



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 2, 2013

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) December 5, 2012 Village Board minutes
 - B) Ordinance 2013-01, "ZONING MAP UPDATE"
 - C) 2012 Special Assessments public hearing for February 6, 2013.
- 4) Consider Mount Horeb Landmarks Foundation loan.
- 5) PUBLIC HEARING: Amendment to Village of Mount Horeb Comprehensive Plan for Village-owned property south of USH 18-151 for proposed land uses of Government/Institutional and General Industrial
- 6) Consider Ordinance 2013-02, "AN ORDINANCE TO ADOPT AN AMENDMENT TO THE COMPREHENSIVE PLAN OF THE VILLAGE OF MOUNT HOREB, WISCONSIN" for Village-owned property.
- 7) Consider Resolution 2013-01, "RESOLUTION AUTHORIZING THE REQUEST TO AMEND THE URBAN SERVICE AREA".
- 8) Consider Village policies.
- 9) 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

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

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

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
January 2, 2013**

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, and Sievers. Trustees Rooney and Steiner were 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. Littel moved, Roberts seconded to approve all consent agenda items as listed, carried by voice vote. The consent agenda items were: December 5, 2012 Village Board minutes; Ordinance 2013-01, "ZONING MAP UPDATE"; 2012 Special Assessments public hearing for February 6, 2013.

Consider Mount Horeb Landmarks Foundation loan forgiveness: Grindle noted the Finance and Personnel Committee discussed this and requested additional information before they could make a recommendation. Grindle moved, Roberts seconded to table, carried by voice vote.

Public Hearing: The purpose of the public hearing was to consider an amendment to Village of Mount Horeb Comprehensive Plan for village-owned property south of USH 18-151 for proposed land uses of Government/Institutional and General Industrial. The hearing was called to order at 7:02 pm. The public was asked for any comments on the amendment. Hearing no comments, the public hearing was closed at 7:03 pm.

Consider Ordinance 2013-02, "AN ORDINANCE TO ADOPT AN AMENDMENT TO THE COMPREHENSIVE PLAN OF THE VILLAGE OF MOUNT HOREB, WISCONSIN" for Village-owned property: The amendment is necessary to add to the comprehensive plan the land purchased for future wastewater treatment facility upgrades. The land is located south of USH 18-151. Roberts moved, Grindle seconded to approve the amendment as presented, carried by voice vote.

Consider Resolution 2013-01, "RESOLUTION AUTHORIZING THE REQUEST TO AMEND THE URBAN SERVICE AREA": The amendment to the urban service area is necessary to provide services to the future wastewater treatment facility upgrade. Sievers moved, Roberts seconded to approve

Resolution 2013-01, "RESOLUTION AUTHORIZING THE REQUEST TO AMEND THE URBAN SERVICE AREA", carried by voice vote.

Consider Village policies: The following policies were recommended for approval by Finance & Personnel Committee. Ross reviewed each policy individually.

1. General Fund Reserve: establishes a minimum/maximum for the general fund balance. Roberts moved, Sievers seconded to approve, carried by voice vote.
2. Sick Leave Conversion upon Retirement: establishes a written policy for the sick leave conversion. Roberts moved, Sievers seconded to approve, carried by voice vote.
3. Vacation and other Leaves: establishes a written policy for all employee benefit leaves. The Finance Committee removed the January 1st sick leave payout wording. Littel moved, Grindle seconded to approve the policy as amended, carried by voice vote.

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

Village President's Report: Becker expressed his thanks and wished everyone a Happy New Year.

Village Administrator's Report: Ross stated that the next meeting he would have an update on preliminary 2012 budget. He reported that the snow storm costs from last month may be reimbursed if a disaster declaration is approved.

Village Clerk/Treasurer's Report: Sutter reported the village staff was busy with property tax collections and year end preparation. She also reported that nomination papers were filed for the current Village President and Village Trustees. No additional nomination papers were received.

Adjournment: There being no further business before the Board, Grindle moved, Roberts seconded to adjourn the meeting at 7:31pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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VILLAGE BOARD

WEDNESDAY, FEBRUARY 6, 2013

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) January 2, 2013 Village Board minutes
 - B) ETJ Certified Survey Map Joen Meylor, Section 10 Town of Blue Mounds
 - C) Resolution 2013-03, 'RELATING TO THE VILLAGE OF MOUNT HOREB FLEXIBLE BENEFIT PLAN'
 - D) Ordinance 2013-03, "COLLECTION AND DISPOSAL OF SOLID WASTE AND RECYCLABLES"
 - E) Walgreens Claim for excessive assessment
- 4) Public Hearing: 2012 Street Project Special Assessments Final Report
- 5) Consider Resolution 2013-02, "RESOLUTION LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITTED PROPERTY FOR THE 2012 STREET IMPROVEMENT PROJECT".
- 6) Consider Mount Horeb Landmarks Foundation loan.
- 7) Consider Village handbook policies.
- 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.

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VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
February 6, 2013

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. Sievers moved, Rooney seconded to remove item 3D from the consent agenda, carried by voice vote. Grindle moved, Littel seconded to approve the remaining consent agenda items, carried by voice vote. The consent agenda items were: January 2, 2013 Village Board minutes; ETJ Certified Survey Map Joen Meylor, Section 10 Town of Blue Mounds; Resolution 2013-03, 'RELATING TO THE VILLAGE OF MOUNT HOREB FLEXIBLE BENEFIT PLAN"; and to deny Walgreens Claim for excessive assessment.

Ordinance 2013-03, "COLLECTION AND DISPOSAL OF SOLID WASTE AND RECYCLABLES": Sievers requested clarification on whether language should be added to give the village the authority to bill the charges on the utility bill. Assistant Administrator Kathy Hagen indicated the Public Works Committee was comfortable with the language in the ordinance, and Wis. State Statutes gave the Village the authority to levy any unpaid balance as a property lien. It was tabled for additional review. No action was taken.

Public Hearing: The purpose of the public hearing was to consider the 2012 Street Project Special Assessments Final Report. Rob Wright reviewed the project that was completed last year. The hearing was called to order at 7:09pm. Eric Brinkman from S 4th was present to thank Wright and Ross for their help during the project and the extra assistance that was given. Pat Tondreault from S 4th Street questioned whether a final repair was scheduled for this year. Wright stated there were several small repairs that still needed to be completed. Lindsay Feuling from S 4th Street also wanted to thank everyone for the project. He stated that it should help prevent further water damage to his property. Becker and Roberts thanked Wright for his efforts on the project. Hearing no further comments, the public hearing was closed at 7:13pm.

Resolution 2013-02, "RESOLUTION LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITTED PROPERTY FOR THE 2012 STREET IMPROVEMENT PROJECT": Roberts moved, Littel seconded to approve the resolution as presented, carried by voice vote.

Mount Horeb Landmarks Foundation loan: Rooney removed himself from the Board for this discussion due to a conflict of interest. Becker reviewed the history of the loan with the Landmarks Foundation. The Foundation is requesting some relief from the payments on the loan. The current balance of the loan is approximately \$13,000. Grindle reviewed the Finance/Personnel Committee discussion and their recommendation to deny the request for relief. There was discussion on fundraising possibilities and the current interest rate. Roberts moved, Grindle seconded to deny the request at this time, carried by voice vote. Rooney returned to the table.

Village handbook policies: Ross reviewed two new policies on internal controls for payroll and accounts payable/vendor approval. Littel moved, Roberts seconded to approve the two policies. This motion was withdrawn until all policies were discussed. Two corrected policies were also presented for review. The Sick Leave Conversion policy was updated to clarify the retirement age for sworn police employees to make it consistent with state law. The Vacation and Other Leaves policy was corrected for rounding of the vacation hours. Rooney moved, Roberts seconded to approve all the policies as presented, carried by voice vote.

