

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

AMENDED VILLAGE BOARD WEDNESDAY, JANUARY 4, 2017

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 7, 2016 Village Board minutes
 - b) Operator's Licenses for approval: Laurence Dickson, Megan Madsen, Vicki Widdicombe
 - c) Operator's Licenses for denial: None
 - d) Temporary Operator's Licenses: Marly VanCamp and Jacqueline Sale for Mount Horeb Landmarks Foundation event
 - e) Alcohol Beverage Retail License for online sales at 305 E Main St for WISCOBOXES
 - f) Amended Resolution 2016-07 Conditional Use Permit 201 E Main Street for amended hours of operation to 11am-10pm
- 4) Consider Ordinance 2017-01 "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PARCEL 0606-124-3089-6 LOCATED AT THE CORNER OF SPRINGDALE STREET AND COX DRIVE, FURTHER DESCRIBED AS ASSESSOR'S PLAT PART OF OUTLOT 109 FROM PB PLANNED BUSINESS TO PD-1 PLANNED DEVELOPMENT" for proposed 40 unit senior apartment complex by JTKlein, Inc
- 5) Consider appointments to the Tourism Commission
- 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 Committee
- h. Public Safety Committee
- i. Finance/Personnel
- j. Utility Commission
- k. Dane County City & Villages Association
- l. Public Safety Building Committee

- 7) Village President's report
- 8) Village Administrator's report
- 9) Village Clerk/Deputy Treasurer's report
- 10) Consideration of Development Agreement for Hoff Mall Apartments Expansion Project located in TID 5. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 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.
- 11) Consideration of TID 5 Incentives for Duluth Trading Office Project. The Village Board may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for the purpose of the investing of public funds.
- 12) Consider request for TID 4 incentives from TJKlein, Inc. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 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.
- 13) Consider WPPA contract. The Village Board may convene in closed session as allowed by Wisconsin Statute Section 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.
- 14) Reconvene to open session for any discussion or action on the subject matters discussed in closed session.
- 15) Adjourn

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
January 4, 2017**

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 Littel called the meeting to order at 7:00p.m. Present were Trustees Scott, Monroe, Czyzewski, Pakkala, and Rooney. Grindle was absent. Also present were Village Administrator Owen, Assistant Administrator Hagen, Finance Director/Treasurer Sutter, and Village Attorney Kleinmaier. Village Planner Scott Harrington from Vandewalle & Associates was present during the meeting and joined the Board during the closed session. The Pledge of Allegiance was recited.

Public Comments: None

Consent Agenda: The follow consent agenda items were reviewed: December 7, 2016 Village Board minutes; Operator's licenses for approval Laurence Dickson, Megan Madsen, Vicki Widdicombe; Temporary Operator's license for approval Marly VanCamp and Jacqueline Sale (Mount Horeb Landmarks Foundation event); Alcohol Beverage Retail license for online sales at 305 E Main St (WISCOBOXES); Amended Resolution 2016-07 Conditional Use Permit for 201 E Main Street for amended hours of operation to 11am-10pm (Sunn Café). Pakkala questioned the operator license application for Laurence Dickson. After a brief discussion, Pakkala requested Dickson's application be removed from the consent agenda. Czyzewski moved, Rooney seconded to approve all consent agenda items except Dickson's operator license application, carried by voice vote. Pakkala moved, Rooney seconded to send Dickson's application to committee for review, carried by voice vote.

Consider Ordinance 2017-01 "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PARCEL 0606-124-3089-6 LOCATED AT THE CORNER OF SPRINGDALE STREET AND COX DRIVE, FURTHER DESCRIBED AS ASSESSOR'S PLAT PART OF OUTLOT 109 FROM PB PLANNED BUSINESS TO PD-1 PLANNED DEVELOPMENT" for proposed 40 unit senior apartment complex by JTKlein, Inc: The Board heard a presentation from Jacob Klein for the senior housing project. Czyzewski moved, Pakkala seconded to adopt Ordinance 2017-01, carried by voice vote.

Consider appointments to the Tourism Commission: Village President recommended the following members for the newly formed Tourism Commission: Ed Moen, Dennis Brass, Mark Johnson, Jason Anderson, and Ryan Czyzewski as the Village Board representative. Monroe moved, Rooney

seconded to approve the appointments as recommended by the Village President for a one year term, with the first term ending on May 1, 2017, carried by voice vote. The new Commission will be included on the list for the committee appointments in May.

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

Village President's Report: Littel thanked the village staff. He also reported that Carol Johnson was named as the new director for the Mount Horeb Area Economic Development Corporation. Rooney reported that he had received a compliment on the Electric Utility staff from a rural customer about tree trimming that was planned near their property.

Village Administrator's Report: None

Village Clerk/Deputy Treasurer's Report: None

Consideration of Development Agreement for Hoff Mall Apartments Expansion Project located in TID 5: Scott moved, Rooney seconded to adjourn into executive closed session as authorized by Wisconsin Statute Section 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. Motion carried by unanimous roll call vote. The meeting adjourned into closed session at 7:33pm.

Consideration of TID 5 Incentives for Duluth Trading Office Project: Czyzewski moved, Rooney seconded to adjourn into executive closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for the purpose investing of public funds. Motion carried by unanimous roll call vote. The meeting adjourned into closed session at 7:33pm.

Consider request for TID 4 incentives from JTKlein, Inc: Monroe moved, Scott seconded to adjourn into executive closed session as authorized by Wisconsin Statute Section 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. Motion carried by unanimous roll call vote. The meeting adjourned into closed session at 7:33pm. Board member Rooney recused himself from discussion on this project due to a potential conflict of interest.

Consider WPPA contract: Czyzewski moved, Monroe seconded to adjourn into executive closed session as authorized by Wisconsin Statute Section 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. Motion carried by unanimous roll call vote. The meeting adjourned into closed session at 7:33pm.

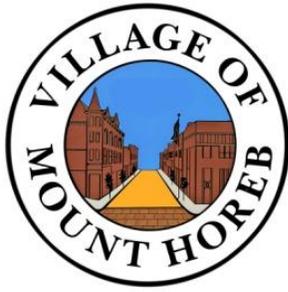
Reconvene to open session for any discussion or action on the subject matters discussed in closed session: Monroe moved, Pakkala seconded to reconvene into open session at 9:50pm, carried by voice vote.

Czyzewski moved, Monroe seconded to approve the developer agreement with Hoff Mall subject to final review and approval by the Village Administrator and Village Attorney pursuant to the closed session discussion, carried by voice vote.

No action was taken on the remaining closed session items.

Adjournment: There being no further business before the Board, Scott moved, Monroe seconded to adjourn the meeting at 9:53pm, carried by voice vote.

Minutes by Cheryl J. Sutter, Finance Director/Treasurer



Village of Mount Horeb

138 E Main St

Mount Horeb, WI 53572

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

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

SPECIAL VILLAGE BOARD WEDNESDAY, JANUARY 18, 2017

The Village Board of the Village of Mount Horeb will meet on the above date at 6:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) Consider approval of Operator's License for Laurence Dickson
- 3) Consider request for TID 4 incentives from JTKlein, Inc. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 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.
- 4) Consideration of TID 5 incentives for Duluth Trading Office Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session.
- 5) Consideration of WPPA contract. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session.
- 6) The Village Board may reconvene to open session for any discussion or action on the subject matters discussed in closed session.
- 7) Adjourn

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

**VILLAGE OF MOUNT HOREB
SPECIAL VILLAGE BOARD MEETING MINUTES
WEDNESDAY, JANUARY 18, 2017**

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

Call to Order/Roll Call: Village President Randy Littel called the meeting to order at 6:00pm. Present were Village Board Trustees Steve Grindle, Cathy Scott, Brenda Monroe, Ryan Czyzewski, Mark Rooney, and Vaughn Pakkala. Also present were Village Administrator Nic Owen, Clerk/Deputy Treasurer Alyssa Gross, Assistant Administrator Kathy Hagen, and Village Attorney Bryan Kleinmaier.

Consider approval of Operator's License for Laurence Dickson: Czyzewski moved, Rooney seconded to approve the license. Motion carried by unanimous voice vote.

Consider request for TID 4 incentives from JTKlein, Inc. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 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: Monroe moved, Scott seconded to convene to closed session at 6:05pm. Motion carried by unanimous roll call vote. Rooney excused himself from this item due to a conflict of interest.

Consideration of TID 5 incentives for Duluth Trading Office Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 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: Monroe moved, Rooney seconded to convene to closed session at 6:06pm. Motion carried by unanimous roll call vote.

Consideration of WPPA contract. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 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: Monroe moved, Czyzewski seconded to convene to closed session at 6:07pm. Motion carried by unanimous roll call vote.

The Village Board may reconvene to open session for any discussion or action on the subject matters discussed in closed session: Monroe moved, Rooney

seconded to reconvene to open session at 7:48pm. Motion carried by unanimous voice vote. There was no discussion or action taken.

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

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



Village of Mount Horeb

138 E Main St
Mount Horeb, WI 53572
Phone (608) 437-6884/Fax (608) 437-3190
Email: mhinfo@mounthorebwi.info Website: www.mounthorebwi.info

VILLAGE BOARD WEDNESDAY, FEBRUARY 1, 2017

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 4 and January 18, 2017 Village Board minutes
 - b) Operator's Licenses for approval: Nicholas Peterson, Taylor Nelson, John Hurschik, and Aida Simental
 - c) Appointment of Ryan Smith to Parks, Recreation, and Forestry Commission thru May 1, 2017 to replace Cory Recknor
 - d) Extraterritorial Jurisdiction Certified Survey Map for DCBF Transition Tr, Section 22 Town of Blue Mounds
 - e) 2017-2019 WPPA Agreement
- 4) 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 Committee
 - h. Public Safety Committee
 - i. Finance/Personnel
 - j. Utility Commission
 - k. Dane County City & Villages Association
 - l. Public Safety Building Committee
 - m. Tourism Committee
- 5) Village President's report

- 6) Village Administrator's report
- 7) Village Clerk/Deputy Treasurer's report
- 8) Consideration of TID 5 incentives and term sheet for Duluth Trading Office Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session.
- 9) Reconvene to open session for any discussion or action on the subject matter discussed in closed session.
- 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
FEBRUARY 1, 2017**

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 President Littel called the meeting to order at 7:00pm. Present were Trustees Grindle, Monroe, Czyzewski, Pakkala, and Rooney. Trustee Scott was absent. Also present were Administrator Nic Owen, Assistant Administrator Kathy Hagen, Clerk/Deputy Treasurer Alyssa Gross, and Village Attorney Bryan Kleinmaier. The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: Grindle requested the 2017-2019 WPPA Agreement be removed from the consent agenda as there was no current agreement to approve. Czyzewski moved, Pakkala seconded to approve the remaining items of the consent agenda: January 4 and January 18, 2017 Village Board minutes; **Operator's Licenses for approval:** Nicholas Peterson, Taylor Nelson, John Hurschik, and Aida Simental; Appointment of Ryan Smith to Parks, Recreation, and Forestry Commission thru May 1, 2017 to replace Cory Recknor; Extraterritorial Jurisdiction Certified Survey Map for DCBF Transition Tr, Section 22 of Blue Mounds. Motion carried by unanimous voice vote.

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

Village President's Report: Littel thanked the Public Works Department for their hard work with the recent snowfalls.

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

Village Clerk's Report: Gross informed everyone about the Spring Primary Election and absentee voting hours.

Consideration of TID 5 incentives and term sheet for Duluth Trading Office Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85 (1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session: Grindle moved, Monroe seconded to convene to closed session at 7:19pm. Motion carried by unanimous roll call vote.

Reconvene to open session for any discussion or action on the subject matter discussed in closed session: Rooney moved, Monroe seconded to reconvene to open session at 8:30pm. Motion carried by unanimous voice vote.

Adjournment: There being no further business before the Board, Grindle moved, Monroe seconded to adjourn the meeting at 8:31pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



Village of Mount Horeb

138 E Main St

Mount Horeb, WI 53572

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

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

SPECIAL VILLAGE BOARD WEDNESDAY, February 15, 2017

The Village Board of the Village of Mount Horeb will meet on the above date at 6:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) Consideration of and action on TID 5 incentives and term sheet for Duluth Trading Office Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session.
- 3) The Village Board may reconvene to open session for any discussion or action on the subject matters discussed in 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
WEDNESDAY, FEBRUARY 15, 2017**

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

Call to Order/Roll Call: Village President Randy Littel called the meeting to order at 6:00pm. Present were Village Board Trustees Steve Grindle, Cathy Scott, Brenda Monroe, Ryan Czyzewski, Mark Rooney, and Vaughn Pakkala. Also present was Village Administrator Nic Owen.

Consideration of and action on TID 5 incentives and term sheet for Duluth Trading Office Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session: Grindle moved, Monroe seconded to convene to closed session at 6:05pm. A roll call vote was taken with all voting aye, except Rooney who voted nay. Motion carried.

The Village Board may reconvene to open session for any discussion or action on the subject matters discussed in closed session: Monroe moved, Czyzewski seconded to reconvene to open session at 6:30pm. Motion carried by unanimous voice vote. There was no discussion or action taken.

Adjournment: There being no further business before the Board, Grindle moved, Rooney seconded to adjourn the meeting at 6:31pm, carried by voice vote.

Minutes by Nic Owen, Village Administrator
Assisted by Christina Kahl, Office Assistant



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

REVISED VILLAGE BOARD WEDNESDAY, MARCH 1, 2017

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 1 and 15, 2017 Village Board minutes
 - b) Operator's Licenses for approval: Sharon Ott and Jesse Hall
 - c) Appointment of Dave Hoffman to Police Commission thru May 1, 2019 to fill out term of Marlene Harley
 - d) Appointment of Bill Thousand to Police Commission thru May 1, 2018 to fill out term of Randy Parker
 - e) Appointment of Tom Schmit to Police Commission thru May 1, 2021 to fill out term of Melissa Austin
 - f) 2017-2019 WPPA Agreement
 - g) Plan Commission recommendations for Fink's Paving & Excavating Conditional Use Permit extension
 - h) Revised Finance Director/Treasurer job description
 - i) New Deputy Clerk job description
 - j) Certified Survey Map for part of Lot 1 CSM 12073 for proposed Public Safety Building project on Blue Mounds Street
- 4) Presentation and audience with MHASD Superintendent Dr Steve Salerno on upcoming school referendum
- 5) PUBLIC HEARING: To consider proposed revision to Village Ordinance 12.01(7) Licenses and Permits for Alcohol Operator's License
- 6) Consider Ordinance 2017-02 "AN ORDINANCE AMENDING SECTION 12.01(7) IN CHAPTER 12 LICENSES AND PERMITS OF THE MUNICIPAL CODE OF THE VILLAGE OF MOUNT HOREB"

- 7) Consider applications from Schlecht Retail Ventures LLC for remodel to 119 S Second Street:
 - a) Design Review
 - b) Certificate of Appropriateness

- 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 Committee
 - h. Public Safety Committee
 - i. Finance/Personnel
 - j. Utility Commission
 - k. Dane County City & Villages Association
 - l. Public Safety Building Committee
 - m. Tourism Commission

- 9) Village President's report

- 10) Village Administrator's report

- 11) Village Clerk/Deputy Treasurer's report

- 12) Consideration of request for TIF #5 incentives for proposed Food Emporium Project. The Village Board may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for purposes of the investing of public funds.

- 13) Consideration of and action on Development Agreement for Duluth Trading Office Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session.

- 14) The Village Board may reconvene to open session for any discussion or action on the subject matters discussed in closed session.

- 15) 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
MARCH 1, 2017**

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 President Littel called the meeting to order at 7:00pm. Present were Trustees Grindle, Monroe, Czyzewski, Pakkala, Scott, and Rooney. Also present were Administrator Nic Owen, Assistant Administrator Kathy Hagen, and Clerk/Deputy Treasurer Alyssa Gross. The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: Czyzewski requested the Plan Commission recommendations for **Fink's Paving & Excavating Conditional Use Permit extension** be pulled from the consent agenda for further discussion. Grindle requested the job descriptions for Finance Director/Treasurer and Deputy Clerk be pulled, as these two items were tabled during closed session of the Finance & Personnel Committee meeting. Monroe moved, Rooney seconded to approve the remaining consent agenda items: February 1 and 15, 2017 **Village Board minutes; Operator's Licenses for approval: Sharon Ott and Jesse Hall;** Appointment of Dave Hoffman to Police Commission thru May 1, 2019 to fill out term of Marlene Harley; Appointment of Bill Thousand to Police Commission thru May 1, 2018 to fill out term of Randy Parker; Appointment of Tom Schmit to Police Commission thru May 1, 2021 to fill out term of Melissa Austin; 2017-2019 WPPA Agreement; Certified Survey Map for part of Lot 1 CSM 12073 for proposed Public Safety Building project on Blue Mounds Street. Motion carried by unanimous voice vote. After further discussion on the Conditional Use Permit extension, Czyzewski moved, Pakkala seconded to approve the recommendations. Motion carried by unanimous voice vote.

Presentation and audience with MHASD Superintendent Dr Steve Salerno on upcoming school referendum: Dr Steve Salerno, Diana Rothamer, Damon Piscitelli, and David Reed presented details on the referendum.

PUBLIC HEARING: To consider proposed revision to Village Ordinance 12.01(7) Licenses and Permits for Alcohol Operator's License: The public hearing opened at 8:02pm. With no one wishing to speak, the public hearing closed at 8:03pm.

Consider Ordinance 2017-02 "AN ORDINANCE AMENDING SECTION 12.01(7) IN CHAPTER 12 LICENSES AND PERMITS OF THE MUNICIPAL CODE OF THE VILLAGE OF MOUNT HOREB": Scott moved, Rooney seconded to approve the ordinance. Motion carried by unanimous voice vote.

Consider applications from Schlecht Retail Ventures LLC for remodel to 119 S Second Street: Bill Montelbano, architect for the project, and Peter Adamson, project manager of National Construction, presented details of the remodel. Rooney excused himself from this agenda item due to conflict of interest. Scott moved, Czyzewski seconded to approve the Design Review. Motion carried by voice vote. Grindle moved, Czyzewski seconded to approve the Certificate of Appropriateness. Motion carried by voice vote.

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

Village President's Report: Littel thanked the Public Works department for doing extra brush pickup and the Electric department for their quick response of downed power lines.

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

Village Clerk's Report: Gross informed everyone about the Spring Election on April 4th and absentee voting hours in the Clerk's office.

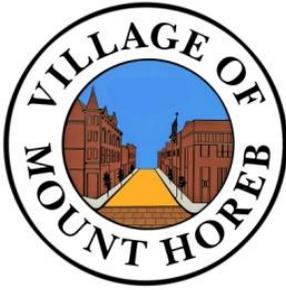
Consideration of request for TIF #5 incentives for proposed Food Emporium Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85 (1)(e) for purposes of the investing of public funds: Czyzewski moved, Rooney seconded to convene to closed session at 8:29pm. Motion carried by unanimous roll call vote.

Consideration of and action on Development Agreement for Duluth Trading Office Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session: Rooney moved, Grindle seconded to convene to closed session at 8:30pm. Motion carried by unanimous roll call vote.

Reconvene to open session for any discussion or action on the subject matter discussed in closed session: Monroe moved, Scott seconded to reconvene to open session at 9:31pm. Motion carried by unanimous voice vote. There was no discussion or action taken.

Adjournment: There being no further business before the Board, Rooney moved, Pakkala seconded to adjourn the meeting at 9:32pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



Village of Mount Horeb

138 E Main St
Mount Horeb, WI 53572
Phone (608) 437-6884/Fax (608) 437-3190
Email: mhinfo@mounthorebwi.info Website: www.mounthorebwi.info

VILLAGE BOARD WEDNESDAY, APRIL 5, 2017

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 1, 2017 Village Board minutes
 - b) Operator's Licenses for approval: Debra Hurlbert, Phillip Kingslien, Amanda Ovadal
 - c) Temporary Operator's License for approval: Wade Moder for Upper Sugar River Watershed Assoc event on June 4, 2017
 - d) Approval of Original Alcohol Beverage Retail License Application for Schuberts Restaurant & Bakery, 128 E Main Street
 - e) Revised Finance Director/Treasurer job description
 - f) New Deputy Clerk job description
 - g) Chamber of Commerce Street Use Permit for Art Fair July 15 thru July 16, 2017 for Main Street detour from 4th to Grove Streets and First Street from Main Street to Post Office parking lot
- 4) 2016 Library Report by Library Director Jessica Williams
- 5) 2017 Arbor Day Proclamation
- 6) Consider Resolution 2017-01, "AUTHORIZING SUBMITTAL OF APPLICATION TO THE WISCONSIN ECONOMIC DEVELOPMENT CORPORATION FOR A COMMUNITY DEVELOPMENT INVESTMENT GRANT FOR THE ARTISAN FOOD EMPORIUM, 119 SOUTH SECOND STREET IN THE VILLAGE OF MOUNT HOREB"
- 7) Set date/time for reorganizational meeting

- 8) Consider process for Village Administrator annual review
- 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 Committee
 - h. Public Safety Committee
 - i. Finance/Personnel
 - j. Utility Commission
 - k. Dane County City & Villages Association
 - l. Public Safety Building Committee
 - m. Tourism Commission
- 10) Village President's report
- 11) Village Administrator's report
- 12) Village Clerk/Deputy Treasurer's report
- 13) Consideration and action on Development Agreement for Duluth Trading Office Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session.
- 14) Adjourn

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

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
APRIL 5, 2017**

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 President Littel called the meeting to order at 7:00pm. Present were Trustees Grindle, Monroe, Czyzewski, Pakkala, Scott, and Rooney. Also present were Administrator Nic Owen, Assistant Administrator Kathy Hagen, Village Attorney Bryan Kleinmaier and Clerk/Deputy Treasurer Alyssa Gross. The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: Grindle requested the job descriptions for Finance Director/Treasurer and Deputy Clerk be pulled, as these two items are not ready to be considered. Monroe moved, Rooney seconded to approve the remaining consent agenda items: March 1, 2017 Village Board **minutes; Operator's Licenses for approval:** Debra Hurlbert, Phillip Kingslien, Amanda Ovadal; **Temporary Operator's License for approval:** Wade Moder for Upper Sugar River Watershed Assoc event on June 4, 2017; Approval of Original Alcohol Beverage Retail License Application for Schuberts Restaurant & Bakery, 128 E Main Street; Chamber of Commerce Street Use Permit for Art Fair July 15 thru July 16, 2017 for Main Street detour from 4th to Grove Streets and First Street from Main Street to Post Office parking lot. Motion carried by unanimous voice vote.

2016 Library Report by Library Director Jessica Williams: Jessica presented her report.

2017 Arbor Day Proclamation: Littel read the Arbor Day Proclamation. Monroe moved, Czyzewski seconded to approve the proclamation as presented. Motion carried by unanimous voice vote.

Consider Resolution 2017-01, "AUTHORIZING SUBMITTAL OF APPLICATION TO THE WISCONSIN ECONOMIC DEVELOPMENT CORPORATION FOR A COMMUNITY DEVELOPMENT INVESTMENT GRANT FOR THE ARTISAN FOOD EMPORIUM, 119 SOUTH SECOND STREET IN THE VILLAGE OF MOUNT HOREB: Grindle moved, Rooney seconded to approve the resolution. Motion carried by unanimous voice vote.

Set date/time for reorganizational meeting: The Board decided to have the meeting on Monday, April 17th at 6:00pm in the Board Room.

Consider process for Village Administrator annual review: Grindle presented some details on this item, regarding the inconsistency of the review process. The Board decided to have the reviews be completely confidential, starting the process the 2nd week of February of each year.

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

Village President's Report: Littel thanked everyone who voted. He also introduced newly elected Trustee Mike Goltz and thanked Mark Rooney for his contribution to the Board.

Village Administrator's Report: Owen thanked Rooney for his service to the Board.

Village Clerk's Report: Gross spoke on the details of the turnout of the April 4th Spring Election. She also congratulated the new and re-elected officials and thanked Rooney for his service to the Village.

Consideration and action on Development Agreement for Duluth Trading Office Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session: Grindle moved, Rooney seconded to convene to closed session at 7:53pm. Motion carried by roll call vote.

Adjournment: There being no further business before the Board, Pakkala moved, Rooney seconded to adjourn the meeting at 9:27pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer
Assisted by Kathy Hagen, Assistant Administrator



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

SPECIAL VILLAGE BOARD MONDAY, APRIL 17, 2017

The Village Board of the Village of Mount Horeb will meet on the above date at 6:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) Consider committee/commission appointments
- 3) Adjourn

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

**VILLAGE OF MOUNT HOREB
SPECIAL VILLAGE BOARD MEETING MINUTES
MONDAY, APRIL 17, 2017**

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

Call to Order/Roll Call: Village President Randy Littel called the meeting to order at 6:00pm. Present were Village Board Trustees Steve Grindle, Cathy Scott, Brenda Monroe, Mike Goltz, and Vaughn Pakkala. Trustee Ryan Czyzewski was absent. Also present were Assistant Administrator Kathy Hagen and Clerk/Deputy Treasurer Alyssa Gross.

Consider committee/commission appointments: Monroe moved, Vaughn seconded to approve the appointments as presented. Motion carried by unanimous voice vote.

Adjournment: There being no further business before the Board, Goltz moved, Monroe seconded to adjourn the meeting at 6:06pm, carried by voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



Village of Mount Horeb

138 E Main St
Mount Horeb, WI 53572
Phone (608) 437-6884/Fax (608) 437-3190
Email: mhinfo@mounthorebwi.info Website: www.mounthorebwi.info

VILLAGE BOARD WEDNESDAY, MAY 3, 2017

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 5 and April 17, 2017 Village Board minutes
 - b) Operator's Licenses for approval: Steven Benzing, Chelsie Leslie, Kathryn McMahon, Annessa MacTaggart
 - c) Temporary Operator's License for approval: Mount Horeb Area Chamber of Commerce for May 4, 2017 event
 - d) Street Use Permit for Mount Horeb Summer Frolic Parade on June 11 from 12:00-1:30pm
 - e) Amendment To Employment Agreement for Village Administrator
 - f) Appointment of officials and citizen members to Advisory Committees, Boards, and Commissions
- 4) Consider Junior Board Member program
- 5) Consider Resolution 2017-02, "BUDGET AMENDMENT"
- 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 Committee
 - h. Public Safety Committee
 - i. Finance/Personnel

- j. Utility Commission
- k. Dane County City & Villages Association
- l. Public Safety Building Committee
- m. Tourism Commission

- 7) Village President's report
- 8) Village Administrator's report
- 9) Village Clerk/Deputy Treasurer's report
- 10) Consideration and action on Development Agreement for Duluth Trading Office Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session.
- 11) Consideration and action on term sheet, Development Agreement, and Municipal Revenue Obligation for Southwestern Wisconsin Community Action Program, Inc. for the Food Emporium Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session.
- 12) Return to open session for any action required as a result of the closed session.
- 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 ALYSSA GROSS, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
MAY 3, 2017**

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 President Littel called the meeting to order at 7:00pm. Present were Trustees Grindle, Monroe, Czyzewski, Pakkala, Scott, and Goltz. Also present were Administrator Nic Owen, Assistant Administrator Kathy Hagen, Village Attorney Bryan Kleinmaier and Clerk/Deputy Treasurer Alyssa Gross. The Pledge of Allegiance was recited.

Public Comments: A resident questioned the reason for the amendment to the Employment Agreement for the Village Administrator.

Consent Agenda: Monroe requested that the amendment to the Employment Agreement for the Village Administrator be pulled from the consent agenda. Czyzewski moved, Grindle seconded to approve the remaining consent agenda items: April 5 and April 17, 2017 **Village Board minutes**; **Operator's Licenses for approval**: Steven Benzing, Chelsie Leslie, Kathryn McMahon, Annessa MacTaggart; **Temporary Operator's License for approval**: Mount Horeb Area Chamber of Commerce for May 4, 2017 event; Street Use Permit for Mount Horeb Summer Frolic Parade on June 11 from 12:00-1:30pm; Appointment of officials and citizen members to Advisory Committees, Boards, and Commissions. Motion carried by unanimous voice vote. Monroe inquired about the employee agreements. Monroe moved, Goltz seconded to approve the amendment to Employment Agreement for Village Administrator. Motion carried by unanimous voice vote.

Consider Junior Board Member program: Grindle spoke about the conversation they had about this item in the Finance and Personnel Committee meeting. This item was tabled during that meeting to gather more information.

Consider Resolution 2017-02, "BUDGET AMENDMENT": Owen explained the amendment. Czyzewski moved, Monroe seconded to approve the resolution. Motion carried by unanimous voice vote.

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

Village President's Report: Littel did not have anything to report.

Village Administrator's Report: Owen talked about the volunteer brunch at the Library and also talked about the Open House on May 10th at the Senior Center about the downtown redevelopment plan. The public hearing for the plan will be on the agenda for the Joint Village Board/Plan Commission meeting on May 24th. The Village Board meeting on July 5th was also discussed, whether to keep that date, since it is a day after a holiday. Everyone chose to keep that date.

Village Clerk's Report: Gross spoke on the details of the electric disconnections. This is something that will be reported on every month, to keep everyone informed.

Consideration and action on Development Agreement for Duluth Trading Office Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session: Littel opened the item to public discussion. Charlie Steinhauer inquired about closed session procedures. Jeff Grundahl and Tom Walzer of TRI Holdings spoke about the project. Village Attorney Kleinmaier spoke on some details of the project. Czyzewski moved, Monroe seconded to convene to closed session at 8:02pm. Motion carried by roll call vote.

Consideration and action on term sheet, Development Agreement, and Municipal Revenue Obligation for Southwestern Wisconsin Community Action Program, Inc. for the Food Emporium Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session: Scott moved, Monroe seconded to convene to closed session at 8:03pm. Motion carried by roll call vote.

Return to open session for any action required as a result of the closed session: Grindle moved, Monroe seconded to reconvene to open session at 9:26pm.

Motion for Development Agreement for Duluth Trading Office Project: Czyzewski moved, Goltz seconded to approve the Development Agreement, subject to the following conditions:

1. Changes to Development Agreement as discussed in closed session to be made by Village Attorney, which changes will pertain to the issues identified in the emails between the Village Attorney and the attorneys for TRI Holdings and Duluth, dated April 25, 2017, April 26, 2017, May 2, 2017, and May 3, 2017.
2. Change to Tax Agreement, modifying date from 2058 to 2053.

3. Municipal Revenue Obligation as negotiated by the parties.

4. For parking issues:

a. Authority granted to Village President, additional Village Board member, Village Administrator, and Village Attorney to negotiate agreement among Village, Duluth, and Mount Horeb Evangelical Church.

b. Authority granted to Village President, additional Village Board member, Village Administrator, and Village Attorney to modify Section 8.e. of Development Agreement on insurance and indemnification issues for public parking.

c. No further changes to Village's proposed parking language in Development Agreement.

Monroe stated for the record that while she is not going to vote against the motion, she is against the tax agreement terms. Motion carried by unanimous voice vote.

Motion for Food Emporium Project: Monroe moved, Grindle seconded to authorize the Village Administrator and Village Attorney to prepare and negotiate and have executed a development agreement with the Southwestern Wisconsin Community Action Program pursuant to the term sheet dated February 23, 2017. Motion carried by unanimous voice vote.

Adjournment: There being no further business before the Board, Monroe moved, Grindle seconded to adjourn the meeting at 9:31pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



Village of Mount Horeb

138 E Main St

Mount Horeb, WI 53572

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

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

JOINT

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION AND VILLAGE BOARD

WEDNESDAY, MAY 24, 2017

The Plan Commission/Historic Preservation Commission 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 – Roll call
- 2) Consider April 26, 2017 Plan Commission meeting minutes
- 3) PUBLIC HEARING: To change zoning classification of parcel 0606-114-4041-2 from R-1 Single Family Residential to I-1 Restricted Industrial District to allow a warehouse and storage facility for Mount Horeb Telephone Company
- 4) **PC** Consider recommendation of Ordinance 2017-03, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FROM R-1 SINGLE FAMILY RESIDENTIAL TO I-1 RESTRICTED INDUSTRIAL DISTRICT FOR PARCEL 0606-114-4041-2 LOCATED AT 204 BLUE MOUNDS STREET, FURTHER DESCRIBED AS ASSESSOR'S PLAT PART OF OUTLOT 21"
- 5) **VB** Consider Ordinance 2017-03, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FROM R-1 SINGLE FAMILY RESIDENTIAL TO I-1 RESTRICTED INDUSTRIAL DISTRICT FOR PARCEL 0606-114-4041-2 LOCATED AT 204 BLUE MOUNDS STREET, FURTHER DESCRIBED AS ASSESSOR'S PLAT PART OF OUTLOT 21"
- 6) **PC** Consider Design Review application from Mount Horeb Telephone Company
- 7) PUBLIC HEARING: Presentation of and receive public input on Village of Mount Horeb Downtown Redevelopment Plan
- 8) **PC** Consider recommendation of Downtown Redevelopment Plan
- 9) **VB** Consider Downtown Redevelopment Plan
- 10) **PC** Consider determination of zoning for Public Safety Building property

- 11) Preliminary presentation of Public Safety Building
- 12) **PC** Consider: a) recommendation on extraterritorial Certified Survey Map; and b) a recommendation on zoning amendment for KCJ LLC, Section 22, Town of Blue Mounds
- 13) **VB** Consider extraterritorial Certified Survey Map for KCJ LLC, Section 22, Town of Blue Mounds
- 14) **VB** Consider authorization of Village Engineer to request bids for the 2017 Downtown Storm Sewer and Roadway Reconstruction Project
- 15) Plan Commission Chair report
- 16) Village Planner report
- 17) 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 AND
PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, MAY 24, 2017

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

Call to Order/Roll Call: Village President and Plan Commission/Historic Preservation Commission Chair Randy Littel called the meeting to order at 7:00pm. Village Trustees present were Steve Grindle, Cathy Scott, Brenda Monroe, Mike Goltz, and Ryan Czyzewski. Trustee Vaughn Pakkala was absent. Plan Commissioners present were David Hoffman, Wally Orzechowski, Brad Murphy, Peggy Zalucha, and Norb Scribner. Also present were Village Administrator Nic Owen, Village Clerk/Deputy Treasurer Alyssa Gross, and Village Planner Mike Slavney.

Consider April 26, 2017 Plan Commission meeting minutes: Scribner moved, Zalucha seconded to approve the minutes. Motion carried by unanimous voice vote.

PUBLIC HEARING: To change zoning classification of parcel 0606-114-4041-2 from R-1 Single Family Residential to I-1 Restricted Industrial District to allow a warehouse and storage facility for Mount Horeb Telephone Company:

The public hearing opened at 7:01pm. Robert Proctor, Attorney for Mount Horeb Telephone Company (MHTC), spoke in support of changing the zoning classification of the above property. Slavney stated that the application for the change is consistent with the Comprehensive Plan. Brian Durtschi, member of the MHTC board, spoke about the design details of the proposed building. The public hearing closed at 7:05pm as no one else wished to speak.

PC Consider recommendation of Ordinance 2017-03, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FROM R-1 SINGLE FAMILY RESIDENTIAL TO I-1 RESTRICTED INDUSTRIAL DISTRICT FOR PARCEL 0606-114-4041-2 LOCATED AT 204 BLUE MOUNDS STREET, FURTHER DESCRIBED AS ASSESSOR'S PLAT PART OF OUTLOT 21": Hoffman moved, Zalucha seconded to recommend approval of Ordinance 2017-03 to the Village Board. Motion carried by unanimous voice vote.

VB Consider Ordinance 2017-03, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FROM R-1 SINGLE FAMILY RESIDENTIAL TO I-1 RESTRICTED INDUSTRIAL DISTRICT FOR PARCEL 0606-114-4041-2 LOCATED AT 204 BLUE MOUNDS STREET, FURTHER DESCRIBED AS ASSESSOR'S PLAT PART OF OUTLOT 21": Goltz moved, Czyzewski seconded to approve the ordinance. Motion carried by unanimous voice vote.

PC Consider Design Review application from Mount Horeb Telephone Company: Dan Crow of KSW Construction spoke on behalf of MHTC about the design of the proposed building. Scribner moved, Murphy seconded to approve the application. Mike Slavney suggested the motion should include the recommendations from Village Engineer Rob Wright's memo. Scribner accepted the recommendations be added to the motion, as did Murphy. Motion carried by unanimous voice vote.

PUBLIC HEARING: Presentation of and receive public input on Village of Mount Horeb Downtown Redevelopment Plan: The public hearing opened at 7:12pm. Scott Harrington from Vandewalle & Associates was present to speak about the Redevelopment Plan. He spoke mainly about parking concerns. Brian Durtschi and Mark Rooney voiced their concerns and recommendations about parking. The public hearing closed at 7:26pm as no one else wished to speak.

PC Consider recommendation of Downtown Redevelopment Plan: Hoffman moved, Orzechowski seconded to recommend approval of the plan to the Village Board. Motion carried by unanimous voice vote.

VB Consider Downtown Redevelopment Plan: Monroe moved, Scott seconded to approve the Downtown Redevelopment Plan. Motion carried by unanimous voice vote.

PC Consider determination of zoning for Public Safety Building property: Jenny Minter, Deputy Chief of Mount Horeb Fire Department & EMS, and Michael Acker from Bray Architects were present to have the zoning classification determined for the Public Safety Building property. Slavney stated that the current zoning is appropriate for the type of use. Zalucha moved, Scribner seconded to recommend approval of the current zoning of I-1 Restricted Industrial District to the Village Board. Motion carried by unanimous voice vote.

Preliminary presentation of Public Safety Building: Jenny Minter and Michael Acker presented an update and details on the progress of the Public Safety Building. Slavney stated that the preliminary building site plan was well done. He has no additional recommendations at this time. He said there will be landscaping added later. He is also complimented the architectural design.

PC Consider a recommendation on extraterritorial Certified Survey Map and a recommendation on zoning amendment for KCJ LLC, Section 22, Town of Blue Mounds: Kent Johnson of KCJ LLC was present and explained the zoning amendment. Scribner moved, Zalucha seconded to recommend approval of the extraterritorial Certified Survey Map to the Village Board. Scribner moved, Orzechowski seconded to recommend approval of the zoning amendment to the Village Board. Both motions carried by unanimous voice vote.

VB Consider extraterritorial Certified Survey Map for KCJ LLC, Section 22, Town of Blue Mounds: Scott moved, Monroe seconded to approve the Certified Survey Map. Motion carried by unanimous voice vote.

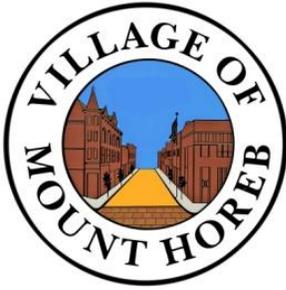
VB Consider authorization of Village Engineer to request bids for the 2017 Downtown Storm Sewer and Roadway Reconstruction Project: Owen explained the project. Scott moved, Grindle seconded to approve authorization to Village Engineer Rob Wright to request bids for the project. Motion carried by unanimous voice vote.

Plan Commission Chair Report: Littel welcomed Brad Murphy to the Plan Commission.

Village Planner Report: Slavney stated he was very impressed with Vandewalle & Associates for the time and communication put into the projects.

Adjournment: There being no further business, Monroe moved, Zalucha seconded to adjourn the joint meeting at 7:50pm.

Minutes by Alyssa Gross, Village Clerk/Deputy Treasurer



Village of Mount Horeb

138 E Main St

Mount Horeb, WI 53572

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

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

**REVISED
VILLAGE BOARD
WEDNESDAY, JUNE 7, 2017**

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) May 3, 2017 Village Board minutes
 - b) Revised Finance Director/Treasurer job description
 - c) New Deputy Clerk job description
 - d) Operator's Licenses for approval: Vicki Widdicombe, Jessie Bedward, Mark Fisk, Krista Holmes, John Gray, Judy Howe, William Miller, Amy Miller, Eddie Roberson, Kylie Hagen, Jennifer Hollfelder, Patricia Taylor, Joseph Collins, Benjamin McMullan, Melissa Brokaw-Rogers, Peter Monroe, Taylor Zander, Jessie Singpiel, Brittany Massey, Hannah Sutter, Tabitha Olson, Randall Cartwright, Bobby Sutter, Elizabeth Spangler, Jennifer A Neumaier, Ryan Dresen, and Meagan Roberts
 - e) Temporary Operator's License for approval: Eric Steinhoff, Rob Boelkes, Mark Webber, Jeff Gassman, Scott Klassy, and Steven Dumas for the Summer Frolic
 - f) Alcohol Beverage License Application Renewals: Hoff Bistro 101 LLC, WiscoBoxes, McFee On Main, Marahs Elegant Bridal, Schubert's Restaurant Bakery, Norsk Golf Club, Sunn Cafe, Walgreens #11648, Trollway Liquor, Grandstay Hotel & Suites, Aztlan Mexican Grill, Miller & Sons Inc, Kwik Trip 794, Finks Cafe LLC, Firehouse Bar & Grill, Main Street Pub & Grill, The Grumpy Troll Brew Pub, Cenex East C-Store, Cenex Mini Mart, and Board and Brush Creative Studio
 - g) Appointment of Rachael LaCasse-Ford to Tourism Commission thru May 1, 2018 to fill out term of Ed Moen

- 4) Consider Junior Board Member program
- 5) Consider approval of TID 5 incentive programs
- 6) Consider Resolution 2017-03, "APPROVE COMMITMENT AND ASSIGNMENT OF FUND BALANCE"
- 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 Committee
 - h. Public Safety Committee
 - i. Finance/Personnel
 - j. Utility Commission
 - k. Dane County City & Villages Association
 - l. Public Safety Building Committee
 - m. Tourism Commission
- 8) Village President's report
- 9) Village Administrator's report
- 10) Village Clerk/Deputy Treasurer's report
- 11) Consideration and action on Development Agreement for Duluth Trading Office Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session.
- 12) Return to open session for any action required as a result of the closed session.
- 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 ALYSSA GROSS, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
JUNE 7, 2017**

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 President Littel called the meeting to order at 7:00pm. Present were Trustees Grindle, Monroe, Czyzewski, Scott, and Goltz. Trustee Pakkala was absent. Also present were Administrator Nic Owen, Assistant Administrator Kathy Hagen, Village Attorney Bryan Kleinmaier and Clerk/Deputy Treasurer Alyssa Gross. The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: Czyzewski requested that the appointment of Rachel LaCasse-Ford to the Tourism Commission be pulled from the consent agenda. Czyzewski moved, Grindle seconded to approve the remaining consent agenda items: May 3, 2017 Village Board minutes; Revised Finance Director/Treasurer job description; New Deputy Clerk job description; **Operator's Licenses for approval: Vicki Widdicombe, Jessie Bedward, Mark Fisk, Krista Holmes, John Gray, Judy Howe, William Miller, Amy Miller, Eddie Roberson, Kylie Hagen, Jennifer Hollfelder, Patricia Taylor, Joseph Collins, Benjamin McMullan, Melissa Brokaw-Rogers, Peter Monroe, Taylor Zander, Jessie Singpiel, Brittany Massey, Hannah Sutter, Tabitha Olson, Randall Cartwright, Bobby Sutter, Elizabeth Spangler, Jennifer A Neumaier, Ryan Dresen, and Meagan Roberts;** **Temporary Operator's Licenses** for approval: Eric Steinhoff, Rob Boelkes, Mark Webber, Jeff Gassman, Scott Klassy, and Steven Dumas for the Summer Frolic; Alcohol Beverage License Application Renewals: Hoff Bistro 101 LLC, WiscoBoxes, McFee on Main, **Marah's Elegant Bridal, Schubert's Restaurant Bakery, Norsk Golf Club, Sunn Café, Walgreens #11648, Trollway Liquor, Grandstay Hotel & Suites, Aztlan Mexican Grill, Miller & Sons Inc, Kwik Trip 794, Finks Café LLC, Firehouse Bar & Grill, Main Street Pub & Grill, The Grumpy Troll Brew Pub, Cenex East C-Store, Cenex Mini Mart, and Board and Brush Creative Studio.** Motion carried by unanimous voice vote. Czyzewski questioned whether Rachel would be involved in the marketing aspect of the Mount Horeb Chamber of Commerce. He is wondering if there would be a conflict of interest. Czyzewski moved, Goltz seconded to table the item until the Tourism commission can meet and decide if there is a conflict. Motion carried by unanimous voice vote.

Consider Junior Board Member program: The Finance & Personnel Committee is still doing research on this program.

Consider approval of TID 5 incentive programs: Kleinmaier gave an overview of the minor revisions to the term sheet and explained the next steps that need to be taken. Scott Harrington from Vandewalle and Associates was present to explain details of the incentive programs. This was an update to the Board with no action taken.

Consider Resolution 2017-03, "APPROVE COMMITMENT AND ASSIGNMENT OF FUND BALANCE": Scott moved, Monroe seconded to approve the resolution. Motion carried by unanimous voice vote.

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

Village President's Report: Littel reminded everyone of the Summer Frolic this weekend. He also said the Driftless Historium grand opening had a very good turnout.

Village Administrator's Report: Owen reported he and Ryan Czyzewski met with a representative from ATC to discuss the next steps in the process of the transmission line.

Village Clerk's Report: Gross spoke on the details of the most recent electric disconnections. This is something that will be reported on every month to keep everyone informed.

Consideration and action on Development Agreement for Duluth Trading Office Project. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session: The board decided they did not need to convene to closed session. Kleinmaier updated everyone on the agreement. No action was taken.

Adjournment: There being no further business before the Board, Monroe moved, Czyzewski seconded to adjourn the meeting at 7:45pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



Village of Mount Horeb

138 E Main St
Mount Horeb, WI 53572
Phone (608) 437-6884/Fax (608) 437-3190
Email: mhinfo@mounthorebwi.info Website: www.mounthorebwi.info

**REVISED
VILLAGE BOARD
WEDNESDAY, JULY 5, 2017**

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) May 24 and June 7, 2017 Village Board minutes
 - b) Operator's Licenses for approval: Marissa Hoffman, Miguel Lopez, Michael Betts, Tonya Archie, Kristin Kadel, Karen Weihert, Ricky Henry Jr., Savannah Thomas, Dawn Haag, Jordan Oyen
 - c) Symdon Motors Inc Car Parade/Event September 21-23, 2017:
 1. Temporary Operator's License Application
 2. Public Amusements and Shows Application
 3. Street Use Permit Application
 - d) Street Use Permit Application from Duluth Trading for August 26, 2017 for Main Street closure between Grove Street and S First Street from 7am-2pm
 - e) American Cancer Society/Relay for Life July 22, 2017 7am-11pm:
 1. Street Use Permit Application for Parkway Drive between Henry and Blue Mounds Streets, and section of Blue Mounds Street adjacent to Grundahl Park
 2. Public Amusements and Shows Application
 - f) Appointment of James Leary to Library Board for three year term thru July 1, 2020 to replace outgoing member John Kuse
- 4) Update on park facilities with Jeff Gorman, Parks and Urban Forestry Director

- 5) Consider approvals for Glacier Properties LLC assisted living project:
 - 1) Certified Survey Map
 - 2) Ordinance 2017-04, "AN ORDINANCE CHANGING ZONING CLASSIFICATIONS AT 325 N EIGHTH STREET FROM A-1 AGRICULTURE TO R-4 MULTI-FAMILY AND FURTHER TO PD-1 PLANNED DEVELOPMENT BASED ON R-4 STANDARDS FOR WEST 3.043 ACRES OF OUTLOT 117 PARCEL 0606-121-3157-6, AND FROM R-2 TWO FAMILY RESIDENTIAL TO R-4 MULTI-FAMILY AND FURTHER TO PD-1 PLANNED DEVELOPMENT BASED ON R-4 STANDARDS FOR PARCEL 0606-121-4506-1"
- 6) Presentation of proposed 15 lot single-family subdivision with Developer Chad Wuebben
- 7) Consider Youth In Government program
- 8) Consider approval of TID 5 incentive funding, programs, and participating bank agreement:
 - a. Appropriation of \$250,000 in seed funding for grant programs
 - b. Facade Improvement Grant Program
 - c. Commercial Building Rehabilitation Loan Program
 - d. Facade/Building Improvement Program Application Review Procedure
 - e. Facade/Building Improvement Grant and Loan Application
 - f. Commercial Building Rehabilitation Loan Program Agreement
- 9) Consider Resolution 2017-05 to approve creation of and appointments to the TID 5 Grant/Loan Committee
- 10) Consider: a) Wisconsin Economic Development Corporation grant application for Floss Please Real Estate LLC for proposed dental office; and b) Resolution 2017-06, **"AUTHORIZING SUBMITTAL OF APPLICATION TO THE WISCONSIN ECONOMIC DEVELOPMENT CORPORATION FOR A COMMUNITY DEVELOPMENT INVESTMENT GRANT FOR FLOSS PLEASE REAL ESTATE, LLC FOR PROPOSED 208-210 E MAIN ST PROJECT IN THE VILLAGE OF MOUNT HOREB"**
- 11) Consider Cardinal-Hickory Creek recommendation
- 12) 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 Committee
- h. Public Safety Committee
- i. Finance/Personnel
- j. Utility Commission
- k. Dane County City & Villages Association
- l. Public Safety Building Committee
- m. Tourism Commission

- 13) Village President's report
- 14) Village Administrator's report
- 15) Village Clerk/Deputy Treasurer's report
- 16) Consideration of and action on Agreement For Land Division Improvements North Cape Commons Phase 4. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session.
- 17) The Village Board may reconvene to open session for any discussion or action on the subject matters discussed in closed session.
- 18) Adjourn

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

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
JULY 5, 2017**

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 President Little called the meeting to order at 7:00pm. Present were Trustees Grindle, Monroe, Czyzewski, Scott, Goltz, and Pakkala. Also present were Assistant Administrator Kathy Hagen, Village Attorney Bryan Kleinmaier, and Clerk/Deputy Treasurer Alyssa Gross. Administrator Owen was absent. The Pledge of Allegiance was recited.

Public Comments: John Zimmer spoke about water runoff issues on his property and his trees that were cut down by the Village.

Consent Agenda: Czyzewski moved, Monroe seconded to approve the following consent agenda items: **May 24 and June 7, 2017 Village Board minutes; Operator's Licenses** for approval: Marissa Hoffman, Miguel Lopez, Michael Betts, Tonya Archi, Kristin Kadel, Karen Weihert, Ricky Henry Jr., Savannah Thomas, Dawn Haag, and Jordan Oyen; Applications for Symdon Motors Inc Car Parade/Event September 21-23, **2017: Temporary Operator's License, Public Amusements and Shows, and Street Use Permit;** Street Use Permit Application from Duluth Trading for August 26, 2017 for Main Street closure between Grove Street and S First Street from 7am-2pm; Applications for American Cancer Society/Relay for Life July 22, 2017 7am-11pm: Street Use Permit for Parkway Drive between Henry and Blue Mounds Streets, and section of Blue Mounds Street adjacent to Grundahl Park and Public Amusements and Shows Permit; Appointment of James Leary to Library Board for three year term thru July 1, 2020 to replace outgoing member John Kuse. Motion carried by unanimous voice vote.

Update on park facilities with Jeff Gorman, Parks and Urban Forestry Director: Gorman spoke about the water leak at the swimming pool and presented possible solutions to fix the ongoing problems.

Consider approvals for Glacier Properties LLC assisted living project:

- 1) Certified Survey Map: Czyzewski moved, Pakkala seconded to approve the CSM. Motion carried by unanimous voice vote.
- 2) Ordinance 2017-04, **"AN ORDINANCE CHANGING ZONING CLASSIFICATIONS AT 325 N EIGHTH STREET FROM A-1 AGRICULTURE TO R-4 MULTI-FAMILY AND FURTHER TO PD-1 PLANNED DEVELOPMENT BASED ON R-4 STANDARDS FOR WEST 3.043 ACRES OF OUTLOT 117 PARCEL 0606-121-3157-6, AND FROM R-2 TWO FAMILY RESIDENTIAL TO R-4 MULTI-FAMILY AND FURTHER TO PD-1 PLANNED DEVELOPMENT BASED ON R-4 STANDARDS FOR PARCEL 0606-121-**

4506-1": Monroe moved, Scott seconded to approve the ordinance. Motion carried by unanimous voice vote.

Presentation of proposed 15 lot single-family subdivision with Developer Chad Wuebben: Wuebben presented a brief summary of the proposed project. The public hearing for this project will be July 26th at 7:00pm.

Consider Youth In Government Program: Grindle stated that the program plan was reviewed during the Finance & Personnel Committee meeting. Grindle moved, Scott seconded to approve the program, contingent upon amending the program handbook as needed.

Consider approval of TID 5 incentive funding, programs, and participating bank agreement: Dan Johns, representing Vandewalle & Associates, presented details on this agenda item. The following motions were made on the listed items below: Czyzewski moved, Monroe seconded to approve item a. Monroe moved, Czyzewski seconded to approve items b thru e. Attorney Kleinmaier explained item f. Grindle moved, Pakkala seconded to approve item f. All motions carried by unanimous voice vote.

- a. Appropriation of \$250,000 in seed funding for grant programs
- b. Façade Improvement Grant Program
- c. Commercial Building Rehabilitation Loan Program
- d. Façade/Building Improvement Program Application Review Procedure
- e. Façade/Building Improvement Grant and Loan Application\
- f. Commercial Building Rehabilitation Loan Program Agreement

Consider Resolution 2017-05 to approve creation of and appointments to the TID 5 Grant/Loan Committee: Czyzewski moved, Scott seconded to approve the resolution.

Consider: a) Wisconsin Economic Development Corporation grant application for Floss Please Real Estate LLC for proposed dental office; and b) Resolution 2017-06 "AUTHORIZING SUBMITTAL OF APPLICATION TO THE WISCONSIN ECONOMIC DEVELOPMENT CORPORATION FOR A COMMUNITY DEVELOPMENT INVESTMENT GRANT FOR FLOSS PLEASE REAL ESTATE, LLC FOR PROPOSED 208-210 E MAIN ST PROJECT IN THE VILLAGE OF MOUNT HOREB": Amanda Hatch and Brittany Burger, owners of Floss Please Real Estate, LLC, and Dale Hatfield of Farmer's Savings Bank, presented their proposal. Grindle moved, Pakkala seconded to approve the resolution. Motion carried by unanimous voice vote.

Consider Cardinal-Hickory Creek recommendation: Czyzewski gave an update on the proposed routes. The board decided to get a resolution together before the next meeting.

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

Village President's report: Littel stated that he was happy to see so many people from out of town in the Village this past weekend.

Village Administrator's report: There was no report as Owen was absent.

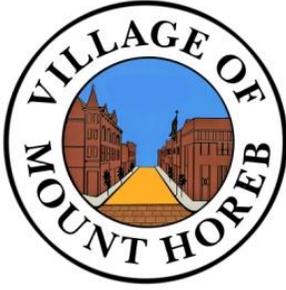
Village Clerk/Deputy Treasurer's report: Gross reported on the electric disconnections for the current month.

Consideration of and action on Agreement for Land Division Improvements North Cape Commons Phase 4. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session: John DeWitt, owner of County ID, LLC, spoke before the board convened to closed session. Monroe moved, Grindle seconded to convene to closed session at 8:34pm. Motion carried by unanimous roll call vote.

The Village Board may reconvene to open session for any discussion or action on the subject matters discussed in closed session: Czyzewski moved, Goltz seconded to reconvene to open session at 9:17pm. Motion carried by unanimous voice vote. Monroe moved, Goltz seconded to approve the development agreement, subject to final review and approval by Village Administrator and Village Attorney, but the development agreement must contain the provision that Tyrol Terrace and St Olav Ave be completed as part of Phase 4. Motion carried by unanimous voice vote. DeWitt voiced his concerns about being able to finish the stub roads due to financial constraints.

Adjournment: There being no further business before the Board, Monroe moved, Pakkala seconded to adjourn the meeting at 9:28pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



Village of Mount Horeb

138 E Main St
Mount Horeb, WI 53572
Phone (608) 437-6884/Fax (608) 437-3190
Email: mhinfo@mounthorebwi.info Website: www.mounthorebwi.info

**REVISED
VILLAGE BOARD
WEDNESDAY, AUGUST 2, 2017**

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 5, 2017 Village Board minutes
 - b) Revised Employee Policy Handbook Number 500-1 regarding benefits
 - c) Operator's Licenses for approval: Courtney Wipperfurth, Jamie Schlimgen, and Noel Michalski
 - d) Mount Horeb Fire Dept/Mount Horeb Volunteers Inc applications for 2017 Fire Jamboree fundraiser:
 1. Street Use Permit to close Front Street from Grove Street to First Street and First Street from Front Street to Post Office parking lot from 7:30am Saturday, September 2 thru 5pm September 4
 2. Public Amusements and Shows September 3 from 7:30am to 12 midnight
 3. Temporary Operator Licenses September 3-4, 2017: Dan Arntsen, Gerald Rick, Lee Ann Dillis, Casey McClyman
 - e) Street Use Permit Application for Fall Heritage Festival detour of Main Street from 4th Street to 1st Street from 6am October 7 to 6pm October 8, 2017
 - f) Abandonment of utility easements for Plat of Oak Glen in Village extraterritorial jurisdiction area
 - g) Waiver of parkland improvement fee and fee in lieu of parkland for Glacier Properties LLC assisted living community
- 4) 2016 Village audit presentation by Baker Tilly

- 5) Consider Maple Ridge Subdivision:
 - a. Final Plat of Maple Ridge Subdivision
 - b. Ordinance 2017-05, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM A-1 AGRICULTURAL DISTRICT TO R-1 SINGLE FAMILY RESIDENTIAL DISTRICT MAPLE RIDGE SUBDIVISION"
- 6) Consider Resolution 2017-07, "IN OPPOSITION TO THE PROPOSED CARDINAL-HICKORY CREEK TRANSMISSION LINE"
- 7) Consider Youth In Government Handbook
- 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 Committee
 - h. Public Safety Committee
 - i. Finance/Personnel
 - j. Utility Commission
 - k. Dane County City & Villages Association
 - l. Public Safety Building Committee
 - m. Tourism Commission
- 9) Village President's report
- 10) Village Administrator's report
- 11) Village Clerk/Deputy Treasurer's report
- 12) Consideration and action of TID 5 incentives and term sheet request from Floss Please Real Estate LLC . The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session.
- 13) Consider **Village Administrator's Annual Performance Review**. The Village Board may enter into closed session per Wis. Stat. § 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

14) Return to open session for any action required as a result of the closed session agenda items.

15) 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 2, 2017

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 President Littel called the meeting to order at 7:00pm. Present were Trustees Grindle, Monroe, Scott, Goltz, and Pakkala. Trustee Czyzewski was absent. Also present were Administrator Owen, Assistant Administrator Kathy Hagen, and Clerk/Deputy Treasurer Alyssa Gross. The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: Monroe moved, Scott seconded to have items E & G removed from the consent agenda. Motion carried by unanimous voice vote. Scott moved, Grindle seconded to approve the remaining consent agenda items: July 5, 2017 Village Board minutes; Revised Employee Policy Handbook Number 500-1 regarding benefits; **Operator's Licenses for approval:** Courtney Wipperfurth, Jamie Schlimgen, Noel Michalski; Street Use Permit to close Front Street from Grove Street to First Street and First Street from Front Street to Post Office parking lot from 7:30am Saturday, September 2 thru 5pm September 4, Public Amusements and Shows application for September 3 from 7:30am to 12 midnight, and Temporary Operator Licenses September 3-4, 2017 for Dan Arntsen, Gerald Rick, Lee Ann Dillis, and Casey McClyman for Mount Horeb Fire Dept/Mount Horeb Volunteers Inc 2017 Fire Jamboree Fundraiser; Abandonment of utility easements for Plat of Oak Glen in Village extraterritorial jurisdiction area. Motion carried by unanimous voice vote. Melissa Theisen from the Chamber spoke about the Street Use Permit for the Fall Heritage Festival (Item E). She stated that she had spoken with the resident about the concern with the proposed detour. The concern will be on the Public Safety Committee agenda for this month. Grindle moved, Pakkala seconded to approve the Street Use Permit application, contingent upon it being approved at the Public Safety Committee meeting, for the Fall Heritage Festival detour of Main Street from 4th Street to 1st Street from 6am October 7 to 6pm October 8, 2017. Littel and Pakkala clarified item G about the waiver of fees. Pakkala moved, Scott seconded to approve the waiver of parkland improvement fee and fee in lieu of parkland for Glacier Properties LLC assisted living community. Littel, Grindle, Pakkala, Scott, and Goltz voted aye. Monroe voted nay. Motion carried.

2016 Village audit presentation by Baker Tilly: John Rader, CPA from Baker Tilly, presented details on the Village audit.

Consider Final Plat for Maple Ridge Subdivision and Ordinance 2017-05, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM A-1 AGRICULTURAL DISTRICT TO R-1 SINGLE FAMILY RESIDENTIAL DISTRICT MAPLE RIDGE SUBDIVISION": Owen gave details of the plat and history on this item. Monroe moved, Scott seconded to approve the plat. Motion carried by unanimous voice vote. Monroe moved, Grindle seconded to approve Ordinance 2017-05. Motion carried by unanimous voice vote.

Consider Resolution 2017-07, "IN OPPOSITION TO THE PROPOSED CARDINAL-HICKORY CREEK TRANSMISSION LINE": Judith Pincus registered in support of the Resolution. Kerry Beheler, Susan Michetti, Patricia McConnell, Steve Books, Allen Pincus, Rod Hise, and Michael McDermott spoke in support of the resolution. Scott moved, Monroe seconded to approve the resolution. Motion carried by unanimous voice vote.

Consider Youth In Government Program: Owen explained the changes made to the handbook. Scott moved, Monroe seconded to approve the handbook. Motion carried by unanimous voice vote.

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

Village President's report: Littel thanked staff and residents for their storm cleanup efforts.

Village Administrator's report: Owen also thanked everyone for their help with storm cleanup. He stated that the Development Agreement with Duluth should be signed this week.

Village Clerk/Deputy Treasurer's report: Gross reported on the most recent electric disconnections.

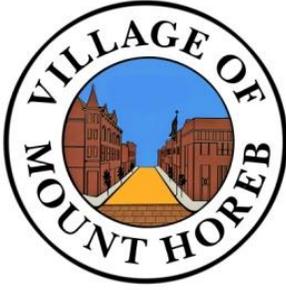
Consideration and action of TID 5 incentives and term sheet request from Floss Please Real Estate LLC. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session.: Amanda Hatch and Brittany Burger, owners of Mount Horeb Dental, and Dale Hatfield of Farmer Savings Bank, gave an overview of the project before the board convened to closed session. Scott moved, Grindle seconded to convene to closed session at 8:10pm. Motion carried by unanimous roll call vote.

Consider Village Administrator's Annual Performance Review. The Village Board may enter into closed session per Wis. Stat. 19.85(1)(c) to consider employment, promotion, or compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Monroe moved, Grindle seconded to convene to closed session at 8:11pm. Motion carried by unanimous roll call vote.

Return to open session for any action required as a result of the closed session agenda items: Monroe moved, Grindle seconded to reconvene to open session at 8:38pm. Motion carried by unanimous voice vote.

Adjournment: There being no further business before the Board, Scott moved, Grindle seconded to adjourn the meeting at 8:39pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



Village of Mount Horeb

138 E Main St
Mount Horeb, WI 53572
Phone (608) 437-6884/Fax (608) 437-3190
Email: mhinfo@mounthorebwi.info Website: www.mounthorebwi.info

VILLAGE BOARD WEDNESDAY, SEPTEMBER 6, 2017

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) August 2, 2017 Village Board minutes
 - b) Operator's License for approval: Adria White
 - c) Resolution 2017-08 "Annual Bank Authorization Resolution"
 - d) Resolution 2017-09, "REQUESTING EXEMPTION FROM COUNTY LIBRARY TAX"
 - e) Amendment to Village Administrator contract
 - f) Release and addition of Stone Haven Estates easements
- 4) Consider refinancing of TID #3 loan
- 5) PUBLIC HEARING: To consider revision to Municipal Code 8.122 and 14.09 to change start time of construction projects from 6:30am to 7:00am
- 6) Consider Ordinance 201-07, "AN ORDINANCE TO AMEND MUNICIPAL CODE SECTIONS 8.122 CONSTRUCTION NOISE REGULATIONS AND 14.09 CONSTRUCTION NOISE REGULATIONS"
- 7) Consider Development Agreement for Maple Ridge Subdivision
- 8) Consider Façade and Building Improvement Grant Program Agreement
- 9) Consider TID 5 Grant and Loan Applications:
 - a. Façade and Building Improvement Grant Application: Ron Howard
115 E Main St

- b. **Façade Improvement Grant Application: Isaac's Antiques and Soaps**
132 E Main St
 - c. Façade and Building Improvement Grant and Loan Application:
Peter Walton 402 E Main St
 - d. Façade and Building Improvement Grant and Loan Application:
Starlight Properties 515 Springdale Street
 - e. Building Improvement Grant Application: SWCAP 119 S Second St
 - f. Façade and Building Improvement Grant Application: Russell and
Donna Craig 205 W Main St
- 10) Consider TID 5 Development Agreements for Floss Please Real Estate LLC.
- 11) Consider recommendation to Village Board representative on proposed
2018 Mount Horeb Area Joint Fire Department budget
- 12) 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 Committee
 - h. Public Safety Committee
 - i. Finance/Personnel
 - j. Utility Commission
 - k. Dane County City & Villages Association
 - l. Public Safety Building Committee
 - m. Tourism Commission
- 13) Village President's report
- 14) Village Administrator's report
- 15) Village Clerk/Deputy Treasurer's report
- 16) 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 6, 2017

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 President Littel called the meeting to order at 7:00pm. Present were Trustees Czyzewski, Monroe, Scott, Goltz, and Pakkala. Trustee Grindle was absent. Also present were Administrator Owen, Village Attorney Bryan Kleinmaier, and Clerk/Deputy Treasurer Alyssa Gross. The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: Czyzewski moved, Pakkala seconded to approve the following consent agenda items: August 2, 2017 Village Board minutes; **Operator's License for Adria White**; Resolution 2017-08 **"Annual Bank Authorization Resolution"**; Resolution 2017-09, **"REQUESTING EXEMPTION FROM COUNTY LIBRARY TAX"**; Amendment to Village Administrator contract; Release and addition of Stone Haven Estates easements. Motion carried by unanimous voice vote.

Consider refinancing of TID #3 loan: Kevin Mullen of Hutchinson Shockey, financial advisor for the Village, spoke about the refinancing. Ryan moved, Scott seconded to authorize Mullen to move forward with consideration of refinancing TID #3 loan. Motion carried by unanimous voice vote. Ryan moved, Scott seconded to consider refinancing TID #3 at the next meeting. Motion carried by unanimous voice vote.

PUBLIC HEARING: To consider revision to Municipal Code 8.122 and 14.09 to change start time of construction projects from 6:30am to 7:00am: The public hearing opened at 7:23pm. Owen explained the reasons for the proposed revision. With no one wishing to speak, the public hearing closed at 7:24pm.

Consider Ordinance 2017-07, "AN ORDINANCE TO AMEND MUNICIPAL CODE SECTIONS 8.122 CONSTRUCTION NOISE REGULATIONS AND 14.09 CONSTRUCTION NOISE REGULATIONS": A long discussion ensued concerning the start time and whether to include Sunday in this ordinance. Pakkala moved, Czyzewski seconded to leave the start time at 6:30am and to include Sunday to make the ordinance in effect 7 days a week. All voted aye, except Scott, who voted nay. Motion carried.

Consider Development Agreement for Maple Ridge Subdivision: Attorney Kleinmaier explained the developer agreement. The board discussed the details of the agreement. Ryan moved, Scott seconded to approve the development agreement, subject to final review and approval by the Village Administrator and Village Attorney. Motion carried by unanimous voice vote.

Consider Façade and Building Improvement Grant Program Agreement: Kleinmaier spoke about the program agreement. He explained that each motion on the next agenda item will need to have a condition that the village will need to execute the agreement with the applicant. The agreement will also be slightly modified with each project. Monroe moved, Czyzewski seconded to approve the general language of the agreement. Motion carried by unanimous voice vote.

Consider Façade and Building Improvement Grant Applications for Ron Howard at 115 E Main Street, Peter Walton at 402 E Main Street, Starlight Properties at 515 Springdale Street, and Russell/Donna Craig at 205 W Main Street; **Façade Improvement Grant Application for Isaac's Antiques and Soaps at 132 E Main Street;** Building Improvement Grant Application for SWCAP at 119 S Second Street: Brad Murphy, chair of the grant and loan review committee, explained the projects presented. Czyzewski moved, Scott seconded to approve the Façade and Building Improvement Grant Application for 115 E Main Street, subject to the village executing the program agreement with the applicant. Goltz moved, Scott seconded to approve the Façade Improvement Grant Application for 132 E Main Street, subject to the village executing the program agreement with the applicant. Peter Walton explained his project. Czyzewski moved, Pakkala seconded to approve the Façade and Building Improvement Grant and Loan Application for 402 E Main Street, subject to the village executing the program agreement with the applicant, executing the agreement with the bank that is providing the loan, and any village zoning requirements regarding the design must be satisfied. Brent Yauchler of Starlight Properties explained his project. Scott moved, Monroe seconded to approve the Façade and Building Improvement Grant and Loan Application for 515 Springdale Street, subject to village executing the program agreement with the applicant and executing the agreement with the bank that is providing the loan. Monroe moved, Goltz seconded to approve the Building Improvement Grant Application for 119 S Second Street, subject to the village executing the program agreement with the applicant. Scott moved, Monroe seconded to approve the Façade and Building Improvement Grant Application for 205 W Main Street, subject the village executing the program agreement with the applicant. All motions carried by unanimous voice vote.

Consider TID 5 Development Agreements for Floss Please Real Estate LLC: Owen explained the agreement. Czyzewski moved, Pakkala seconded to approve the agreement, subject to review and approval by Village Attorney and Village Administrator. Motion carried by unanimous voice vote.

Consider recommendation to Village Board representative on proposed 2018 Mount Horeb Area Joint Fire Department budget: The board discussed details of their proposed budget. Scott moved, Monroe seconded to recommend a "no" vote to the proposal. All voted aye to the motion, except for Czyzewski, who voted nay. Motion carried.

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

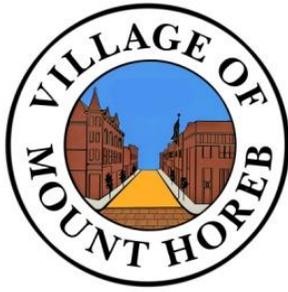
Village President's report: Littel thanked the staff for their wonderful job. He also sent thoughts out to Texas and Florida dealing with the hurricanes.

Village Administrator's report: Owen had nothing to report.

Village Clerk/Deputy Treasurer's report: Gross reported on the most recent electric disconnections, seal coating plans, and garbage/recycling pickup on Thursday because of the holiday.

Adjournment: There being no further business before the Board, Pakkala moved, Monroe seconded to adjourn the meeting at 9:00pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



Village of Mount Horeb

138 E Main St

Mount Horeb, WI 53572

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

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

SPECIAL VILLAGE BOARD THURSDAY, SEPTEMBER 21, 2017

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

- 1) Call to order
Roll call
- 2) Consider award of 2017 Front Street Improvements bid.
- 3) Adjourn

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

VILLAGE OF MOUNT HOREB
SPECIAL VILLAGE BOARD MEETING MINUTES
THURSDAY SEPTEMBER 21, 2017

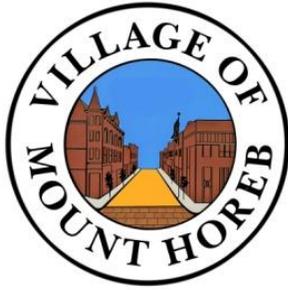
The Village Board met in special session on the above date in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI.

Call to Order/Roll Call: Steve Grindle called the meeting to order at 5:30pm. Present were Village Board Trustees Scott, Goltz, Pakkala and Grindle. Trustee Czyzewski attended via telephone. Trustee Monroe and President Littel were absent. Also present was Village Administrator Nic Owen.

Consider award of 2017 Front Street Improvements Bid: Administrator Owen reviewed the bids received for the project with the low bidder being S&L Underground at \$267,743; \$30,000 under the engineers anticipated cost. The Village will be issuing debt to cover the costs of this project and the additional street improvements in 2018. This is a TIF project and increment from TID 5 will be used to repay the debt. Pakkala moved, Scott seconded to approve award of the 2017 Front Street Improvements to S&L Underground for \$267,743.

Adjournment: There being no further business before the Board, Pakkala moved, Goltz seconded to adjourn the meeting at 5:41 pm, carried by voice vote.

Minutes by Nicholas Owen, Administrator



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

REVISED (2nd)
VILLAGE BOARD
WEDNESDAY, OCTOBER 4, 2017

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

- 1) Call to order
Pledge of Allegiance
Roll call
- 2) Public Comments – non agenda items
- 3) Consent Agenda:
 - a) September 6 and 21, 2017 Village Board minutes
 - b) Operator's License for approval: Sage A Esser
 - c) Temporary Operator's License for Acorns, 304 E Main Street for Thursday, October 12, 2017 Wine Walk
 - d) Temporary Operator's License for Glitter to Gore, 122 E Main Street for Thursday, October 12, 2017 Wine Walk
 - e) Suggested Trick or Treat hours of 5-7pm on Halloween, Tuesday, October 31
 - f) Appointment of Jack Lyle to Zoning Board of Appeals for remainder of Mike Losenegger term thru May 1, 2020
 - g) Final Pay request of \$41,238.64 for 2014 Street Project to JW Schultz Construction
- 4) Consider Resolution 2017-11, "RESOLUTION AUTHORIZING THE ISSUANCE AND ESTABLISHING PARAMETERS FOR THE SALE OF NOT TO EXCEED \$3,250,000 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2017A
- 5) Consider interim financing for the Public Safety Building Project
- 6) Consider TID 5 note for Duluth Trading incentive

- 7) Consider Mount Horeb Area Joint Fire Department Joint Services Agreement:
 - A) FIRST AMENDMENT TO THE AMENDED AND RESTATED MOUNT HOREB AREA JOINT FIRE DEPARTMENT FIRE PROTECTION AND RESCUE SERVICE AGREEMENT, DATED JANUARY 1, 2011
 - B) RESOLUTION APPROVING THE FIRST AMENDMENT TO THE AMENDED AND RESTATED MOUNT HOREB AREA JOINT FIRE DEPARTMENT FIRE PROTECTION AND RESCUE SERVICE AGREEMENT DATED JANUARY 1, 2011
- 8) Reconsider recommendation to Village Board representative on proposed 2018 Mount Horeb Area Joint Fire Department budget
- 9) Discussion regarding downtown parking
- 10) Consider Ordinance 2017-**06** "AN ORDINANCE TO AMEND 13.38 SEWER UTILITY RATES"
- 11) Consider IMEPC (InterMunicipal Energy Planning Committee) involvement
- 12) 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 Committee
 - h. Public Safety Committee
 - i. Finance/Personnel
 - j. Utility Commission
 - k. Dane County City & Villages Association
 - l. Public Safety Building Committee
 - m. Tourism Commission
- 13) Village President's report
- 14) Village Administrator's report
- 15) Village Clerk/Deputy Treasurer's report
- 16) Adjourn

VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
OCTOBER 4, 2017

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 President Littel called the meeting to order at 7:00pm. Present were Trustees Czyzewski, Monroe, Scott, Goltz, Grindle, and Pakkala. Also present were Administrator Owen, Assistant Administrator Hagen, and Clerk/Deputy Treasurer Alyssa Gross. The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: Scott requested that the Final Pay request to JW Schultz Construction be removed from the consent agenda. Monroe moved, Czyzewski seconded to approve the remaining consent agenda items: September 6 and 21, 2017 Village Board minutes; **Operator's License for Sage A Esser; Temporary Operator's License for Acorns and Glitter** to Gore for October 12, 2017 Wine Walk; Suggested Trick or Treat hours of 5-7pm on Halloween, Tuesday, October 31; Appointment of Jack Lyle to Zoning Board of Appeals for remainder of Mike Losenegger's term thru May 1, 2020. Motion carried by unanimous voice vote. Scott questioned the delay on the pay request. Scott moved, Czyzewski seconded to approve the Final Pay request of \$41,238.64 for 2014 Street Project to JW Schultz Construction. Motion carried by unanimous voice vote.

Consider Resolution 2017-11, "RESOLUTION AUTHORIZING THE ISSUANCE AND ESTABLISHING PARAMETERS FOR THE SALE OF NOT TO EXCEED \$3,250,000 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2017A: Kevin Mullen of Hutchinson Shockey, financial advisor for the Village, spoke about the refinancing. Czyzewski moved, Grindle seconded to approve Resolution 2017-11. Motion carried by unanimous voice vote.

Consider interim financing for the Public Safety Building Project: Mullen explained the financing. This item **will be put on the next month's agenda. No action** was taken.

Consider TID 5 note for Duluth Trading incentive: Mullen also explained this item. No action was taken.

Consider first amendment and resolution approving the first amendment to the amended and restated Mount Horeb Area Joint Fire Department Fire Protection and Rescue Service Agreement, dated January 1, 2011: Owen explained this item. Grindle moved, Pakkala seconded to approve the amendment to the agreement. Motion carried by unanimous voice vote. Czyzewski moved, Monroe seconded to approve the resolution approving the amendment. Motion carried by unanimous voice vote.

Reconsider recommendation to Village Board representative on proposed 2018 Mount Horeb Area Joint Fire Department budget: The board discussed the proposed changes to the MHAJFD budget. Pakkala moved to reconsider the "no" vote from the last meeting. Motion died for lack of a second.

Discussion regarding downtown parking: The board discussed options for downtown parking. No action was taken.

Consider Ordinance 2017-06 "AN ORDINANCE TO AMEND 13.38 SEWER UTILITY RATES": Owen explained the reasons for a needed sewer rate increase. Goltz moved, Scott seconded to approve the rate increase. Motion carried by unanimous voice vote.

Consider IMEPC (InterMunicipal Energy Planning Committee) involvement: Czyzewski explained the purpose of this committee. Monroe moved, Scott seconded to recommend Czyzewski be involved in the committee. Motion carried by unanimous voice vote.

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

Village President's report: Littel sent thoughts out those involved in the tragedy in Las Vegas.

Village Administrator's report: Owen stated that he has signed up to do a virtual conference with ICMA. He also congratulated Jon Orcutt for 20 years with the Mount Horeb Police Department.

Village Clerk/Deputy Treasurer's report: Gross reported on the most recent electric disconnections.

Adjournment: There being no further business before the Board, Scott moved, Monroe seconded to adjourn the meeting at 8:18pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



Village of Mount Horeb

138 E Main St

Mount Horeb, WI 53572

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

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

REVISED
VILLAGE BOARD
WEDNESDAY, NOVEMBER 1, 2017

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) October 4, 2017 Village Board minutes
 - b) Operator's License for approval: Jaqualyn Ryddner, Kimberly Schindler, Alicia Zantow
 - c) Temporary Operator's License: Acorns LLC, 304 E Main Street for December 1, 2017 event
- 4) Consider Resolution 2017-13, 'RESOLUTION AUTHORIZING THE ISSUANCE OF \$6,800,000 GENERAL OBLIGATION PROMISSORY NOTES AND THE ISSUANCE AND SALE OF A \$6,800,000 NOTE ANTICIPATION NOTE IN ANTICIPATION THEREOF" related to construction costs for the Public Safety Building Project and TID #5 improvements.
- 5) Update on TID #5 financing
- 6) Consider "INTERGOVERNMENTAL AGREEMENT FOR THE CONSTRUCTION, OWNERSHIP, ADMINISTRATION, AND OPERATION OF A PUBLIC SAFETY FACILITY" between the Village of Mount Horeb and the Mount Horeb Area Joint Fire Department
- 7) Consider Ordinance 2017-08, "AN ORDINANCE CREATING SECTION 17.625 OF THE MUNICIPAL CODE OF THE VILLAGE OF MOUNT HOREB RELATED TO THE REGULATION OF TOURIST ROOMING HOUSES"
- 8) Consider revision to Village Ordinance 3.10 Collection of Tax on Overnight Lodging, and set public hearing
- 9) Consider request for Mount Horeb Area Chamber of Commerce to use Village lands for Troll Mountain Project, and update on the project

- 10) Consider request for a Veteran's Memorial
- 11) Update regarding downtown parking
- 12) Update on IMEPC (InterMunicipal Energy Planning Committee)
- 13) 2018 budget presentation and set public hearing for November 29, 2017 at 6:00pm
- 14) Committee reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Mount Horeb Area Joint Fire Department
 - c. Library Board
 - d. School Liaison
 - e. Parks, Recreation, and Forestry Commission
 - f. Plan Commission
 - g. Public Works Committee
 - h. Public Safety Committee
 - i. Finance/Personnel
 - j. Utility Commission
 - k. Dane County City & Villages Association
 - l. Public Safety Building Committee
 - m. Tourism Commission
- 15) Village President's report
- 16) Village Administrator's report
- 17) Village Clerk/Deputy Treasurer's report
- 18) Consider request for TIF #4 incentives for proposed Oak Ridge Senior Housing Project from JTKlein Inc. The Village Board may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for purposes of the investing of public funds.
- 19) Consider term sheet from Steve Grundahl for TID #5 assistance for project at 108 S Second Street. The Village Board may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for purposes of the investing of public funds.
- 20) The Village Board may reconvene to open session for any discussion or action on the subject matters discussed in closed session.
- 21) 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
NOVEMBER 1, 2017

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 President Littel called the meeting to order at 7:00pm. Present were Trustees Czyzewski, Monroe, Scott, Goltz, Grindle, and Pakkala. Also present were Administrator Owen, Assistant Administrator Hagen, Clerk/Deputy Treasurer Alyssa Gross, and Village Attorney Bryan Kleinmaier. The Pledge of Allegiance was recited.

Public Comments: Vaughn Pakkala voiced his concerns about leaf pickup in the Village.

Consent Agenda: Monroe moved, Czyzewski seconded to approve the following consent agenda items: October 4, 2017 Village Board minutes; **Operator's Licenses** for Jaqualyn Ryddner, Kimberly Schindler, Alicia Zantow; **Temporary Operator's License for Acorns LLC** for December 1, 2017 event. Motion carried by unanimous voice vote.

Scott moved, **Monroe seconded to move the Veteran's Memorial request up to the next item.** Motion carried by unanimous voice vote.

Consider request for a Veteran's Memorial: The Board discussed the location for the request. Don Hartman, spoke on behalf of his fellow members of the Veterans of Foreign War Post #9511, American Legion Post #113, and Wisconsin Vietnam Veterans Chapter 4. Many members were present as well. Hartman spoke about their mission and their proposed plan for the memorial. Goltz moved, Monroe seconded to put a one-year moratorium on the **sale the parcel they're looking at.** Motion carried by unanimous voice vote.

Czyzewski moved, Monroe seconded to move the Chamber of Commerce request up to the next item. Motion carried by unanimous voice vote.

Consider request for Mount Horeb Area Chamber of Commerce to use Village lands for Troll Mountain Project, and update on the project: Tim Killinger and Craig Kittelson gave an update on the Troll Mountain Project and presented the request on behalf of the Mount Horeb Area Chamber of Commerce to use Village lands for the project. Scott moved, Pakkala seconded to approve the request. Motion carried by unanimous voice vote.

Consider Resolution 2017-13, "RESOLUTION AUTHORIZING THE ISSUANCE OF \$6,800,000 GENERAL OBLIGATION PROMISSORY NOTES AND THE ISSUANCE AND SALE OF A \$6,800,000 NOTE ANTICIPATION NOTE IN

ANTICIPATION THEREOF” related to construction costs for the Public Safety Building Project and TID #5 improvements: Kevin Mullen of Hutchinson Shockey, financial advisor for the Village, explained the notes. Monroe moved, Scott seconded to approve Resolution 2017-13. Motion carried by unanimous voice vote.

Update on TID #5 financing: Mullen gave an update on the financing. No action was taken.

Consider “INTERGOVERNMENTAL AGREEMENT FOR THE CONSTRUCTION, OWNERSHIP, ADMINISTRATION, AND OPERATION OF A PUBLIC SAFETY FACILITY” between the Village of Mount Horeb and the Mount Horeb Area Joint Fire Department: Jenny Minter, Deputy Chief of the Fire Department and EMS, was present to answer any questions. Grindle moved, Czyzewski seconded to approve the agreement. Motion carried by unanimous voice vote.

Consider Ordinance 2017-08, “AN ORDINANCE CREATING SECTION 17.625 OF THE MUNICIPAL CODE OF THE VILLAGE OF MOUNT HOREB RELATED TO THE REGULATION OF TOURIST ROOMING HOUSES”: Littel and Owen explained the ordinance. The Board had a lengthy discussion on the duration of stay and locations of parking. Larry Hefty and Steve Grundahl voiced their concerns about the regulations. Monroe moved, Czyzewski seconded to approve the ordinance with the following changes to page 3: **Strike off “off-site parking or” located under #7; a minimum of 2 days instead of 7, located under #8; and add a line to say “parking will be evaluated on a case by case basis”, located under #10(v).** Motion carried by unanimous voice vote.

Consider revision to Village Ordinance 3.10 Collection of Tax on Overnight Lodging, and set public hearing: Czyzewski moved, Monroe seconded to approve the revisions. The Board set the public hearing for December 6th at 7:00pm. Motion carried by unanimous voice vote.

Update regarding downtown parking: Czyzewski update the Board on the discussion held at the Joint Public Safety/Public Works meeting about downtown parking.

Update on IMEPC (Intermunicipal Energy Planning Committee): Czyzewski did not have an update, as they were not able to meet this past month.

2018 budget presentation and set public hearing for November 29, 2017 at 6:00pm: Owen presented details of the budget. The Board set the public hearing for November 29th at 6:00pm.

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

Village President’s report: Littel did not have anything to report.

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

Village Clerk/Deputy Treasurer's report: Gross reported on the most recent electric disconnections.

Consider request for TIF #4 incentives for proposed Oak Ridge Senior Housing Project from JTKlein Inc. The Village Board may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for purposes of the investing of public funds: The Board decided they did not need to convene to closed session for this item. Czyzewski moved, Grindle seconded to move forward with the development agreement. Motion carried by unanimous voice vote.

Consider term sheet from Steve Grundahl for TID #5 assistance for project at 108 S Second Street. The Village Board may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for purposes of the investing of public funds: Steve Grundahl presented an overview of his project. Czyzewski moved, Grindle seconded to convene to closed session at 9:19pm. Motion carried by roll call vote.

The Village Board may reconvene to open session for any discussion or action on the subject matters discussed in closed session: The Board did not return to open session as no action was necessary.

Adjournment: The Board adjourned the meeting in closed session on motion by Monroe, seconded by Pakkala and carried at 9:39pm.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



Village of Mount Horeb

138 E Main St

Mount Horeb, WI 53572

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

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

SPECIAL VILLAGE BOARD WEDNESDAY, NOVEMBER 29, 2017

The Village Board of the Village of Mount Horeb will meet on the above date at 6:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order
Roll call
- 2) PUBLIC HEARING: 2018 Operating Budget and 2018-2022 Capital Improvement Plan
- 3) Consider Resolution 2017-15, "A RESOLUTION ADOPTING THE 2018-2022 CAPITAL IMPROVEMENT PLAN"
- 4) Consider Resolution 2017-12, "A RESOLUTION ADOPTING THE 2018 BUDGET AND AUTHORIZING A LEVY AGAINST TAXABLE PROPERTY"
- 5) Adjourn

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

VILLAGE OF MOUNT HOREB
SPECIAL VILLAGE BOARD MEETING MINUTES
WEDNESDAY, NOVEMBER 29, 2017

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

Call to Order/Roll Call: Village President Randy Littel called the meeting to order at 6:00pm. Present were Village Board Trustees Steve Grindle, Cathy Scott, Brenda Monroe, and Ryan Czyzewski. Trustees Mike Goltz and Vaughn Pakkala were absent. Also present were Village Administrator Nic Owen, Clerk/Deputy Treasurer Alyssa Gross, and Assistant Administrator Kathy Hagen.

PUBLIC HEARING: 2018 Operating Budget and 2018-2022 Capital Improvement Plan: Owen went through a few details of the budget. The public hearing opened at 6:00pm. With no one wishing to speak, the public hearing closed at 6:01pm.

Consider Resolution 2017-15, A RESOLUTION ADOPTING THE 2018-2022 CAPITAL IMPROVEMENT PLAN: Scott moved, Czyzewski seconded to approve the 2018-2022 capital improvement plan. Motion carried by unanimous voice vote.

Consider Resolution 2017-12, A RESOLUTION ADOPTING THE 2018 BUDGET AND AUTHORIZING A LEVY AGAINST TAXABLE PROPERTY: Czyzewski moved, Grindle seconded to approve the resolution. Motion carried by unanimous voice vote.

Adjournment: There being no further business before the Board, Monroe moved, Czyzewski seconded to adjourn the meeting at 6:03pm, carried by voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



Village of Mount Horeb

138 E Main St
Mount Horeb, WI 53572
Phone (608) 437-6884/Fax (608) 437-3190
Email: mhinfo@mounthorebwi.info Website: www.mounthorebwi.info

REVISED
VILLAGE BOARD
WEDNESDAY, DECEMBER 6, 2017

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 1 and November 29, 2017 Village Board minutes
 - b) Operator's License for approval: Emma Harris, Hannah Culberson, Dawn Graber, Logan Steiner, Gina Gauger, Ashley Bentley
 - c) Certified Survey Map for Springdale 2 LLC for 1720-28 Springdale Street w/Village Engineer requirements added
 - d) Appointment of 2018-2019 election officials
 - e) Pay Request No. 1 2017 Front Street Improvements
- 4) Consider waiver of impact fees for JT Klein project
- 5) Consider Resolution 2017-17 "RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF UP TO \$16,750,660 SEWERAGE SYSTEM REVENUE BONDS, SERIES 2017, AND PROVIDING FOR OTHER DETAILS AND COVENANTS WITH RESPECT THERETO"
- 6) Consider Resolution 2017-16, "A RESOLUTION AUTHORIZING THE SUBMISSION OF A WISCONSIN DEPARTMENT OF TRANSPORTATION FACILITIES FOR ECONOMIC ASSISTANCE (TEA) GRANT APPLICATION"
- 7) Consider Resolution 2017-14, "BUDGET AMENDMENT"
- 8) Consider Ordinance 2017-09, "AN ORDINANCE AMENDING SECTION 3.10 OF THE MUNICIPAL CODE OF THE VILLAGE OF MOUNT HOREB RELATED TO THE COLLECTION OF A TAX ON OVERNIGHT LODGING"

- 9) Update on IMEPC (InterMunicipal Energy Planning Committee)
- 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 Committee
 - h. Public Safety Committee
 - i. Finance/Personnel
 - j. Utility Commission
 - k. Dane County City & Villages Association
 - l. Public Safety Building Committee
 - m. Tourism Commission
- 11) Village President's report
- 12) Village Administrator's report
- 13) Village Clerk/Deputy Treasurer's report
- 14) Consider term sheet from Steve Grundahl for TID #5 assistance for project at 108 S Second Street. The Village Board may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for purposes of the investing of public funds.
- 15) Consider Development Agreement for JTKlein Inc for proposed 40-unit senior affordable housing. The Village Board may convene in closed session as authorized by Wisconsin Statute Section 19.85(1)(e) for purposes of the investing of public funds.
- 16) The Village Board may reconvene to open session for any discussion or action on the subject matter discussed in closed session.
- 17) Adjourn

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

VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
DECEMBER 6, 2017

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 President Littel called the meeting to order at 7:00pm. Present were Trustees Czyzewski, Monroe, Scott, Goltz, Grindle, and Pakkala. Also present were Administrator Owen, Assistant Administrator Hagen, Clerk/Deputy Treasurer Alyssa Gross, and Village Attorney Bryan Kleinmaier. The Pledge of Allegiance was recited.

Public Comments: None.

Consent Agenda: Scott requested the pay request for the Front Street Improvements be removed for further discussion. Monroe moved, Grindle seconded to approve the remaining consent agenda items: November 1 and November 29, 2017 Village Board minutes; **Operator's Licenses** for Emma Harris, Hannah Culberson, Dawn Graber, Logan Steiner, Gina Gauger, Ashley Bentley; Certified Survey Map for Springdale 2 LLC for 1720-28 Springdale Street w/Village Engineer requirements added; Appointment of 2018-2019 election officials. Motion carried by unanimous voice vote. Owen explained the pay request. Czyzewski moved, Scott seconded to approve Pay Request No. 1 2017 Front Street Improvements. Motion carried by unanimous voice vote.

Consider waiver of impact fees for JT Klein project: Carol Johnson, Walter Orzechowski, Brad Murphy, and Rusty Smith spoke in support of the project. Anne Smith registered in support of the project. Jocelyn Friedman, Development Associate for JTKlein, gave an overview of the project. The board asked questions about the project and fees and had a lengthy discussion on policy. The impact fees will be discussed in closed session as this relates directly to the development agreement, so there was no action taken on this agenda item.

Consider Resolution 2017-17 "RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF UP TO \$16,750,660 SEWERAGE SYSTEM REVENUE BONDS SERIES 2017, AND PROVIDING FOR OTHER DETAILS AND COVENANTS WITH RESPECT THERETO": Scott moved, Pakkala seconded to approve the resolution. Motion carried by unanimous voice vote.

Consider Resolution 2017-16, "A RESOLUTION AUTHORIZING THE SUBMISSION OF A WISCONSIN DEPARTMENT OF TRANSPORTATION FACILITIES FOR ECONOMIC ASSISTANCE (TEA) GRANT APPLICATION": Owen explained the grant application. Monroe moved, Czyzewski seconded to approve the resolution. Motion carried by unanimous voice vote.

Consider Resolution 2017-14, "BUDGET AMENDMENT": Czyzewski moved, Monroe seconded to approve the resolution. Motion carried by unanimous voice vote.

Consider Ordinance 2017-09, "AN ORDINANCE AMENDING SECTION 3.10 OF THE MUNICIPAL CODE OF THE VILLAGE OF MOUNT HOREB RELATED TO THE COLLECTION OF A TAX ON OVERNIGHT LODGING": Monroe moved, Pakkala seconded to approve the ordinance. Motion carried by unanimous voice vote.

Update on IMEPC (InterMunicipal Energy Planning Committee): Czyzewski gave an overview of the purpose of the committee and stated that he will no longer be able to attend the meetings. He suggested another Village Trustee replace him so we can be physically involved in the committee.

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

Village President's report: Littel stated that he attended the ground breaking for the new Public Safety Building and thanked the Fire Department, Police Department, and Village for all the work that was put into the planning.

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

Village Clerk/Deputy Treasurer's report: Gross stated that candidacy papers are available in her office if anyone is interested in running for Village Trustee.

Consider term sheet from Steve Grundahl for TID #5 assistance for project at 108 S Second Street. The Village Board may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for purposes of the investing of public funds: The board decided that they did not need to go into closed session on this item. Owen gave an overview of the discussion that was had by the Finance and Personnel Committee. Czyzewski moved, Grindle seconded to direct staff to complete the development agreement based on the term sheet provided. Motion carried by unanimous voice vote.

Consider Development Agreement for JTKlein Inc for proposed 40-unit senior affordable housing. The Village Board may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for purposes of the investing of public funds: Attorney Kleinmaier provided an update on the project. Scott moved, Monroe seconded to convene to closed session at 8:01pm. Motion carried by roll call vote.

The Village Board may reconvene to open session for any discussion or action on the subject matters discussed in closed session: Monroe moved, Czyzewski seconded to reconvene to open session at 8:59pm. Motion carried by unanimous voice vote. Czyzewski moved, Monroe seconded to approve the development and tax agreement and MRO, prepared by Village staff and attorney as directed by the board, subject to approval by Village staff and attorney, with non-substantial changes as necessary, waiving the park fees conditional upon payment for a lawn mower not to exceed \$30,000, and the facility will remain primarily low income senior housing in accordance with the Wheda agreement up to 10 years after the TIF closes. Motion carried by unanimous voice vote.

Adjournment: There being no further business before the Board, Monroe moved, Pakkala seconded to adjourn the meeting at 9:01pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer