

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
DECEMBER 3, 2025**

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 Jones, White, Fendrick, Schellpfeffer, Gauger, and Best. Also present were Administrator Nic Owen, Village Clerk Alyssa Gaffney, and Youth-In-Government student Jenna Jones.

Owen explained the changes to the agenda, from its original publication.

Public Comments: Village resident Bill McInnes voiced his concerns about school bullying.

Consent Agenda: Fendrick requested the November 19th meeting minutes, Final Pay Request for Nesheim Water Main project, and Appointment of Aaron Fendrick to Youth in Government program be removed from the consent agenda. Jones moved, White seconded to approve the following remaining consent agenda items: November 5, 2025 meeting minutes; November 5, 2025 Joint Finance & Personnel and Village Board meeting minutes; Pay Request 25-101-6 FINAL, Street Project 2025, Rule Construction; Finance & Personnel Committee decision regarding Dog & Cat Licensing fee increase; Facade and Building Improvement Grant for Olson's Flowers/Melrose on Main, 400 E Main Street; Alcohol License application for Melrose on Main, LLC, 400 E Main Street; Alcohol License Agent application for Kristen Dresen, Melrose on Main, LLC, 400 E Main Street, and Resolution 2025-17 Authorization of Pedestrian Facilities for LRIP Grant application. Motion approved by unanimous voice vote. Fendrick pulled the November 19th minutes to recuse himself from the vote, since he was not present at that meeting. Schellpfeffer moved, Gauger seconded to approve the November 19th meeting minutes. All voted aye, except for Fendrick, who had recused himself. Motion carried. Fendrick pulled the Final Pay Request for the Nesheim Water Main project due to the complaints received at the Utility Commission meeting. Owen addressed Fendrick's concerns about the complaints. Fendrick moved, Jones seconded to approve the pay request. Motion carried by unanimous voice vote. Fendrick pulled the Appointment of Aaron Fendrick to recuse himself from the vote, due to a conflict of interest. Gauger moved, White seconded to approve the Appointment of Aaron Fendrick to the Youth-In-Government program. All voted aye, except for Fendrick, who had recused himself. Motion carried.

Consideration of Award for Assessor Contract-Tyler Technologies: Owen explained this item. The board members discussed. Fendrick moved, Schellpfeffer seconded to approve the award. Motion carried by unanimous voice vote.

Consider Conditional Use Permit Application, Certified Survey Map, Site Plan and Design Review for the expansion of the Mount Horeb Elementary School in the R-1 Single Family Zoning District from the Mount Horeb Area School District, 207 Academy St: Owen explained this item. Gauger moved, White seconded to approve the Conditional Use Permit application. Motion carried by unanimous voice vote. Jones moved, Schellpfeffer seconded to approve the Certified Survey Map to combine the lots. Motion carried by unanimous voice vote. Best moved, Fendrick seconded to approve the Site Plan and Design Review for the addition, with the inclusion of the height adjustment. Motion carried by unanimous voice vote.

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

Village President's report: Czyzewski had provided a written report and stated the contract for SW Dane Outreach was received. He also wished everyone happy holidays.

Village Administrator's report: Owen spoke about the meeting location next month, tax bills going out in the mail next week, and the Lukken proposals.

Village Clerk's report: Gaffney stated that candidacy papers are now available and to contact her if interested.

Adjournment: With no further business before the board, Jones moved, Best seconded to adjourn @ 7:55pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gaffney, Village Clerk