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

Village President's Report: Becker thanked village staff for their work.

Village Administrator's Report: Ross reported on some recent staff changes at the village office.

Village Clerk/Treasurer's Report: Sutter reported that several calls were received on the new garbage and recycling containers that were being distributed this week. Residents were reminded to look at the information provided inside the containers. Sutter also reminded everyone of the upcoming February 19 primary election.

Adjournment: There being no further business before the Board, Roberts moved, Littel seconded to adjourn the meeting at 7:50pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Clerk/Treasurer



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VILLAGE BOARD

WEDNESDAY, MARCH 6, 2013

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) February 6, 2013 Village Board minutes
 - B) Transfer of Liquor License from premises to premises for Miller & Sons
 - C) Randy Docken extraterritorial jurisdiction Certified Survey Map
 - D) Ordinance 2013-03 "COLLECTION AND DISPOSAL OF SOLID WASTE AND RECYCLABLES"
 - E) Resolution 2013-04 "BUDGET AMENDMENT RESOLUTION"
 - F) Resolution 2013-05 "CONDITIONAL USE PERMIT PREMIER COOP, 501 W MAIN STREET" for new building in group development
 - G) Appointment of Clerk/Deputy Treasurer/Office Manager and Finance Director/Treasurer/Deputy Clerk
- 4) Consider 2013 street project:
 - a) Presentation by Village Engineer Rob Wright
 - b) Resolution 2013-07, "PRELIMINARY RESOLUTION TO LEVY SPECIAL ASSESSMENTS"
 - c) Authorize Village Engineer to advertise for bids
- 5) Consider Resolution 2013-06, "ESTABLISHING PUBLIC PARTICIPATION PROCEDURES FOR COMPREHENSIVE PLAN AMENDMENT" for 107 N 4th Street, and set May 1, 2013 public hearing.
- 6) 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

- 7) Village President's report.
- 8) Village Administrator's report.
- 9) Village Clerk's report.
- 10) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
March 6, 2013**

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, and Sievers. Also present were Assistant Village Administrator Hagen and Clerk/Deputy Treasurer Gross. Absent were Trustees Rooney, Roberts, and Steiner (Rooney arrived to the meeting at 7:09pm). The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: Littel moved, Sievers seconded to approve all the following consent agenda items: February 6, 2013 Village Board minutes; Transfer of Liquor License from premises to premises for Miller & Sons; Randy Docken extraterritorial jurisdiction Certified Survey Map; Ordinance 2013-03 "COLLECTION AND DISPOSAL OF SOLID WASTE AND RECYCLABLES"; Resolution 2013-04 "BUDGET AMENDMENT RESOLUTION"; Resolution 2013-05 "CONDITIONAL USE PERMIT PREMIER COOP, 501 W MAIN STREET" for new building in group development; Appointment of Clerk/Deputy Treasurer/Office Manager and Finance Director/Treasurer/Deputy Clerk. Motion carried.

Consider 2013 street project: Village Engineer Rob Wright was present to explain the details of the reconstruction project proposed to start this spring. Sievers moved, Grindle seconded to approve Resolution 2013-07, "PRELIMINARY RESOLUTION TO LEVY SPECIAL ASSESSMENTS". Motion carried. Grindle moved, Rooney seconded to approve authorization of the Village Engineer to advertise for bids. Motion carried.

Consider Resolution 2013-06, "ESTABLISHING PUBLIC PARTICIPATION PROCEDURES FOR COMPREHENSIVE PLAN AMENDMENT" for 107 N 4th Street, and set May 1, 2013 public hearing: Lori Morrissey was present to speak about the development plans for a 4-unit condominium at 107 N 4th Street. Rooney moved, Littel seconded to approve the resolution and set the public hearing for May 1, 2013. Motion carried.

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

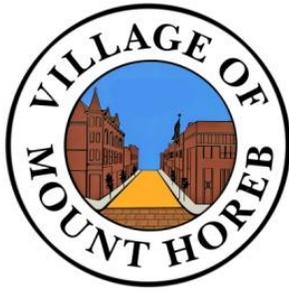
Village President's Report: Becker commented on the upcoming election and stated he has been very happy serving the village for the last two years. He also urged residents to serve on a committee if they're interested.

Village Administrator's Report: Assistant Administrator Hagen presented the report in place of Administrator Ross. Calls have slowed down regarding the new Waste Management carts. Residents may still request smaller carts if need be.

Village Clerk's Report: Gross reported there is a contingent offer of employment for the Office Assistant 1 position currently open. She also reminded everyone of the upcoming Spring Election on April 2nd.

Adjournment: There being no further business before the Board, Sievers moved, Littel seconded to adjourn the meeting at 7:32pm, carried by voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



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VILLAGE BOARD

WEDNESDAY, APRIL 3, 2013

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) March 6, 2013 Village Board minutes
 - B) Street Use Permit App from Chamber of Commerce for Art Fair 6am July 20, 2013 thru 6pm July 21, 2013
 - C) Street Use Permit App from Mount Horeb Fire Dept for 7am July 20, 2013 thru 5pm July 21, 2013
 - D) Village Trustee Committee/Commission appointments
 - E) Ordinance 2013-07, "AN ORDINANCE TO REPEAL SECTIONS 1.20, 1.34, AND CHAPTER 21, AND AMEND SECTION 1.01 OF THE CODE OF ORDINANCES RELATING TO VILLAGE COMMITTEES AND ELECTED OFFICIALS"
- 4) Presentation of 2012 Library Report by Library Director Jessica Williams.
- 5) Consider Resolution 2013-10, "REDUCTION IN LETTER OF CREDIT CO ID LLC, DEVELOPER".
- 6) Consider Ordinance 2013-08, "AN ORDINANCE TO AMEND 13.38 SEWER UTILITY RATES".
- 7) Arbor Day Proclamation
- 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/Deputy Treasurer's report
- 12) Adjourn

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
April 3, 2013**

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

Public Comments: None.

Consent Agenda: Roberts moved, Sievers seconded to approve all the following consent agenda items: March 6, 2013 Village Board minutes; Street Use Permit App from Chamber of Commerce for Art Fair 6am July 20, 2013 thru 6pm July 21, 2013; Street Use Permit App from Mount Horeb Fire Dept for 7am July 20, 2013 thru 5pm July 21, 2013; Village Trustee Committee/Commission appointments; Ordinance 2013-07, "AN ORDINANCE TO REPEAL SECTIONS 1.20, 1.34, AND CHAPTER 21, AND AMEND SECTION 1.01 OF THE CODE OF ORDINANCES RELATING TO VILLAGE COMMITTEES AND ELECTED OFFICIALS". Motion carried.

Presentation of 2012 Library Report by Library Director Jessica Williams: Jessica Williams was present to give her report on the 2012 highlights of the Library.

Consider Resolution 2013-10, "REDUCTION IN LETTER OF CREDIT CO ID LLC, DEVELOPER": John Dewitt of CO ID LLC was present to speak regarding the reduction of the letter of credit. Administrator Ross went through the specifics of the letter of credit. Rooney moved, Roberts seconded to approve the reduction. Motion carried.

Consider Ordinance 2013-08, "AN ORDINANCE TO AMEND 13.38 SEWER UTILITY RATES": Ross explained each option being considered, and ultimately the option recommended to the board. A lengthy discussion ensued regarding the details of each option. Sievers handed out a proposal to the board members he created on different rates to consider. After further discussion, Rooney moved, Roberts seconded to deny the recommendation from the Utility Commission. Roberts then moved, Rooney seconded to approve the new recommendation provided by Sievers. Grindle raised his concerns about changing gears so rapidly without more consideration. The motion carried with 5 ayes and 1 opposed.

