

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 5, 2020

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 8, 2020 Village Board minutes
 - b) Operator's Licenses for Approval: Isabel Koehler, Benjamin Hoffman, Andrew Maas
 - c) Resolution 2020-02, "RESOLUTION LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITTED PROPERTY FOR THE 2019 STREET IMPROVEMENT PROJECT"
 - d) Recommended Main Street ADA Spaces
- 4) Consider appointment of Chief of Police Douglas Vierck and Oath of Office
- 5) Consider 2020 Street Project:
 - a) Presentation of project by Village Engineer
 - b) Resolution 2020-03, "PRELIMINARY RESOLUTION TO LEVY SPECIAL ASSESSMENTS"
 - c) Authorize Village Engineer to advertise for bids
 - d) Set date for the Public Works Committee for February 24, 2019 at 6:00pm for 2020 Street Project preliminary special assessment public hearing
- 6) Consider Ordinance 2020-03, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FROM R-2 TWO FAMILY RESIDENTIAL TO MAIN STREET BUSINESS 320 W MAIN STREET"
- 7) Consider Community Development Director job description
- 8) Consider creation of a Community Development Committee

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

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT ALYSSA GROSS, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-9404.

VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
JANUARY 8, 2020

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 Randy Littel called the meeting to order at 7:00pm. Present were Trustees Jackson, Fendrick, Czyzewski, Monroe, and Scott. Trustee Hill was absent. Youth In Government students Declan Smith, Sara Fritz, Delaney Mertz, and Levi Carr were present. 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: Fendrick moved, Scott seconded to approve the following consent agenda items: December 4, 2019 Village Board minutes; Operator's Licenses for approval: Victoria A Vogler, Annessa L MacTaggart, Rebecca S Klais, Matthew E Wilson; Temporary **Operator's License for Approval: Janelle Hurst Holmstrom for February 15, 2020 Mount Horeb Landmark's Foundation; Syndon Brothers LLC CSM 11019 lots 1 and 2.** Motion carried by unanimous voice vote.

Sons of Norway 125th Anniversary Proclamation: Littel read the proclamation and recognized the Sons of Norway members in the audience.

Presentation by Paul Jadin with MadRep: Paul Jadin gave a presentation on the **Village's current economic development status.**

PUBLIC HEARING: Comprehensive Plan amendment from Planned Neighborhood to Planned Mixed Use for Lot 1 CSM 13799: Littel open the public hearing at 7:26pm. Steve Grundahl and Katherine Westaby spoke about the amendment. With no one else wishing to speak, the public hearing was closed at 7:28pm.

Consider Ordinance 2020-01 "AN ORDINANCE TO ADOPT AN AMENDMENT TO THE COMPREHENSIVE PLAN OF THE VILLAGE OF MOUNT HOREB, WISCONSIN": Scott moved, Jackson seconded to approve the ordinance. Motion carried by unanimous voice vote.

Consider Ordinance 2020-02, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION ON LOT 1 CSM 13799 FROM A-1 AGRICULTURAL TO PLANNED INDUSTRIAL AND R-3 MULTI-FAMILY RESIDENTIAL": Czyzewski moved, Fendrick seconded to approve the ordinance. Motion carried by unanimous voice vote.

Consider Comprehensive Plan amendment for **First Addition to Sutter's Prairie Ridge Subdivision Lot 144, Consider Resolution 2020-01, "ESTABLISHING PUBLIC PARTICIPATION PROCEDURES FOR COMPREHENSIVE PLAN AMENDMENT", and set public hearing date for March 4, 2020**: Wade Wyse, of Wyser Properties LLC, spoke about the plan amendment. Scott moved, Monroe seconded to approve Resolution 2020-01. Motion carried by unanimous voice vote. Czyzewski moved, Monroe seconded to set the public hearing date for March 4, 2020. Motion carried by unanimous voice vote.

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

Village President's report: Littel spoke about a "Dresses on Wheels" campaign his daughter is conducting.

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

Village Clerk/Deputy Treasurer's report: Gross stated that it sounds like a Spring Primary election will be likely on February 18th, but will not know for sure until Tuesday, January 14th.

Adjournment: There being no further business before the Board, Monroe moved, Jackson seconded to adjourn the meeting at 7:44pm. Motion carried by voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer

RESOLUTION 2020-02

RESOLUTION LEVYING SPECIAL ASSESSMENTS
AGAINST BENEFITTED PROPERTY FOR
THE 2019 STREET IMPROVEMENT PROJECT

RECITALS

- A. The Public Works Committee of the Village of Mount Horeb held a public hearing on February 25, 2019, for the purpose of hearing all interested persons concerning the preliminary report of the Village Engineer on improvements to be assessed against benefitted property on Lincoln Street from S Fourth Street to S First Street, and heard all persons who desired to speak at the hearing.
- B. Following completion of the 2019 street improvement project, the Public Works Committee held a public hearing on January 27, 2020 for the purpose of hearing all interested persons concerning the Village Engineer's Final Special Assessment Report on the 2019 Street Improvements, and heard all persons who desired to speak at the hearing.
- C. The final report of the Village Engineer on 2019 Street Improvements for Lincoln Street from S Fourth Street to S First Street and assessments against benefitted property (the "Final Report") is attached and incorporated herein.

RESOLUTION

Therefore, the Village Board of the Village of Mount Horeb, Dane County, Wisconsin, do resolve as follows:

- 1. The Final Report is adopted and approved.
- 2. Payment for the improvements shall be made by assessing the cost of the improvements to the property benefitted as indicated in the report.
- 3. Assessments shown on the report represent an exercise of the police power and have been determined on a reasonable basis and are hereby confirmed.

4. Assessments for all projects included in the report are hereby combined as a single assessment, but any interested person may object to each assessment separately or all assessments jointly.
5. Assessments shall either be paid in full on or before May 1, 2020 or paid in five or ten equal, annual installments, in accordance with Section 8.03(5)(c) of the Village Code. If payment is made in installments, the first installment shall be due on or before May 1, 2020 and subsequent installments shall be due annually thereafter until paid in full. If payment is made in installments, any unpaid balance shall accrue interest at a rate one percent per annum greater than the rate at which the Village borrowed for the work or improvement. Said interest shall begin accruing as of May 1, 2020 at a rate of 3.373%.
6. All assessments or installments that are not paid on or before their due date shall be placed upon the tax roll as a delinquent tax against the property, and all proceedings in relation to the collection, return, and sale of property for delinquent real estate taxes shall apply to the special assessment, except as otherwise provided by law.
7. All actions heretofore or hereafter taken for the purpose of carrying this resolution into effect are hereby ratified and confirmed.
8. The preliminary resolution is hereby amended to the extent necessary for consistency with this resolution.
9. The Village Clerk shall publish this resolution as a class 1 notice, and shall mail a copy of this resolution to every interested person whose post office address is known, or can be ascertained with reasonable diligence.

