



## VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

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### **PARKS, RECREATION, AND FORESTRY COMMISSION AGENDA**

**Tuesday, March 24, 2026 at 5:30 PM**

Municipal Building Board Room

138 E. Main Street

Mount Horeb, WI

- 1) Call to Order
- 2) Roll Call
- 3) Public Comments on Non-Agenda Items\*
- 4) Consent Agenda
  - a. Consideration of February 24, 2026 Meeting Minutes
- 5) Agenda Items
  - a. Consider Mount Horeb Area School District Girls Swim Team pool usage
  - b. Discuss Village Park Sponsorship Program/Fundraising
  - c. Discuss Mount Horeb Recreation Complex planning
  - d. Update on Grundahl Park concession/storage building
  - e. Update on Bike Friendly Community program
  - f. Mount Horeb Community Garden Annual Report
  - g. Consider adding handicap parking stalls on Parkway Drive at Grundahl Park
- 6) Department Reports
  - a. Recreation Director's Report
  - b. Public Services Director's Report
- 7) Future Agenda Items
- 8) Set Next Meeting Date and Time
- 9) Meeting Adjournment

#### **\*Public Comment Policy**

Members of the public are invited to speak at meetings of all Mount Horeb Public Bodies. To comment, please complete a Public Comment Form at the Meeting Room entrance and submit it to staff before the meeting begins. Comments are limited to **three minutes**, must be made from the podium, and the speaker must return to the audience after speaking.

- **Non-agenda item comments** are heard at the start of the meeting. Public Body members and staff will not engage in discussion during public comment but may consider topics for future agendas.
- **Agenda item comments** are heard during the relevant item, after the proposers or staff present the item and before Public Body discussion. All public comments on the item will be heard before any discussion by the Public Body.

Members of the public will only be allowed to speak outside these public comment times if they are invited by the meeting chair to share additional information requested by the Public Body. If so invited to speak, the member of the public must do so from the podium.

Written comments are also welcome. Written comments shall include the name and address of the submitter and should be submitted to the Deputy Treasurer/Governance Coordinator by email at [niki.erickson@mounthorebwi.info](mailto:niki.erickson@mounthorebwi.info) (subject line: *Public Comment Request-Name of Public Body*) or delivered by to the Village at: 138 E Main Street, Mount Horeb WI, 53572, ATTN *Public Comment Request-Name of Public Body*.

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

March 24, 2026

### PREPARED BY

Jeff Gorman, Public Services  
Director

### AGENDA ITEM # 4.a

Consideration of February 24, 2026 Meeting Minutes

### BACKGROUND

### RECOMMENDATION

### ATTACHMENTS

1. prf minutes 2.24.26

# MINUTES

## PARKS, RECREATION AND FORESTRY COMMISSION

February 24, 2026, 5:30 PM, Municipal Building Board Room

**PRESENT:** Fendrick, Adler, Webber, White, Arrigoni

**ABSENT:** Hogseth, Honore

**OTHERS PRESENT:** Owen, Gorman, Dudley– Village of Mount Horeb

### **Consider minutes of the January 27, 2026 meeting minutes**

Webber moved, White seconded to approve the January 27, 2026 meeting minutes. Motion carried.

### **Discuss Mount Horeb School District Girl's Swim Team pool usage**

Dudley reviewed a request from the high school girl's swim team to use the pool for morning and evening practices August 11-14 and August 17-September 4. In 2025, they used the pool about 10 days after it was closed to the public. Fendrick asked what the costs are to run the pool during that time period. Gorman said it costs approximately \$470/day to run the pool. If they propose using the pool 20 days beyond the public closing, it would be about \$9400. Due to demands on staff and costs to the Village, Gorman would like to close the pool down entirely by August 28. After some discussion, the Commission tabled the discussion until the March meeting and hope to have representatives from the high school swim team in attendance.

### **Consider 2026 Aquatic Center dates and hours of operation**

Dudley reviewed her proposed dates and program times for the 2026 season which will be very similar to the 2025 season. White moved, Adler seconded to approve the dates and hours of operation. Motion carried.

### **Consider quote for new sign at Waltz Park**

Gorman said the Village budgeted \$5000 to replace the existing sign. Gorman reviewed the design and price quote from Vital Signs. The Commission asked if Vital Signs could re-design the sign to include a more pronounced bicycle along with a baseball bat and ball. Gorman will ask for a revision and bring back to a future meeting.

### **Discuss Village's park sponsorship program**

Owen said he met with Village staff and decided not to get too far along with the program until we research the possibility of working with a fundraising professional on the project. Owen reached out and obtained some information from the Village of Oregon, who recently put out RFP's to hire a fundraiser, but ended up not hiring one. It was suggested to reach out to Dennis Cooley, who was instrumental in the fundraising for the Mount Horeb Veteran's Memorial. Owen said he will reach out to Cooley and report back to staff prior to Owen's departure to Green County.

### **Consider naming rights for the Grundahl Park concession/storage building**

Owen reviewed the school district's naming rights for their concession building which was \$5000/year for a five-year term. Owen said we could reasonably look into going to \$7500-\$10,000/year. The Commission agreed, considering the cost of the building and the potential advertising exposure to the public. Adler moved, Webber seconded to set the naming rights of the building at \$10,000/year for five years with flexibility with the term length. White asked about a discount for early payment but the Commission agreed to not offer a discount in order to reach the target amount. Motion carried.

### **Discuss the Mount Horeb Recreation Complex planning**

Gorman said that him and Owen met with several people from the National Guard on February 13 and they walked them through two program options they have and the two corresponding applications that need to be submitted to the National Guard. The Richland Center National Guard outfit is very interested in working on this project and could perform horizontal and vertical construction support including grading, earth moving and removal of old buildings/foundations.

Owen stated that in his discussions with developers, it may make sense to grade the entire development at one time and not grade the park separately. Owen said the RFP's for the residential development are due March 16 and the Commission agreed to wait until a developer is selected, then work with them on a grading plan with the park and potentially the National Guard.

### **Update on Bird City USA**

White said the Village is now a Bird City USA and is only one point away from the highest level, which they will be working toward for next year.

### **Update on Bike Friendly Community program**

Scott Roethle from the Sustainability and Natural Resources committee gave an update on the effort to become a bike friendly community. Through the application process, they realized that there is still a lot of work to be done to reach that status. One of the first initiatives is to create a pedestrian and bicycle safety plan and Roethle will start working on that. Roethle will report back when the final draft is done.

### **Recreation Director's Report**

Dudley reviewed her written report.

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

Gorman reviewed his written report.

### **Future agenda items**

- Village Park Sponsorship Program/fundraising
- Mount Horeb Recreation Complex planning
- Girl's High School swim team use of pool
- Grundahl concession building
- Update on Bike Friendly community

### **Set next meeting date and time**

March 24, 2026 at 5:30 pm

### **Adjourn**

Webber moved, White seconded to adjourn at 6:47pm. Motion carried.

Minutes prepared by Jeff Gorman, Public Services Director

We have had another season of successful gardening. All 26 plots were rented or sponsored for use. Again this year, a whole plot was used for Neighbors Helping Neighbors Food Pantry and the Senior Center; planted, managed and harvested weekly for both sites that added up to hundreds of pounds of donated fresh produce. Pam Allen's High School students started the plants for this plot in their greenhouse.

We helped sponsor the 4<sup>th</sup> Annual Seed Swap held at the Driftless Historium that shares free seeds to those interested. Some gardeners bring their own saved seeds to share.

We kept our fruit trees, bushes, and grape vines well pruned and fed along with the asparagus for full harvests. Our native plantings bring many pollinators into our garden.

In April, we held a tool sharpening workshop where some of our gardeners helped to hone all of our tools as well as some of their own.

Our monthly Work Parties and chore lists helped us manage the constant work of weeding, and garden upkeep. We had regular youth volunteers from Briarpatch from May-Oct.

The Village drilled the hole for our Hawk Perch Pole in May, funded by Sylvia Lowell donation of \$600, and the Mt. Horeb Community Foundation Grant of \$2800. The PRF commission approved our Little Free Gardening Library, to be installed this spring funded with a Water Utility grant of \$625.

In May, three Board members prepared and hosted a Brix Trivia Night, receiving 10% of the proceeds of that evening (\$45.90). The Village delivered wood chips for the upkeep of our pathways and covering poison ivy at the park's southern edge. The load of leaf mold compost for soil amendment was very much appreciated.

We were gifted a Bluebird box and pole from the Bluebird Restoration Assoc. of WI. Upon installing in June, we welcomed our first crops of fledgling bluebirds.

In June, we stained our garden shed as it was showing wear. Hometowne Structures, LLC, kindly donated the original color of stain.

In August, we held our first public Community Garden Tour. Laminated self-guided tour cards are available and kept in our garden shed.

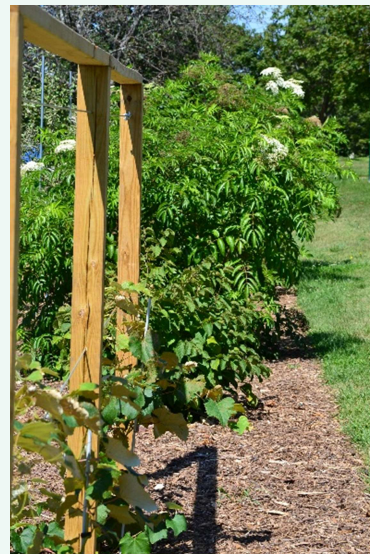
We compost most of our garden refuse until the end of season bulk is set at the curb and picked up by the Village. We appreciate the ongoing support that we receive from the Village. Thank you!

# Projects

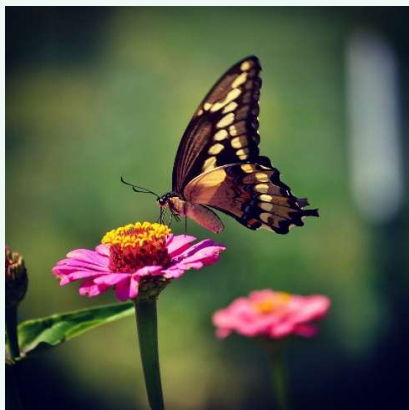
*Garden Shed*



*Edible  
Perennial  
Landscape*



*Pollinators*



*Hawk Pole*

*Garden Tour*





NOTICE  
DOGS MUST BE LEASHED  
AND  
DOG WASTE  
REMOVED  
IMMEDIATELY  
AFTER USE

MOTOR  
VEHICLE  
TRAFFIC  
PROHIBITED



# Village of Mount Horeb Recreation Department

105 North Grove Street  
Mount Horeb, WI 53572

Phone (608) 437-3400 | Email: jill.dudley@mounthorebwi.info

## PARKS, RECREATION, AND FORESTRY COMMISSION

March 24, 2026

### Recreation Director's Report

1. March Program Numbers:

| <u>Program Name</u>         | <u>2026 Participants</u>     | <u>2025 Participant Numbers</u> |
|-----------------------------|------------------------------|---------------------------------|
| Art Class (Session #2)      | 15                           | 10                              |
| Body Wise Yoga – NEW!       | 16                           | N/A (new program)               |
| Fit For Life Tu/Th (Spring) | 33                           | 31                              |
| Fit For Life Wed (Spring)   | 11                           | N/A (new program)               |
| Total Body Fitness (Spring) | 30                           | 15                              |
| Water Exercise (Spring)     | 20                           | 19                              |
| YEL! Video Game Design      | 0 (cancelled-low enrollment) | 8                               |
| YEL! Chess                  | 6                            | N/A (did not run last spring)   |

2. Upcoming April Programs: Little Folk Art, Fun With Volleyball, Babysitting Class, YEL! Track and Field, and Little Star Kickers Soccer.
3. We are excited to share some new programs coming this summer, including Line Dancing, Rugby, and Youth & Adult Tennis opportunities.
4. Coyle Contract quickly completed the flooring in our entryway and restrooms and we are very happy with how it turned out. We are still waiting to have the restroom doors cut, so they will fit with the raised flooring, and the restroom toilets and separators put back in. Once those are complete, we can open back up the restrooms.
5. We have hired three new Head Lifeguards for the summer: Cullen Olson, Nolan Beadle, and Brecken Dudley. Candidates were interviewed by a panel of four Village employees, and we greatly appreciate their time and assistance throughout the hiring process.
6. We are still in the process of interviewing for the following positions: lifeguard, kids camp assistant, and kids camp coordinator. We are thrilled to see such a large number of lifeguards applicants apply this year.



# 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)

### **Parks, Recreation and Forestry Commission**

**March 24, 2026**

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

- Parker Bean was hired as our new mechanic/crewperson. His start date was February 23 and he has been doing a very nice job of getting our fleet up to date on maintenance. For his young age, he has really impressed me with his knowledge of diesel engines, brakes, electronics, fuel systems, etc. He is currently working on obtaining his CDL license.
- Chad Schult is off for Army National Guard training from March 12 to April 3.
- We are assisting the Recreation Dept. with their lower-level flooring replacement. Coyle installed luxury vinyl plank flooring and we assisted by removing and reinstalling the toilets and toilet partitions.
- Our crew did a lot of street tree pruning the last two months. We also had two large limbs fall into the street during the high winds last weekend. As a result, the remainder of those two trees will have to be removed.
- We have a stump grinder rented in mid-April. We will have 13 stumps to grind.
- We have 34 trees to plant this spring. Our arborist, Rob, will be working on setting up an Arbor Day program.
- Utility Sales and Service performed the annual inspection on our bucket truck. There were some minor repair items that were addressed.