



VILLAGE OF MOUNT HOREB

E. Main Street

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UTILITY COMMISSION AGENDA Tuesday, January 13, 2026 at 5:30 PM

MEETING MINUTES

- 1) Call to order
The Utility Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Secretary Ed Glover called the meeting to order at 5:30pm.
 - a. Roll Call
Present were Board Trustees Jason Fendrick and Tim White, Commission members Ed Glover, Mike McNall, Ken Scott, and Teri Vierima. Also present were Village Administrator Nic Owen and Finance Director/Treasurer Denise Schwenn. Commission President Jack Temby was absent.
- 2) Public Comments on Non-Agenda Items*
Committee heard public comments from concerned resident, Wade Kubina. Kubina presented concerns at the July 8, 2025 Utility Commission meeting regarding the Village water system safety and required device testing. Kubina returned this evening to further address his concerns regarding continued discrepancies that he feels he has found and to indicate that he has notified the DNR of his concerns. The resident also raised concerns about the June Sanitary Sewer Overflow at the Stewart Park Liftstation not being properly reported.
- 3) Consent Agenda
 - a. Consideration of November 11, 2025 Meeting Minutes
McNall moved; White seconded a motion to approve the meeting minutes of November 11, 2025 meeting minutes as presented. Motion carried by voice vote.
- 4) Agenda Items
 - a. Discussion on Rural Economic Development Loan and Grant Program (REDLG) Application
Commission members reviewed a request for submittal of a Grant request to the United States Department of Agriculture (USDA) for a Rural Economic Development Loan. The loan would pass through the Utility to a meat processing Coop that is working to purchase the former Artemis

building from receivership. Heidi Hoff of Meat Smith Coop was present to present further details and explanation for the planned project, the grant process and to answer committee member questions. Commission discussion followed with a positive reaction to the information presented and confirmed that no action or vote is necessary this evening. Staff will work with the applicant on submitting the application and prepare an authorizing resolution for the February meeting.

- b. Consider Bank Account Information & Check Registers for November & December 2025
McNall moved; Vierima seconded a motion to approve the bank account information and check registers for November and December 2025. Motion carried by voice vote.
- c. Electric Department Reports-Nov/Dec
Electric Superintendent Jordan Schmitz reviewed the monthly reports for November and December 2025.
- d. Water Superintendent Reports-Nov/Dec
Water Superintendent Brian Schult reviewed the monthly reports for November and December 2025. In follow up to the Public Comments of this evening, Trustee Fendrick requested that staff set up a meeting to further discuss and investigate the concerns brought forward. Administrator Owen will lead on getting this meeting set up between all parties and report back to the Commission in February.
- e. Wastewater Superintendent Reports-Nov/Dec
Superintendent Mike Brace reviewed the November and December 2025 Wastewater Utility and Operations Reports.

5) Meeting adjournment.

There being no further business before the Commission, White moved; Vierima seconded a motion to adjourn the meeting at 6:37pm. Motion carried by voice vote.

Minutes submitted by Denise Schwenn, Finance Director/Treasurer