



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

PUBLIC WORKS COMMITTEE Tuesday, January 29, 2013

The PUBLIC WORKS 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 October 23, 2012 minutes.
- 3) Update on 2013 Street Projects.
- 4) Consider revision to Ordinance 11.09 Mandatory Recycling.
- 5) Consider bids for 2013 Tandem Truck.
- 6) Consider date for Village-Wide Cleanup Days.
- 7) Public Works Report.
- 8) Set next meeting date and time.
- 9) Agenda items for next meeting.
- 10) 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 CHERYL SUTTER, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
PUBLIC WORKS COMMITTEE MINUTES**

January 29, 2013

The Public Works Committee of the Village of Mount Horeb was called to order on the above date at 6:00 pm in the Conference Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Members present were Chair Audrey Roberts, Mark Mostrom, Mark Rooney, Dean Stange, and Greg Steiner. Also present were Public Works Director Laurel Grindle, Assistant Administrator Kathy Hagen, and Office Assistant Alyssa Gross.

Consider October 23, 2012 Minutes: Steiner moved, Rooney seconded to approve the October 23, 2012 minutes. Also, Rooney questioned what had happened with the survey for the second driveway from the last meeting. The survey had come out okay. Motion carried.

Update on 2013 Street Projects: Grindle updated everyone on the street projects for this year. He had talked Rob Wright, who said the plans and design are in progress. They hope to get started this spring.

Consider revision to Ordinance 11.09 Mandatory Recycling: Kathy Hagen, Assistant Administrator, went over the revisions proposed to the Mandatory Recycling Ordinance. The original ordinance was created in 1992. The new ordinance will include a combination of trash and recycling changes. Mostrom moved, Stange seconded to recommend to the Village Board to adopt the changes. Motion carried.

Consider bids for 2013 Tandem Truck: Grindle went over the bids for the trucks and equipment. He recommended going with the low bid for the Tandem Truck, which is Badger Truck Center. All three trucks are basically the same, and Badger has a good track record of backing up their products. The recommendation for the equipment is to also go with the low bid, at Madison Equipment. Grindle said he is pleased with the past experience he has had with them. Mostrom moved, Rooney seconded to go with Laurel's recommendation of the purchases. Motion carried.

Consider date for Village-Wide Cleanup Days: Hagen went over the options of the annual cleanup event for bulk items provided by Waste Management. There is an option of having two-30 yard dumpsters for one annual cleanup day or one-30 yard dumpster for two annual cleanup days. After lengthy discussion, it was decided to do 2 separate cleanup events. These events will be held at the Village Garage. The first event will be on Saturday, May 18th, 2013 from 8:00 am to 12:00 pm at no charge. The second event is scheduled for Saturday, September 21st, 2013, with more details to follow at a later date. There will also be an electronics recycling day on June 22nd, 2013 from 8:00 am to 12:00 pm. There is also no charge for this event.

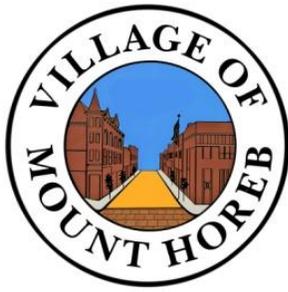
Public Works Report: Laurel gave his public works report for January.

Set next meeting date and time: The next meeting was set for February 26th, 2013 at 6:00 pm.

Agenda items for next meeting: There were no new items discussed.

Adjourn: Stange moved, Mostrom seconded to adjourn the meeting at 7:12 pm. Motion carried.

Minutes by Alyssa Gross
Office Assistant



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PUBLIC WORKS COMMITTEE TUESDAY, FEBRUARY 26, 2013

The PUBLIC WORKS 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 January 29, 2013 minutes.
- 3) Discuss preliminary plans for 2013 Street Projects.
- 4) Public Works Report for February.
- 5) Set next meeting date and time.
- 6) Agenda items for next meeting.
- 7) Adjourn.

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**VILLAGE OF MOUNT HOREB
PUBLIC WORKS COMMITTEE MINUTES**

February 26, 2013

The Public Works Committee was called to order on the above date at 6:05pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Members present were Chair Audrey Roberts, Dean Stange, and Greg Steiner. Absent were Mark Mostrom and Mark Rooney. Also present were Public Works Director Laurel Grindle and Assistant Village Administrator Kathy Hagen.

Consider January 29, 2013 Minutes: Motion by Steiner, seconded by Stange to approve January 29, 2013 minutes. Motion carried.

2013 Street Projects: Village Engineer Rob Wright presented the proposed 2013 street project. Project will include Valley Street south from Adams Street to the dead end, Adams Street from S 5th Street to Ridge Drive, and the 100 block S Fifth Street. It was decided to hold the preliminary special assessment public hearing at the March 26 meeting for affected property owners. Motion by Stange, seconded by Steiner to recommend the estimated \$550,000 2013 street project as presented by Wright to the Village Board. Motion carried.

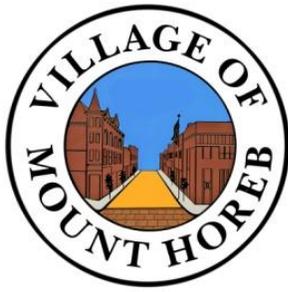
Public Works Report: Grindle gave his Public Works Report for February. The new patrol dump truck has been ordered, and we have used 715 tons of salt so far this season. Hagen reported that an appliance recycling event is being scheduled to coincide with the electronics recycling event on June 22. Both events will take place at Grundahl Park from 8am-noon.

Set next meeting date and time: The next meeting was set for March 26, 2013 at 6:00pm.

Agenda items for next meeting: No new items were discussed.

Adjourn: Motion by Stange, seconded by Steiner to adjourn the meeting at 6:50pm. Motion carried.

Minutes by Kathy Hagen, Assistant Village Administrator



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REVISED

PUBLIC WORKS COMMITTEE

TUESDAY, APRIL 23, 2013

The PUBLIC WORKS 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 February 26, 2013 minutes.
- 3) PUBLIC HEARING: 2013 Preliminary Special Assessment Report for 2013 Street Projects.
- 4) Consider Preliminary Special Assessment Report for 2013 Street Projects.
- 5) Consider a release of storm water easement at 113 Greve Circle.
- 6) Consider electronic agenda packets for commission meetings.
- 7) Consider tuck pointing bids for Municipal Building.
- 8) Public Works Report for April.
- 9) Set next meeting date and time.
- 10) Agenda items for next meeting.
- 11) 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
PUBLIC WORKS COMMITTEE MINUTES**

April 23, 2013

The Public Works Committee was called to order on the above date at 6:05pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Members present were Chair Audrey Roberts, Dean Stange, Mark Mostrom, and Greg Steiner. Mark Rooney arrived at 6:09pm. Mark Mostrom left at 7:01pm. Also present were Public Works Director Laurel Grindle, Village Administrator Dave Ross, Office Assistant Chrissy Kahl, and Office Assistant Jen Lease. Jen Lease left at 6:48pm.

Consider February 26, 2013 Minutes: Motion by Steiner, seconded by Mostrom to approve February 26, 2013 minutes. Motion carried.

PUBLIC HEARING: 2013 Preliminary Special Assessment Report for 2013 Street Projects: Village Engineer Rob Wright presented the 2013 street project. Project will include Valley Street south from Adams Street to the dead end, Adams Street from S 5th Street to Ridge Drive, and the 100 block S Fifth Street. The public hearing opened at 6:02pm. Those who spoke had questions about the project. They were: Tom Schmit 504 Valley St, Don Bell 609 Valley St, Tony Nowak 106 S. 5th St, Lenny Haglund 501 E. Main St, John Anderson 409 E. Main St, Linda Doeseckle 104 S. 5th St, and Jenny Stone 102 S. 5th St. The public hearing closed at 6:30pm.

Consider Preliminary Special Assessment Report for 2013 Street Projects: No action necessary.

Consider a release of storm water easement at 113 Greve Circle: Home owner Jeff Bracken is selling his house at 113 Greve Circle and is asking for the storm water easement to be vacated. Chair Roberts stepped down since her property borders this property. Rooney stepped in as temporary Chair. Village Engineer Rob Wright indicated he was comfortable with the request. A motion was made to recommend to the Village Board to vacate the easement at 113 Greve Circle by Mostrom. The motion was amended to also include that portion of this easement located on 117 Greve Circle, seconded by Steiner. Motion carried. Roberts returned as Chair.

Consider electronic agenda packets for commission meetings: All agreed with electronic packets.

Consider tuck pointing bids for Municipal Building: Laurel Grindle went through the bids he collected for the tuck pointing. The committee asked Laurel to get more specific information from the companies such as total square footage, break down the prices **for each phase, and the verbiage “not to exceed”** for all bids. The committee has asked him to have this information for the next Public Works meeting on May 28, 2013. The item was tabled until the May 28, 2013.

Public Works Report: Grindle gave his Public Works Report for April. Assistant Village Administrator Hagen reported there are two village cleanup events for bulk items scheduled for 2013 on May 18 and September 22. The cleanup events will take place at the Village Garage from 8am until 12 noon and are free of charge to village residents. There will also be an electronics/appliance recycling event on June 22 at Grundahl Park from 8am until 12 noon. There will be a fee on certain electronics/appliances. Information will be available on the Village website.

Set next meeting date and time: The next meeting was set for May 28, 2013 at 6:00pm. **This was Mostrom’s** last meeting. Village President Dave Becker is working on finding a new committee member.

Agenda items for next meeting: No new items were discussed.

Adjourn: Motion by Rooney, seconded by Stange to adjourn the meeting at 7:17pm. Motion carried.

Minutes by Chrissy Kahl, Office Assistant



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REVISED

PUBLIC WORKS COMMITTEE

TUESDAY, JULY 23, 2013

The PUBLIC WORKS 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 April 23, 2013 minutes.
- 3) Consider June 25, 2013 notes.
- 4) Update on 2013 Street Projects.
- 5) Consider 2014 Capital Improvement Request.
- 6) Consider Five – Year Road Improvement Program.
- 7) Public Works Report for July.
- 8) Set next meeting date and time.
- 9) Agenda items for next meeting.
- 10) Adjourn.

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**VILLAGE OF MOUNT HOREB
PUBLIC WORKS COMMITTEE MINUTES**

July 23, 2013

The Public Works Committee was called to order on the above date at 6:05pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Members present were Chair Audrey Roberts, Dean Stange, Paul Manchester and Greg Steiner. Mark Rooney was not present. Also present were Public Works Director Laurel Grindle and Office Assistant Jen Lease.

Consider April 23, 2013 Minutes: Motion by Stange, seconded by Manchester to approve April 23, 2013 minutes. Motion carried.

Consider June 25, 2013 Notes: Motion by Stange, seconded by Steiner to approve June 25, 2013 notes. Motion carried.

Update on 2013 Street Projects: Rule Construction was to begin by July 8th but due to rain earlier in the season they have been pushed back. Laurel noted that they should be starting with Valley/Adams by the end of the week. This project must be completed by August 31, 2013 and then they will move on to 5th Street.

Consider 2014 Capital Improvement Request: Laurel gave the 2014 Capital Improvement Requests. There was a motion to make a recommendation to the finance committee to get 1 troll and replace flags/banners around town instead of 2 trolls. The motion was made by Steiner and was seconded by Manchester. Motion carried.

Consider 5 Year Road Plan: Laurel gave his 5 Year Road Plan. Every two years our roads get rated on a scale of 1 to 10, 10 being the best. Laurel will rate again in September after all of the seal coating has been done. On the 5 year road plan Laurel has scheduled what roads need to be tended to in the upcoming years and how much should be spent. This amount will increase 10% each year to cover rising costs. His goal is to keep the roads that are rated at a **6, 7 or 8 in good shape so that more money won't have to be put into them** later. There is asphalt grant money from the state that he will be applying for this year. We did not get any funding 2 years ago so we should be at the top of the list this year and the grant is approximately \$30,000 which will be in addition to what he is asking for. There was a motion by Stange, seconded by Manchester to recommend approval of the Five Year Road Plan to the Village Board in order to get it to engineering and finance.

Public Works Report: Grindle gave his Public Works Report for July. Richter Masonry has been working on the tuck pointing of the Municipal Building the

past couple of weeks. The owner talked with Laurel about doing the whole building now while the equipment is here instead of waiting a few years and having to do the remaining areas. Laurel got a quote and it was approved by Dave Ross to complete the entire building at this time. This additional work will take approximately 1.5 more weeks and the cost is only approximately \$2,000 above the original budget amount that Laurel had.

It was noted that there is a sidewalk heaving on the west side of Fisher King Winery. Laurel said that all of the sidewalks that had issues were done a year ago and he has a grinder that he will use to get this corrected.

Set next meeting date and time: The next meeting was set for Tuesday August 27, 2013 at 6:00pm.

Agenda items for next meeting: Update on Street Projects.

Adjourn: Motion by Steiner, seconded by Stange to adjourn the meeting at 6:44pm. Motion carried.

Minutes by Jen Lease, Office Assistant



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PUBLIC WORKS COMMITTEE TUESDAY, September 24, 2013

The PUBLIC WORKS 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 July 23, 2013 minutes.
- 3) Update on 2013 Street Projects.
- 4) Public Works Report for September.
- 5) Set next meeting date and time.
- 6) Agenda items for next meeting.
- 7) 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
PUBLIC WORKS COMMITTEE MINUTES**

September 24, 2013

The Public Works Committee was called to order on the above date at 6:03pm in the Meeting Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Members present were Chair Audrey Roberts, Dean Stange, Paul Manchester and Greg Steiner. Mark Rooney was not present. Also present were Public Works Director Laurel Grindle and Office Assistant Jen Lease.

Consider July 23, 2013 Minutes: Minutes will be approved at next meeting.

Update on 2013 Street Projects: Street projects are all wrapped up. Rob Wright will give the final numbers soon. We will be doing crack filling in October with money that is left over. Laurel stated that the projects were done very timely and there were no penalties for jobs not completed within the times given. Rob is very pleased with the work that was done by Rule Construction. There will be a meeting in the future with Rob and any residents that may have questions or concerns and also for any special assessments. The 2014 Street Projects will consist of Green Street, Highland and Oak Street.

Public Works Report: Grindle gave his Public Works Report for July.

Set next meeting date and time: The next meeting was set for Tuesday October 22, 2013 at 6:00pm.

Agenda items for next meeting: Consider highway directional signs.

Adjourn: Motion by Steiner, seconded by Stange to adjourn the meeting at 6:34pm. Motion carried.

Minutes by Jen Lease, Office Assistant