



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

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

Email: [mhinfo@mounthorebwi.info](mailto:mhinfo@mounthorebwi.info) Web: [mounthorebwi.info](http://mounthorebwi.info)

**PUBLIC WORKS COMMITTEE AGENDA**

**Monday, June 2, 2025 at 6:00 PM**

Municipal Building Board Room

138 E. Main Street

Mount Horeb, WI

- 1) Call to order
- 2) Roll Call
- 3) Welcome and introduction of new members
- 4) Agenda Items
  - a. Consider February 24, 2025 meeting minutes
  - b. Review Village of Mount Horeb Ethics Code
  - c. Consider proposal from Angus Young Architects to perform a facility analysis and space needs study of the Public Services facilities at 301 Blue Mounds Street.
  - d. Discuss the condition of the decorative street light poles/bases from W. Main St. east to Hwy. 18/151
  - e. Public Services Director's Report
- 5) Future agenda items
- 6) 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.



## AGENDA ITEM REPORT

### MEETING DATE

June 2, 2025

### PREPARED BY

### AGENDA ITEM # 4.a

Consider February 24, 2025 meeting minutes

### BACKGROUND

### RECOMMENDATION

### ATTACHMENTS

1. PW comm minutes 2.24.25



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### **PUBLIC WORKS COMMITTEE AGENDA**

**Monday, February 24, 2025 at 6:00 PM**

#### **DRAFT MEETING MINUTES**

- 1) Call to order
- 2) Roll Call  
The Public Works Committee meeting was called to order on the above date at 6:00 pm in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Members present were Richard Lust, Curt Garrity, and Ben Jones. Also present were Village Administrator, Nic Owen, Public Services Director, Jeff Gorman, Village Engineer, Rob Wright, and Utility Office Coordinator, Sara Alderson. Marc Schellpfeffer and Nate Gauger were absent.
- 3) Agenda Items
  - a. Consider January 27, 2025 meeting minutes  
Motion by Lust and seconded by Jones to approve the January 27, 2025, meeting minutes. Motion passed.
  - b. 1. Consider 2025 Street Project:
    - o Presentation of 2025 Street Project by Village Engineers
    - o **PUBLIC HEARING**: Preliminary Special Assessment Report for 2025 Street Project
    - o Consider any changes/revisions to the Preliminary Special Assessment Report

Rob Wright presented the 2025 Street Project plans for Blue Mounds Street (W Main St to Justin Dr) and Garfield Street (West Village Limits to Blue Mounds Street). Blue Mounds Street will include full-depth pavement replacement, utility work, and sidewalk installation. Garfield Street will consist of milling existing pavement and sidewalk installation.

The Village Assessment Policy for this project is as follows:

- Curb and Gutter 100% Village expense
- Street Surface 100% Village expense
- Driveway Approach 100% Property Owner expense
- Sidewalk Per 8.06 Municipal code

**New Sidewalks:**

-Initial Installation: 100% Property Owner expense

-Sidewalk Circulation Plan: 25% Property Owner/75% Village expense

**Repair:**

-If repairs are made as part of a Village project within a sidewalk repair assessment district: 50% Property Owner expense

-If the damage was found to be from roots of an adjacent street tree, those sections will be repaired as part of the Village contract: 100% Village expense

This project will be completed in 3 phases.

- Phase 1 April 15 - June 6 Spot repairs and utility work on Blue Mounds St.
- Construction will close down June 9-15 for the Summer Frolic.
- Phase 2 June 16 - July 23 Blue Mounds Street Pavement
- Construction will close down July 24-27 for the Country Music Faire
- Phase 3 July 28 - August 28 Garfield St and Surface Paving
- Project Probable Cost \$1,524,300

Public Hearing for the Preliminary Special Assessment Report for the 2025 Street Project opened at 6:14 pm. No members of the public were present. Public Hearing was closed at 6:15 pm.

- c. Update on Lake Street stormwater project  
Gorman and Wright gave an update on the Lake Street Stormwater project. The County is hoping to begin work in early April. They are working on completing the grant application for a 60/40 cost-sharing grant (60% County/40% Village)
  - d. Consider RFP for facility assessment and space needs study  
Jeff presented a consideration for a Request for Proposals for the Department of Public Services facility assessment and space needs study for their facilities at 301 Blue Mounds St. The Village has budgeted \$25,000 for this study. Lust moved to accept approval of RFP course of action. Garrity seconded. Motion passed.
  - e. Public Services Director's Report  
Director Gorman gave his monthly report and answered questions.
- 4) Future agenda items
    - RFP follow up
    - Decorative Streetlights
  - 5) Set next meeting date and time

Future meeting date was not discussed. No action taken.

6) Meeting adjournment.

Motion by Lust to adjourn meeting. Seconded by Garrity. Meeting adjourned 6:43 pm.

Minutes by Sara Alderson, Utility Office Coordinator





## AGENDA ITEM REPORT

### MEETING DATE

June 2, 2025

### PREPARED BY

### AGENDA ITEM # 4.b

Review Village of Mount Horeb Ethics Code

### BACKGROUND

### RECOMMENDATION

### ATTACHMENTS

1. Approved Code of Ethics

# Ethics Code

## 1. Statement of Purpose.

- (a) The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established in this Code of Ethics for all Village of Mount Horeb officials and employees, whether elected or appointed, paid or unpaid, including members of boards, committees and commissions of the Village, as well as any individuals who are candidates for elective office as soon as such individuals file nomination papers with the Village.
- (b) The purpose of this Ethics Code is to establish guidelines for ethical standards of conduct for all such officials and employees by setting forth those acts or actions that are incompatible with the best interests of the Village of Mount Horeb and by directing disclosure by such officials and employees of private financial or other interests in matters affecting the Village. The Village Board believes that a Code of Ethics for the guidance of elected and appointed officials and employees will help them avoid conflicts between their personal interests and their public responsibilities, will improve standards of public service and will promote and strengthen the faith and confidence of the citizens of this Village in their elected and appointed officials and employees. The Village Board hereby reaffirms that each elected and appointed Village official and employee holds his or her position as a public trust, and any intentional effort to realize substantial personal gain through official conduct is a violation of that trust. The provisions and purpose of this Ethics Code and such rules and regulations as may be established are hereby declared to be in the best interests of the Village of Mount Horeb.

## 2. Definitions.

The following definitions shall be applicable in this Chapter:

- (a) **Public Official.** Those persons serving in statutory elected or appointed offices provided for in Chapter 62 of the Wisconsin Statutes, and all members appointed to boards, committees and commissions established or appointed by the Village President and/or Village Board pursuant to this Code of Ordinances, whether paid or unpaid.
- (b) **Public Employee.** Any person excluded from the definition of a public official who is employed by the Village.
- (c) **Anything of Value.** Any gift, favor, loan, service or promise of future employment, but does not include reasonable fees and honorariums, or the exchange of seasonal, anniversary or customary gifts among relatives and friends.
- (d) **Business.** Means any corporation, partnership, proprietorship, firm, enterprise, franchise, association, organization, self-employed individual or any other legal entity which engages in profit-making activities.
- (e) **Personal Interest.** The following specific blood or marriage relationships:
  - (1) A person's spouse, mother, father, child, brother or sister; or
  - (2) A person's relative by blood or marriage who receives, directly or indirectly, more than one-half ( $\frac{1}{2}$ ) support from such person or from whom such person receives, directly or indirectly, more than one-half ( $\frac{1}{2}$ ) of his support.
- (f) **Significant Interest.** Owning or controlling, directly or indirectly, at least ten percent (10%) or Five Thousand Dollars (\$5,000.00) of the outstanding stock of at least ten percent (10%) or Five Thousand Dollars (\$5,000.00) of any business.

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- (g) **Financial Interest.** Any interest which shall yield, directly or indirectly, a monetary or other material benefit to the officer or employee or to any person employing or retaining the services of the officer or employee.
  - (h) **Staff.** Any full- or part-time employee of the Village.

### **3. Statutory Standards of Conduct.**

There are certain provisions of the Wisconsin Statutes which should, while not set forth herein, be considered an integral part of any Code of Ethics. Accordingly, the provisions of the following sections of the Wisconsin Statutes, as from time to time amended, are made a part of this Code of Ethics and shall apply to public officials and employees whenever applicable, to wit:

- (a) **Sec. 19.59.** State Ethics Law.
- (b) **Sec. 946.10.** Bribery of Public Officers and Employees.
- (c) **Sec. 946.11.** Special Privileges from Public Utilities.
- (d) **Sec. 946.12.** Misconduct in Public Office.
- (e) **Sec. 946.13.** Private Interest in Public Contract Prohibited.

### **4. Responsibility of Public Office.**

Public officials and employees are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the Constitution of this State and carry out impartially the laws of the nation, state and municipality, to observe in their official acts the highest standards of morality and to discharge faithfully the duties of their office regardless of personal considerations, recognizing that the public interest must be their prime concern. Their conduct in both their official and private affairs should be above reproach so as to foster respect for government.

### **5. Dedicated Service.**

- (a) Officials and employees should adhere to the rules of work and performance established as the standard for their positions by the appropriate authority.
- (b) Officials and employees should not exceed their authority or breach the law or ask others to do so, and they should work in full cooperation with other public officials and employees unless prohibited from so doing by law or by officially recognized confidentiality of their work.
- (c) Members of the Village staff are expected to follow their appropriate professional code of ethics. Staff members shall file a copy of such professional ethics codes with the Village Clerk. The Village Clerk may notify the appropriate professional ethics board of any ethics violations involving Village employees covered by such professional standards.

### **6. Fair and Equal Treatment.**

- (a) **Use of Public Property.** No official or employee shall use or permit the unauthorized use of Village-owned vehicles, equipment, materials or property for personal convenience or profit, except when such services are available to the public generally or are provided as Village policy for the use of such official or employee in the conduct of official business, as authorized by the Village Board or authorized board, commission or committee.
- (b) **Use of Village Stationery.** No official or employee shall use, or permit the unauthorized use of, Village stationery for personal use.

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- (c) **Obligations to Citizens.** No official or employee shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen. No official or employee shall use or attempt to use his or her position with the Village to secure any advantage, preference or gain, over and above his rightful remuneration and benefits, for himself or for a member of his or her immediate family.
  - (d) **Political Contributions.** No official shall personally solicit from any Village employee, other than an elected official, a contribution to a political campaign committee for which the person subject to this Chapter is a candidate or treasurer.

## **7. Conflict of Interest.**

### **(a) Financial and Personal Interest Prohibited.**

- (1) No official or employee of the Village, whether paid or unpaid, shall engage in any business or transaction or shall act in regard to financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of official duties in the public interest contrary to the provisions of this Chapter or which would tend to impair independence of judgment or action in the performance of official duties.
- (2) Any member of the Village Board who has a financial interest or personal interest in any proposed legislation before the Village Board shall disclose on the records of the Village Board the nature and extent of such interest; such official shall not participate in debate or vote for adoption or defeat of such legislation.
- (3) Any non-elected official who has a financial interest or personal interest in any proposed legislative action of the Village Board or any board, commission or committee upon which the official has any influence or input or of which the official is a member that is to make a recommendation or decision upon any item which is the subject of the proposed legislative action shall disclose on the records of the Village Board or the appropriate board, commission or committee the nature and extent of such interest. Such official shall not participate in debate or discussion or vote for adoption or defeat of such legislation.
- (4) Any Village employee who has a financial interest or personal interest in any proposed legislative action of the Village Board or any board, commission or committee upon which the employee has any influence of input, or of which the employee is a member, that is a make to recommendation or decision upon any item which is the subject of the proposed legislative action shall disclose on the records of the Village Board or the appropriate board, commission or committee the nature and extent of such interest.

- (b) **Disclosure of Confidential Information.** No official or employee shall, without proper legal authorization, disclose confidential information concerning the property, government or affairs of the Village, nor shall such information be used to advance the financial or other private interests of the official or employee or others.

### **(c) Gifts and Favors.**

- (1) No official or employee, personally or through a member of his immediate family, may solicit or accept, either directly or indirectly, from any person or organization, money or anything of value if it could be expected to influence the employee's official actions or judgments or be considered a reward for any action or inaction on the part of the official or employee.
- (2) No official or employee personally, or through a member of his immediate family, shall accept any gift, whether in the form of money, service, loan, thing or promise, from any person which could reasonably be expected to impair his independence of judgment or action in the performance of his duties or grant in the discharge of his duties any improper favor, service or thing of value. However, it is not a conflict of interest for any public official or employee to receive hospitality that is unsolicited and unrelated to government business, such as a meal, and that is not intended to influence the official.

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- (3) An official or employee is not to accept hospitality if, after consideration of the surrounding circumstances, it could reasonably be concluded that such hospitality would not be extended were it not for the fact that the guest, or a member of the guest's immediate family, was a Village official or employee. Participation in celebrations, grand openings, open houses, informational meetings and similar events are excluded from this prohibition. This paragraph further shall not be construed to prevent candidates for elective office from accepting hospitality, as a properly reported political contribution, from citizens for the purpose of supporting the candidate's campaign. (The State Ethics Board has interpreted "hospitality" as it applies to state officials as including meals, beverages and lodging which a person offers at his residence and would have been offered if the recipient was not an official).
  - (4) Gifts received by an official or employee or his immediate family under unusual circumstances shall be referred to the Village Board within ten (10) days of receipt for recommended disposition. Any person subject to this Chapter who becomes aware that he is or has been offered any gift, the acceptance of which would constitute a violation of this Subsection, shall, within ten (10) days, disclose the details surrounding said offer to the Village Board. Failure to comply with this reporting requirement shall constitute an offense under this Chapter.
- (d) **Representing Private Interests Before Village Agencies or Courts.**
- (1) Non-elected Village officials and employees shall not appear on behalf of any private person (other than him or herself, his or her spouse or minor children) before any Village agency, board, commission or the Village Board if the official or employee or any board, commission or committee of which the official or employee is a member has any jurisdiction, discretion or control over the matter which is the subject of such representation.
  - (2) Elected Village officials may appear before Village agencies on behalf of constituents in the course of their duties as representatives of the electorate or in the performance of public or civic obligations. However, the disclosure requirements of Subsection (a) above shall be applicable to such appearances.
- (e) **Ad Hoc Committee Exceptions.** No violation of the conflict-of-interest restrictions of this Section shall exist, however, where an individual serves on a special ad hoc committee charged with the narrow responsibility of addressing a specific issue or topic in which that individual, or the employer or a client of that individual, has an interest so long as the individual discloses to the Village Board that such interest exists.
- (f) **Contracts with the Village.** No Village official or employee who, in their capacity as such officer or employee, participates in the making of a contract in which he has a private pecuniary interest, direct or indirect, or performs in regard to that contract with some function requiring the exercise of discretion on his part shall enter into any contract with the Village unless, within the confines of Sec. 946.13, Wis. Stats.:
- (1) The contract is awarded through a process of public notice and competitive bidding or the Village Board waives the requirement of this Section after determining that it is in the best interest of the Village to do so.
  - (2) The provisions of this Subsection shall not apply to the designation of a public depository of public funds.

## 8. Advisory Opinions.

When an official or employee has doubt as to the applicability of a provision of this Ethics Code to a particular situation or definition of terms used in this Chapter, he should apply to the Village Administrator for an advisory opinion from the Village Attorney and will be guided by that opinion when given. The official or employee shall have the opportunity to present his interpretation of the facts at issue and of the applicability provisions of this Chapter before such advisory decision is made. This Chapter shall be operative in all instances covered by its provisions except when superseded by an applicable statutory provision and statutory action is mandatory, or when the application of a statutory provision is discretionary, but determined by the Village Attorney to be more

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appropriate or desirable. Advisory requests and opinions shall be kept confidential, except when disclosure is authorized by the requestor, in which case the request and opinion may be made public.

## **9. Hiring Relatives.**

- (a) This Section governs the proposed hiring of individuals for full-time or part-time work as Village employees who are members of the immediate family of Village employees or elected officials. "Immediate family" includes those relatives by blood or marriage defined in Section 2(e) as personal interests.
- (b) Hiring an immediate family member of any current Village employee or elected Village official will be considered only if that individual has the knowledge and skills, experience or other job-related qualifications that warrant consideration for the position. A person cannot be hired for either full-time or part-time employment in a position immediately supervised by a member of that person's immediate family.
- (c) This Section does not apply to non-elected officials who are asked to accept appointment as members of a Village Board, commission or committee; non-elected officials, however, will be expected to disqualify themselves from participation in matters under consideration which may affect the hiring, retention, classification or compensation of their immediate family if currently employed or being considered for employment by the Village.

## **10. Employees Covered by Collective Bargaining Agreements.**

In the event an employee, covered under a collective bargaining agreement, is allegedly involved in an Ethics Code violation, the terms and conditions set forth in the applicable collective bargaining agreement shall prevail in the administration and interpretation of this Ethics Code Chapter.

## **11. Employee Protection.**

No appointing authority, agent of an appointing authority or supervisor may initiate or administer, or threaten to initiate or administer, any retaliatory action against a Village employee following an employee's disclosure of information related to the violation of any federal or state law, rule or regulation, the mismanagement or abuse of authority, a substantial waste of public funds, or a danger to public health and safety. Nothing in this Section restricts the right of the Village as an employer to take appropriate disciplinary action against an employee who knowingly makes an untrue statement or discloses information, the disclosure of which is specifically prohibited by federal or state law, rule or regulation.



## AGENDA ITEM REPORT

### MEETING DATE

June 2, 2025

### PREPARED BY

### AGENDA ITEM # 4.c

Consider proposal from Angus Young Architects to perform a facility analysis and space needs study of the Public Services facilities at 301 Blue Mounds Street.

### BACKGROUND

As requested by the Public Works Committee, the Village budgeted \$25,000 in 2025 to have a facility analysis and space needs study performed for the Public Services facilities at 301 Blue Mounds Street. The purpose of the study is to assess the condition of the existing buildings, the current and future space demands and to determine if the current location is the most efficient and practical location for the facility.

An interview panel consisting of Nic Owen, Jordan Schmitz, Marc Schellpfeffer and Jeff Gorman interviewed three firms to perform a facility analysis and space needs assessment - Kueny Architects, Dimension IV and Angus Young.

### RECOMMENDATION

The interview panel recommends hiring Angus Young to perform the evaluation and study.

### ATTACHMENTS

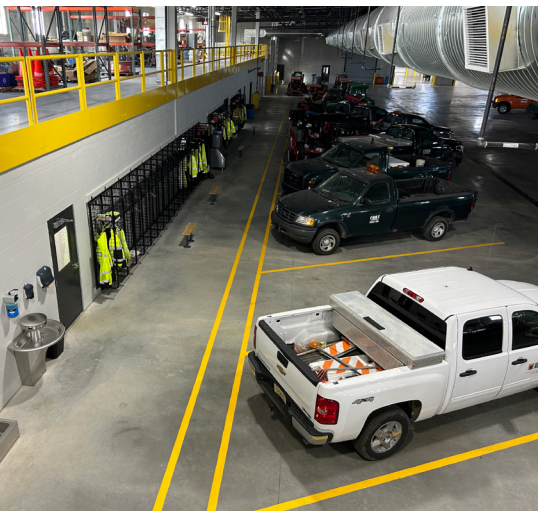
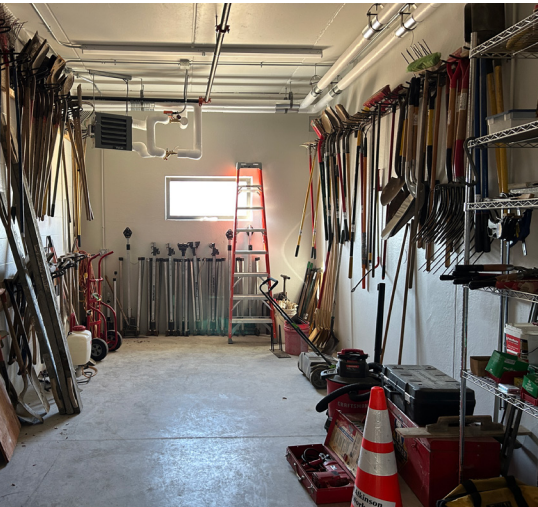
1. Facility Needs Study.Angus Young

# REQUEST FOR PROPOSAL

Village of Mount Horeb Public Services Facility  
Analysis & Space Needs Assessment

April 18, 2025





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04-18-2025

**Attn: Jeff Gorman**

Public Services Director

jeff.gorman@mounthorebwi.info

To Jeff Gorman and whom it may concern,

On behalf of Angus-Young, I am pleased to present our qualifications for the Village of Mount Horeb Department of Public Services Facility Analysis and Space Needs Assessment RFP. With nearly 70 years in business, we have completed space needs assessment and design for more than a dozen municipal DPW and parks facilities, including the Cities of Fort Atkinson, Middleton, and Stoughton. Our proven expertise ensures high-quality service and impactful design. Furthermore, for this project, we are partnering with the skilled team at Kraus-Anderson for condition assessment and construction budgeting.

Who We Are

Angus-Young is a full service architectural, landscape architecture, engineering and interior design firm providing high-quality design solutions, construction documentation, bid management, and construction services.

Registered architects, landscape architects, engineers, and interior designers carry out the development of all projects from office locations in Madison, WI, Janesville, WI and Rockford, IL.

Our Expertise

At Angus-Young, we work hand in hand with our municipal clients to discover what their vision is; defining it, and bringing it to life. Using a process that's collaborative, informative, and productive, our experienced teams will lead your project from start to finish, ensuring it remains on budget and on time. Based on our storied portfolio of successful municipal projects combined with our highly qualified and responsive team, I am confident that we can meet your project goals and schedule. We will work together to bring your vision to life while saving you time and money, making the design and construction processes smoother.

If you have any questions or need additional information, please call me at 608-756-2326 or email me at [b.werginz@angusyoung.com](mailto:b.werginz@angusyoung.com). I will serve as the contact person for Angus-Young and will answer any questions about the RFP response. Thank you for allowing us this opportunity to submit our qualifications.

Sincerely,



Brad Werginz, Principal Architect

Angus-Young

608-756-2326

[b.werginz@angusyoung.com](mailto:b.werginz@angusyoung.com)





## 2) FIRM DESCRIPTION

**69**

Years in Business

**69+**

Excellent Employees

**5**

Principals

**3**

Office Locations

**9,329+**

Projects since 1956

**Angus-Young** is a full service architectural, engineering, landscape architecture, and interior design firm providing high quality design solutions, construction documentation, bid management, and construction services. Registered architects, engineers, and interior designers carry out the development of all projects. Our team’s involvement starts during initial programming and development of the design and continues through completion of construction.

**As a design firm, we bring an innovative and fresh perspective to all of our projects, whether the project is a study, programming and planning, renovation or new construction.** We are knowledgeable in all building systems, and we have an interactive approach to working with clients. Our ability to listen to our clients and involve them in the decision making process allows us to develop and produce successful projects for them.

## OFFICE LOCATIONS & CONTACT INFORMATION

- > **MADISON OFFICE (EST. 2014)**  
316 West Washington Avenue, Suite #800 | Madison, WI 53703
- > **JANESVILLE OFFICE - HEADQUARTERS (EST. 1956)**  
Water Works Building, 555 South River Street | Janesville, WI 53548
- > **ROCKFORD OFFICE (EST. 2023)**  
416 East State Street | Rockford, IL 61104
- > **CONTACT INFORMATION**  
608.756.2326 | www.angusyoung.com

## OWNERSHIP AND COMPANY HISTORY

1956	1972	1981	1986	1990	2014	2023
The firm was established in Janesville, WI by partners Lincoln F. Frelich, AIA, and James J. Angus, AIA.	Roger Young, AIA, became a partner of the firm and so the name of the firm changed to Frelich-Angus-Young Architects.	Lincoln Frelich, AIA, retired, and the firm became known as Angus-Young Architects, S.C	The firm was established by virtue of ownership changes, and became known as Angus-Young Associates, Inc.	Angus-Young Associates acquired the firm of Rose Associates/ Architects.	Angus-Young established an office in downtown Madison, WI.	Angus-Young established an office in downtown Rockford, IL.

### **Angus-Young is a privately-owned corporation. There are 7 shareholders, listed as follows:**

- > Joseph J. Stadelman, AIA, LEED AP, President, Principal Architect
- > Jeffrey Davis, AIA, NCARB, LEED AP, Vice-President, Principal Architect
- > Zachary Goswick, P.E., S.E., CFO, Principal Structural Engineer
- > Bradley Werginz, AIA, Principal Architect, Director
- > Steven Genin, P.E., Principal Mechanical Engineer, Director
- > Brandon Adler, AIA, Architect
- > Collin Keeton, P.E., Electrical Engineer

## SIZE OF FIRM

### **Angus-Young has 69 employees. These employees are broken up by discipline as follows:**

- > Architectural/Interiors.....30 employees
- > Structural.....10 employees
- > Electrical.....4 employees
- > Mechanical/Plumbing.....11 employees
- > Civil/Landscape.....3 employees
- > Administrative.....5 employees
- > Technical.....6 employees



## KRAUS-ANDERSON® FIRM PROFILE

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### FIRM OVERVIEW

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Our core purpose at Kraus-Anderson (KA) is to build enduring relationships and strong communities. Our core values of integrity, commitment, valuing people, and teamwork guide everything we do. Established in 1897, Kraus-Anderson is a family-owned, privately held corporation providing construction management consulting and general services.

With a broad range of project experience in Healthcare, Government, Schools, Multi-Family Housing, and Commercial spaces across the United States, KA is recognized as one of the top 30 construction management firms in the Midwest by Engineering News-Record and in the top 10 in Wisconsin.

Kraus-Anderson is one of the nation's largest diversified general construction services providers, offering comprehensive project management services focused on collaboration to achieve on-time and on-budget project delivery through target value design. We have worked in 48 states and have ten offices nationwide.

### KRAUS-ANDERSON CONSTRUCTION

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Kraus-Anderson's core values and long history within the construction industry continue to make it nationally ranked as a top-tier, financially strong company.

KA serves a diversified commercial construction market with a 2023 managed construction volume of \$1.469 billion. Headquartered in Minneapolis with offices in Rochester, Duluth, and Bemidji, MN; Des Moines, IA; Fargo and Bismarck, ND; Milwaukee and Madison, WI; and Phoenix, AZ, KA can leverage the depth of resources and talent of 500+ personnel company-wide. Our talent pool includes project managers, strategic facility planners, facility condition assessment specialists, design phase managers, sustainability specialists, cost estimators, and other technical support professionals.



## 2) PROJECT APPROACH

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### PROJECT APPROACH SUMMARY

**Our team is committed to designing a facility that:**

- Meets all of the Village of Mount Horeb’s project requirements
- Optimizes the available site for maximum efficiency
- Supports day-to-day operations and future growth of all tenant agencies
- Prioritizes the safety of agency employees and visitors

**Our experience includes**

- 15+ Department of Public Works (DPW) facilities
- 10+ parks, transit, and large-vehicle storage facilities
- 750,000+ square feet of municipal vehicle maintenance space
- Expertise in fleet-based system evaluations, shared-use analysis, and facility feasibility
- Identifying efficiencies such as shared use of equipment between user groups
- Addressing inadequate inventory levels and industry trends like outsourcing

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### 1. FACILITY ASSESSMENT

**Conduct a comprehensive evaluation of the existing Public Services facility to determine:**

- **Current Conditions and Deficiencies, including:**
  - Structural concerns
  - Plumbing and HVAC systems
  - ADA and OSHA compliance
  - Storage limitations
  - Staff and visitor parking



- Vehicle and equipment maintenance and storage areas
- **Adequacy of Existing Space to meet current and future needs for:**
- Office space
- Break/lunch rooms
- Restrooms and locker rooms
- Meeting spaces
- Vehicle and equipment areas, including mechanics' work zones
- Material storage (salt, topsoil, gravel, asphalt patch)
- Parking for staff and fleet
- Semi-truck delivery access

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## **2. PROGRAM DEVELOPMENT**

### **Our team will:**

- **Engage with Administration to:**
  - Establish overall project goals and departmental needs
  - Align the project with the organization's strategic growth plans (5–10 year outlook)
  - Identify stakeholder groups and decision-making authority levels
- **Data Collection**
  - Gather data on facilities, staff, and systems directly from departmental personnel
  - Prepare an administrative program outlining the goals and direction for the project
  - Submit program for review and approval by administration

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## **3. CONCEPTUAL PLANNING**

### **Our team will:**

- Incorporate scalable solutions to garage storage, maintenance, shop, and office areas
- Design flexible workspaces for staffing & equipment expansion such as mezzanines
- Ensure proper vehicle & equipment storage provisions utilizing vehicle auto-turn modeling tools

### **Growth Considerations:**

- Identify Conceptual Facility Layouts such as:
- Reusing and expanding current facilities with new additions
- Constructing all-new buildings on the existing site
- Relocating to an entirely new site (to be determined)
- Schematic Design and Analysis



# ROCK COUNTY PUBLIC WORKS GARAGE

- Conduct site analysis and review on-site circulation with owner
- Perform a preliminary code review to identify major code-related implications
- Host engineering coordination meetings to determine system types, locations, and spatial needs
- Concept Development
- Define major components: mechanical rooms, lobbies, toilets, conference areas, and circulation paths
- Develop and present schematic layouts to client stakeholders
- Revise plans based on feedback and align with code requirements

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## DELIVERABLES

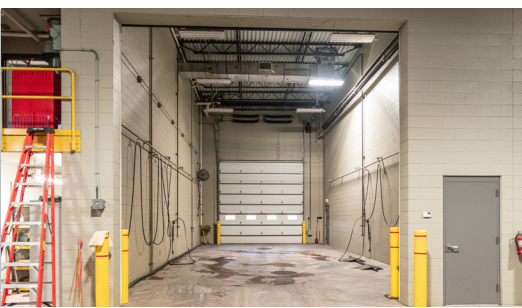
- Evaluation report of the current facility, addressing both condition and spatial needs
- Cost estimates for addressing identified deficiencies
- Three conceptual facility layout options as single-line floor plans
- Cost analysis and pros/cons for each alternative layout
- Draft report submission: **September 5, 2025**
- Final report submission: **October 3, 2025**
- Presentation to Public Works Committee: **October 27, 2025**

## PROJECT SCHEDULE

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We are committed to meeting the Village's timeline and will structure our workflow accordingly:

ACTION	DATE
Project Kickoff	June 2, 2025
Facility Condition Assessment Completion & Cost Estimate	July 1, 2025
Space Needs Assessment Completion	August 1, 2025
Conceptual Plans & Cost Estimates	August 22, 2025
Draft Report Submitted	September 5, 2025
Final Report Submission	October 3, 2025
Presentation to Public Works Committee	October 27, 2025



## 4) DEPARTMENT OF PUBLIC WORKS AND PARKS FACILITIES EXPERTISE

At Angus-Young we know that creating the right space for your employees to find the tools for their job is vital to keeping the community running. Whether you are designing a brand-new department of public works facility for your growing town, or are creating a highway department salt shed to prep for those infamous Midwest winters- we have the experience and team to get it done. Here is a selection of the Parks Department, Department of Public Works, and Transit clients we have collaborated with.

### DEPARTMENT OF PUBLIC WORKS AND TRANSIT PROJECTS

- > Baraboo DPW
- > Beloit DPW
- > Delavan DPW
- > Dodge County DPW
- > Fitchburg DPW
- > Fond Du Lac DPW
- > Jefferson City Services
- > Madison South Point DPW
- > Middleton DPW
- > Oak Creek DPW
- > Rock County DPW
- > Rock County (Beloit) DPW
- > Stoughton DPW
- > Town of Beloit DPW
- > WI DNR Vernon Marsh Wildlife Area
- > Winnebago County DPW
- > Watertown DPW
- > Janesville Services Center
- > Rock County Medical Examiners Garage
- > Fitchburg Parks Addition
- > Janesville Transit
- > Stevens Point Transit



## CITY OF FORT ATKINSON

FULL DESIGN AND CONSTRUCTION  
ADMINISTRATION OF PUBLIC WORKS AND  
PARKS DEPARTMENT FACILITY

### SCOPE

79,557 SF new facility

### LOCATION

700 James Place  
Fort Atkinson, WI

### CLIENT

City of Fort Atkinson  
Tom Williamson  
twilliamson@fortatkinsonwi.gov  
(920) 397-9909

### SERVICES PROVIDED

Architectural  
Interior Design/ FF&E  
Site / Civil Engineering  
Structural  
Landscape  
Mechanical  
Electrical  
Plumbing

### PRINCIPAL ARCHITECT

Brad Werginz



This project includes design and construction plans for a new 79,557 SF Department of Public Works (DPW) and Parks facility for the City of Fort Atkinson, Wisconsin. The design includes the new facility, stormwater treatment systems, and required greenspace on the site to meet the City's operational and environmental needs. A new salt storage facility, automated drive through wash bay, and renovated warm storage garage were also included in the project scope. Existing operations were maintained on site, during construction.



## CITY OF MIDDLETON

FULL DESIGN AND CONSTRUCTION  
ADMINISTRATION OF PUBLIC WORKS  
FACILITY

### SCOPE

95,704 Sq Ft new facility

### LOCATION

4330 Parmenter Street  
Middleton, Wisconsin 53562

### CLIENT

City of Middleton  
Shawn Stauske, Public Works Director /  
City Engineer  
(608) 821-8381  
sstauske@cityofmiddleton.us

### SERVICES PROVIDED

Architectural  
Site / Civil Engineering  
Structural  
Landscape  
Mechanical  
Electrical  
Plumbing

### PRINCIPAL ARCHITECT

Brad Werginz (Project Manager)



The project began when Meriter Hospital requested that the City purchase the site of the existing public works facility. Angus-Young Associates collaborated closely with public works staff and the engineering department to develop preliminary designs for five potential sites. After selecting a site owned by the Wisconsin Department of Transportation, the facility's design was adapted to fit a long, narrow, and steeply pitched site. The new building, built into the hillside, includes 85,904 square feet on the first floor and 9,800 square feet of mezzanine space for additional storage.

Designed to serve the streets, water, and parks departments, the facility accommodates various shops and specialized vehicle storage while consolidating administrative and employee welfare areas into an efficient, shared layout. The project also required relocating a DOT park-and-ride lot and implementing extensive stormwater management systems to meet the requirements of the DNR, DOT, and the City of Middleton.



## STOUGHTON DPW

FULL DESIGN AND CONSTRUCTION  
ADMINISTRATION OF DEPARTMENT OF  
PUBLIC WORKS FACILITY

### SCOPE

82,789 SF DPW Facility

### LOCATION

2439 County Highway A  
Stoughton, WI 53589

### CLIENT

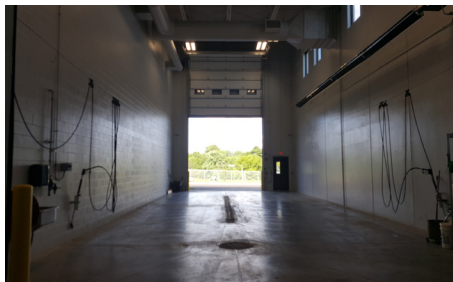
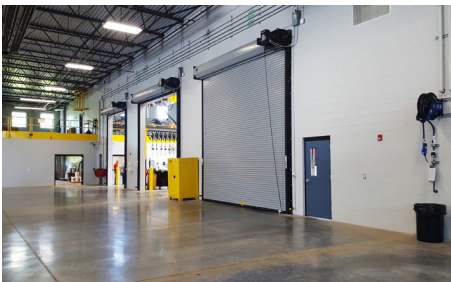
City of Stoughton  
Brett Hebert, Director of Public Works  
bhebert@cityofstoughton.com  
608-877-8684

### SERVICES PROVIDED

Architectural  
Interior Design  
Landscaping  
Structural  
Mechanical  
Electrical  
Plumbing

### PRINCIPAL ARCHITECT

Brad Werginz (Project Manager)



Angus-Young partnered with Vierbicher Civil Engineering to design a new 82,789 SF public works and parks facility. The facility features administrative offices, employee welfare areas, departmental shops, vehicle maintenance and cold storage. A salt shed, brine storage and transfer facility were also designed and constructed on the property. This project was completed in the summer of 2020.



## TOWN OF BELOIT

### PUBLIC WORKS FACILITY

#### SCOPE

27,000 Sq Ft facility

#### LOCATION

3640 S Walters Road  
Beloit, Wisconsin 53511

#### CLIENT

Diane Greenlee, Town Chair  
Town of Beloit  
608.473.0512

#### SERVICES PROVIDED

Architectural  
Interior Design  
Landscaping  
Structural  
Mechanical  
Electrical  
Plumbing



Angus Young Associates provided architectural and engineering services for the Town of Beloit's 27,000 SF public works facility. The new building includes a heated vehicle storage garage, drive-thru wash bay, fleet maintenance bays, overhead bridge crane and employee welfare areas. Exterior improvements include a covered outdoor storage area, covered fueling island, 6,240 SF Salt/Sand storage shed and cast-in-place concrete material storage bunkers.

# 5) FEES & COSTS

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SERVICE(S)	FEE
<b>Angus-Young</b>	
Space Planning & Project Leadership	\$11,500
Reimbursable Items	\$500
<b>Kraus-Anderson</b>	
Facility Condition Assessment Services	\$7,500
Preconstruction Estimation Services	\$5,000
<b>Total Fee</b>	<b>\$24,500</b>

## NOTES

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**Kraus-Anderson:** We propose to furnish all labor, material, Workers' Compensation, all liability insurance, and to pay all state, federal and local taxes to provide this assessment for a lump sum fee.

*KA Annual Portal Renewal Fee:* The first year of the Kraus-Anderson portal is included in the above fee. After one (1) year, the cost for continued portal access and an FCA Review and Renewal is \$1,000.00/year.



# BRAD WERGINZ

**Project Architect, AIA**  
Principal-in-charge

Brad has over 20 years experience in Municipal and Institutional Design, having placed an emphasis on the new construction and renovation of public works facilities. He has managed a variety of municipal project types including public works facilities, fire stations, police stations, police and fire training facilities, town halls, community centers and community park shelters.

In addition, Brad has worked with the State of Wisconsin - Division of Facilities Development as a design consultant on over 50 state projects at multiple state agencies including UW-Whitewater, UW-Platteville, the Department of Corrections, DNR and the Department of Veteran’s Affairs.

In the role of Principal Architect, Brad is directly involved in the development of the design, systems coordination, scheduling, budget and quality control.

## ROLE & RESPONSIBILITIES

His role emphasizes holistic project oversight, project design and system coordination between relevant disciplines.

Responsibilities include project scheduling of staff to meet deadlines, proposal writing, contract negotiations, budget management, and quality control.

Conducts the project’s planning and programming.

Guides the A-Y team on design direction- including entitlements, plan commissions and municipal approvals as needed.

Passionate about mentoring and developing emerging talent, driving innovation and excellence across all project phases.

## EDUCATION

Bachelor of Science in Architecture, University of Wisconsin-Milwaukee (2002)

## REGISTRATIONS & MEMBERSHIPS

State of Wisconsin Registered Architect – WI #A-11686

Memberships: American Institute of Architects (AIA), American Public Works Association (APWA), Town of Dunkirk Plan Commission in Dane County

## SELECTED PROJECT EXPERIENCE

City of Stoughton DPW

City of Middleton Public Works Facility

Watertown DPW Facility

City of Oak Creek DPW

City of Madison South Point Road Public Works Storage

Delavan Public Works Facility

Town of Beloit DPW



## JAMES ROGNSTAD

CEM, QCxP, HPBOP  
**Facilities Assessment Manager**

James (JR) has 25+ years experience in facility leadership roles. He creates long-term capital plans through a collaborative process; oversees facility assessments at KA, providing data analysis for customer planning.

### TIME WITH FIRM

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1 year

### CERTIFICATIONS & MEMBERSHIPS

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Certified Energy Manager (CEM)

Commissioning Process Provider QCxP

High Performance Building Operations professional HPBOP

### EDUCATION

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B.A. Business Management  
St. Leo University, St. Leo, FL

### SELECTED PROJECT EXPERIENCE

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- **City of Sun Prairie - 2023 Facility Assessment, Sun Prairie, WI**
  - 186,927 SF, 6 building facility assessment
- **Village of Ashwaubenon - Facility Assessment and Space Utilization Study // Ashwaubenon, WI**
  - 126,895 SF facility assessment and space utilization study at 3 buildings
- **City of Port Washington - Facility Assessment // Port Washington, WI**
  - 93,773 SF facility condition assessment
- **Jackson County - Courthouse Facility Assessment // Black River Falls, WI**
  - 27,700 SF courthouse facility assessment
- **City of Cedarburg - Police and Fire Station Facility Assessment // Cedarburg, WI**
  - 22,000 SF Police Station and 24,000 SF Fire Department facility assessment



## SETH MADSEN

CPE, Leed Green Associate  
**Preconstruction Services Manager**

Seth will be responsible for the development of the project cost estimate from schematic documentation to the final cost estimate. He will lead the budgeting/estimating activities during preconstruction. He will also be responsible for assisting in constructability reviews and value engineering along with the project team. Seth will work to confirm that the most current subcontractor pricing trends are reflected in our estimates and that the upcoming bid period of the project is effectively communicated to the subcontractor market.

## TIME WITH FIRM

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10 years

## EDUCATION

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B.S. Construction Management  
University of Wisconsin-Platteville, Platteville, WI

Specialization: Graduate Certificate in Sustainable Design & Construction  
Boston Architectural College

## SELECTED PROJECT EXPERIENCE

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- **La Crosse Center - Expansion and Renovation, La Crosse, WI**
  - 90,000 SF Expansion and renovation
- **Village of Lake Delton Kay C. Mackesey - Administration Building Renovations, Lake Delton, WI**
  - 10,094 SF interior renovation of existing administration building
- **Kroger - Roundy's - Rebranding Renovation - Middleton, WI**
  - 65,000 SF Grocery store rebranding renovation
- **University of Wisconsin-Eau Claire Health and Science Building**
  - Design consulting services, estimating, and budgeting



## TED MCMILLIAN

### Senior Project Manager

Ted will manage the project from preconstruction through construction completion. He will provide management oversight of all project elements including budget and schedule control and overall project communication.

In addition to comprehensive preconstruction phase cost estimating, value management, and project scheduling, Ted will develop a cash flow disbursement schedule for use by the Owner. He will also provide the front-end bidding documents and generate local bidder interest in the project. His responsibilities will include trade contractor performance review, trade contractor negotiation and award, monitoring and updating progress schedules, and administration of job site staff.

## TIME WITH FIRM

2 years

## EDUCATION

B.S., Construction Management  
University of Wisconsin-Stout, Menomonie, WI

## SELECTED PROJECT EXPERIENCE

- **Artemis Provisions and Cheeses, Mount Horeb, WI**
  - 8,477 SF renovation of existing building for a new procession, retail and restaurant
- **Mount Horeb High School, Mount Horeb, WI**
  - 70,000 SF addition and renovation of the existing high school
- **GrandStay Hotel, Mount Horeb, WI**
  - 41,000 SF new hotel
- **Landsby Ridge Apartments, Mount Horeb, WI**
  - 70,000 SF 51-unit 3 story apartment building
- **Academy of Little Vikings**
  - 7,500 SF new preschool and childcare center
- **Village of Lake Delton Kay C. Mackesey - Administration Building Renovations, Lake Delton, WI**
  - 10,094 SF interior renovation of the existing administration building

# 7) REFERENCES

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## **CITY OF FORT ATKINSON**

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**Tom Williamson, Superintendent**

twilliamson@fortatkinsonwi.gov

(920) 397-9909



## **CITY OF STOUGHTON**

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**Brett Hebert, Director of Public Works**

bhebert@cityofstoughton.com

608-877-8684



## **CITY OF FITCHBURG**

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**Scott Endl, Parks, Rec. & Forestry Director**

608.270.4288

scott.endl@fitchburgwi.gov



ANGUS-YOUNG  
ARCHITECTS/ENGINEERS

Janesville | Madison | Rockford  
[angusyoung.com](http://angusyoung.com)  
608.756.2326



## AGENDA ITEM REPORT

### MEETING DATE

June 2, 2025

### PREPARED BY

Jeff Gorman, Public Services  
Director

### AGENDA ITEM # 4.d

Discuss the condition of the decorative street light poles/bases from W. Main St. east to Hwy. 18/151

### BACKGROUND

We have 164 decorative, steel, painted light poles in the Village along the Main Street/Springdale Street corridor. Most of the poles were installed around 2004. Exact dates are not known and I could not locate that information. More than half of the poles have at least some rust on the poles or bases. The Public Works and Public Services departments have been sanding and touch up painting the poles almost every year for many years, however some poles are getting very rusty and are probably past the point of being able to sand and recoat.

This winter, our crew evaluated each pole and I have included some of the results. I have also attached maps showing the location and condition of each pole. Green indicates "good" condition, yellow indicates "some rust present" and red represents poles that are very rusty. 71 poles are in good condition. 78 poles have some light rust and 15 poles are very rusty.

### RECOMMENDATION

### ATTACHMENTS

1. Street pole ratings 1
2. Street pole ratings 1b
3. Street pole ratings 2
4. Street pole ratings 3
5. Street pole ratings 4

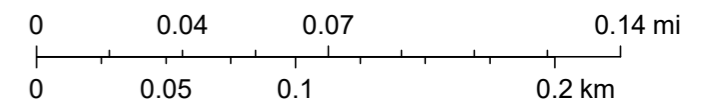
# Street Lights west side to Washington



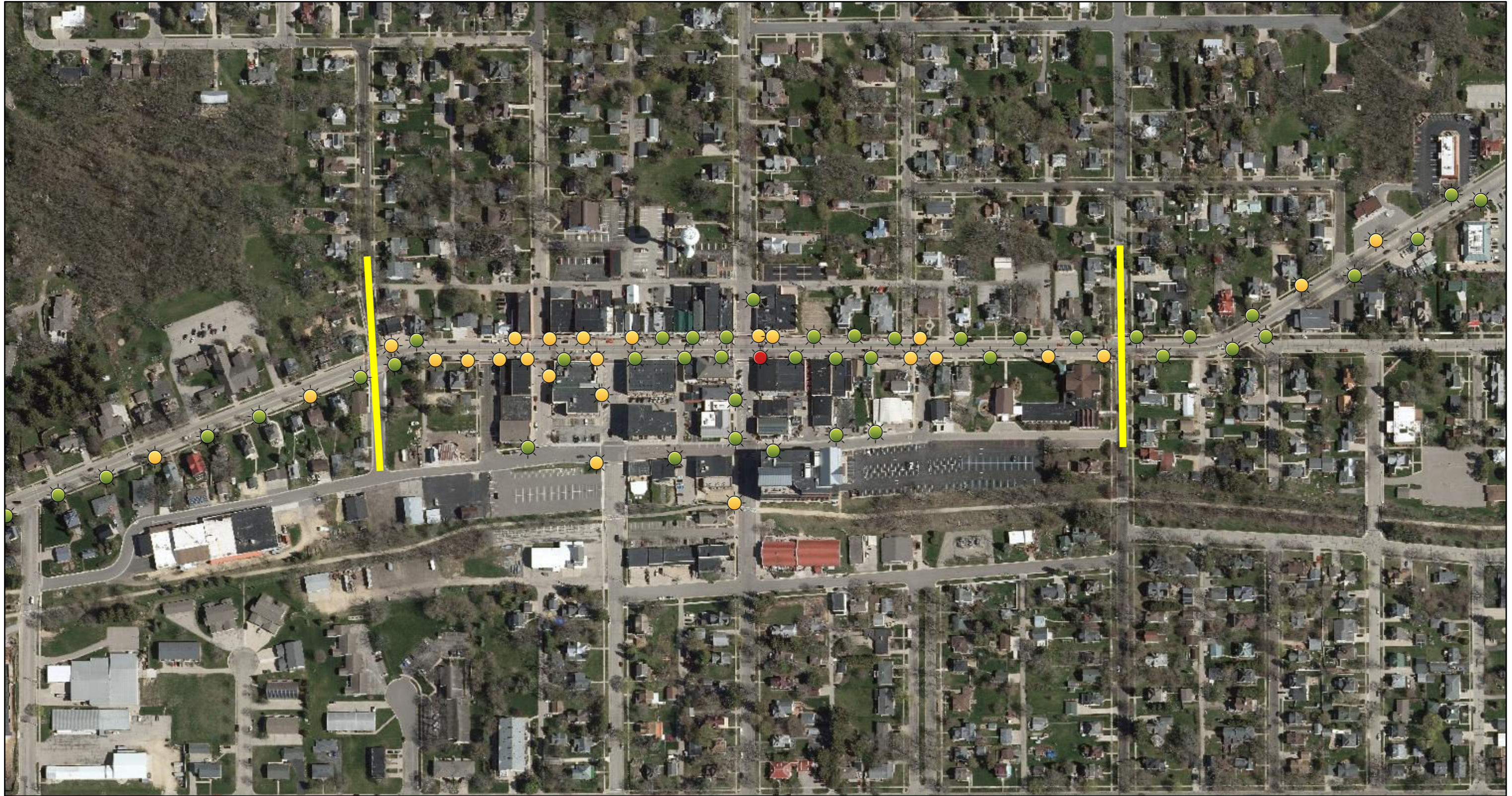
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Road Names

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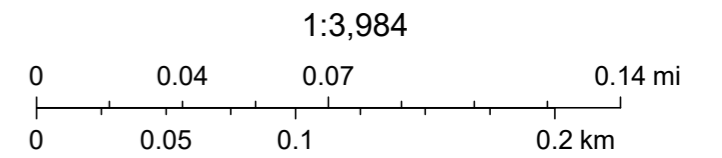


# Street Lights Washington to Fourth



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Road Names



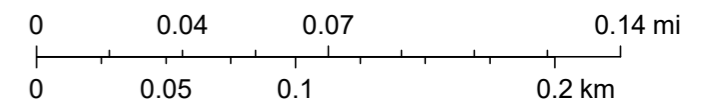
# Street Lights Fourth to Perimeter



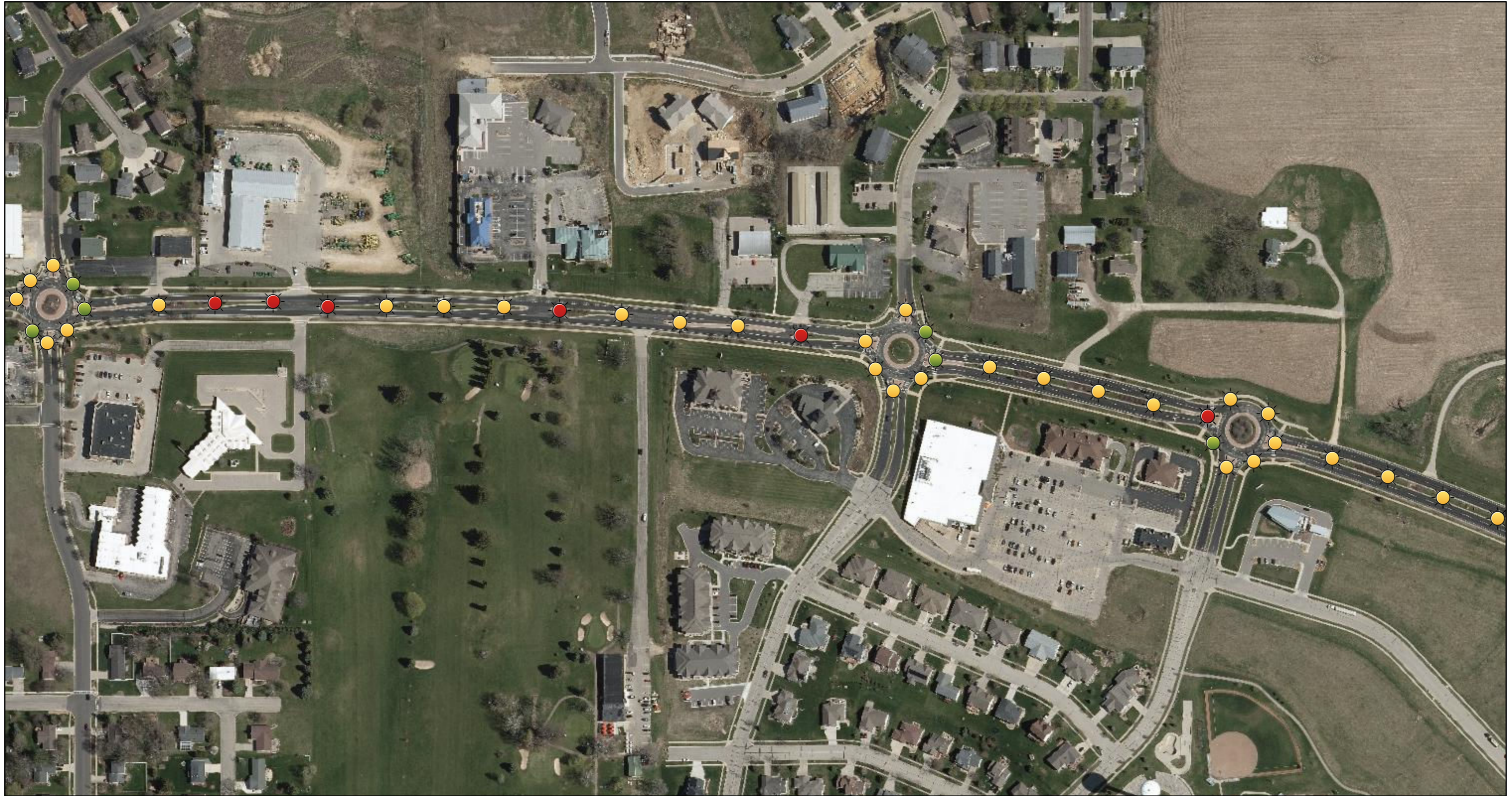
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Road Names

1:3,984



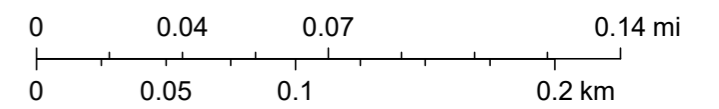
# Street Lights Perimeter to Telemark



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Road Names

1:3,984



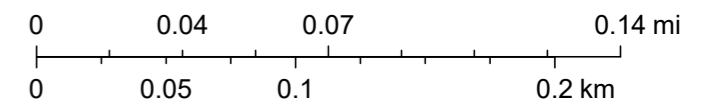
# Street Lights Telemark to 151



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Road Names

1:3,984





## AGENDA ITEM REPORT

### MEETING DATE

June 2, 2025

### PREPARED BY

### AGENDA ITEM # 4.e

Public Services Director's Report

### BACKGROUND

### RECOMMENDATION

### ATTACHMENTS

1. pw comm report 6.2.25



# 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](http://www.mounthorebwi.info)

### **Public Works Committee**

**June 2, 2025**

### **Public Services Director's Report**

- Crack Filling Service completed crack filling on six streets in April. Total cost was \$30,000.
- Scott Construction was the low bidder for the 2025 chip sealing of streets. Their bid was \$66,650. They will be starting very soon and will be seal coating sections of 11 streets.
- The first phase of the Blue Mounds St. reconstruction has gone pretty well other than a few traffic headaches. The spot repair of the curbs, sidewalks and driveways is complete and some of the new sidewalk has been installed. The first phase will continue with storm sewer work at the Blue Mounds/Garfield intersection. Phase one is scheduled to be completed by June 6 and no work is to take place from June 7 to June 15 to accommodate the Summer Frolic.
- Rule Construction completed construction of the new detention basin at the end of Lake Street at Stewart Park. We received a 60% cost sharing grant from Dane County for the project, which will amount to approximately \$60,000. As part of the maintenance agreement, the Village will be required to hire a native plant restoration firm to perform maintenance on the basin for three years to help with the establishment of the native plants.
- We took delivery of 190 tons of road salt on April 23 to fulfill our obligation with the DOT contract. We currently have approximately 400 tons in our storage shed.
- One of our tandem axle dump trucks broke down while we were getting a load of asphalt patch near Sun Prairie and had to be towed to Lakeside International in Madison. Engine repairs include DEF filter and aftertreatment module, exhaust manifold, power steering lines and power steering gear box. Repair costs were \$23,318.

- Our street sweeper was down for about six weeks while we waited for parts to arrive. We received the last part and have fixed the front driveline in-house. The sweeper is now working and we are sweeping as much as possible.
- The bulk item trash event and the electronics recycling event went well on April 26. We had 134 vehicles go through the trash event which generated \$2060. The electronics recycling event collected 13,439 lbs. of electronics including 4,044 lbs. of tv's, 5820 lbs. of appliances, 1788 lbs. of freon items, 976 lbs. of electronics, 344 lbs. of wire and 467 lbs. of CPU's.
- Thrift Painting has completed staining the exterior of the community center. Total cost of the project was \$12,340. The Sons of Norway are contributing \$1000 toward the project.
- Royal Exteriors completed the roofing project at the Mount Horeb Public Library in March at a cost of \$104,760.