

HISTORIC PRESERVATION COMMISSION AGENDA
Monday, January 21, 2026 at 6:00 PM

MEETING MINUTES

1) Call to order

Chair Marc Schellpfeffer called the meeting to order at 6:00 pm in the Board Room of the Municipal Building, 138 East Main Street, Mount Horeb, WI.

Members Present: Megan Minter, Maura Overland, Destinee Udelhoven

Members Absent: Jackie Sale

Others Present: Village Administrator Nic Owen, Assistant Clerk Jean Culberson

2) Public Comments on Non-Agenda Items

No Comments.

3) Agenda Items

a. Consideration of December 22, 2025 Meeting Minutes

Minter Motioned and Udelhoven seconded to approve the December 22, 2025 minutes. Motion carried by unanimous voice vote.

b. Recommendation of Award of Contract for Intensive Historic Property Survey

Owen, Udelhoven and Overland updated the Commission on the discussion with Urbana Preservation and Planning (UPP). The proposal at \$22,000 will not change and working remote should not be an issue. UPP may complete the survey under the proposed deadline. Udelhoven Motioned, Minter seconded to recommendation of the UPP proposal. Motion carried by unanimous voice vote.

c. Discussion/Consideration of Nomination for Register of Historic Places for Structures, Sites or Entities: 108 & 110 E Main Street, Vestibule Investments, LLC.

Owen gave an overview of the application. Applicant and owner Mark Johnson informed on historical significance and future possibilities for the building. The site housed Evans Drugstore with an upstairs living space and includes the 1920 addition of the Creamery Retail. Udelhoven Motioned to adding 108 & 110 E Main Street to the local register. Schellpfeffer seconded and Motion carried by unanimous voice vote.

d. Discussion/Consideration of Certificate of Appropriate Application Form

Udelhoven gave an overview on the updated application. The Commission discussed replacing the current Certificate of Appropriate application with the new form. The Commission agreed to an application fee of \$50.00 instead of the previously proposed fee of \$100.00. Udelhoven to finalize the application.

4) Future agenda items

- Discuss plaque wording and cost
- March date for public hearing with presentation from Local Government Coordinator Jason Tish
- Discussion on code recodification at next meeting

5) Meeting adjournment.

Overland Motioned, Minter seconded to Meeting adjournment at 6:49pm. Motion carried by unanimous voice vote.

Minutes by Assistant Clerk Jean Culberson