Arbor Day Proclamation: Becker proclaimed Arbor Day Week as April 21, 2013 through April 27, 2013.

Committee Reports: The Committee reports were heard with none requiring Village Board action.

Village President's Report: Becker gave his President's report.

Village Administrator's Report: Ross gave his Administrator's report.

Village Clerk's Report: Gross gave her Clerk's report, thanking everyone who was able to get out and vote at yesterday's General Election.

Adjournment: There being no further business before the Board, Roberts moved, Rooney seconded to adjourn the meeting at 8:34pm, carried by voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



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VILLAGE BOARD

WEDNESDAY, MAY 1, 2013

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) April 3, 2013 Village Board minutes
 - B) Citizen appointments to committees/commissions
 - C) Release of sanitary sewer easement at 416 Forest Street
 - D) Release of storm water easement at 113 Greve Circle
 - E) Resolution 2013-09 Budget Amendment Resolution
 - F) Lyle Opsal CSM, Section 3 Town of Blue Mounds
- 4) Presentation of 2012 Village Audit by Heather Acker of Baker Tilly
- 5) Consider refinancing a 2002 Electric Utility loan
- 6) Consider draft Memorandum of Understanding between the Village of Mount Horeb and the Mount Horeb Area Economic Development Corporation
- 7) Consider Village internal control policies
- 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/Deputy Treasurer's report
- 12) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
May 1, 2013**

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

Public Comments: None.

Consent Agenda: Sievers moved, Grindle seconded to approve all the following consent agenda items: April 3, 2013 Village Board minutes; Citizen appointments to committees/commissions; Release of sanitary sewer easement at 113 Greve Circle; Resolution 2013-09 Budget Amendment Resolution; Lyle Opsal CSM, Section 3 Town of Blue Mounds. Motion carried.

Presentation of 2012 Audit by Heather Acker of Baker Tilly: The 2012 Audit was presented by Amanda Blomberg in place of Heather Acker. She thanked the staff for being so prepared and complemented them on doing a very nice job putting the numbers together. Amanda stated the Village is in good financial shape.

Consider refinancing a 2002 Electric Utility Loan: Administrator Ross went through some details of the 2002 Electric Utility Loan. Financial Advisor Kevin Mullen was present to speak about the refinancing. Rooney moved, Sievers seconded to approve refinancing using General Obligation Bonds. Motion carried.

Consider draft Memorandum of Understanding between the Village of Mount Horeb and the Mount Horeb Area Economic Development Corporation: Ross explained the Memorandum of Understanding. Sievers moved, Rooney seconded to approve the memorandum. Motion carried.

Consider Village internal control policies: Ross went through the details of the internal control policies being considered, which includes decentralized accounting, property tax collection, and capitalization of assets. Grindle moved, Littel seconded to approve as presented. Motion carried.

Committee Reports: The Committee reports were heard with none requiring Village Board action.

Village President's Report: Becker gave his President's report. He talked about the amendment to the Urban Service Area, and also thanked everyone who showed an interest in serving on a Village Committee.

Village Administrator's Report: Ross gave his Administrator's report. He gave an update on the Lieutenant Position open at the Police Department.

Village Clerk's Report: Gross gave her Clerk's report. She gave an update on the Billing Software conversion taking place.

Adjournment: There being no further business before the Board, Grindle moved, Rooney seconded to adjourn the meeting at 8:19pm, carried by voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



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REVISED

VILLAGE BOARD

WEDNESDAY, JUNE 5, 2013

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00 pm 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) May 1, 2013 Village Board minutes
 - B) Liquor License Applications
 - C) Appointment of Mike McNall to Utility Commission thru October 1, 2014 for remainder of Curt Gullick term
 - D) Appointment of Paula Craft to Library Board with term expiring July 1, 2016
 - E) Street Use Permit App for Safe Harbor Ride August 17, 2013 from 12 pm - 4 pm, Front Street between S First Street and Grove Street
 - F) Street Use Permit – American Cancer Society at Grundahl Park July 26 and 27– closing Parkway Drive between Henry Street and Blue Mounds Street
 - G) Public Amusement and Shows App – American Cancer Society at Grundahl Park July 26 and 27
 - H) Street Use Permit – Summer Frolic Parade June 9, 2013 from 12 pm – 1 pm Main Street from Fourth Street to First Street
- 4) Consider Resolution 2013-13, "RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$810,000 GENERAL OBLIGATION REFUNDING BONDS" for Mount Horeb Electric Utility.
- 5) Consider 2013 Street Project bid award.
- 6) Consider Ordinance 2013-09 "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 for proposed multifamily development.
- 7) Consider Lot 2 North Cape Commons CSM.

- 8) Consider Resolution 2013-**11**, **"A Resolution Setting The Amount Of Required Fee In Lieu Of Land Dedication Pursuant to Sections 18.14(4)(a) and 18.14(5), And The Amount Of The Park Improvement Fee Pursuant To Section 18.14(4)(b)"**
- 9) Consider July Village Board meeting date.
- 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
- 11) Village President's report
- 12) Village Administrator's report
- 13) Village Clerk/Deputy Treasurer's report
- 14) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
JUNE 5, 2013**

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

Public Comments: None.

Consent Agenda: Roberts moved, Littel seconded to approve all the following consent agenda items: May 1, 2013 Village Board minutes; Liquor License Applications; Street Use Permit App for Safe Harbor Ride August 17, 2013 from 12 pm-4 pm, Front Street between S First Street and Grove Street; Street Use Permit-American Cancer Society at Grundahl Park July 26 and 27-closing Parkway Drive between Henry Street and Blue Mounds Street; Public Amusement and Shows App-American Cancer Society at Grundahl Park July 26 and 27; Street Use Permit-Summer Frolic Parade June 9, 2013 from 12 pm-1 pm Main Street from Fourth Street to First Street. Motion carried.

Consider Resolution 2013-13, "RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$810,000 GENERAL OBLIGATION REFUNDING BONDS" for Mount Horeb Electric Utility: Administrator Ross stated the amount has been changed to \$805,000. Roberts moved, Grindle seconded to approve the resolution as amended. Financial Advisor Kevin Mullen was present to explain the details of the bonds. Motion carried.

Consider 2013 Street Project bid award: Four bids were received for the 2013 Street Project. Hammersley Stone Co. was the lowest bidder, but backed out due to time constraints with current projects. The recommendation was made to go with Rule Construction, who was the second lowest bidder. Both bids were under the estimated cost Village Engineer Rob Wright provided. Roberts moved, Littel seconded to go with Rule Construction. Motion carried.

Consider Ordinance 2013-09 "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 for proposed multi-family development: The developer has changed the landscape plan as requested and was reviewed by Village Planner Mike Slavney and the Village Board. Slavney believes the developer has met all requirements with the changes and recommends approval. Sievers moved, Roberts seconded to approve the ordinance. Motion carried.

Consider Lot 2 North Cape Commons CSM: Rooney moved, Sievers seconded to approve the Certified Survey Map. Motion carried.

Consider Resolution 2013-11, "A Resolution Setting The Amount Of Required Fee In Lieu Of Land Dedication Pursuant to Sections 18.14(4)(a) and 18.14(5), And The Amount Of The Park Improvement Fee Pursuant To Section 18.14(4)(b)": Becker and Ross explained the fees and changes. Sievers moved, Littel seconded to approve the resolution. Motion carried.

Consider July Village Board meeting date: Sievers moved, Rooney seconded to change next month's meeting to July 1st, 2013, due to the holiday. Motion carried.

Committee Reports: The Committee reports were heard with none requiring Village Board action.

Village President's Report: Becker gave his President's report. He thanked all the volunteers in the community and mentioned the Chamber has many events lined up for the summer, including the Frolic this weekend.

Village Administrator's Report: Ross gave his Administrator's report. He thanked the Finance & Personnel Committee for dealing with all the policies and job descriptions over the last few months.

Village Clerk's Report: Gross gave her Clerk's report. She stated the Open Book and Board of Review are coming up and gave the dates and times.

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

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



Village of Mount Horeb

138 E Main St

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VILLAGE BOARD

MONDAY, JULY 1, 2013

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) June 5, 2013 Village Board minutes-regular and joint meeting
 - B) LeCork Liquor License amendment to allow service in outdoor area
 - C) Troll Inn Liquor License amendment to allow service in outdoor area
 - D) Fink's Café liquor license
 - E) ETJ Certified Survey Map-Elmer and Norma Baker Section 8, Town of Springdale.
 - F) Resolution 2013-13, "CONDITIONAL USE PERMIT TO ALLOW VEHICLE REPAIR AND MAINTENANCE WITH OUTDOOR DISPLAY AND OUTDOOR STORAGE 1720 BUS. 18-151E"
 - G) Resolution 2013-15, "CONDITIONAL USE PERMIT FOR A GROUP DAY CARE 310 W MAIN STREET"
- 4) Consider revised records retention ordinance and retention schedule:
 - A) Ordinance 2013-11 "AN ORDINANCE TO REPEAL AND RECREATE SECTION 3.07 REGULATING THE RETENTION AND DESTRUCTION OF VILLAGE OF MOUNT HOREB PUBLIC RECORDS
 - b) Resolution 2013-14, "MUNICIPAL RECORDS RETENTION SCHEDULE"

- 5) Consider Comprehensive Plan amendment:
 - a) Brief overview
 - b) Resolution 2013-16, "ESTABLISHING PUBLIC PARTICIPATION PROCEDURES FOR COMPREHENSIVE PLAN AMENDMENT"
 - c) Set public hearing date for August 7, 2013
- 6) Consider October meeting date for joint Village Board/School Board meeting
- 7) 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
- 8) Village President's report
- 9) Village Administrator's report
- 10) Village Clerk/Deputy Treasurer's report
- 11) 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 ALYSSA GROSS, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
JULY 1, 2013**

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

Public Comments: None.

Consent Agenda: Sievers moved, Rooney seconded to approve all the following consent agenda items: June 5, 2013 Village Board minutes-regular and joint meeting; LeCork Liquor License amendment to allow service in outdoor area; Troll Inn Liquor License Amendment to allow service in outdoor area; Fink's Café liquor license; ETJ Certified Survey Map-Elmer and Norma Baker Section 8, Town of Springdale; Resolution 2013-13, "CONDITIONAL USE PERMIT TO ALLOW VEHICLE REPAIR AND MAINTENANCE WITH OUTDOOR DISPLAY AND OUTDOOR STORAGE 1720 BUS. 18-151E"; Resolution 2013-15, "CONDITIONAL USE PERMIT FOR A GROUP DAY CARE 310 W MAIN STREET". Motion carried by unanimous voice vote.

Consider revised records retention ordinance and retention schedule:

- A) Ordinance 2013-11, "AN ORDINANCE TO REPEAL AND RECREATE SECTION 3.07 REGULATING THE RETENTION AND DESTRUCTION OF VILLAGE OF MOUNT HOREB PUBLIC RECORDS": Ross stated the current retention ordinance is outdated. The proposed schedule has been approved at the state level. Littel moved, Roberts seconded to approve the new retention schedule. Motion carried by unanimous voice vote.
- B) Resolution 2013-14, "MUNICIPAL RECORDS RETENTION SCHEDULE": Roberts moved, Steiner seconded to approve the resolution. Motion carried by unanimous voice vote.

Consider Comprehensive Plan amendment:

- A) Brief Overview: Ross explained that these are two lots located at the dead end of Nesheim Trail east of Longview Avenue. The owner would like to combine these lots and have them zoned to R-1 Residential.
- B) Resolution 2013-16, "ESTABLISHING PUBLIC PARTICIPATION PROCEDURES FOR COMPREHENSIVE PLAN AMENDMENT": Roberts moved, Sievers seconded to approve the resolution. Motion carried by unanimous voice vote.
- C) Set public hearing date: Sievers moved, Rooney seconded to set the public hearing for August 7, 2013. Motion carried by unanimous voice vote.

Consider October meeting date for joint Village Board/School Board meeting:

Roberts moved, Littel seconded to hold the joint meeting on September 30, 2013 at 7:00 pm. Motion carried by unanimous voice vote.

Committee Reports: The Committee reports were heard with none requiring Village Board action.

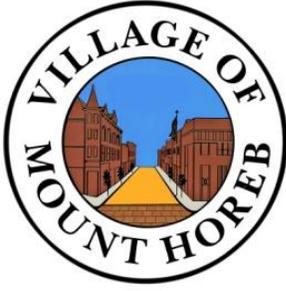
Village President's Report: Becker gave his President's report. He wished everyone a Happy 4th of July.

Village Administrator's Report: Ross did not have anything to report.

Village Clerk's Report: Gross gave her Clerk's report. She stated the Board of Review is on July 11th from 3-5pm.

Adjournment: There being no further business before the Board, Rooney moved, Roberts seconded to adjourn the meeting at 7:24pm, carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



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REVISED VILLAGE BOARD WEDNESDAY, AUGUST 7, 2013

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 1, 2013 Village Board minutes
 - B) Fink's Café Liquor license amendment, 204 W Main Street
 - C) Grumpy Troll Liquor license amendment, 105 S 2nd Street
 - D) Operator Licenses: Allie Tews, Aaron Rains, Paul Monjaras
 - E) Five-Year Road Improvement Program 2014-2018
 - F) Appointment of Debra Klein to Library Board expiring July 1, 2016
 - G) Andrew Baack Certified Survey Map Section 2 Town of Blue Mounds
 - H) Village policy approval 100-16 **"Internal Controls – IT access"**
- 4) PUBLIC HEARING: Proposed amendment to the Village of Mount Horeb Comprehensive Plan to change land use designation for parcel 0606-114-1024-9, located at the end of Nesheim Trail east of Longview Avenue, from Main Street Business to Single Family Residential.
- 5) Consider Ordinance 2013-13, 'AN ORDINANCE TO ADOPT AN AMENDMENT TO THE COMPREHENSIVE PLAN OF MOUNT HOREB, WISCONSIN'.
- 6) Consider Ordinance 2013-12, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTIES FROM R-2 TWO FAMILY AND A-1 AGRICULTURAL TO R-1 SINGLE FAMILY RESIDENTIAL".

- 7) 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
- 8) Village President's report
- 9) Village Administrator's report
- 10) Village Clerk/Deputy Treasurer's report
- 11) 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 ALYSSA GROSS, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
AUGUST 7, 2013**

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

Public Comments: None.

Consent Agenda: Roberts moved, Rooney seconded to approve all noticed consent agenda items: July 1, 2013 Village Board minutes; Fink's Café Liquor license amendment, 204 W Main Street; Grumpy Troll Liquor license amendment, 105 S 2nd Street; Operator Licenses: Allie Tews, Aaron Rains, Paul Monjaras; Five-Year Road Improvement Program 2014-2018; Appointment of Debra Klein to Library Board expiring July 1, 2016; Andrew Baack Certified Survey Map Section 2 Town of Blue Mounds; and Village policy approval 100-16 "Internal Controls-IT access". Motion carried by unanimous voice vote.

PUBLIC HEARING: Proposed amendment to the Village of Mount Horeb Comprehensive Plan to change land use designation for parcel 0606-114-1024-9, located at the end of Nesheim Trail east of Longview Avenue, from Main Street Business to Single Family Residential: The public hearing opened at 7:02pm. With no one wishing to speak, the hearing was closed at 7:03pm.

Consider Ordinance 2013-13, "AN ORDINANCE TO ADOPT AN AMENDMENT TO THE COMPREHENSIVE PLAN OF MOUNT HOREB, WISCONSIN": Rooney moved, Grindle seconded to approve the ordinance. Motion carried by unanimous voice vote.

Consider Ordinance 2013-12, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTIES FROM R-2 TWO FAMILY AND A-1 AGRICULTURAL TO R-1 SINGLE FAMILY RESIDENTIAL": Ross explained the zoning changes. He also noted the changes have been recommended by the Plan Commission. Sievers moved, Roberts seconded to approve the ordinance. Motion carried by unanimous voice vote.

Committee Reports: The Committee reports were heard with none requiring Village Board action.

Village President's Report: Becker gave his report and stated the DNR has approved the Urban Service Area amendment that was requested back in January for Village owned property located just south of the Hwy 18-151 overpass. He also thanked everyone for their contributions to the Relay for Life.

Village Administrator's Report: Ross did not have anything to report.

Village Clerk's Report: Gross did not have anything to report.

Adjournment: There being no further business before the Board, Roberts moved, Grindle seconded to adjourn the meeting at 7:19pm, carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



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JOINT VILLAGE BOARD/ FINANCE AND PERSONNEL COMMITTEE WEDNESDAY, AUGUST 7, 2013

The Finance and Personnel Committee of the Village of Mount Horeb will meet on the above date at **5:30 pm** 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 May 29 and June 5, 2013 meeting minutes.
- 3) Adjourn to closed session pursuant to Wis. Stats Sec. 19.85(1)(c) to conduct an employee review of the Village Administrator, **discussion of the Administrator's** employment contract, and discussion of the 2014-2016 WPPA police union contract.
- 4) Consider Village Administrator employment contract revision.
- 5) Consider 2014-2016 WPPA police union contract.
- 6) 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.

Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Alyssa Gross, Clerk, at 138 E. Main Street, Mount Horeb, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
JOINT VILLAGE BOARD/FINANCE AND
PERSONNEL COMMITTEE MINUTES
August 7, 2013**

The Village Board and Finance/Personnel Committee met at 5:30pm in joint session in the conference room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI.

Call to Order/Roll Call: Finance/Personnel Committee Chair Grindle called the meeting to order at 5:30pm. Present were Committee and Village Board members Hoffman, Kalscheur, President Becker and trustees Sievers, Roberts, Littel and Rooney. Also present were Administrator Ross and Clerk/Deputy Treasurer Gross. Trustee Steiner was absent.

Approval of Minutes: Roberts moved, Littel seconded to approve the May 29 and June 5, 2013 minutes. Motion carried by unanimous voice vote.

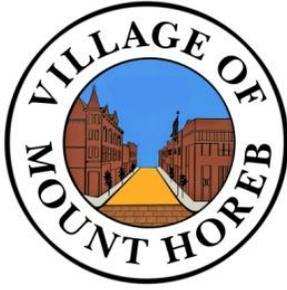
Adjourn to closed session pursuant to Wis. Stats Sec. 19.85(1)(c) to conduct an employee review of the Village Administrator, discussion of the Administrator's employee contract, and discussion of the 2014-2016 WPPA police union contract: Sievers moved, Hoffman seconded to go into closed session at 5:48pm. Motion carried by unanimous voice vote. Clerk Gross and Administrator Ross were excused at this time. Becker moved, Littel seconded to go into open session at 6:34pm. Motion carried by unanimous voice vote.

Consider Village Administrator employment contract revision: Rooney moved, Sievers seconded to recommend approval of the contract. Motion carried by unanimous voice vote.

Consider 2014-2016 WPPA police union contract: Becker moved, Sievers seconded to approve the contract. Motion carried by unanimous voice vote.

Adjournment: There being no further business before the joint body, Hoffman moved, Becker seconded to adjourn the meeting at 6:50pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



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VILLAGE BOARD WEDNESDAY, SEPTEMBER 4, 2013

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00 pm 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) August 7, 2013 joint and regular Village Board minutes
 - B) Appointment of Tony Zalucha to Utility Commission with term expiring October 1, 2020
 - C) Street Use Permit to close Main St from Grove St to Third St from 6am Oct 5 thru 6pm Oct 6 for Fall Heritage Festival
 - D) Resolution 2013-19, "RESOLUTION REQUESTING EXEMPTION FROM COUNTY LIBRARY TAX"
 - E) Resolution 2013-20, "BUDGET AMENDMENT"
 - F) Resolution 2013-21, "ANNUAL BANK AUTHORIZATION RESOLUTION"
 - G) Utility Easement Vacation between Lots 102/103 First Addition To Sutter's Prairie Ridge
- 4) Consider Lease Agreement with Town Land Co LLC for use of athletic field area at 918 Blue Mounds Street.
- 5) Consider Resolution 2013-18, "RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF UP TO \$1,774,300 SEWERAGE SYSTEM REVENUE BONDS, SERIES 2013, AND PROVIDING FOR OTHER DETAILS AND COVENANTS WITH RESPECT THERETO".
- 6) Consider date for special meeting to consider settlement regarding Walgreens vs Village of Mount Horeb (Sept 9-13 or 16-20).

- 7) 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

- 8) Village President's report

- 9) Village Administrator's report

- 10) Village Clerk/Deputy Treasurer's report

- 11) 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 ALYSSA GROSS, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
SEPTEMBER 4, 2013**

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

Public Comments: None.

Consent Agenda: Sievers moved, Grindle seconded to approve all noticed consent agenda items: August 7, 2013 joint and regular Village Board minutes; Appointment of Tony Zalucha to Utility Commission with term expiring October 1, 2020; Street Use Permit to close Main St from Grove St to Third St from 6am Oct 5 thru 6pm Oct 6 for Fall Heritage Festival; Resolution 2013-19, "RESOLUTION REQUESTING EXEMPTION FROM COUNTY LIBRARY TAX"; Resolution 2013-20, "BUDGET AMENDMENT"; Resolution 2013-21, "ANNUAL BANK AUTHORIZATION RESOLUTION"; Utility Easement Vacation between Lots 102/103 First Addition To Sutter's Prairie Ridge. Motion carried by unanimous voice vote.

Consider Lease Agreement with Town Land Co LLC for use of athletic field area at 918 Blue Mounds Street: Ross explained the details of the lease agreement, which would be through the end of 2013. Roberts moved, Littel seconded to approve the lease. Motion carried by unanimous voice vote.

Consider Resolution 2013-18, "RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF UP TO \$1,774,300 SEWERAGE SYSTEM REVENUE BONDS, SERIES 2013, AND PROVIDING FOR OTHER DETAILS AND COVENANTS WITH RESPECT THERETO": Ross explained that the Wastewater Treatment Plant is currently undergoing renovations. Those renovations will be in conjunction to the new plant, making the new plant last longer. Grindle moved, Roberts seconded to approve the resolution. Motion carried by unanimous voice vote.

Consider date for special meeting to consider settlement regarding Walgreens vs Village of Mount Horeb (Sept 9-13 or 16-20): A meeting needed to be scheduled to finalize a settlement with Walgreens concerning their assessment. Monday, September 9 was decided on as the meeting date, with Thursday, September 12 being the rain date.

Committee Reports: The Committee reports were heard with none requiring Village Board action.

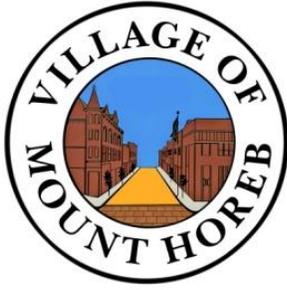
Village President's Report: Becker reminded everyone to watch out for children as school is back in session.

Village Administrator's Report: Ross reminded everyone to watch for detours as the Ironman triathlon will be coming through the village.

Village Clerk's Report: Gross reported on the status of the current utility billing software conversion.

Adjournment: There being no further business before the Board, Rooney moved, Grindle seconded to adjourn the meeting at 7:25pm, carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



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SPECIAL VILLAGE BOARD MONDAY, SEPTEMBER 9, 2013

The Village Board of the Village of Mount Horeb will meet in special session on the above date at **6:30pm** 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) Adjourn to closed session per §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, regarding Walgreen's excessive assessment claim.
- 3) Return to open session for any action as a result of the closed session
- 4) Adjourn

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

**VILLAGE OF MOUNT HOREB
SPECIAL VILLAGE BOARD
MEETING MINUTES
SEPTEMBER 9, 2013**

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

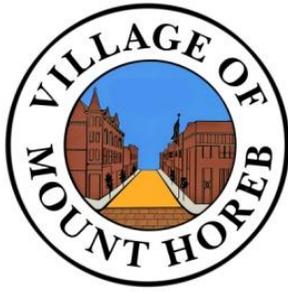
Call to Order/Roll Call: Village President Becker called the meeting to order at 6:30pm. Present were Trustees Rooney, Sievers, Littel, Roberts, Steiner, and Grindle. Also present were Village Administrator Ross, Clerk/Deputy Treasurer Gross, and Attorney Lori Lubinsky.

Adjourn to closed session per §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, regarding Walgreen's excessive assessment claim: Rooney moved, Littel seconded to adjourn to closed session to confer with legal counsel. Motion carried by unanimous voice vote. After discussion, Littel moved, Grindle seconded to go back into open session. Motion carried by unanimous roll call vote.

Return to open session for any action as a result of the closed session: Grindle moved, Roberts seconded to approve the settlement discussed in closed session. Motion carried by unanimous voice vote.

Adjournment: There being no further business before the Board, Roberts moved, Grindle seconded to adjourn the meeting at 6:59pm, carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



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JOINT VILLAGE BOARD AND
MOUNT HOREB AREA SCHOOL DISTRICT BOARD OF EDUCATION
MONDAY, SEPTEMBER 30, 2013

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

- 1) Call to Order, Roll Call and Meeting Notice Certification
- 2) Approval of (presented/revised) Agenda
- 3) Introductions
- 4) Discussion on Village/School Recreational Opportunities (School District Land, Indoor Swimming Pool and Land off of Blue Mounds Street)
- 5) Discussion on City of Monona's **Bullying Law**
- 6) Discussion regarding Crossing Guards
- 7) Discussion regarding Community Alcohol and other Drug Addictions (AODA)
- 8) Discussion regarding School/Police Liaison and School/Police Communication
- 9) Next Meeting Date and Future Agenda Items
- 10) Public comments
- 11) 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 ALYSSA GROSS, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
JOINT VILLAGE BOARD AND MOUNT HOREB AREA SCHOOL DISTRICT
BOARD OF EDUCATION MINUTES
September 30, 2013**

The Village Board and School Board met at 7:00pm in joint session at the Mount Horeb Community Center, 107 N. Grove Street, Mount Horeb, WI.

Call to Order/Roll Call/Meeting Notice Certification: School Board President Dan Ketterer called the meeting to order. School Board members present were Bakken, Lipska, Hanna, Strube, and Seidl. Rothamer was absent. Village Board members present were President Becker and Trustees Grindle, Roberts, Rooney, Sievers, Littel, and Steiner. Also present were Village Administrator Ross, Village Clerk/Deputy Treasurer Gross, School Superintendent Klein, and School Secretary Brager.

Approval of (presented/revised) Agenda: Hanna moved, Strube seconded to approve the agenda as presented. Motion carried by unanimous voice vote.

Introductions: School Board President Dan Ketterer introduced himself and thanked everyone for coming. All other members present on both boards introduced themselves.

Discussion on Village/School Recreational Opportunities (School District Land, Indoor Swimming Pool and Land off of Blue Mounds Street): Ross explained the opportunities available that could be used for the Village or School District. Ketterer addressed questions raised by Village Board members. Ketterer moved, Becker seconded to organize a pool feasibility committee consisting of Seidl, Strube, Littel, and Sievers. This committee will look into funding, management, land, and general feasibility. Motion carried by unanimous voice vote.

Discussion on City of Monona's Bullying Law: Ketterer explained that numerous municipalities have started implementing bullying policies. Littel shared what the county is looking to implement as a county-wide bullying policy. No action was taken on this agenda item.

Discussion regarding Crossing Guards: Ketterer explained that foot traffic has increased due to new bus fees. The school district is very limited on resources, therefore making some intersections dangerous for those walking. Chief Veloff stated there is not much interest when trying to hire crossing guards and when one is needed it ties up one of his officers. The idea was raised of having volunteers act as crossing guards, such as older students. No action was taken on this agenda item.

Discussion regarding Community Alcohol and other Drug Addictions (AODA): Seidl questioned if there are any trends the police department may be seeing that the school district should be aware of. Chief Veloff addressed concerns of alcohol or drug use. No action was taken on this agenda item.

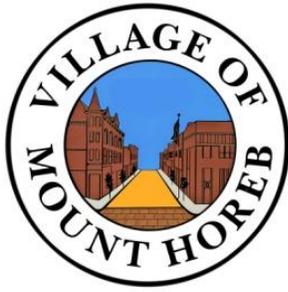
Discussion regarding School/Police Liaison and School/Police Communication: Ketterer addressed the need for Police Liaison at the School District. Chief Veloff explained the ways the School/Police Liaison could be used, especially as a way of communication. The school district is going to look into it further. No action was taken on this agenda item.

Next Meeting Date and Future Agenda Items: To be determined at a later date.

Public Comments: There were many public comments regarding the use of an indoor swimming pool, bullying, police liaison, and crossing guards.

Adjournment: There being no further business before the joint body, Becker moved, Strube seconded to adjourn the meeting at 8:44pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



Village of Mount Horeb

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VILLAGE BOARD WEDNESDAY, OCTOBER 2, 2013

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00 pm 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 4 and September 9 2013 Village Board minutes
 - B) Operator licenses: Jose Onate, Miguel Lopez, Gabriel Onate, Logan Grahm, Danielle Fitzsimons, Erin Anderson, Nathaniel Gauger, Kendra Jo Sigg, Hannah Moat, Jane Knutson
 - C) Corrected budget amendment Resolution 2013-20
 - D) Suggested trick/treat hours as 5-7pm for Thursday, October 31
 - E) Pay Request 1 to Rule Construction for 2013 Street Project
- 4) Consider delay in traffic light timing
- 5) Consider MHAEDC request for funding
- 6) 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

- 7) Village President's report
- 8) Village Administrator's report
- 9) Village Clerk/Deputy Treasurer's report
- 10) 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 ALYSSA GROSS, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
October 2, 2013**

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 and Finance Director/Treasurer Sutter. 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:

- A) September 4 and September 9, 2013 Village Board minutes
- B) Operator licenses: Jose Onate, Miguel Lopez, Gabriel Onate, Logan Grahm, Danielle Fitzsimons, Erin Anderson, Nathaniel Gauger, Kendra Jo Sigg, Hannah Moat, Jane Knutson
- C) Corrected budget amendment Resolution 2013-20
- D) Suggested trick/treat hours as 5-7pm for Thursday, October 31
- E) Pay Request 1 to Rule Construction for 2013 Street Project

Delay in Traffic Light Timing: Rooney explained the Public Safety Committee had discussed safety concerns for pedestrians & bicycles at the Main Street traffic lights. One possibility is to program a four second delay between the red light and green light. The DOT would approve that change if the Village Board took official action on it. The Public Safety Committee recommended approval of that change. The Village contracts with the City of Madison for maintenance of the lights. Rooney moved, Steiner seconded to authorize the City of Madison to change the timing to create a four second delay for the Main Street traffic lights, approved by voice vote.

MHAEDC request for funding: Michael McNall from the Mount Horeb Area Economic Development Corporation was present to request funding from the village. He explained that their request was for \$15,000 from the 2013 budget and \$7,500 each from the 2014 and 2015 budgets. He reviewed the MHAEDC efforts so far this year. Ross explained that this was actually a request for formal approval to release \$15,000 from this year's budget. The future budget requests will be included during the budget planning process. Sievers moved, Grindle seconded to release \$15,000 from the 2013 budget for the MHAEDC, approved by voice vote.

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

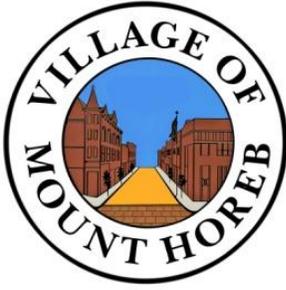
Village President's Report: None.

Village Administrator's Report: None.

Village Clerk/Deputy Treasurer's Report: Sutter reported on Public Power Week coming up October 6-12. Customer appreciation day is Wednesday, October 9 from 8am-4pm. There will be giveaways & refreshments on that day. The staff is continuing to work on the new utility billing software program.

Adjournment: There being no further business before the Board, Sievers moved, Rooney seconded to adjourn the meeting at 7:30pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Finance Director/Treasurer



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JOINT VILLAGE BOARD AND FINANCE & PERSONNEL COMMITTEE WEDNESDAY, OCTOBER 2, 2013

The Village Board and Finance & Personnel Committee of the Village of Mount Horeb will meet jointly on the above date at 6:15pm 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 as allowed by WI State Statutes 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, regarding possible purchase of BMO Harris bank building.
- 3) Adjourn.

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**VILLAGE OF MOUNT HOREB
JOINT VILLAGE BOARD/FINANCE AND
PERSONNEL COMMITTEE MEETING MINUTES
October 2, 2013**

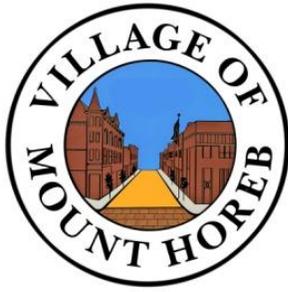
The Village Board and Finance & Personnel Committee met at 6:15pm in joint session in the conference room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI.

Call to Order/Roll Call: Village President Becker called the meeting to order at 6:22pm. Present were Trustees Grindle, Littel, Rooney, Sievers, and Finance/Personnel Committee members Hoffman and Kalscheur. Trustees Steiner and Roberts were absent. Also present were Village Administrator Ross and Finance Director/Treasurer Sutter.

Executive Closed Session: There being no further business before the open meeting, Littel moved, Rooney seconded to adjourn into executive closed session as allowed by WI Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, regarding possible purchase of BMO Harris bank building, carried by roll call vote. Aye: Grindle, Littel, Rooney, Sievers, Becker, Hoffman, Kalscheur. Nay: None. The meeting adjourned into Executive Session at 6:24pm. Discussion concerned whether to explore the possibility of purchasing the BMO Harris building on First Street. Hoffman moved, Littel seconded to approve exploring **the village's** future space needs and the potential purchase of property, carried by voice vote. The Village president will appoint members for a subcommittee. Kalscheur moved, Grindle seconded to reconvene into open session at 6:54pm, carried by voice vote.

Adjournment: There being no further business before the Board, Grindle moved, Rooney seconded to adjourn the meeting at 6:54pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Finance Director/Treasurer



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VILLAGE BOARD WEDNESDAY, NOVEMBER 6, 2013

The Village Board of the Village of Mount Horeb will meet on the above date at 7:00 pm 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) Approve minutes of the September 30, Oct 2 (2), and Oct 14, 2013 Village Board meetings
 - B) Approve operator licenses: Sarah Benson, James Benson, Annette Varichak, Judy Howe, Eddie Roberson Sr, Amelia Moore, John Gray, William Miller, Amy Miller, Jessica Wickland, Lacey Evanson
 - C) Approve alcohol beverage retail license w/outdoor service area for Tulum LLC d/b/a/Aztlan Mexican Grill, 407 W Main Street
 - D) Set 2013 streets projects special assessment public hearing date for the January 2014 Village Board meeting
 - E) Disallowance of claim by Dustin Lofgren for windshield damage by terrace tree branch
- 4) Consider number of multi-family units to be permitted on CSM 13376 Lots 1 and 2, parcel numbers 0606-141-9440-1 and 0606-141-9425-1, owned by Town Land Company LLC.
- 5) Consider Ordinance 2013-10, "AN ORDINANCE TO REPEAL AND RECREATE ARTICLE G NONCONFORMING USES, STRUCTURES, AND LOTS; AND AMEND 17.73 BUILDING SETBACKS AND CHART 1 MOUNT HOREB LOT, YARD, AND BUILDING REQUIREMENTS".
- 6) 2014 operating budget and 2014-2018 capital budget presentation

- 7) Set the date for a public hearing regarding the 2014 operating and 2014-2018 capital budget
- 8) Consider January 2014 meeting date due to January 1 holiday
- 9) Consider dates for joint Village/School board meeting
- 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
- 11) Village President's report
- 12) Village Administrator's report
- 13) Village Clerk/Deputy Treasurer's report
- 14) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
NOVEMBER 6, 2013**

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

Call to Order/Roll Call: Village Trustee Sievers, stepping in for President Becker in his absence, called the meeting to order at 7:00pm. Present were Trustees Rooney, Littel, Steiner, and Grindle. Also present were Village Administrator Ross and Clerk/Deputy Treasurer Gross, and Village Planner Mike Slavney. A moment of silence was held for Betty Becker, wife of President Becker, who recently passed away. The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: The following consent agenda items were approved by unanimous consent with no objections: Approve minutes of the September 30, Oct 2 (2), and Oct 14, 2013 Village Board meetings; Approve operator licenses: Sarah Benson, James Benson, Annette Varichak, Judy Howe, Eddie Roberson Sr, Amelia Moore, John Gray, William Miller, Amy Miller, Jessica Wickland, Lacey Evanson; Approve alcohol beverage retail license w/outdoor service area for Tulum LLC d/b/a Aztlan Mexican Grill, 407 W Main St; Set 2013 streets projects special assessment public hearing date for the January 2014 Village Board meeting; Disallowance of claim by Dustin Lofgren for windshield damage by terrace tree branch.

Consider number of multi-family units to be permitted on CSM 13376 Lots 1 and 2, parcel numbers 0606-141-9440-1 and 0606-141-9425-1, owned by Town Land Company LLC: Rooney and Slavney spoke about the plans. Littel moved, Rooney seconded to concur with the Plan Commission's recommendation the maximum of 82 units, with the possibilities of two-33 unit three story buildings and up to 16-two unit buildings, which is consistent with the Comprehensive Plan. Motion carried by unanimous voice vote.

Consider Ordinance 2013-10, "AN ORDINANCE TO REPEAL AND RECREATE ARTICLE G NONCONFORMING USES, STRUCTURES, AND LOTS; AND AMEND 17.73 BUILDING SETBACKS AND CHART 1 MOUNT HOREB LOT, YARD, AND BUILDING REQUIREMENTS": Rooney and Slavney spoke about the ordinance. Rooney moved, Grindle seconded to adopt the ordinance. Motion carried by unanimous voice vote.

2014 operating budget and 2014-2018 capital budget presentation: Grindle stated the Finance and Personnel Committee unanimously approved the budget after much discussion. Ross presented the budget details. Village Engineer Rob Wright spoke about the street project plan.

Set the date for a public hearing regarding the 2014 operating and 2014-2018 capital budget: Ross recommended the public hearing be held at the December 4th, 2013 Village Board meeting. The motion was then **stated by Sievers based on Ross'** recommendation. The motion was adopted with no objections.

Consider January 2014 meeting date due to January 1 holiday: Rooney moved, Grindle seconded to adopt January 8th, 2014 as the January Village Board meeting. Motion carried with no objections.

Consider dates for joint Village/School board meeting: A motion was stated by Sievers to have Ross contact the school administrator to decide on the next meeting date. February 12th, 2014 is the first choice if available. The motion was adopted with no objections.

Committee Reports: The Committee reports were heard with none requiring Village Board action.

Village President's Report: President Becker was absent, therefore no report was given. Sievers thanked everyone for their help with the meeting.

Village Administrator's Report: Ross talked about the vacant seat currently on the Village Board and the options we have on ways to fill it.

Village Clerk's Report: Gross stated the utility office went live on their new billing system on November 1st. She also mentioned tax season is coming up with property tax bills going out mid-December.

Adjournment: There being no further business before the Board, Grindle moved, Rooney seconded to adjourn the meeting at 8:43pm, carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



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VILLAGE BOARD WEDNESDAY, DECEMBER 4, 2013

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 6, 2013 Village Board minutes
 - B) Operator license: Betty O'Rourke
 - C) Employee Health Care FSA Carryover Amendment
 - D) 2013 Street Project Final Pay Request of \$6,698.09 to Rule Construction
 - E) Resolution 2013-24 Conditional Use Permit for Indoor/Outdoor Commercial Entertainment 400 E Main Street for restaurant with outdoor food service
 - F) **Revision to Worker's Compensation Policy 300-7**, dated September 5, 2012
 - G) Appointment of 2014-2015 election workers
- 4) Discussion with Kevin Mullen from Hutchinson Shockey Erley & Co regarding borrowing for capital projects
- 5) Public Hearing: 2014 operating budget
- 6) Public Hearing: 2014-2018 capital budget
- 7) Consider Resolution 2013-22, "A RESOLUTION ADOPTING THE 2014 BUDGET AND AUTHORIZING A LEVY AGAINST TAXABLE PROPERTY".
- 8) Consider Resolution 2013-23, "A RESOLUTION ADOPTING THE 2014-2018 CAPITAL IMPROVEMENT PLAN"

- 9) Consider Ordinance 2013-14, "AN ORDINANCE PROHIBITING BULLYING AND HARASSMENT"
- 10) Consider method for selection of Village Board member
 - a) Appoint until the term is up (April 2015)
 - b) Appoint until the next scheduled election (April 2014)
 - c) Schedule a special election
 - d) Leave the seat vacant
- 11) Consider nominations for Village Board member
- 12) Consider Board member committee appointment(s)
 - Trustee Sievers – Finance and Personnel Committee (add)
 - Trustee Sievers – Utility Commission (remove)
 - New Board member – Utility Commission (add)
 - New Board member – Public Works Committee (add)
 - Trustee Rooney – From Public Works Committee member to Chair of the Public Works Committee
- 13) 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
- 14) Village President's report
- 15) Village Administrator's report
- 16) Village Clerk/Deputy Treasurer's report
- 17) Adjourn.

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**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
DECEMBER 4, 2013**

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 Rooney, Sievers, Littel, Steiner, and Grindle. Also present were Village Administrator Ross and Clerk/Deputy Treasurer Gross. The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: Two consent agenda items were removed and approved separately as they needed to be revised. Ross explained the revisions for each item. The November 6, 2013 minutes were amended to change the wording of the motion made for agenda item #4 from "the maximum of 82 units, with the possibilities of two 33 unit three story buildings and up to 16-two unit buildings, which is..." to "82 multi-family units, with the possibility of three story buildings...". Rooney moved, Littel seconded to approve the November 6, 2013 Village Board minutes as amended. Motion carried by unanimous voice vote. Sievers moved, Rooney seconded to approve the Resolution 2013-24 Conditional Use Permit for Indoor/Outdoor Commercial Entertainment 400 E Main Street for restaurant with outdoor food service as amended to have the wording of a condition of the Resolution to say "Food waste shall be properly bagged to prevent spillage and odors." instead of "best practices...". Motion carried by unanimous voice vote. Sievers moved, Rooney seconded to approve the remaining consent agenda items: Operator license: Betty O'Rourke; Employee Health Care FSA Carryover Amendment; 2013 Street Project Final Pay Request of \$6,698.09 to Rule Construction; Revision to Worker's Compensation Policy 300-7, dated September 5, 2012; Appointment of 2014-2015 election workers. Motion carried by unanimous voice vote.

Discussion with Kevin Mullen from Hutchinson Shockey Erley & Co regarding borrowing for capital projects: Mullen gave his presentation on the costs and options for the Village regarding capital projects. No action was taken.

PUBLIC HEARING: 2014 operating budget: The public hearing opened at 7:21pm. Village resident Cathy Scott inquired about the mill rate and tax levy. With no one else wishing to speak, the public hearing closed at 7:26pm.

PUBLIC HEARING: 2014-2018 capital budget: The public hearing opened at 7:26pm. With no one wishing to speak, the public hearing closed at 7:27pm.

Consider Resolution 2013-22, "A RESOLUTION ADOPTING THE 2014 BUDGET AND AUTHORIZING A LEVY AGAINST TAXABLE PROPERTY": Sievers moved, Grindle seconded to approve the resolution. Motion carried by unanimous voice vote.

Consider Resolution 2013-23, "A RESOLUTION ADOPTING THE 2014-2018 CAPITAL IMPROVEMENT PLAN": Rooney moved, Steiner seconded to approve the resolution. Motion carried by unanimous voice vote.

Consider Ordinance 2013-14, "AN ORDINANCE PROHIBITING BULLYING AND HARASSMENT": Rooney presented the details of the policy. Grindle moved, Littel seconded to approve the ordinance. Motion carried by unanimous voice vote.

Consider method for selection of Village Board member: The method to select a replacement Village Board member due to the resignation of Audrey Roberts was discussed. Options are a) appoint until term is up (April 2015); b) appoint until the next scheduled election (April 2014); c) schedule a special election; or d) leave the seat vacant. Sievers moved, Rooney seconded to choose option a) appoint until term is up. Motion carried by unanimous voice vote.

Consider nominations for Village Board member: President Becker nominated Ryan Czyzewski to fill the vacant seat. Sievers moved, Grindle seconded to approve the nomination. Motion carried by unanimous voice vote. Czyzewski was then sworn in and joined the Village Board for the remainder of the meeting.

Consider Board member committee appointment(s):

- Trustee Sievers- Finance and Personnel Committee (add)
- Trustee Sievers- Utility Commission (remove)
- Ryan Czyzewski- Utility Commission (add)
- Ryan Czyzewski- Public Works Committee (add)
- Trustee Rooney- from Public Works Committee member to Chair of the Public Works Committee

Littel moved, Steiner seconded to approve all the appointments. Motion carried by unanimous voice vote.

Committee Reports: The Committee reports were heard with none requiring Village Board action.

Village President's Report: Becker thanked everyone for their thoughts and support during Betty's passing.

Village Administrator's Report: Ross informed everyone of the new restaurant in the Village, Aztlan Mexican Grill. He also let everyone know that there is a water main break on Hanneman Boulevard near the school that will be repaired tomorrow afternoon after school is no longer in session.

Village Clerk's Report: Gross reported the days the Municipal and Utility office will be closed for the holidays. She also informed everyone that their tax bill will be mailed by December 17th.

Adjournment: There being no further business before the Board, Grindle moved, Littel seconded to adjourn the meeting at 7:52pm, carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer