



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

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

Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

VILLAGE BOARD AGENDA

Wednesday, October 4, 2023 at 7:00 PM

Municipal Building Board Room

138 E. Main Street

Mount Horeb, WI

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Roll call
- 4) Public Comments – non-agenda items
- 5) Consent Agenda
 - a. Consideration of September 6, 2023 Meeting Minutes
 - b. Recommendation: Facade Improvement Program Application: 114 and 118 W Main Street, MJ Upward Properties
 - c. Facade Grant Application: Olson's Flowers, 214 E Main Street
 - d. Consideration of Pay Request 5 for Contract 23-101
 - e. Consider Application for Temporary "Class B" Retailer's License for Mount Horeb Area Chamber of Commerce Witch's Night Out event on October 12th
 - f. Set suggested Trick or Treat hours of 5-7pm on Halloween, Tuesday, October 31, 2022
- 6) Agenda Items
 - a. Consider Special Assessments for Adjacent Property Owners for Sidewalk Installation Along N. Brookwood Dr.
 - b. Consider Proclamation Recognizing Mount Horeb Children's School, Mount Horeb Community garden and Home Energy Consultant LLC receiving Dane County Climate Champion status
 - c. Consider draft master plans from MSA for Grundahl and Grandma Foster parks
- 7) Committee Reports:
 - a. Community Development Authority
 - b. Dane County Cities & Villages Committee Report

- c. Finance/Personnel
 - d. Library Board
 - e. Mount Horeb Area Chamber of Commerce
 - f. Mount Horeb Area Joint Fire Department
 - g. Parks, Recreation, and Forestry Commission
 - h. Plan Commission
 - i. Public Safety Committee
 - j. Public Works Committee
 - k. School Liaison
 - l. Sustainability and Natural Resources Committee
 - m. Tourism Commission
 - n. Utility Commission
- 8) Village President's report
 - 9) Village Administrator's report
 - 10) Village Clerk's report
 - 11) Closed Session
 - a. Closed Session: Discussion/Consideration: Purchase of Lukken Farm for Park Space and Development. The Village Board may convene in closed session as authorized by Wisconsin Statute 19.85(1)(e) for the purpose of deliberating or negotiating the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Village Board may reconvene in open session and discuss and take action on the subject matter discussed in closed session.
 - 12) Meeting adjournment.

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 GAFFNEY, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-9404.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
SEPTEMBER 6, 2023**

The Village Board met in regular session in-person on the above date in the Board Room of the Mount Horeb Municipal Building.

Call to Order/Roll Call: Village President Ryan Czyzewski called the meeting to order at 7:00pm. The Pledge of Allegiance was recited. Present were Trustees Halverson, White, Schellpfeffer, Jones, and Scott. Trustee Gauger was absent. Also present were Administrator Nic Owen, Village Clerk Alyssa Gaffney, and Village Attorney Bryan Kleinmaier.

Public Comments: Village resident Mary Anderson spoke about the real estate market and home values.

Consent Agenda: Jones moved, Schellpfeffer seconded to approve the following consent agenda items: August 2, 2023 meeting minutes; Nomination of Citizen Members to Committees; Street Use Permit-REVISED for Mount Horeb Area Chamber of Commerce, Fall Village Market event; Pay Request No. 2 for Contract 23-102-Alley Reconstruction; Pay Request No. 4 for Contract 23-101-Street Improvements. Motion carried by unanimous voice vote.

Consider 2024 Budget for Mount Horeb Area Joint Fire Department: Fire & EMS Chief Jenny Minter spoke about the departments 2024 budget and fielded questions from the board. The board discussed her requests and concerns. Czyzewski moved, Halverson seconded to recommend the village's fire representative vote yes to their budget. Motion carried by unanimous voice vote.

Consider Resolution 2023-10 "Resolution Requesting Exemption from Dane County Library Tax": Owen explained this item. Halverson moved, White seconded to approve the resolution. Motion carried by unanimous voice vote.

Consider Resolution 2023-11 "Annual Bank Authorization": Owen explained this item. White moved, Scott seconded to approve the resolution. Motion carried by unanimous voice vote.

Consider Special Assessments for adjacent property owners for sidewalk installation along N. Brookwood Dr.: Czyzewski explained this item. There was a resident wanting to speak on this item, but is absent due to an emergency. Jones moved, Halverson seconded to table this item. Motion carried by unanimous voice vote.

Consider Ordinance 2023-06 Permitting Pollinator Gardens and Defining Gardens: Owen and Jones explained this item. Village resident Kerry Beheler spoke on this item. Village resident Brad Brookins also spoke in support. White read a statement. Scott moved, White seconded to approve as amended to require registration of the garden and submit a plan to the Public Services Director. Motion carried by unanimous voice vote.

Consider Site Plan for Upland Hills Clinic driveway, 1809 Springdale Street: Schellpfeffer recused himself from discussion and voting on this item. Owen explained this item and the board discussed. Jones moved, White seconded to approve the site plan based on the contingencies recommended by the Plan Commission. All voted aye, except for Schellpfeffer, who had recused himself. Motion carried.

Consider Award of Bid for Senior Center remodel project: Schellpfeffer recused himself from discussion and voting on this item. Owen explained this item. Scott moved, Jones seconded to award the bid to Bachman Construction. All voted aye, excepted Schellpfeffer, who had recused himself. Motion carried.

Consider the addition of a parking spot on 100 Block of S Second Street: Owen and Jones explained this item and the board discussed. Halverson moved, Schellpfeffer seconded to approve the parking spot. Motion carried by unanimous voice vote.

Committee reports: All committee reports were given, with no action taken.

Village President's report: Czyzewski thanked Scott for covering for him at last month's meeting. He also spoke about the upcoming joint meetings and proposed alcohol licensing changes moving through the legislature.

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

Village Clerk's report: Gaffney reported that the Board of Review will be adjourning tomorrow.

Closed Session: Discussion/Consideration: Purchase of property for parkland (Lukken Farm). The Village Board may convene in closed session as authorized by Wisconsin Statute 19.85(1)(e) for the purpose of deliberating or negotiating the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Village Board may reconvene in open session and discuss and take action on the subject matter discussed in closed session: Halverson moved, White seconded to convene to closed session at 8:37pm. Motion carried by unanimous roll call vote. During closed session, Schellpfeffer moved, Halverson seconded to authorize Village staff to make an offer for the Lukken Farm property consisting of \$700,000 for the 2-acre homestead parcel, \$30,000 an acre for the remaining 135 acres, and including the contingencies and conditions contained in the prepared document, for a total offer of \$4,750,000. Motion carried by unanimous voice vote. The board did not take any other action or reconvene to open session.

Adjournment: Halverson moved, Scott seconded to adjourn the meeting at the end of closed session, at 9:27pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gaffney, Village Clerk



AGENDA ITEM REPORT

MEETING DATE

October 4, 2023

PREPARED BY

AGENDA ITEM # 5.b

Recommendation: Facade Improvement Program Application: 114 and 118 W Main Street, MJ Upward Properties

BACKGROUND

The applicants are applying for the removal and replacement of siding and trim at their buildings at 114 and 118 W Main Street. All costs are inline with approved project guidelines. As with past approved projects, since the property has two addresses, it will be considered for two front facade grants totaling \$10,000. The CDA Recommends approval.

RECOMMENDATION

ATTACHMENTS

1. 114 118 E Main App 042023



Village of Mount Horeb Façade/Building Improvement Grant and Loan Application

Date: 4/16/23Program (circle all that apply): ☒ Façade Grant ☐ Bldg. Rehab Grant ☐ Bldg. Rehab LoanProject Name: 114 + 118 MS Upward Prop.Applicant Name: Joshua Zimmer + Matt CaygillProject Address: 114 East main + 118 East main st.Applicant Phone Number: 6085749466 Email: JoshuaZimmer@hotmail.com

Property Owner (if other than applicant): _____

Lease Term (if applicable): _____

General Project Description: Tear off and remove all siding + Trim
replace with new.Estimated Start Date: Sept 1 2023 Estimated Completion Date: Oct. 1 2023Total Project Cost (hard and soft costs): \$35,000.00 - \$40,000.00Total Grant Requested (\$): 10,000 Total Loan Requested (\$): _____

Project Budget (attach additional pages if necessary):

List Individual Project Elements	Total Cost	Grant/Loan Request	Applicant Match (cash)*	Applicant Match (in-kind)*
Tear off + Demo	\$5,000			
repair/replace all				
rotten Framing	\$5,000			
New siding + Trim	\$25,000			
Brick/stone				
TOTALS		10,000.00		25,000.00

*Total applicant match must equal at least 75% for façade and/or building rehabilitation grants, or 10% equity for rehabilitation loans. Matching funds may be in the form of cash for grant/loan-eligible project costs, or qualifying costs incurred as part of a building rehabilitation project ("in-kind", for grant program only). See corresponding program information sheet for complete lists of funding- and match-eligible items.

General Contractor: Joshua Zimmer

Contractor Contact Name: Josh Phone Number: 608 574 9466

Selected Bank (for Building Rehab Loan): _____

Bank Contact Name: _____ Phone Number: _____

Applicant Remarks: The siding on both building is rotten
and starting to FALL OFF.

Applicant's Certification:

The Applicant certifies that all information in this application and all documents submitted in support of this application are given for the purpose of obtaining a grant and/or loan under the Village of Mount Horeb Façade/Building Improvement Program and is true and complete to the best of the applicant's knowledge.

Signature of Applicant: Joshua Zimmer Date: 4-16-23

Signature of Property Owner: Joshua Zimmer Date: 4-16-23

Required Attachments:

- ✓ Site/building photos
- ✓ Copy of property lease, land contract or deed
- ✓ Written authorization from building owner (if applicant is tenant)
- ✓ Proof of property insurance
- ✓ Application fee (\$50.00 for each type of funding request), payable by check or money order to "Village of Mount Horeb"

Additional attachments, as appropriate

- ☐ Bids, estimates and/or contracts
- ☐ Site plans, building floor plans, elevations, or other conceptual designs, including colors/materials for façade work
- ☐ Business information, marketing materials, or other relevant documents demonstrating project viability and planned future uses of site/building

Note: Selected bank will require full financial statements and disclosure to evaluate the loan request. Please check with your bank to determine the required information, but submit it only to the bank, not the Village.

Please send this completed application and accompanying materials to:

Village of Mount Horeb
138 E. Main Street
Mount Horeb, WI 53572
(608) 437-6884



UNITED STATES LIABILITY INSURANCE COMPANY
PO BOX 62778
BALTIMORE, MD 21264-2778

Invoice Date: 11/08/2022
Account Number: BP 1591065
Policy Number: CP 1738395B

Page 1 of 2

REMINDER NOTICE - Your current policy CP 1738395A is about to expire. We sent your renewal invoice but have not yet received payment. In order for us to issue your Renewal Policy, you must send the Current Balance Due shown below so that we receive it before 11/28/2022.

Current Balance Due: \$660.50
Date Due: 11/28/2022

COMMERCIAL PACKAGE

Policy Period: 11/28/2022 to 11/28/2023
Policyholder Name: MJ Upward Properties LLC

Your Agent is: American_Family_Brokerage

(See Page 2 on reverse side for Itemized Billing Activity and Future Installments)

PAYMENT OPTIONS

Pay Online

www.usli.com/ezpay

Register online for policy & billing
information

Pay By Phone (24/7)

866-632-2003

(Pagar Por Telefono 24/7)

PayCode #:

678032173839566

(Codigo De Pago)

Pay By Check

Make check payable to:
**UNITED STATES LIABILITY
INSURANCE COMPANY**

Use Remittance Slip Below

For ***billing & payment*** assistance, please contact us at:
USLI 1-866-632-2003

AMERICAN FAMILY BROKERAGE, INC.
608-242-4100

****For *non-billing* questions & assistance, please contact your local agent**

Thank you for your business!

TEAR ALONG THIS LINE

ATTACHED ADDENDUM

PARCEL 1

The East ½ of Lot Two (2) and the West 11 feet, 10 inches of Lot Three (3), also an undivided ½ interest in partition wall on the East side of the above described premises, in Block Five (5), Carl Boeck's Survey and Plat of Mount Horeb Station, in the Village of Mount Horeb, Dane County, Wisconsin.

Tax Parcel #: 157/0606-123-2232-4

PARCEL 2

The East 13 feet, 2 inches of Lot Three (3), Block Five (5), Carl Boeck's Survey and Plat of Mount Horeb Station, in the Village of Mount Horeb, Dane County, Wisconsin.

The West 6 inches of that part of Lot Four (4), Block Five (5), lying South of the North line of the building on said Lot 4, Carl Boeck's Survey and Plat of Mount Horeb Station, in the Village of Mount Horeb, Dane County, Wisconsin, as set forth in Volume 236 of Deeds, page 164, as Document No. 323306.

An undivided ½ interest in the East 4 inches of the West 10 inches of that part of Lot Four (4), Block Five (5), lying South of the North line of said building, Carl Boeck's Survey and Plat of Mount Horeb Station, in the Village of Mount Horeb, Dane County, Wisconsin, as set forth in an instrument recorded in Volume 236 of Deeds, page 164.

Tax Parcel #: 157/0606-123-2243-1





AGENDA ITEM REPORT

MEETING DATE

October 4, 2023

PREPARED BY

AGENDA ITEM # 5.c

Facade Grant Application: Olson's Flowers, 214 E Main Street

BACKGROUND

Jeff Grundahl is submitting a facade improvement grant application for the Olson's Flowers building at 214 E Main Street. The application includes scraping and repainting, fixing broken gutters, window sills and trims. The program limits awards to \$5,000 per street facing side up to a total of \$10,000; this building would be considered a dual front building as it faces Main Street and the public alley behind the building. The total cost of the work is \$37,795 making the applicant eligible for a grant of \$9,449.

RECOMMENDATION

ATTACHMENTS

1. Olsons flowers



Village of Mount Horeb
Façade/Building Improvement Grant and Loan Application

Date: 8-24-23

Program (circle all that apply): Façade Grant Bldg. Rehab Grant Bldg. Rehab Loan

Project Name: O/Son's Flowers

Applicant Name: Jeff Grundahl

Project Address: 214 E. Main St. MT Horeb 53572

Applicant Phone Number: 608-576-7850 Email: Jeff@JGDevelopment.com

Property Owner (if other than applicant): _____

Lease Term (if applicable): 3 yrs

General Project Description: Scrape & Repaint

all four Elevations & repair broken

gutters, window sills & trim

Estimated Start Date: 9/25/23 Estimated Completion Date: 11/1/23

Total Project Cost (hard and soft costs): _____

Total Grant Requested (\$): _____ Total Loan Requested (\$): _____

Project Budget (attach additional pages if necessary):

List Individual Project Elements	Total Cost	Grant/Loan Request	Applicant Match (cash)*	Applicant Match (in-kind)*
Scrape, trim repair & paint	33,957 ⁰⁰	8,490	25,467	
Gutter repair	540 ⁰⁰	135	405	
Project management	2100	525		2,100
Temporary Protection	850	212		850
Tree Trimming	350	87		350
TOTALS	\$37,795	\$9,449	\$25,872	\$3,300⁰⁰

*Total applicant match must equal at least 75% for façade and/or building rehabilitation grants, or 10% equity for rehabilitation loans. Matching funds may be in the form of cash for grant/loan-eligible project costs, or qualifying costs incurred as part of a building rehabilitation project ("in-kind", for grant program only). See corresponding program information sheet for complete lists of funding- and match-eligible items.

Village of Mount Horeb Façade/Building Improvement Program

General Contractor: JG Development

Contractor Contact Name: Jeff Gundahl Phone Number: 608-576-7850

Selected Bank (for Building Rehab Loan): _____

Bank Contact Name: _____ Phone Number: _____

Applicant Remarks: I would like to Request that all 4 sides are considered for Grant applicability. As you can see All 4 sides are either main st. or Alley Facing & the remaining 2 are virtually "Main st. Facing due to design, setback & open exposure.

Applicant's Certification:

The Applicant certifies that all information in this application and all documents submitted in support of this application are given for the purpose of obtaining a grant and/or loan under the Village of Mount Horeb Façade/Building Improvement Program and is true and complete to the best of the applicant's knowledge.

Signature of Applicant: [Signature] Date: 8-24-23

Signature of Property Owner: [Signature] Date: 8-24-23

Required Attachments:

- ✓ Site/building photos
- ✓ Copy of property lease, land contract or deed
- ✓ Written authorization from building owner (if applicant is tenant)
- ✓ Proof of property insurance
- ✓ Application fee (\$50.00 for each type of funding request), payable by check or money order to "Village of Mount Horeb"

Additional attachments, as appropriate

- ☒ Bids, estimates and/or contracts
- ☐ Site plans, building floor plans, elevations, or other conceptual designs, including colors/materials for façade work
- ☐ Business information, marketing materials, or other relevant documents demonstrating project viability and planned future uses of site/building

Note: Selected bank will require full financial statements and disclosure to evaluate the loan request. Please check with your bank to determine the required information, but submit it only to the bank, not the Village.

Please send this completed application and accompanying materials to:

Village of Mount Horeb
138 E. Main Street
Mount Horeb, WI 53572
(608) 437-6884

Village of Mount Horeb Façade/Building Improvement Program

LEASE

This Lease is entered into as of the 4th day of August, 2023, between 214 E Main LLC, a Wisconsin limited liability company ("Landlord"), and Wildflower Rose Family Farm, LLC, a Wisconsin limited liability company ("Tenant").

RECITALS:

A. Landlord is the owner of certain real property located at 214 E. Main Street, Mount Horeb, Wisconsin (the "Property"), on which is located a building and other improvements.

B. Landlord is willing to lease to Tenant and Tenant desires to lease from Landlord the Premises (defined in Section 1(a), below) upon the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties hereto, the parties do hereby agree as follows:

1. BASIC TERMS. The following terms shall have the meanings set forth in this Section unless specifically modified by other provisions of this Lease:

- a. Premises: Approximately 2,600 square feet located on the first floor of the building located at 214 E. Main St., Mount Horeb, Wisconsin, which includes all enclosed spaces on the first floor of the building, including the enclosed former garage.
- b. Building: The building currently located upon the Property.
- c. Term: The initial Term shall be approximately three (3) years beginning on the Commencement Date and ending on August 31, 2026.
- d. Commencement Date: August 4, 2023.
- e. Monthly Base Rent: As set forth in Section 3(a) below.
- f. Permitted Use: Retail florist and ancillary uses directly related thereto, including the sale of small gifts including candles, vases, and similar items.
- g. Security Deposit: [REDACTED]

2. DEMISE AND TERM. Landlord hereby leases the Premises to Tenant and Tenant leases the Premises from Landlord in its current "AS-IS" condition, subject to the provisions of this Lease. The Term of this Lease shall commence on the Commencement Date set forth in Section 1(d) and shall end on the expiration or termination of this Lease in accordance with its terms (the "Termination Date"). Throughout this Lease, the phrase "Lease Year" shall mean each calendar year in which any part of the Term falls, including calendar years in which the Commencement Date and Termination Date occur.

3. RENT.

(a) Base Rent. Tenant agrees to pay to Landlord at such place as is designated by Landlord, without prior demand or notice, as Base Rent for the Premises, [REDACTED] per month (the "Base Rent"), payable in advance on the first day of each month during the Term. The Base Rent shall increase by three percent (3.00%) upon the first month of each Lease Year. [REDACTED]

[REDACTED] Such measurement shall be performed by a space measurement consultant selected by Tenant and reasonably approved by Landlord in accordance with the BOMA 2020 for Retail Properties: Standard Method of Measurement (ANSI/BOMA Z65.5—2020) ("BOMA Standards"). In the event of any change in the square footage the Premises, Landlord and Tenant will adjust the square footage and the monthly Base Rent accordingly. Notwithstanding anything in this section to the contrary, the Base Rent due on the Commencement Date for the period from August 4, 2023 to August 31, 2023 shall be [REDACTED]. Beginning on September 1, 2023, the Base Rent shall be \$[REDACTED] per month.

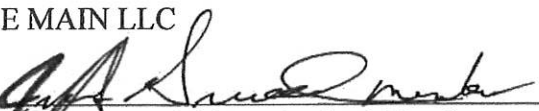
(b) Additional Rent. In addition to paying the Base Rent specified in Section 3(a), above, Tenant shall pay as "Additional Rent" the amounts determined pursuant to Sections 3(c) and 4, below. Additional Rent shall be payable in the same manner, time and place as Base Rent, without demand or billing and without any setoff or deduction whatsoever. Collectively, the Additional Rent and the Base Rent and any other sums payable hereunder shall be referred to herein as "Rent." Without limitation on the other obligations of Tenant which shall survive the expiration of the Term, the obligations of Tenant to pay the Additional Rent provided for herein shall survive the Termination Date.

(c) Operating Expenses. Tenant shall pay during the Term, as Additional Rent to Landlord together with and in addition to Base Rent and other charges for such Lease Year, an amount (hereinafter referred to as the "Operating Expense Adjustment Amount") equal to the amount of the Operating Expenses (defined below) with respect to each Lease Year; except that Tenant shall be required to pay only a pro rata amount of the Operating Expense Adjustment Amount for the Lease Years in which the first and last days of the Term occur prorated on a per diem basis. The Operating Expense Adjustment Amount with respect to each Lease Year shall be paid in monthly installments in advance

IN WITNESS WHEREOF, the parties have executed this Lease as of the day, month and year first above written.

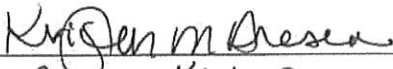
LANDLORD:

214 E MAIN LLC

By: 
Jeffrey Grundahl, Authorized Member

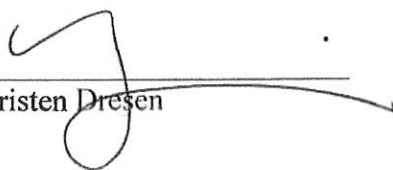
TENANT:

WILDFLOWER ROSE FAMILY FARM, LLC

By: 
Name: ~~Owner~~ Kristen Dresen
Title: ~~Owner~~ owner

PERSONAL GUARANTY

By signing below, I hereby certify that I am the sole member of Wildflower Rose Family Farm, LLC, the Tenant, and I personally guaranty the obligations of Tenant set forth in this Lease.


Kristen Dresen











AGENDA ITEM REPORT

MEETING DATE

October 4, 2023

PREPARED BY

AGENDA ITEM # 5.d

Consideration of Pay Request 5 for Contract 23-101

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. SUB 2023-0927 Pay Request 5 Rule Contract 23-101

SMITHGROUP

September 27, 2023

Nic Owen
Village Administrator
VILLAGE OF MOUNT HOREB
138 East Main Street
Mount Horeb, WI 53572

Re Pay Request No. 5 – Contract 23-101, 2023 Street Improvements

Dear Nic,

Enclosed is Payment Request No. 5 from Rule Construction, Ltd. for work performed to date on the above referenced project. This payment request is recommended for payment in the amount of \$334,917.08. A summary of the payment is listed below, and the detailed request has been attached.

TOTAL AMOUNT REQUESTED TO DATE	\$1,461,670.90
LESS RETAINAGE	\$33,568.00
NET AMOUNT DUE	\$1,428,102.90
AMOUNT OF PREVIOUS PAYMENTS	\$1,093,185.82
AMOUNT DUE THIS APPLICATION	\$334,917.08

If you have questions, please do not hesitate to call. Thank you.

Sincerely,



Heather Brose, PE
Associate | Civil Engineer

cc: Rule Construction, Ltd. via Email

Contractor's Application for Payment No. 5

Application Period: August 25, 2023 - September 27, 2023		Application Date: 9/27/2023	
To (Owner): Village of Mt. Horeb	From (Contractor): Rule Construction, Ltd.	Via (Engineer): SmithGroup	
Project: 2023 Street Improvements	Contract: 23-101		
Owner's Contract No.: 23-101	Contractor's Project No.: 23-101	Engineer's Project No.: 23-101	

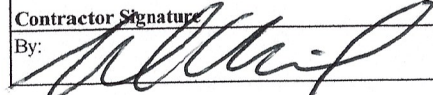
**Application For Payment
Change Order Summary**

Approved Change Orders			1. ORIGINAL CONTRACT PRICE.....	\$	\$1,342,719.85
Number	Additions	Deductions	2. Net change by Change Orders.....	\$	\$154,050.00
Change Order #1	\$23,415.00		3. Current Contract Price (Line 1 ± 2).....	\$	\$1,496,769.85
Change Order #2	\$7,375.00		4. TOTAL COMPLETED AND STORED TO DATE		
Change Order #3	\$123,260.00		(Column F total on Progress Estimates).....		
			5. RETAINAGE:	\$	\$1,461,670.90
			a. 5% x 50% x 1,342,719.85	\$1,461,670.90	Work Completed. \$33,568.00
			b. X		Stored Material.... \$
			c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$33,568.00
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	\$1,428,102.90
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	\$1,093,185.82
			8. AMOUNT DUE THIS APPLICATION.....	\$	\$334,917.08
			9. BALANCE TO FINISH, PLUS RETAINAGE		
			(Column G total on Progress Estimates + Line 5.c above).....		
				\$	\$35,098.95

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By:  Date: 9/27/2023

Payment of: \$ \$334,917.08
 (Line 8 or other - attach explanation of the other amount)

is recommended by: Heather R. Brose September 27, 2023
 (Engineer) (Date)

Payment of: \$ _____
 (Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

Approved by: _____
 Funding or Financing Entity (if applicable) (Date)

Progress Estimate - Unit Price Work								Contractor's Application			
For (Contract): 23-101								Application Number: 5			
Application Period: August 25, 2023 - September 27, 2023								Application Date: 9/27/2023			
A					B	C	D	E	F		
Item		Contract Information				Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date	% (F / B)	Balance to Finish (B - F)
Bid Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)						
1	Unclassified Excavation - Including removal of all materials & Subgrade (for 4" asphalt and 12" aggregate base, all driveways and misc. removals) Excavation for utilities is not included in estimated unclassified excavation quantity and is incidental to the associated utility work & bid items.	1	LS	\$104,000.00	\$104,000.00	1.00	\$104,000.00		\$104,000.00	100.0%	
2	Excavation below subgrade & place stone fill (undercut)	1240	CY	\$47.00	\$58,280.00	566.54	\$26,627.38		\$26,627.38	45.7%	\$31,652.62
3	Geotextile Fabric	500	SY	\$5.00	\$2,500.00	1699.61	\$8,498.05		\$8,498.05	339.9%	-\$5,998.05
4	Install Crushed Stone Base Course (12" Deep)	8260	SY	\$11.22	\$92,677.20	8475.69	\$95,097.24		\$95,097.24	102.6%	-\$2,420.04
5	Finish Grade Base Course	19	STA	\$400.00	\$7,600.00	19.00	\$7,600.00		\$7,600.00	100.0%	
6	Install 30" Concrete Curb & Gutter. (Includes 12" depth crushed stone base course to 12" behind curb & gutter)	3610	LF	\$20.15	\$72,741.50	3928.56	\$79,160.48		\$79,160.48	108.8%	-\$6,418.98
7	Driveway Plating and Access During Curb Curing (undistributed)	4	EA	\$750.00	\$3,000.00	1.00	\$750.00		\$750.00	25.0%	\$2,250.00
8	Sawcut Butt Joint.	830	LF	\$2.00	\$1,660.00	382.10	\$764.20		\$764.20	46.0%	\$895.80
9	Install 4" Deep Bituminous Pavement (2-1/4" Binder, 1-3/4" Surface, Type LT)	8260	SY	\$17.20	\$142,072.00	8475.69	\$145,781.87		\$145,781.87	102.6%	-\$3,709.87
10	Remove Existing Bituminous Drive Apron and Replace with 3" Thick Bituminous Drive Apron on 8" Deep Aggregate Base	160	SF	\$6.95	\$1,112.00	507.83	\$3,529.42		\$3,529.42	317.4%	-\$2,417.42
11	Remove Existing Concrete Apron and Replace with 6" Thick Concrete Drive Apron on 6" Deep Aggregate Base. (Includes decorative concrete)	935	SF	\$18.04	\$16,867.40	947.50	\$17,092.90		\$17,092.90	101.3%	-\$225.50
12	Hydrant Curb Striping (15 LF centered on hydrant, curb face and head, yellow)	105	LF	\$12.00	\$1,260.00	121.00	\$1,452.00		\$1,452.00	115.2%	-\$192.00
13	Special Waterway Curb. Includes placement and compaction of base	125	LF	\$61.33	\$7,666.25	135.70	\$8,322.48		\$8,322.48	108.6%	-\$656.23
14	Restoration	1	LS	\$16,000.00	\$16,000.00	1.00	\$16,000.00		\$16,000.00	100.0%	
15	Construction Staking and Layout	1	LS	\$12,000.00	\$12,000.00	1.00	\$12,000.00		\$12,000.00	100.0%	
16	Traffic Control	1	LS	\$7,500.00	\$7,500.00	1.00	\$7,500.00		\$7,500.00	100.0%	
17	Erosion Control	1	LS	\$8,000.00	\$8,000.00	1.00	\$8,000.00		\$8,000.00	100.0%	
Sanitary Sewer											
18	Remove and Replace 8" SDR 35 PVC Sanitary Sewer (includes reconnection of all live laterals)	1880	LF	\$111.50	\$209,620.00	1903.41	\$212,230.22		\$212,230.22	101.2%	-\$2,610.22
19	Remove and Replace 10" SDR 35 PVC Sanitary Sewer (includes reconnection of all live laterals)	25	LF	\$141.50	\$3,537.50	20.00	\$2,830.00		\$2,830.00	80.0%	\$707.50
20	Remove and Replace 4" SDR 35 PVC Sanitary Laterals	560	LF	\$108.00	\$60,480.00	614.67	\$66,384.36		\$66,384.36	109.8%	-\$5,904.36
21	Adjust Existing Sanitary Sewer Manhole Casting to finish grade. Provide new polyethylene adjusting rings and external chimney seal. Reuse existing asting unless otherwise noted.	9	EA	\$1,250.00	\$11,250.00	14.00	\$17,500.00		\$17,500.00	155.6%	-\$6,250.00
22	Provide New Sanitary Sewer Manhole Casting. (Neenah R-1550-B with non-rocking lid) Installation and adjustment are included within Bid item 20	7	EA	\$1,500.00	\$10,500.00	2.00	\$3,000.00		\$3,000.00	28.6%	\$7,500.00

Progress Estimate - Unit Price Work								Contractor's Application			
For (Contract): 23-101								Application Number: 5			
Application Period: August 25, 2023 - September 27, 2023								Application Date: 9/27/2023			
A					B	C	D	E	F		
Item		Contract Information				Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date	% (F / B)	Balance to Finish (B - F)
Bid Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)						
23	Sanitary Sewer Spot Repair on Nordic Trail	1	LS	\$8,500.00	\$8,500.00	1.00	\$8,500.00		\$8,500.00	100.0%	
Water Main											
24	Installation of Owner-supplied 10" Ductile Iron Water Main	850	LF	\$90.00	\$76,500.00	866.50	\$77,985.00		\$77,985.00	101.9%	-\$1,485.00
25	Installation Owner-supplied 8" Ductile Iron Water Main	1150	LF	\$90.00	\$103,500.00	1066.93	\$96,023.70		\$96,023.70	92.8%	\$7,476.30
26	Installation of Owner-supplied 6" Ductile Iron Water Main	150	LF	\$103.00	\$15,450.00	155.42	\$16,008.26		\$16,008.26	103.6%	-\$558.26
27	Installation of Owner-supplied 6" Gate Valve and Box (includes Gate Valve Adapter)	4	EA	\$150.00	\$600.00	4.00	\$600.00		\$600.00	100.0%	
28	Installation of Owner-supplied 8" Gate Valve and Box (includes Gate Valve Adapter)	4	EA	\$200.00	\$800.00	5.00	\$1,000.00		\$1,000.00	125.0%	-\$200.00
29	Installation of Owner-supplied 10" Gate Valve and Box (includes Gate Valve Adapter)	2	EA	\$300.00	\$600.00	2.00	\$600.00		\$600.00	100.0%	
30	Installation of Owner-supplied Fire Hydrant with Auxiliary Valve	7	EA	\$1,500.00	\$10,500.00	8.00	\$12,000.00		\$12,000.00	114.3%	-\$1,500.00
31	Installation of Owner-supplied 8" Tapping Tee and Gate Valve (included live tap)	2	EA	\$3,200.00	\$6,400.00	2.00	\$6,400.00		\$6,400.00	100.0%	
32	Connection to Existing Main	6	EA	\$2,500.00	\$15,000.00	6.00	\$15,000.00		\$15,000.00	100.0%	
33	Abandon Existing Water Main	1	LS	\$2,000.00	\$2,000.00	1.00	\$2,000.00		\$2,000.00	100.0%	
34	Replacement of Water Service (including tap and connections) (Owner-supplied corporation, box, curb stop, and reducer)	23	EA	\$500.00	\$11,500.00	22.00	\$11,000.00		\$11,000.00	95.7%	\$500.00
35	Installation of Owner-supplied Type K Copper Water Service	625	LF	\$63.00	\$39,375.00	661.50	\$41,674.50		\$41,674.50	105.8%	-\$2,299.50
36	Underground Utility Exploration	1	EA	\$1,000.00	\$1,000.00						\$1,000.00
37	Rock Excavation	500	LF	\$35.00	\$17,500.00	130.00	\$4,550.00		\$4,550.00	26.0%	\$12,950.00
Storm Sewer											
38	15" ADS N-12 HDPE Pipe	21	LF	\$131.00	\$2,751.00	28.00	\$3,668.00		\$3,668.00	133.3%	-\$917.00
39	12" RCP	1226	LF	\$100.00	\$122,600.00	1167.00	\$116,700.00		\$116,700.00	95.2%	\$5,900.00
40	15" RCP	40	LF	\$142.00	\$5,680.00	40.00	\$5,680.00		\$5,680.00	100.0%	
41	2'x3' Type H Curb Inlet with casting and grate	7	EA	\$3,125.00	\$21,875.00	7.00	\$21,875.00		\$21,875.00	100.0%	
42	Manhole with casting and grate 48" Diameter	2	EA	\$4,850.00	\$9,700.00	2.00	\$9,700.00		\$9,700.00	100.0%	
43	Manhole with casting and grate 60" Diameter	1	EA	\$4,850.00	\$4,850.00	1.00	\$4,850.00		\$4,850.00	100.0%	
44	Concrete Flume and Storm Outfall at Hickory Street	1	LS	\$6,000.00	\$6,000.00	1.00	\$6,000.00		\$6,000.00	100.0%	
45	Oak Valley Dead End Stormwater Swale and STM-CB-108	1	LS	\$6,015.00	\$6,015.00	1.00	\$6,015.00		\$6,015.00	100.0%	
46	Beth Circle Stormwater Swale and STM-CB-202	1	LS	\$3,700.00	\$3,700.00	1.00	\$3,700.00		\$3,700.00	100.0%	
CO#1	Change Order #1										
CB1-1	Installation Owner-supplied 8" Ductile Iron Water Main	130	LF	\$90.00	\$11,700.00	106.17	\$9,555.30		\$9,555.30	81.7%	\$2,144.70
CB1-2	Installation of Owner-supplied 6" Ductile Iron Water Main	5	LF	\$103.00	\$515.00	8.63	\$888.89		\$888.89	172.6%	-\$373.89
CB1-3	Installation of Owner-supplied 6" Tapping Tee and Gate Valve (included live tap)	1	EA	\$3,200.00	\$3,200.00						\$3,200.00
CB1-4	Reconnection of Water Service to 104 Oakridge	1	EA	\$1,500.00	\$1,500.00	1.00	\$1,500.00		\$1,500.00	100.0%	

Progress Estimate - Unit Price Work								Contractor's Application			
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Bid Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)						
CB1-5	Plug Main at existing Valve in Oakridge Street	1	EA	\$1,000.00	\$1,000.00	1.00	\$1,000.00		\$1,000.00	100.0%	
CB1-6	Remove existing watermain	60	LF	\$25.00	\$1,500.00	50.00	\$1,250.00		\$1,250.00	83.3%	\$250.00
CB1-7	Abandon existing Watermain in Place (fill w/Flowable Fill)	60	LF	\$25.00	\$1,500.00						\$1,500.00
CB1-8	Tree Removal and Restoration along Route	1	LS	\$2,500.00	\$2,500.00	1.00	\$2,500.00		\$2,500.00	100.0%	
CB1-9A	Installation of Owner supplied 8" Water Valve	1	EA	\$200.00	\$200.00	1.00	\$200.00		\$200.00	100.0%	
CB1-10A	Connect to existing Watermain	1	EA	\$2,500.00	\$2,500.00	1.00	\$2,500.00		\$2,500.00	100.0%	
CO#2	Change Order #2										
CB2-1	Repair/Reconnect Sewer Lateral (104 Grove/115 Perry)	1	LS	\$7,375.00	\$7,375.00	1.00	\$7,375.00		\$7,375.00	100.0%	
CO#3	Change Order #3										
CB3-1	Sawcut Butt Joint	830	LF	\$2.00	\$1,660.00	720.00	\$1,440.00		\$1,440.00	86.7%	\$220.00
CB3-2	Install 30" Concrete Curb & Gutter. (Includes 12" depth crushed stone base course to 12" behind curb & gutter)	340	LF	\$35.00	\$11,900.00	281.30	\$9,845.50		\$9,845.50	82.7%	\$2,054.50
CB3-3	Special Waterway Curb. Includes Placement and Compaction of Base.	103	LF	\$55.00	\$5,665.00	101.50	\$5,582.50		\$5,582.50	98.5%	\$82.50
CB3-4	Install 4" Deep Bituminous Pavement (2-1/4" Binder, 1-3/4" Surface, Type LT)	630	SY	\$20.00	\$12,600.00	599.90	\$11,998.00		\$11,998.00	95.2%	\$602.00
CB3-5	Install Crushed Stone Base Course (12" Deep)	630	SY	\$14.00	\$8,820.00	599.90	\$8,398.60		\$8,398.60	95.2%	\$421.40
CB3-6	Concrete Sidewalk (5-inch thick) on new 4" Deep Aggregate Base	70	SF	\$12.00	\$840.00	77.00	\$924.00		\$924.00	110.0%	-\$84.00
CB3-7	Install 12" ADS N-12 HDPE Storm Sewer	650	LF	\$72.50	\$47,125.00	640.18	\$46,413.05		\$46,413.05	98.5%	\$711.95
CB3-8	2'x3' Type H Curb Inlet with casting and grate	2	EA	\$3,125.00	\$6,250.00	2.00	\$6,250.00		\$6,250.00	100.0%	
CB3-9	Manhole with casting and grate (48" Diameter)	4	EA	\$4,850.00	\$19,400.00	4.00	\$19,400.00		\$19,400.00	100.0%	
CB3-10	Connect to Existing STM-MH-1 (watertight)	1	EA	\$750.00	\$750.00	1.00	\$750.00		\$750.00	100.0%	
CB3-11	Abandon in place existing CMP storm sewer. Fill with sand or cellular concrete per SSSWC	350	LF	\$15.00	\$5,250.00	350.00	\$5,250.00		\$5,250.00	100.0%	
CB3-12	Metal Apron Endwall and concrete flume/curb opening	1	LS	\$3,000.00	\$3,000.00	1.00	\$3,000.00		\$3,000.00	100.0%	
Totals					\$1,368,834.85		\$1,461,670.90		\$1,461,670.90	106.8%	-\$92,836.05



AGENDA ITEM REPORT

MEETING DATE

October 4, 2023

PREPARED BY

Alyssa Gaffney, Village Clerk

AGENDA ITEM # 5.e

Consider Application for Temporary "Class B" Retailer's License for Mount Horeb Area Chamber of Commerce Witch's Night Out event on October 12th

BACKGROUND

This application needs to be approved by the board, since it involves consumption of intoxicants on public streets.

RECOMMENDATION

ATTACHMENTS

1. Village of Mt. Horeb_20230928_151249

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: 9-26-2023

☐ Town ☒ Village ☐ City of Mount Horeb

County of Dane

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 09/30/2023 and ending 10/01/2023 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Mount Horeb Area Chamber of Commerce

(b) Address 300 E. Main St. Mount Horeb, WI 53572
(Street) ☐ Town ☐ Village ☐ City

(c) Date organized _____

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Kara Brandemuehl 1728 Springdale St. Suite B Mount Horeb, WI 53572

Vice President Joel Geissbuhler 4070 E. Brighan Rd, Blue Mounds WI 53517

Secretary Katie Olday 1833 Springdale St Mount Horeb WI 53572

Treasurer Brent Yauchler ~~515 Springdale Rd.~~ 429 Venture Ct. Verona WI 53593

(g) Name and address of manager or person in charge of affair: Jessie Bedward; 300 E. Main St. Mount Horeb, WI 53572

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored: ON Back

(a) Street number _____

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Witches Night Out

(b) Dates of event 10/12/2023

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer [Signature] 9.26.23 MHACC BOARD OF DIRECTORS
(Signature / Date) (Name of Organization)

Date Filed with Clerk 9/27/23

Date Reported to Council or Board 10/04/23

Date Granted by Council _____

License No. _____

Businesses

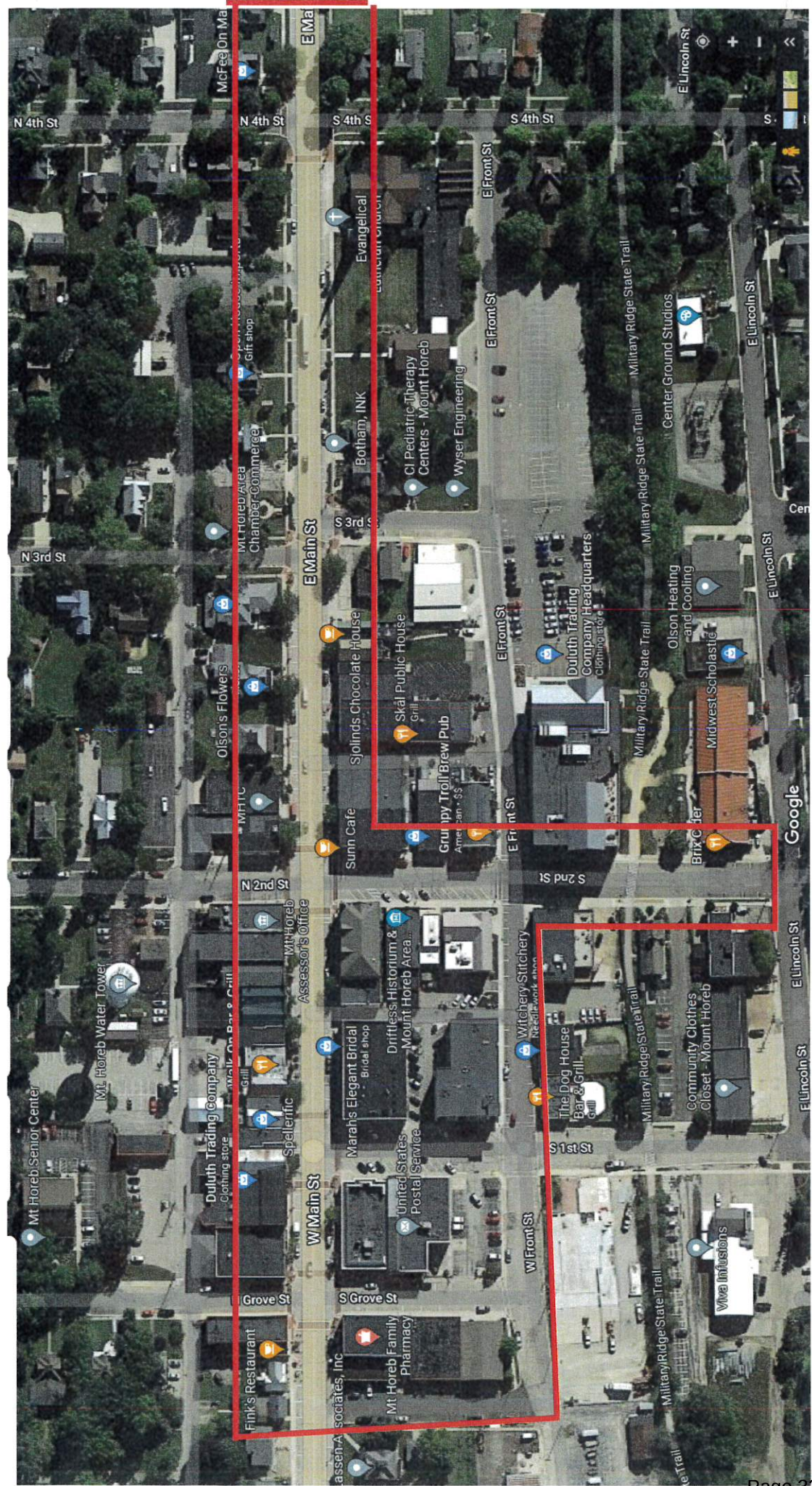
- Firefly Events Decor and Flowers
109 N. 8th St, Mount Horeb WI 53572
- Olson's Flowers and Gifts
214 E. Main St, Mount Horeb WI 53572

Witches Night Out - Oct. 12th

Main St. - From S. Perry Street to 400 E. Main St.

S. 2nd Street - From Main St. to Lincoln St.

West Front St/East Front St. - From S. Perry St. to S. 2nd Street





AGENDA ITEM REPORT

MEETING DATE

October 4, 2023

PREPARED BY

Jeff Gorman, Public Services
Director

AGENDA ITEM # 6.a

Consider Special Assessments for Adjacent Property Owners for Sidewalk Installation Along N. Brookwood Dr.

BACKGROUND

Item #16 in the revised sidewalk circulation plan calls for adding a sidewalk along the west side of N. Brookwood Dr. for approximately 240' to connect the Sienna Hills and N. Brookwood neighborhoods to the Springdale Street corridor. At the October 24, 2022 Public Works Committee meeting, the Committee approved the sidewalk extension along N. Brookwood Drive and approved assessing the cost of the sidewalk to the adjacent property owners, with the Village picking up the cost of the two driveway aprons.

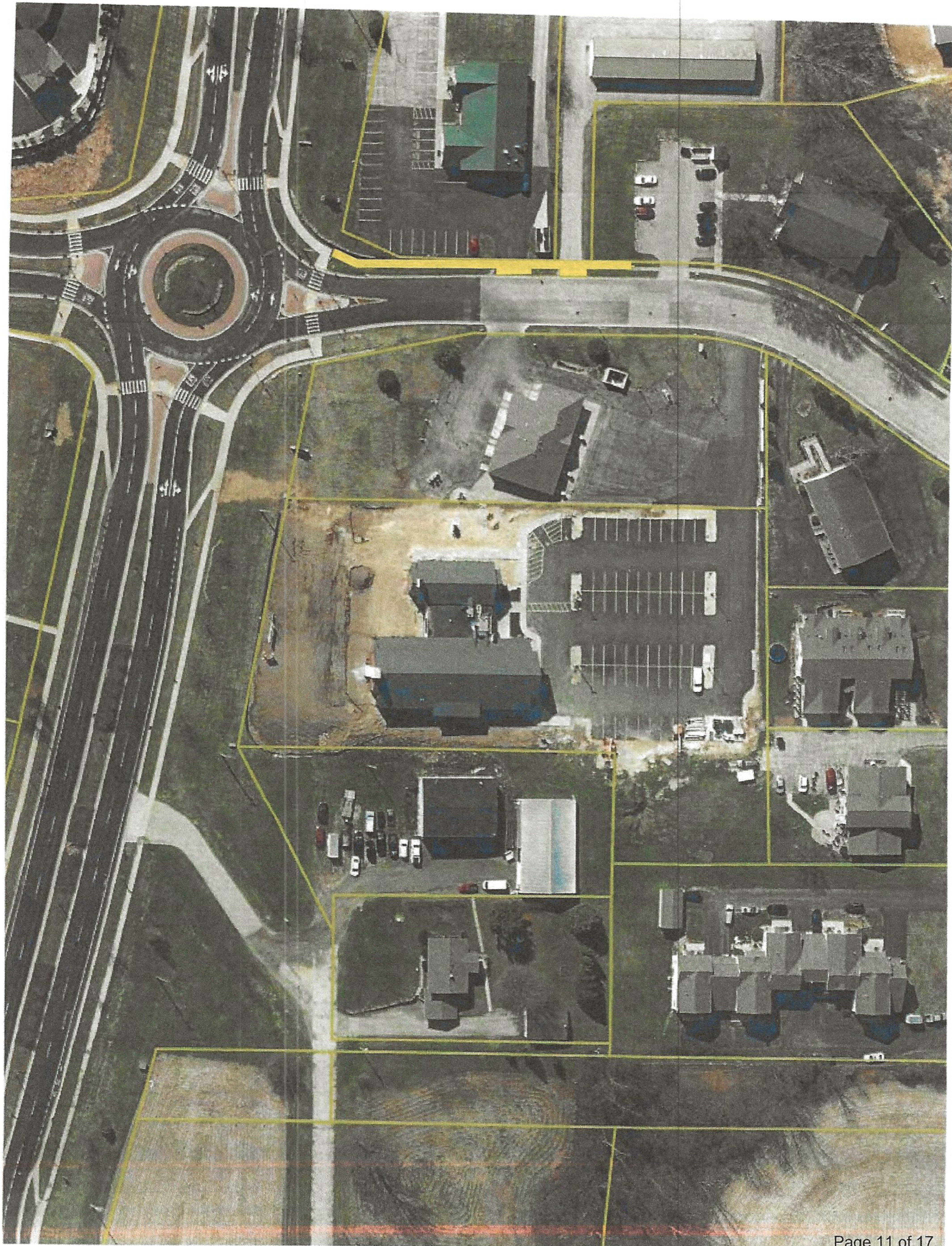
Jerry Lewis, owner of 1848 Springdale Street, asked questions about the assessment during the public hearing at the Public Works Committee meeting. Lewis said he measured the property prior to the meeting and believes it should only be 150 feet of sidewalk rather than the 164 feet listed in his letter. Lewis also expressed frustration with receiving this assessment notice shortly after finishing paying for the assessment for the Springdale Street project. Lewis requested consideration for any cost-share options available.

The committee discussed the situation and in the end felt it was best to stick with the Village policy of property owners being assessed for 100% of the cost of new sidewalk installation and are recommending approval as presented. Gorman will verify the amount of sidewalk being installed and inform the property owner.

RECOMMENDATION

ATTACHMENTS

1. sidewalk extension N Brookwood



15. Spellman Street from S. Eighth Street to S. Second Street

Status: Sidewalk exists on the north side of Spellman Street from S. Second Street to Valley Drive.

Implementation: Install when development occurs in Vista Ridge. **Valley Dr. to S. Eighth St. on the north side.**

16. N. Brookwood Dr. from Springdale St. north to 202 N. Brookwood

Status: No sidewalk for approximately 240'.

Implementation: Install sidewalk to connect the Eastwood Way/N. Brookwood neighborhood to Springdale Street. Budgeted for in the 2023 budget.

17. Academy St. to S. Fifth St.

Status: Currently no sidewalk along the south side of Academy St. and no sidewalk along the east side of S. Fifth St. between the two existing sidewalks.

Implementation: Explore adding sidewalk on both of these streets to provide better access to the schools.

18. Meadowview Rd. to Carver St.

Status: Currently, there is no sidewalk between 204 Meadowview Rd. and Carver St.

Implementation: With the new development in Valley View Heights and Maple Dr., consider adding sidewalk on the west side of Maple Dr. from 204 Meadowview Rd. to Carver St.. With the addition of sidewalk on the south side of Carver St, this would provide access to Grundahl Park. Also consider adding sidewalk in front of 701 Maple Dr. to provide a crosswalk to the west side of Maple Dr.

Chapter 8. Public Works

8.06. Sidewalk construction and repair.

- (1) **Responsibility.** It shall be the responsibility of the abutting property owner to construct, install, repair and perpetually maintain sidewalks along or upon any street designated by the Village Board to have sidewalks.
- (2) **Cost.**
 - (a) Initial installation. The abutting property owner shall bear the entire cost to initially construct and install a sidewalk.
 - (b) Repair and maintenance.
 1. The cost of sidewalk repairs shall be shared equally by the abutting property owner and the Village, if repairs are made as part of a Village project within a sidewalk repair assessment district, under Subsection **(3)** of this section.
 2. The entire cost of sidewalk repairs made other than as part of a Village project, under Subsection **(4)** of this section, shall be the abutting property owner's responsibility unless other arrangements are made and approved by the Village.
[Amended at time of adoption of Code (see Ch. 1, General Government, Art. V)]
- (3) Village projects. The Village Board may create a Sidewalk Repair Assessment District for the purpose of repairing existing sidewalks within the Village. Contracting and special assessment procedures set forth in § **8.03** of this Code will apply.
[Amended at time of adoption of Code (see Ch. 1, General Government, Art. V)]
- (4) Private projects.
 - (a) Permit and fee. Except pursuant to and as part of a Village project, no property owner shall construct, install, remove, replace, or repair any sidewalk within the Village without first obtaining a permit therefor from the Village Public Services Director.
[Amended at time of adoption of Code (see Ch. 1, General Government, Art. V)]
 - (b) Approved contractors. Sidewalk repairs may be made only by contractors approved prior to the start of construction by the Public Services Director.
- (5) Specifications. All sidewalks within the Village shall be constructed, repaired and rebuilt in accordance with the most current Standard Specifications for Public Works Construction.
[Amended at time of adoption of Code (see Ch. 1, General Government, Art. V)]
- (6) Penalty. The penalty for violation of any provision of this section is provided in § **25.04** of this Code.

mission statement and maybe merge the two provided and will discuss it at a future meeting.

- e. Discuss Sidewalk / Crosswalk on Academy and South Fifth Streets
Gorman provided a picture of the area on Academy and S Fifth Street where there is currently not a sidewalk or crosswalk. This is a highly used area for kids on the east side going to and from school. This area is not in the sidewalk circulation plan. There is a big oak tree and some maple trees there that would be in the way of a sidewalk. Adding stop signs might be a possibility. Next steps would be to ask public safety to look at the area, get some estimates and re-visit the sidewalk circulation policy.
- f. Consider Assessments for Sidewalk Improvements on N. Brookwood Drive
Gorman explained that there is \$20,000 in the 2023 budget for this. The committee isn't sure why this sidewalk wasn't added before now. But adding a sidewalk in that spot does fit in perfectly with the development in the area. The ordinance states that any street designed by the Village for a sidewalk is the landowner's responsibility to pay. A nice compromise between the Village and the landowners could be that the Village pays the cost of the apron. That cost is included in the 2023 budget amount for this project and a public hearing would have to be held. White made a motion to make the sidewalks be assessed to the property owner, with the aprons picked up by the Village, seconded by VanDomelen. Motion carried.
- g. Consider 2023 Street Projects and Five-Year Street Construction Plan
Gorman reviewed a spreadsheet that was included in the packet. It was a list of streets and the cost of whether it was an overlay or a total reconstruct. Three main streets to be worked on right away is Oak Valley, Beth Cir and Blue Mounds St. The water utility department is interested in doing water main projects on some of the streets. The cost of the street projects with no utility work being done would be \$675,000. The cost of the street projects with the water main projects would be \$1.1 million.
- h. Discussion on Crosswalk Removals on Main Street
Chief Vierck is recommending reducing the crosswalks on Main St due to safety concerns. There would have to be construction work done to remove the crosswalks. There are ramps, bump outs, and concrete would need to be removed. Fendrick explained the public safety side of it. This would have to be a project for the future. No action done at this meeting, but the committee is not opposed to it and they will re-visit it in the future.
- i. Public Services Director's Report
Gorman went through his monthly report and answered questions.

3) Future agenda items

- Sidewalk Circulation Plan
- 2023 Road Work



Village of Mount Horeb

Public Services Department

138 E Main St
Mount Horeb, WI 53572
Phone (608) 437-3351/Fax (608) 437-3190
www.mounthorebwi.info

August 3, 2023

Jerry Lewis
640 Basswood Ave.
Verona, WI 53593

Re: 1840 Springdale St., Mount Horeb, WI

The Village of Mount Horeb is planning a sidewalk extension project adjacent to your property at 1840 Springdale Street in Mount Horeb. Currently, there is no sidewalk connection between the Springdale Street corridor and the developed lands to the north off North Brookwood Drive. With more development planned to the north, the Village realizes the importance of a sidewalk connection between these areas to provide pedestrian access.

According to Chapter 8.06 of the Village Ordinance, the cost of installation of sidewalks shall be the responsibility of the abutting property owner. In your case, there is approximately 165' of sidewalk that would be installed adjacent to your property with an estimated installation cost of \$9800.

There are also two asphalt driveway approaches in the project area along Brookwood Drive. It would make sense to install concrete driveway approaches at the same time that sidewalks are installed. The Village is willing to pick up the cost of the two driveway approaches, totaling \$4100.

The Village will be holding a public hearing on this project to allow affected property owners the opportunity to raise questions or concerns. The public hearing will be held on Monday, August 28 at 6:00 pm, during the Public Works Committee meeting. The location is the second floor Board Room of the Municipal Building, 138 E. Main Street.

Please let me know if you have any questions regarding this letter.

Sincerely,

Jeff Gorman
Public Services Director
Village of Mount Horeb



VILLAGE OF
MOUNT HOREB

Village of Mount Horeb

Public Services Department

138 E Main St
Mount Horeb, WI 53572
Phone (608) 437-3351/Fax (608) 437-3190
www.mounthorebwi.info

August 3, 2023

Mt. Horeb Apartments LLC
PO Box 218
Clyman, WI 53016

Re: 202 N. Brookwood Dr., Mount Horeb, WI

The Village of Mount Horeb is planning a sidewalk extension project adjacent to your property at 202 N. Brookwood Drive in Mount Horeb. Currently, there is no sidewalk connection between the Springdale Street corridor and the developed lands to the north off North Brookwood Drive. With more development planned to the north, the Village realizes the importance of a sidewalk connection between these areas to provide pedestrian access.

According to Chapter 8.06 of the Village Ordinance, the cost of installation of sidewalks shall be the responsibility of the abutting property owner. In your case, there is approximately 30' of sidewalk that would be installed adjacent to your property with an estimated installation cost of \$1800.

There are also two asphalt driveway approaches in the project area along Brookwood Drive. It would make sense to install concrete driveway approaches at the same time that sidewalks are installed. The Village is willing to pick up the cost of the two driveway approaches, totaling \$4100.

The Village will be holding a public hearing on this project to allow affected property owners the opportunity to raise questions or concerns. The public hearing will be held on Monday, August 28 at 6:00 pm, during the Public Works Committee meeting. The location is the second floor Board Room of the Municipal Building, 138 E. Main Street.

Please let me know if you have any questions regarding this letter.

Sincerely,

Jeff Gorman
Public Services Director
Village of Mount Horeb



Village of Mount Horeb

Public Services Department

138 E Main St
Mount Horeb, WI 53572
Phone (608) 437-3351/Fax (608) 437-3190
www.mounthorebwi.info

August 3, 2023

Jamba Storage LLC
PO Box 108
Black Earth, WI 53515

Re: 200 N. Brookwood Dr., Mount Horeb, WI

The Village of Mount Horeb is planning a sidewalk extension project adjacent to your property at 200 N. Brookwood Drive in Mount Horeb. Currently, there is no sidewalk connection between the Springdale Street corridor and the developed lands to the north off North Brookwood Drive. With more development planned to the north, the Village realizes the importance of a sidewalk connection between these areas to provide pedestrian access.

According to Chapter 8.06 of the Village Ordinance, the cost of installation of sidewalks shall be the responsibility of the abutting property owner. In your case, there is approximately 30' of sidewalk that would be installed adjacent to your property with an estimated installation cost of \$1800.

There are also two asphalt driveway approaches in the project area along Brookwood Drive. It would make sense to install concrete driveway approaches at the same time that sidewalks are installed. The Village is willing to pick up the cost of the two driveway approaches, totaling \$4100.

The Village will be holding a public hearing on this project to allow affected property owners the opportunity to raise questions or concerns. The public hearing will be held on Monday, August 28 at 6:00 pm, during the Public Works Committee meeting. The location is the second floor Board Room of the Municipal Building, 138 E. Main Street.

Please let me know if you have any questions regarding this letter.

Sincerely,

Jeff Gorman
Public Services Director
Village of Mount Horeb



AGENDA ITEM REPORT

MEETING DATE

October 4, 2023

PREPARED BY

AGENDA ITEM # 6.b

Consider Proclamation Recognizing Mount Horeb Children's School, Mount Horeb Community garden and Home Energy Consultant LLC receiving Dane County Climate Champion status

BACKGROUND

The Climate Champions program recognizes local entities that are leading on climate action. Our aim is to celebrate local leadership and inspire action from individuals, government, schools, businesses, and nonprofits across Dane County. Whatever climate action you are taking and whether you are a business, nonprofit, or local government, we want to applaud your efforts! Prospective Climate Champions can submit for recognition in one or more of ten recognition categories. If your organization has already been awarded Climate Champion status in a previous round, only apply again if you have implemented enhanced practices in your award category or have a new category submission.

Entities are recognized with up to four star designations depending on the sustainability practices that they implemented. All awardees are granted public recognition, including signage for their businesses.

A proclamation recognizing the three Mount Horeb Recipients is included in your packet.

RECOMMENDATION

ATTACHMENTS

1. Climate Champion Proclamation 2023



A CONGRATULATORY PROCLAMATION IN RECOGNITION OF 2023 DANE COUNTY CLIMATE CHAMPIONS OF MOUNT HOREB

WHERE AS, Mt. Horeb Village Board has embraced a vision which addresses the following;

- Improve health and wellness of all residents.
- Increase our ability to adapt and be resilient to a changing climate.
- Bridge the rural and urban divide, creating solutions that work for everyone in the county.
- Enhance our natural environments, delivering ecosystem benefits.

WHERE AS, three 2023 Dane Climate Champions were designated in the Village of Mount Horeb, and

NOW, THEREFORE, BE IT PROCLAIMED that the Village of Mount Horeb officially congratulates the following 2023 Dane County Climate Champions for their actions to provide a sustainable community for future generations of villagers, Community Children's School, Home Energy Consulting, LLC and the Mount Horeb Community Garden.

BE IT FURTHER PROCLAIMED, the Village of Mount Horeb encourages other entities to strive to obtain Dane County Climate Champion designation, and

BE IT FURTHER PROCLAIMED, that the Village of Mount Horeb applauds not only the before mentioned Climate Champions, but also individual efforts, great and small, to lower the community's carbon footprint.

DATED this 4th day of October, 2023.

Ryan Czyzewski, Village President



AGENDA ITEM REPORT

MEETING DATE

October 4, 2023

PREPARED BY

Jeff Gorman, Public Services
Director

AGENDA ITEM # 6.c

Consider draft master plans from MSA for Grundahl and Grandma Foster parks

BACKGROUND

The Parks, Recreation and Forestry Committee is recommending approval of the Grundahl Park and Grandma Fosters Master Plans. The Parks Committee acknowledges that the potential budgets would require significant investments from the Village and potential partners, and they realize it's unlikely that every part of the plan and every phase will be undertaken as presented, but they feel this provides a solid vision for what the future of each of these parks could be. Approval of the plans will not commit us to the spending, it simply lays out examples of how the park could be improved in the future. The Grandma Fosters park plan approval was delayed as a neighboring property was pursuing the option of donation of the land to add to the park: it appears that the donation is no longer on the table.

RECOMMENDATION

ATTACHMENTS

1. Character Imagery Boards.v3
2. Master Plans Cost Estimates
3. Master Plans

Grandma Foster Park

CHARACTER IMAGERY

Village of Mount Horeb, Wisconsin
March 27th, 2023



AMENITIES

Open-Air Shelter



Wayfinding Sign



Grand Entrance Stairs



ACTIVITIES

Troll Play Feature (Earthscape)



Sensory Play



Wayfinding - Troll Footprints



Traditional Play



Plaza - Pavement Pattern



Plantings



EXPERIENCE

STRUCTURES + SPACE

Multi-Use Event and Programming Space



Wednesday Night Live Concert Series



ACTIVITIES

Pickleball Courts



Basketball Courts



3-Season Park Shelter



Native Plantings



Playground



Octagonal Shelter (Existing)



Sledding Hill



Batting Cages



PLACES

Mount Horeb Parks Master Plan
ESTIMATE OF PROBABLE COST
VILLAGE OF MOUNT HOREB, WI
GRANDMA FOSTER PARK

ESTIMATE YEAR:

2023

ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Open Prefabricated Park Shelter (25x40)	1	LS	\$65,000	\$65,000
2	6' Benches	5	EA	\$2,000	\$10,000
3	Bike Racks	4	EA	\$700	\$2,800
4	Trash Cans	2	EA	\$1,500	\$3,000
5	6' Picnic Tables	3	EA	\$2,500	\$7,500
6	Concrete Park Path - 5' + Pads (est.)	3,000	SF	\$10	\$30,000
7	Playground Area (3,200 SF)	1	LS	\$150,000	\$150,000
8	ADA Parking	1	LS	\$3,500	\$3,500
9	Grand Entrance Stairs	1	LS	\$50,000	\$50,000
10	Earthwork (est.)	1	LS	\$10,000	\$10,000
11	Site Restoration - Lawn (est.)	220	SY	\$4	\$880
12	Landscaping (est.)	2,070	SF	\$8	\$16,560
13	Trees	3	EA	\$500	\$1,500
14	Park Sign	1	LS	\$5,000	\$5,000
15	Shelter Electrical Service (est.)	1	LS	\$5,000	\$5,000
16	Water Service (est.)	1	LS	\$3,000	\$3,000
17	Stormwater (est.)	1	LS	\$10,000	\$10,000
18	Erosion Control	1	LS	\$5,000	\$5,000
19	General Conditions/Mobilization (8%)	1	LS	\$31,000	\$31,000
CONSTRUCTION SUBTOTAL					\$410,000
	Contingency	10%			\$41,000
	Design Engineering & Bidding	6%			\$25,000
	Construction Administration	6%			\$25,000
TOTAL COST:					\$501,000

Mount Horeb Parks Master Plan
ESTIMATE OF PROBABLE COST
VILLAGE OF MOUNT HOREB, WI
GRUNDAHL PARK

ESTIMATE YEAR:

2023

ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Multi-Use Event Building (20,000 SF)	1	LS	\$4,500,000	\$4,500,000
2	New Restroom/Kitchen/Shelter Facility (4,500 SF)	1	LS	\$650,000	\$650,000
3	Existing Octagonal Shelter Improvements	1	LS	\$100,000	\$100,000
4	Improve/Addition to Existing Concessions	1	LS	\$150,000	\$150,000
5	6' Benches	10	EA	\$2,000	\$20,000
6	Trash Cans	10	EA	\$1,500	\$15,000
7	Bike Racks	20	EA	\$500	\$10,000
8	6' Picnic Tables	4	EA	\$2,000	\$8,000
9	Concrete Park Path - 5' + 10' + Pads (est.)	35,500	SF	\$10	\$355,000
10	Asphalt Path - 10'	11,000	SF	\$8	\$88,000
11	New Asphalt Parking (# stalls)	3,500	SF	\$8	\$28,000
12	Improved Asphalt Parking	3,500	SF	\$8	\$28,000
13	Playground Area (# SF)	1	LS	\$200,000	\$200,000
14	Pickleball Courts	2	EA	\$60,000	\$120,000
15	Basketball Court	1	LS	\$90,000	\$90,000
16	Improve Existing Baseball Field	1	LS	\$150,000	\$150,000
17	Earthwork (est.)	1	LS	\$80,000	\$80,000
18	Landscaping (est.)	600	SF	\$8	\$4,800
19	Site Restoration - Lawn	4,375	SY	\$3	\$13,125
20	Stormwater Areas	5,800	SF	\$8	\$46,400
21	Native Areas - seeding and maintenance (est.)	4,000	SY	\$4	\$16,000
22	Trees	20	EA	\$500	\$10,000
23	Park Sign	1	LS	\$5,000	\$5,000
24	Upgrade Electrical Service (est.)	1	LS	\$25,000	\$25,000
25	Water Service (est.)	1	LS	\$10,000	\$10,000
26	Sanitary Sewer (est.)	1	LS	\$15,000	\$15,000
27	Storm Sewer (est.)	1	LS	\$50,000	\$50,000
28	Erosion Control	1	LS	\$25,000	\$25,000
29	General Conditions/Mobilization (8%)	1	LS	\$545,000	\$545,000
CONSTRUCTION SUBTOTAL					\$7,358,000
Contingency 10%					\$736,000
Design Engineering & Bidding 6%					\$442,000
Structural Assessment of Existing Shelter LS					\$15,000
Construction Administration 6%					\$442,000
TOTAL COST:					\$8,993,000

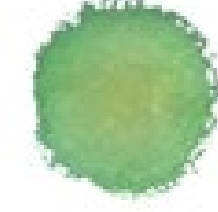


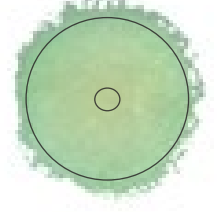
Grandma Foster Park

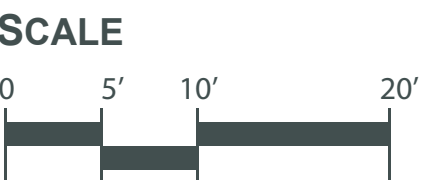
Master Plan

Mount Horeb, WI
JULY, 2023

LEGEND

 Proposed Tree

 Existing Tree



Grundahl Park

Master Plan

Mount Horeb, WI
JULY 2023



LEGEND

- Proposed Tree
- Existing Tree

- | | | |
|---|--|--|
| 1 Maintain Ex. Parking, New Sidewalk (25 stalls) | 7 Stormwater Area | 13 Multi-Use Event Building |
| 2 Announcer Booth Addition | 8 Basketball Court (1) | 14 New Shelter, Restrooms and Kitchen |
| 3 Dugout Improvements | 9 Playground (5,800 SF) | 15 Native Plantings |
| 4 Field Improvements | 10 Maintain Existing Shelter | 16 Regrade for Open Field Space |
| 5 Batting Cages (2) | 11 Maintain Ex. Parking (56 stalls - 2 ADA) | 17 Maintain Community Stage |
| 6 Pickleball Courts (2) | 12 Expand Parking (19 stalls - 1 ADA) | 18 Angled Parking (11 stalls - 1 ADA) |



AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
October 4, 2023	
AGENDA ITEM # 7.a	
Community Development Authority	
BACKGROUND	
RECOMMENDATION	
ATTACHMENTS	
None	



AGENDA ITEM REPORT

MEETING DATE

October 4, 2023

PREPARED BY

AGENDA ITEM # 7.I

Sustainability and Natural Resources Committee

BACKGROUND

RECOMMENDATION

ATTACHMENTS

None