This resolution was duly adopted by motion at a meeting held on February 5, 2020.

Randy J Littel, Village President

ATTEST:

Alyssa Gross, Village Clerk

**VILLAGE OF MOUNT HOREB
2019 STREET IMPROVEMENTS
EAST LINCOLN STREET**

FINAL SPECIAL ASSESSMENT REPORT

PREPARED BY:

SMITHGROUP

44 East Mifflin Street, Suite 500
Madison, WI 53703
Project Number: 11426.000

January 7, 2020
Revised January 28, 2020

SMITHGROUP

SMITHGROUP

In accordance with Section 8.03 of the Village of Mount Horeb Code of Ordinances, the Preliminary Resolution 2019-01 of the Village Board, dated February 6, 2019, and acting on behalf of the Village of Mount Horeb as the Village Engineer, we herewith submit the following report on the final assessments for roadway, storm, and sanitary improvements within the Project Area described below and as shown on Schedule A of this report.

EAST LINCOLN STREET (SOUTH FIRST STREET TO SOUTH FOURTH STREET)

This report consists of the following schedules, attached hereto:

- Schedule A - Final plans and specifications (on file with Village of Mount Horeb).
- Schedule B – Final costs of the installed improvements.
- Schedule C - Schedule of final assessments against each parcel affected.

The properties listed in Schedule C, are those for which proposed assessments are to be made under the Village's police power as provided for under Section 66.0701, Wisconsin State Statutes. These properties have been viewed and are found to be benefited by the proposed improvements as said improvements will provide new sidewalk, curb and gutter, roadway, driveway aprons, landscaping, and related improvements adjacent to said parcels. The proposed assessments have been applied to all properties adjacent to the proposed improvements in accordance with the preliminary resolution and current Village policy.

Respectfully Submitted,

Heather Brose, PE
Associate | Civil Engineer
SmithGroup, Inc.

Robert Wright, PE
Principal | Village Engineer
SmithGroup, Inc.

SMITHGROUP

Date **7-Jan-20**
 Project **Mount Horeb 2019 Streets (CONTRACT 19-100)**
 Client **Village of Mount Horeb**
 Project # **11426.000**

SCHEDULE B - Final Project Cost Schedule RULE CONSTRUCTION

| No. | Description | Quantity | Unit | Unit Price | Item Total | Subtotal |
|----------|---|----------|------|--------------|--------------|----------------------|
| A | Roadway | | | | | \$ 343,410.00 |
| 1 | Unclassified Excavation - Including Removal of all Materials & Subgrade. (for 4-in asphalt, driveways, sidewalk, aprons & miscellaneous removals) Excavation for Utilities is not included in estimated Unclassed Excavation quality. Excavation for Utilities is incidental to the associated Utility work & Bid items.(Complete in place) | 1 | LS | \$43,000.00 | \$ 43,000.00 | |
| 2 | Install Sidewalk on 4-in Deep Aggregate Base. (Install sidewalk is 5-in thick) (Complete in place) | 3,070.0 | SF | \$ 8.00 | \$ 24,560.00 | |
| 3 | Install 30" Concrete Curb & Gutter, includes rebar per CS100 and CS101 (Complete in place) | 2,405 | LF | \$ 19.00 | \$ 45,695.00 | |
| 4 | Excavation Below Subgrade & Place Stone Fill (Undercut). (Complete in place) | 343 | CY | \$ 32.00 | \$ 10,976.00 | |
| 5 | Finish Grade Gravel. (Complete in place) | 14 | STA | \$ 600.00 | \$ 8,400.00 | |
| 6 | Sawcut Butt Joint. (Complete in place) | 700 | LF | \$ 3.00 | \$ 2,100.00 | |
| 7 | Install Crushed Stone Base Course (12" Deep). Includes areas under roadway patches & 12-in behind Install curb & gutter. (Complete in place) | 5,460.0 | TONS | \$ 13.00 | \$ 70,980.00 | |
| 8 | Install 4" Deep Bituminous Pavement. (2¼" Binder, 1-3/4" Surface, Type LT) (Complete in place) | 4,928 | SY | \$ 17.50 | \$ 86,240.00 | |
| 9 | Remove Existing Concrete Apron and Replace with 6" Thick Concrete Drive Apron on 6" Deep Aggregate Base. (includes decorative concrete) (Complete in place) | 1,031.0 | SF | \$ 14.00 | \$ 14,434.00 | |
| 10 | Remove Existing Bituminous Drive Apron and Replace with 3" Thick Bituminous Drive Apron on 8" Deep Aggregate Base. (Complete in place) | 1,550 | SF | \$ 5.00 | \$ 7,750.00 | |
| 11 | Geotextile Fabric. (Complete in place) | 1,250 | SY | \$ 1.50 | \$ 1,875.00 | |
| 12 | Site restoration including seeding: 4" screened topsoil, Class I/B EC Matting, Seed, & Fertilizer; general site restoration of all other disturbed improvements & areas. | 1 | LS | \$ 14,000.00 | \$ 14,000.00 | |
| 13 | Traffic Control | 1 | LS | \$ 4,500.00 | \$ 4,500.00 | |
| 14 | Erosion Control | 1 | LS | \$ 3,500.00 | \$ 3,500.00 | |
| 15 | Install Accessible Ramp with Truncated Dome Surface | 12 | EACH | \$ 450.00 | \$ 5,400.00 | |
| B | Storm | | | | | \$ 32,100.00 |
| 16 | Install 2'x3' Curb Inlet & Casting (Complete in place) | 1 | EACH | \$ 2,300.00 | \$ 2,300.00 | |
| 17 | Install 12-in Class III Reinforced Concrete Sewer Pipe (Complete in Place) | 200 | LF | \$ 65.00 | \$ 13,000.00 | |
| 18 | Install Nyloplast 15" Light Duty Catch Basin (Complete in Place) | 1 | EACH | \$ 1,600.00 | \$ 1,600.00 | |
| 19 | 12-in ADS N-12 Water Tight Storm Sewer Pipe (Complete in Place) | 100 | LF | \$ 60.00 | \$ 6,000.00 | |
| 20 | Remove and Reinstall Precast Retaining Wall at STA 07+29 for Stormwater Pipe Install (Complete in Place) | 1 | LS | \$ 2,000.00 | \$ 2,000.00 | |

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www.smithgroup.com

Date **7-Jan-20**
 Project **Mount Horeb 2019 Streets (CONTRACT 19-100)**
 Client **Village of Mount Horeb**
 Project # **11426.000**

SCHEDULE B - Final Project Cost Schedule RULE CONSTRUCTION

| No. | Description | Quantity | Unit | Unit Price | Item Total | Subtotal |
|----------------------|---|----------|------|-------------|--------------|----------------------|
| 21 | Grading and restoration for installation of 12-in ADS N-12 pipe and ADS N-12 Structure | 1,500 | SF | \$ 2.00 | \$ 3,000.00 | |
| 22 | 48" Precast Storm Manhole and Casting (Complete in place) | 1 | EACH | \$ 3,000.00 | \$ 3,000.00 | |
| 23 | Core invert at EXST-STM-I-19 | 1 | EACH | \$ 1,200.00 | \$ 1,200.00 | |
| 24 | Underground Utility Exploration | 0 | EACH | \$ 500.00 | \$ - | |
| C | Sanitary Sewer | | | | | \$ 92,301.50 |
| 25 | Remove Existing 8" PVC Sewer, Replace with 8" SDR PVC Sanitary Sewer Pipe, Reconnect All Live Laterals | 40 | LF | \$ 185.00 | \$ 7,400.00 | |
| 26 | Remove Existing 6" PVC Sewer, Replace with 8" C900 PVC Pipe, Reconnect All Live Laterals | 500 | LF | \$ 125.00 | \$ 62,500.00 | |
| 27 | Remove & Replace 48" Sanitary Sewer Manhole with a casting, grate polyethelyene adjustment rings, and external chimney seal (Neenah R-1550 Type B with Concealed Pickholes, includes Connection to Existing Sewer, Complete in Place) | 2 | EACH | \$ 5,500.00 | \$ 11,000.00 | |
| 28 | 4" SDR 35 PVC Sanitary Laterals, Includes Wye and Reconnection | 4 | EACH | \$ 450.00 | \$ 1,800.00 | |
| 29 | Install new 48" Sanitary Sewer Manhole with a casting, grate, polyethelyene adjustment rings, and external chimney seal (Neenah R-1550 Type B with Concealed Pickholes, includes Connection to Existing Sewer, Complete in Place) | 2 | EACH | \$ 3,500.00 | \$ 7,000.00 | |
| 30 | Plug east invert of EXST-SAN-MH-33 and core new east invert. | 1 | EACH | \$ 800.00 | \$ 800.00 | |
| 31 | Adjust existing sanitary sewer manhole, provide new polyethelyene adjustment rings and external chimney seal. Reuse existing casting and grate. | 3 | EACH | \$ 600.00 | \$ 1,800.00 | |
| 32 | Rock Excavation for Sanitary Sewer | 150 | LF | \$ 0.01 | \$ 1.50 | |
| 33 | Underground Utility Exploration | 0 | EACH | \$ 500.00 | \$ - | |
| D | Change Orders | | | | | \$ 18,325.00 |
| | CO No. 1, Install new 6" PVC sanitary lateral and clean Item 1 out at 110 S. 4th Street | 1 | LS | \$ 5,925.00 | \$ 5,925.00 | |
| | CO No. 1, Replace 6 water valve boxes. Materials Item 2 supplied by Village Water Utility | 3 | EACH | \$ 800.00 | \$ 2,400.00 | |
| | CO No. 1, Water & Sewer Laterals to 302 E Lincoln St Item 3 | 1 | LS | \$ 5,300.00 | \$ 5,300.00 | |
| | CO No. 1, Time to locate sewer main laterals Item 4 | 4 | EACH | \$ 800.00 | \$ 3,200.00 | |
| | CO No. 1, Storm sewer adjustment Item 5 | 1 | LS | \$ 1,500.00 | \$ 1,500.00 | |
| PROJECT TOTAL | | | | | | \$ 486,136.50 |

Date **28-Jan-20**
 Project **Mount Horeb 2019 Streets (CONTRACT 19-100)**
 Client **Village of Mount Horeb**
 Project # **11426.000**

SCHEDULE C - Final Schedule of Special Assessments Against Benefited Parcels

The following items shall be assessed at the following percentages based upon the Village's Assessment Policies and Resolution to Levy Special Assessments.
 Unit prices include technical fees

| Address | Parcel Number | Owner or Description | Replacement Type | width-ft | length-ft | Area | Cost |
|-------------------|---------------|--|---|---------------|-------------------|--------------------|--|
| Driveway Apron | Asphalt | \$ | 5.00 per sqft | | | | @ 100% of cost |
| Driveway Apron | Concrete | \$ | 9.00 per sqft | | | | @ 100% of cost |
| Concrete Sidewalk | Concrete | \$ | 4.00 per sqft | | | | \$8/SF @ 50% of cost |
| 101 E LINCOLN ST | 060612343810 | N/A | No driveway Apron Concrete Sidewalk | 4 | 12 | 48 | \$ - \$ 192.00 \$ 192.00 |
| 206 S SECOND ST | 060612345587 | CHRISTINA M BREUNIG & JOSHUA F BREUNIG | No driveway Apron Concrete Sidewalk | 4 | 56 | 224 | \$ - \$ 896.00 \$ 896.00 |
| 207 S SECOND ST | 060612345710 | JARED L TANK & MARGARET E MILCAREK | No driveway Apron No Sidewalk | | | | \$ - \$ - \$ - |
| 211 E LINCOLN ST | 060612347790 | ANGELA C GINTER (Stoop replacement requested by Owner) | Driveway Apron - Asphalt Concrete Sidewalk Concrete Sidewalk (\$8/SF @ 100% of cost) | 2 4 2.3 | 40.1 20 4.7 | 80.2 80 10.8 | \$ 401.00 \$ 320.00 \$ 86.40 \$ 807.40 |
| 213 E LINCOLN ST | 060612347692 | N/A | Driveway Apron - Asphalt Concrete Sidewalk | 2 4 | 14.8 8 | 29.6 32 | \$ 148.00 \$ 128.00 \$ 276.00 |
| 200 CENTER AVE | 060612347594 | BONNIE J WILLIAMS | No driveway Apron Concrete Sidewalk | 4 | 12 | 48 | \$ - \$ 192.00 \$ 192.00 |
| 201 CENTER AVE | 060612350419 | 201 CENTER AVE COUCH REV LIVING TR, GEORGE N | Driveway Apron - Asphalt Concrete Sidewalk | 11 4 | 17 120 | 187 480 | \$ 935.00 \$ 1,920.00 \$ 2,855.00 |
| 303 E LINCOLN ST | 060612367901 | ADAM D POLLOCK & SARA J RUEGGER | Driveway Apron - Concrete Concrete Sidewalk | 11 4 | 12.5 16.5 | 137.5 66 | \$ 1,237.50 \$ 264.00 \$ 1,501.50 |
| 202 S FOURTH ST | 060612368008 | DUFFY W HUTCHINS & ALYSON A MCGINTY | Driveway Apron - Concrete Concrete Sidewalk | 11 4 | 11.3 40.5 | 124.3 162 | \$ 1,118.70 \$ 648.00 \$ 1,766.70 |
| 110 S FOURTH ST | 060612368311 | DONALD L ALLEN & DEBRA L GRANGER | Driveway Apron - Concrete No Sidewalk | 0.42 | 19 | 8 | \$ 72.00 \$ - \$ 72.00 |
| N/A | 060612368213 | MOUNT HOREB ELECTRIC UTILITY | No Driveway Apron No Sidewalk | | | | \$ - \$ - \$ - |
| 302 E LINCOLN ST | 060612368115 | VILLAGE OF MOUNT HOREB | Driveway Apron - Concrete No Sidewalk | 2 | 16.9 | 33.8 | \$ 304.20 \$ - \$ 304.20 |

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Date **28-Jan-20**
 Project **Mount Horeb 2019 Streets (CONTRACT 19-100)**
 Client **Village of Mount Horeb**
 Project # **11426.000**

SCHEDULE C - Final Schedule of Special Assessments Against Benefited Parcels

The following items shall be assessed at the following percentages based upon the Village's Assessment Policies and Resolution to Levy Special Assessments.
 Unit prices include technical fees

| Address | Parcel Number | Owner or Description | Replacement Type | width-ft | length-ft | Area | Cost |
|-----------------------|---------------|-------------------------------|--------------------------|----------|-----------|-------|----------------------|
| Driveway Apron | Asphalt | \$ | 5.00 per sqft | | | | @ 100% of cost |
| Driveway Apron | Concrete | \$ | 9.00 per sqft | | | | @ 100% of cost |
| Concrete Sidewalk | Concrete | \$ | 4.00 per sqft | | | | \$8/SF @ 50% of cost |
| N/A | 060612387194 | VILLAGE OF MOUNT HOREB | Driveway Apron - Asphalt | 2.5 | 17.75 | 44.4 | \$ 222.00 |
| | | | Driveway Apron - Asphalt | 3 | 21 | 63 | \$ 315.00 |
| | | | No Sidewalk | | | | \$ - |
| | | | Total | | | | \$ 537.00 |
| N/A | 060612388451 | VILLAGE OF MOUNT HOREB | No Driveway Apron | | | | \$ - |
| | | | No Sidewalk | | | | \$ - |
| | | | Total | | | | \$ - |
| 214 E LINCOLN ST | 060612388353 | STANLEY OLSON & LAURA A OLSON | No Driveway Apron | | | | \$ - |
| | | | No Sidewalk | | | | \$ - |
| | | | Total | | | | \$ - |
| 212 E LINCOLN ST | 060612388255 | MIDWEST SCHOLASTIC INC | Driveway Apron - Asphalt | 2 | 59.8 | 119.6 | \$ 598.00 |
| | | | No Sidewalk | | | | \$ - |
| | | | Total | | | | \$ 598.00 |
| 119 S SECOND ST STE B | 060612387952 | N/A | Driveway Apron - Asphalt | 2 | 38.3 | 76.6 | \$ 383.00 |
| | | | No Sidewalk | | | | \$ - |
| | | | Total | | | | \$ 383.00 |
| 120 S SECOND ST | 060612387756 | 4G HOLDINGS LLC | Driveway Apron - Asphalt | 5 | 36.6 | 183 | \$ 915.00 |
| | | | No Sidewalk | | | | \$ - |
| | | | Total | | | | \$ 915.00 |
| 102 E LINCOLN ST | 060612387658 | LRJ PARTNERSHIP LLC | No Driveway Apron | | | | \$ - |
| | | | No Sidewalk | | | | \$ - |
| | | | Total | | | | \$ - |
| 102 E LINCOLN ST | 060612387550 | LRJ PARTNERSHIP LLC | No Driveway Apron | | | | \$ - |
| | | | No Sidewalk | | | | \$ - |
| | | | Total | | | | \$ - |



Mt Horeb Senior Center

N 2nd St

S 3rd St

Oak St

South Trading Company

Schubert's

Mt Horeb Area Chamber-Commerce

ADA

Proposed

Proposed

ADA

ADA

ADA ADA

W Main St

ADA

Grumpy Troll Brew Pub



S 3rd St

Evangelical Lutheran Church

The Firehouse

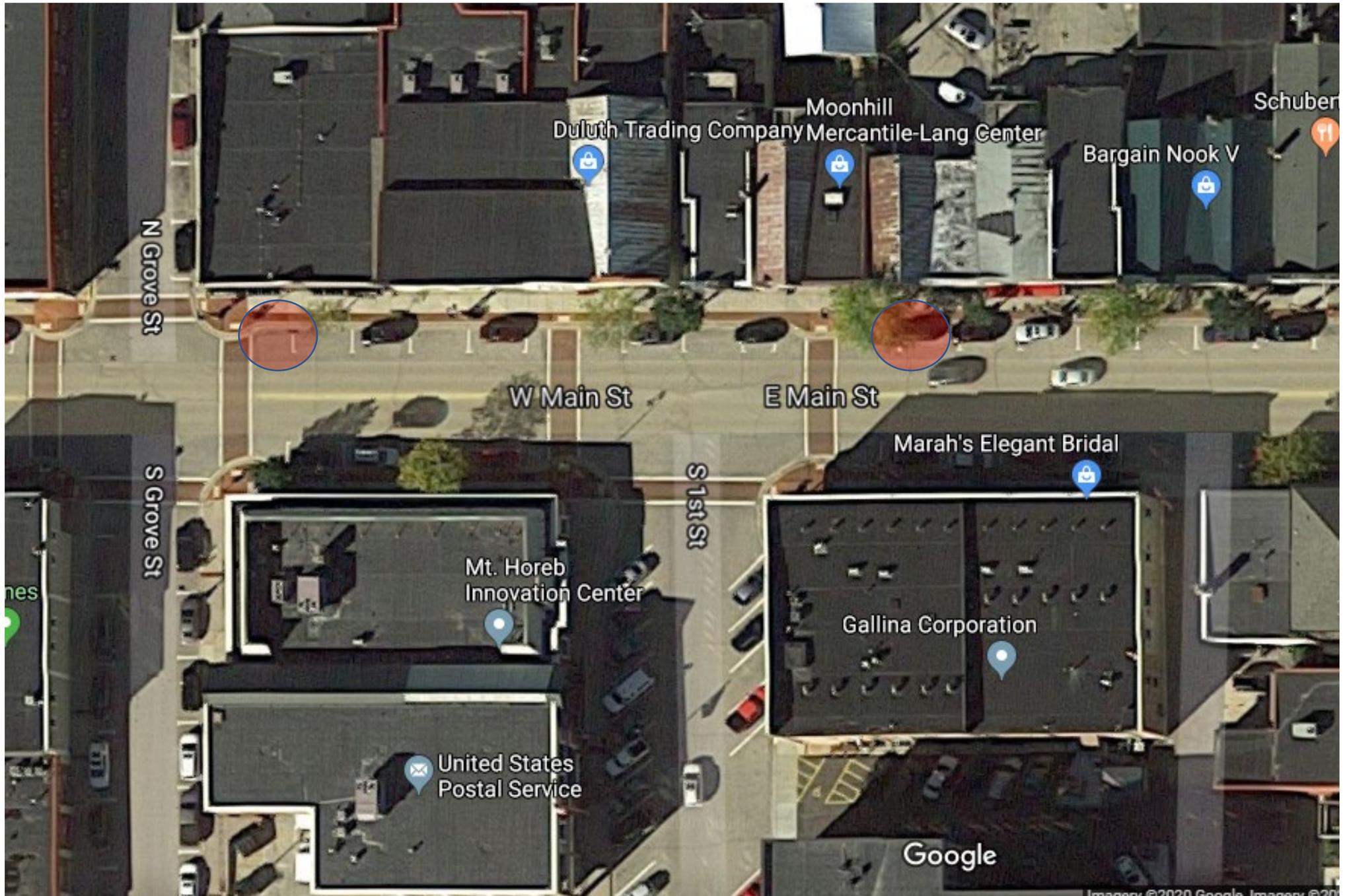


ADA

E Front St

S 2nd St

S 4th



VILLAGE OF MOUNT HOREB
RESOLUTION 2020-03

PRELIMINARY RESOLUTION TO LEVY SPECIAL ASSESSMENTS

RESOLVED, by the Village Board of the Village of Mount Horeb, Wisconsin:

1. The Village Board hereby declares its intention to exercise its police power under 66.0701, Stats., to levy special assessments upon property in the assessment districts hereafter described for benefits conferred upon such property by reason of the following public work and improvements.

W. FRONT STREET FROM S. FIRST STREET TO S. BLUE MOUNDS STREET: Street Upgrade consisting of the removal and replacement of all existing base course and bituminous pavement, adding new curb and gutter, adding new sidewalks, and replacement of driveways in kind.

Street Rehabilitation consisting of the removal and replacement of all existing base course, bituminous pavement, sidewalks, curb and gutter, and driveways in kind.

S. WASHINGTON STREET FROM W. MAIN STREET TO W. FRONT STREET: Street Upgrade consisting of the removal and replacement of all existing base course, bituminous pavement, and sidewalks; adding new concrete curb and gutter; adding new sidewalks; and replacement of driveways in kind.

MAPLE COURT/MAPLE DRIVE STORM SEWER FROM W. FRONT STREET TO HENRY STREET: Storm sewer improvements consisting of the addition of storm sewer from W. Front Street across the Wisconsin DNR Military Ridge State Trail along Maple Court and Maple Drive to connect to the existing storm sewer in Henry Street.

2. The assessment district consists of all those properties having frontage on the either sides of the above-named streets as listed on Attachment A.

3. The total amounts to be assessed against the properties in the assessment district shall not exceed the following percentages of the total project cost of the improvements.

W. FRONT STREET FROM S. FIRST STREET TO S. BLUE MOUNDS STREET:

- 100% of the cost to remove and install bituminous and concrete driveways.
- 50% of the cost to remove **and replace sidewalks meeting the Village's Sidewalk Replacement Criteria under the Village's policy.** (where they exist)
- 100% of the cost to install concrete curb and gutter where none exists.
- 100% of the cost to install concrete sidewalks where none exists.

S. WASHINGTON STREET FROM W. MAIN STREET TO W. FRONT STREET:

- 100% of the cost to remove and install bituminous and concrete driveways.
- 50% of the cost to remove and replace sidewalks meeting the Village's Sidewalk Replacement Criteria under the **Village's policy.** (where they exist)
- 100% of the cost to install concrete curb and gutter where none exists.
- 100% of the cost to install concrete sidewalks where none exists.

MAPLE COURT/MAPLE DRIVE STORM SEWER FROM W. FRONT STREET TO HENRY STREET:

- None.

4. The Village Board determines that the improvements constitute an exercise of the police power for the health, safety, and general welfare of the Village and its inhabitants.

5. The Village Engineer shall prepare a report which shall consist of preliminary plans and specifications for the improvements, an estimate of the entire project costs, and a schedule of the proposed assessments.

6. The Village Engineer shall file a copy of the report with the Village Clerk for public inspection.

7. Upon receiving a copy of the report of the Village Engineer, the Village Clerk shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed Assessment District, the time and place at which the report may be inspected, and the time and place of the public hearing on the matters contained in the preliminary resolution and report.

8. Assessments in a total amount less than \$500.00 shall be paid within 30 days of receipt. Assessments of \$500.00 but less than \$5,000.00 may be paid in five equal annual installments. Assessment over \$5,000.00 may be paid in ten equal annual installments. Any unpaid balance shall accrue interest at a rate one percent per annum greater than the rate at which the Village borrowed funds for the improvements.

The above resolution was duly adopted by the Village Board of the Village of Mount Horeb, Dane County, Wisconsin, at a meeting held on February 5, 2020.

VILLAGE OF MOUNT HOREB

By: _____
Randy Littel, Village President

ATTEST:

By: _____
Alyssa Gross, Village Clerk

SMITHGROUP

Date 1/27/2020
 Project Mount Horeb 2020 Roadway Improvements
 Client Village of Mount Horeb
 Job # 12048.000

Preliminary Resolution Parcel Numbers

| FRONT STREET | | |
|---------------|-------------------------------------|---|
| Parcel Number | Address | Owner or Description |
| 060611409064 | 327 W MAIN STREET | LORE LEE |
| 060611408958 | 321 W MAIN STREET | THOMAS & SUSAN FOLEY |
| 060611408841 | 319 W MAIN STREET, UNIT 1 & 2 | DENNIS FRISKE / GREGORY & DOREEN GOTHARD |
| 060611408681 | 317 W MAIN STREET | WILLIAM VANDERSON & CHRISTINA GEHRKE |
| 060611408574 | 315 W MAIN STREET | BEYER LIVING TR KEN & ROSEMARY |
| 060611408467 | 313 W MAIN STREET | PHILLIP GOLD & KARISSA ROSE-GOLD |
| 060611408145 | 311 W MAIN STREET | SCOTT A MARTY |
| 060611408038 | 309 W MAIN STREET | TIMOTHY J ANDERSON AND PATTI OIMEN-ANDERSON |
| 060611407922 | 307 W MAIN STREET | MICHAEL J ALEXANDER |
| 060611407815 | 305 W MAIN STREET | WILLIAM & JERILYN FALTZ |
| 060611405817 | 303 W MAIN STREET | STEVEN & MARLENE MOEHLMAN |
| 060611404112 | 202 W FRONT STREET | RIMA-MAME JOINT VENTURE LLC |
| 060611484072 | 205 W FRONT STREET | RIMA-MAME JOINT VENTURE LLC |
| 060611403524 | 115 S PERRY STREET & 104 S GROVE ST | 303 WEST FRONT LLC |
| 060611403417 | NO ADDRESS | VILLAGE OF MOUNT HOREB |
| 060612320719 | 100 SOUTH FIRST STREET | 100 SOUTH FIRST LLC |
| 060612387103 | 120 S FIRST STREET | VILLAGE OF MOUNT HOREB |
| 060611484205 | 120 S FIRST STREET | VILLAGE OF MOUNT HOREB |
| 060611483868 | 207 W FRONT STREET | DONALD WILLIAMS |
| 060611482305 | 303 W FRONT STREET | 303 WEST FRONT LLC |
| 060611482501 | 305 W FRONT STREET | JOHN HERSHBERGER |
| 060611482609 | 325 W FRONT STREET | DONS DOZING II |
| 060611482752 | 325 W FRONT STREET | DONS DOZING II |
| 060611488014 | NO ADDRESS | WI DNR |
| 060612387060 | 117 S FIRST STREET | FIREHOUSE ENTERPRISES LLC |
| 060612321391 | 100 E FRONT STREET | HOFF ASSOCIATES OF MT HOREB LLP |

| WASHINGTON STREET | | |
|-------------------|-------------------------|------------------------------|
| Parcel Number | Address | Owner or Description |
| 060611405719 | 108 S WASHINGTON STREET | MARILU LLC |
| 060611406049 | 301 W MAIN STREET | JRKUNDERT BUILDING LLC |
| 060611405004 | 107 S WASHINGTON STREET | CHARLES & LORRAINE STEINHAUR |
| 060611405120 | 107 S WASHINGTON STREET | CHARLES & LORRAINE STEINHAUR |
| 060611405237 | 107 S WASHINGTON STREET | CHARLES & LORRAINE STEINHAUR |
| 060611405246 | 107 S WASHINGTON STREET | CHARLES & LORRAINE STEINHAUR |
| 060611405353 | NO ADDRESS | VILLAGE OF MOUNT HOREB |
| 060611405577 | NO ADDRESS | VILLAGE OF MOUNT HOREB |

| MAPLE COURT | | |
|---------------|---|--------------------------|
| Parcel Number | Address | Owner or Description |
| 060611483153 | 1201 MANOR DRIVE | HEFTY CONSTRUCTION INC |
| 060611483251 | NO ADDRESS | 303 WEST FRONT LLC |
| 060611483359 | NO ADDRESS | 130 SOUTH FIRST LLC |
| 060612387309 | 130 & 136 S FIRST ST | 130 SOUTH FIRST LLC |
| 060611462336 | 108, 110, 112, 114, 116, 118, 120 MAPLE COURT | JAMES & SHIRLEY BUECHNER |
| 060611462452 | 120 MAPLE COURT | JAMES & SHIRLEY BUECHNER |

SMITHGROUP

Date 1/27/2020
 Project Mount Horeb 2020 Roadway Improvements
 Client Village of Mount Horeb
 Job # 12048.000

| | | |
|--------------|-------------------------------------|---------------------------------|
| 060611465931 | 120 MAPLE COURT | JAMES & SHIRLEY BUECHNER |
| 060611462505 | 122, 124, 126, 128, 130 MAPLE COURT | TESCHENDORF LIVING TR, MARLIN R |
| 060611462667 | 132, 138 MAPLE COURT | BUECHNER REV TR, RALPH L |
| 060611462861 | 201 W GARFIELD STREET | REX & CHERYL RINABARGER |
| 060611462881 | 206 & 208 MAPLE DRIVE | 206 MAPLE DRIVE LLC |
| 060611462998 | 210 & 212 MAPLE DRIVE | STEPHEN G W KUCHENBERG |
| 060611463139 | 200 HENRY STREET | GLENN & SANDRA STENSBY |
| 060611461239 | 209 & 211 MAPLE DRIVE | NO OWNER INFO ON GIS |
| 060611461346 | 205 & 207 MAPLE DRIVE | PRECISION CLEANING INC. |
| 060611461461 | 109 & 111 W GARFIELD | KRISTINA J RUSSUM |
| 060611461931 | NO ADDRESS | COLEMAN DOCKTER |
| 060611462005 | 115 MAPLE COURT | WHPC-MMM LLC |
| 060611462112 | 115 MAPLE COURT | WHPC-MMM LLC |
| 060611462229 | 115 MAPLE COURT | WHPC-MMM LLC |
| 060611476474 | 197 HENRY STREET | GREGORY WIEGAND |
| 060611475126 | 103 HENRY STREET | RYANN L UTT |

| S BLUE MOUNDS STREET | | |
|----------------------|--|--|
| Parcel Number | Address | Owner or Description |
| 060611428801 | 102 BLUEMOUNDS STREET | JUDY L JOHNSON |
| 060611428703 | 405 W MAIN STREET | PAUL KLAAS |
| 060611441001 | 204 BLUE MOUNDS STREET & 400 W GARFIELD STREET | MHTC REAL ESTATE LLC |
| 060611413031 | 201 BLUE MOUNDS STREET | BOARD OF REGENTS OF UNIV. OF WIS. SYSTEM |
| 060611488014 | NO ADDRESS | WI DNR |

TO: Village of Mount Horeb Plan Commission/Historic Preservation Commission

Reference: Notification of proposed zoning change of 320 West Main Street from R-2 Two Family Residential to Main Street Business.

We oppose the rezoning because MSB for the following reasons:

1. 320 West Main Street is not in the east part of downtown. Mount Horeb Code of Ordinance 17.431 states: "this district is intended to permit small-scale commercial development which is compatible with the desired overall neighborhood character of the area predominantly east of the Downtown..."
2. The existing use has been compatible with the existing zoning for at least 50 years (Kish and Syvrud chiropractors). Rezoing opens the possibility for a number of different uses that are of concern to homeowners, such as

Community Living Arrangement (9—15 residents) (per §17.20(3)(h)).

Community Living Arrangement (16+ residents) (per §17.20(3)(i)).

Indoor Commercial Entertainment (per §17.20(4)(h)). Examples of such land uses include restaurants, taverns, theaters, health or fitness centers, all forms of training studios (dance, art, martial arts, etc.), bowling alleys, arcades, roller rinks, and pool halls.

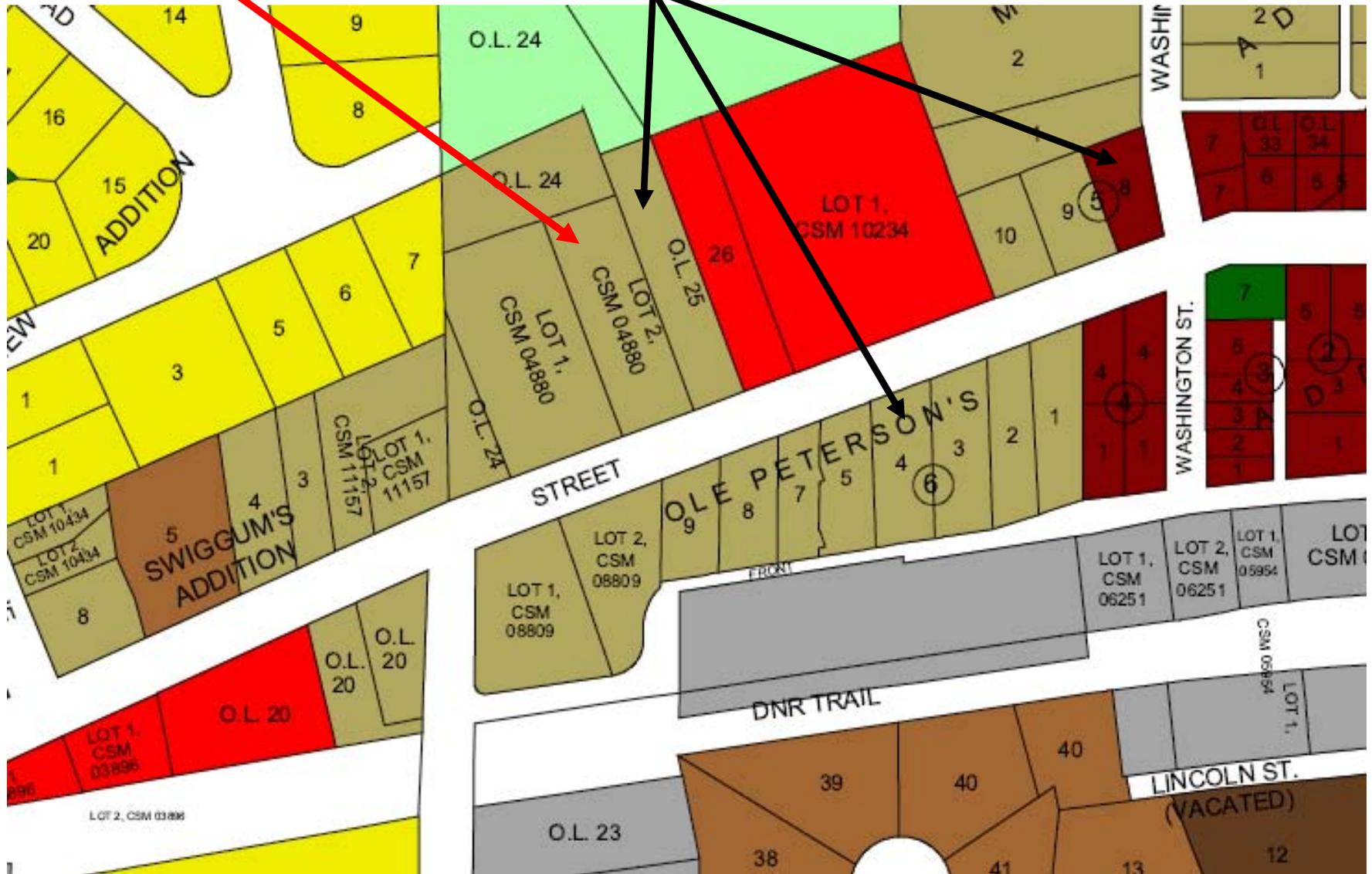
Bed and Breakfast Establishments (per §17.20(4)(k)).

Boarding House (per §17.20(4)(o)).

| Name | Address | Date |
|----------------|-----------------|-----------|
| Rebecca Dennis | 318 W. Main St. | 1/22/20 |
| Ken Beyer | 315 W Main St | 1/22/20 |
| Sue Schroeder | 317 W Main St | 1-22/2020 |
| Lora Lee | 327 W Main St. | 1-22-2020 |
| Scott Wingert | 324 W. MAIN ST. | 1-22-2020 |
| | | |
| | | |

PROPOSED MAIN STREET
BUSINESS ZONING

CURRENTLY ZONED MAIN
STREET BUSINESS



VILLAGE OF MOUNT HOREB
ORDINANCE 2020-03

AN ORDINANCE CHANGING THE ZONING CLASSIFICATION
FROM R-2 TWO FAMILY RESIDENTIAL TO MAIN STREET BUSINESS
320 W MAIN STREET

WHEREAS, Steinich Properties LLC is the owner of the property located at 320 W Main Street, Mount Horeb, Wisconsin, further described as parcel 0606-114-1064-1; Lot 2 CSM 4880; and

WHEREAS, Steinich Properties LLC has made application to the Village to request a change in zoning from R-2 Two Family Residential to Main Street Business for the above referenced parcel; and

WHEREAS, pursuant to sec. 62.23(7)(d), Stats., the Plan Commission/Historic Preservation Commission held a public hearing on the application on January 22, 2020, which was preceded by publication of a class 2 notice under ch. 985, Stats.; and

WHEREAS, after the public hearing, the Plan Commission/Historic Preservation Commission determined that changing the zoning classification of the above referenced property to Main Street Business would promote the public health, safety, and general welfare of the Village and would allow appropriate use of the property, and therefore recommended that the zoning classification of the property be changed; and

WHEREAS, the proposed use is consistent with the Comprehensive Plan; and

WHEREAS, the Village Board concurs with the recommendation of the Plan Commission/Historic Preservation Commission.

NOW THEREFORE, pursuant to sec. 62.23(7)(d), Stats., and Chapter 17.431 of the Village Code, the Village Board of the Village of Mount Horeb, Dane County, Wisconsin, do ordain as follows:

Section 1. Rezoning of the above referenced property shall take effect after passage and posting pursuant to law; and

Sections 2. Subject to above section, zoning classification of the above referenced property is hereby designated Main Street Business, and the Zoning Map of the Village shall be amended accordingly.

The foregoing ordinance was duly adopted by the Village Board of the Village of Mount Horeb at its regular meeting held on February 5, 2020.

APPROVED:

Randy J Littel, Village President

ATTEST:

Alyssa Gross, Village Clerk

APPROVED: _____
PUBLISHED/POSTED: _____

**Village of Mount Horeb
Job Description**

Title: Community Development Director
Department: Administration
Supervisor: Village Administrator
FLSA Status: Non-Exempt
Employment Status: At will
Effective Date: February 6, 2019

Summary: The Community Development Director provides leadership and direction for Economic Development, Planning, Building Services, and Project Management. Provides leadership to the physical development of the community. Provides guidance to the village administrator, committees and the community as they direct the plans for the community. A significant part of the job is serving in a leadership role in pursuit of assigned initiatives. The Community Development Director position establishes functional policies, makes tactical decisions within overall strategic directions, and provides oversight for the budget of the departments that are assigned. As an active member of the Village's Executive Leadership Team this position maintains strong, productive, and cooperative relationships with other Village Departments to maximize use of Village resources and talent.

The Community Development Director must be creative, passionate, and engaging with the ability to build trusting relationships. This position will be considered an integral part of the community who will engage the village president and trustees, staff, public and community groups. Duties are performed with significant latitude for independent judgment in accordance with department and city policies, federal, state and local regulations.

Essential Job Functions

- Serves as a point of contact for businesses, developers and contractors who use Village economic development services including financial assistance, site selection assistance, tax increment financing, and other municipal actions and services related to a specific project
- Promotes economic development in the Village of Mount Horeb through personal contacts with existing/new businesses and professional development groups
- Direct the Village's overall built environment and long-range plan through policies and ordinances of building and property inspections and zoning, updates to the Comprehensive Plan and leading short-term planning initiatives
- Provide land use planning and development expertise to the community and stakeholders
- Conducts negotiations with developers, businesses, and others regarding the public participation necessary for desired economic development
- Negotiate large scale development contracts including both residential and commercial projects
- Establish and maintain business and other outside relationships for the Village

- Coordinates input from neighborhood and community groups on a wide variety of issues
- Analyzes both short-term and long-term opportunities and constraints facing the local economy
- Monitors project schedules, project budgets, and compliance requirements
- Works with others to assemble cost estimates for various public actions such as land acquisition, relocation, demolition, and public improvements
- Manages the preparation of Development Agreements
- Provides input in the refinement of the Village's development-related standards, procedures, and ordinances to help meet the needs of business and industry
- Manages the oversight of developing and maintaining a comprehensive inventory of available buildings and sites, in and adjacent to the community, for economic development purposes
- Seeks, prepares and implements grants and/or funding sources for economic development projects
- Demonstrate excellent problem solving, public presentation, communication and organizational skills
- Prepares memoranda, reports and other documents for a range of audiences and present recommendations to policy making bodies
- Serves as a liaison on wide variety of public boards dealing with community issues and a liaison to a variety of departments. Specifically Planning Commission/Historic Preservation Committee and Economic Development Committee
- Maintain and build ecosystem for innovation and entrepreneurship in Mount Horeb
- Conduct Business Retention and Expansion visits
- Performs work in a confidential nature
- Performs other related duties as necessary to forward the mission of the Village

Knowledge, Skills and Abilities

- Supports the Village's Mission/Vision/Values by personal example and encourages other staff to do so
- Is a proactive visionary who thinks globally, sees the "big picture" and serves as a "salesperson" for the Village
- Knowledge of current principles and practices involved in the operations of land use planning, housing, neighborhood development, permitting and inspections
- Is a personable individual with excellent communication skills and the ability to facilitate dialogue
- A respectful, approachable leader who listens carefully and thoughtfully to others
- An effective manager able to offer and execute practical ideas while fostering a climate/culture of innovation
- A person of empathy who is a good listener, shows compassion, and creates an inclusive environment that values everyone
- Able to prepare and present accurate and reliable reports containing findings and recommendations
- Strong research, analytical, and problems solving skills

- Able to inspire confidence in citizens, staff, Village Board and development community
- Able find a balance point for conflicting political goals and directions with an outcome of positive direction for the organization
- Able to perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines
- Able to demonstrate integrity, ingenuity and inventiveness in the performance of assigned tasks
- Able to maintain highest confidentiality when dealing with sensitive or private information

Qualifications & Working Conditions

Minimum

- Bachelor's Degree from an accredited college or university in Business Administration, Real Estate, Marketing, Economics, Public Administration, Finance, Community and Regional Planning or related field
- Three years' experience in supervision and/or administration
- Five years' experience in the field of community development, economic development, redevelopment, real estate, business financing, or related field
- Valid driver's license

Desirable

- Master's degree in Business Administration, Marketing, Economics, Public Administration, Finance, Community and Regional Planning or related field
- Certified Economic Developer (CEcD), graduate of the Economic Development Institute, National Development Council certification
- AICPA Certification

WORKING CONDITIONS/PHYSICAL DEMANDS

- Work is primarily performed indoors. Occasional work outdoors which would involve working in all weather conditions (cold, rain, humidity) to multiple locations in the City.
- Physical effort is light, with lifting or carrying limited to 25 pounds intermittently.
- There is a need to deliver information, which may involve public speaking in front of groups impacted by projects.
- Report preparation and writing will at times require extended use of a keyboard.
- Work interruptions are frequent.
- The job may involve dealing with and calming individuals who are emotionally charged over an issue.
- Requires a high-degree of skill in conflict/resolution and an ability to deal with developers and the general public.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Community Development Committee

The purpose of the Community Development Committee is to promote and enhance the Village of Mount Horeb; to actively pursue, within the goals and guidelines of the Village Board, commercial and industrial business development/investment for relocation into the Village to achieve a balanced tax base; to work with the business community in the retention and expansion of the businesses already within the Village; encourage all levels of the work force into levels of productivity, wages and salaries that are beneficial to the entire Village; and to promote the Village in various manners as an excellent place to live and do business.

The Village President shall, with the confirmation of the Village Board, appoint seven (7) resident persons having sufficient ability and experience in the fields of urban renewal, community development and housing, as members of the Housing and Economic Development Committee.

- 1) Three (3) of the Commissioners shall be members of the Village Board and shall serve during their term of office as Board members.
- 2) The first appointments of the four (4) non-Board members shall be for the following terms: two (2) for one year and one each for terms of two (2) and three (3) years. Thereafter, the terms of non-Board members shall be four (4) years and until their successors are appointed and qualified.
- 3) Vacancies shall be filled for the unexpired term as provided in this subsection.
- 4) The Committee will be staffed by the Village Administrator and Community Development Director.

As a subcommittee of the Village Board, the Community Development Committee will meet monthly, as needed. All meetings shall comply with open meetings laws and may convene into closed session in compliance with Wisconsin State Statutes.

Duties:

- Assist the Village Board to determine types and locations of commercial and manufacturing zoning throughout the Village, for report and recommend to the Plan Commission and Village Board, as the Village Board may determine appropriate or necessary from time to time.
- Determine and target, with direction from the Village Board and input from Village staff, specific industries, businesses and commercial developments for the various parcels zoned for such uses throughout the Village and determine the economic impact of such developments compared to various other types of developments such as condominiums, single-family homes and apartments. The economic evaluation should consider

tax benefits, job growth and wages, as well as the potential costs associated with various developments such as costs for roads, police and fire services, schools and other public facilities and services.

- Act as a liaison to developers of commercial, industrial and retail business developments throughout the Village. Assist and guide businesses and developers through the various procedures and departments.
- Develop and implement a retention program to retain existing businesses in the Village.
- Develop and implement a plan to solicit businesses for relocation to the Village.
- Work with Village departments to enhance services to the business community.
- Determine local, state and federal tax incentives and other inducements for attracting quality businesses and developments.
- Develop a comprehensive marketing strategy to include promotional materials, public relations efforts, surveys and the enhancement of the Village's existing web site from a marketing perspective.
- Assist the Village Board in seeking public input for economic development priorities, projects and initiatives.