center lease.
- 5) Consider change of property insurance carrier.
- 6) Consider Village policies.
- 7) Consider Resolution 2012-33, "RELATING TO NON-UNION EMPLOYEE WAGES".
- 8) Committee reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Mount Horeb Area Joint Fire Department
 - c. Library Board
 - d. School Liaison
 - e. Parks, Recreation, and Forestry Commission
 - f. Plan Commission
 - g. Public Works
 - h. Public Safety
 - i. Finance/Personnel
 - j. Utility Commission
- 9) Village President's report.

- 10) Village Administrator's report.
- 11) Village Clerk/Treasurer's report.
- 12) 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 5, 2012**

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

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

Public Comments: Paul Rux requested to speak about the future on economic development and how the perception of safety affects it. He reflected on how the recent murder in the village affects people's perception of Mount Horeb.

Consent Agenda: The consent agenda items were reviewed. Sievers moved, Grindle seconded to approve all consent agenda items except Ordinance 2013-14, carried by voice vote. The consent agenda items were:

- A) November 7 and November 28, 2012 Village Board minutes
- B) Ordinance 2012-13, "AN ORDINANCE TO CREATE 13.32(5) RELATING TO SEWER LATERAL MAINTENANCE"

Ross explained that there may have to be some changes to the zoning map so it was decided to remove it from approval at this time. Rooney moved, Steiner seconded to table the zoning map ordinance, carried by voice vote.

Youth Center lease: Ross reviewed the reason for the change in the Youth Center and the proposed lease. Grindle moved, Sievers seconded to approve the lease as presented, approved by voice vote.

Property Insurance Carrier: Ross explained that the village received a competitive bid from Chubb Insurance that was significantly less than the current carrier for property insurance. Littel moved, Sievers seconded to withdraw from the state insurance fund, carried by voice vote.

Village Policies: Ross reviewed the financial policies that were recommended for approval by the Finance & Personnel Committee. He reviewed the reason for these policies based on the recommended by the auditors. The following policies were reviewed and discussed: credit card usage, financial investments, and post-issuance compliance with tax exempt obligations. Rooney moved, Steiner seconded to approve all three policies, carried by voice vote.

Non-Union Employee Wages: Ross explained these wage increases were included in the 2013 budget that was approved last month. This resolution formalizes the individual increases. Becker moved, Littel seconded to approve Resolution 2012-33, approved by voice vote.

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

Village President's Report: Becker reported that it was the end of his first full year of service to village and state of the village government will be reported in the future.

Village Administrator's Report: None.

Village Clerk/Treasurer's Report: Sutter reported that village staff had been busy finishing up the duties from the November election. She also noted the 2012 property tax bills should be mailed by the end of next week.

Adjournment: There being no further business before the Board, Grindle moved, Rooney seconded to adjourn the meeting at 8:02 pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer