



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

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

Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

VILLAGE BOARD AGENDA

Wednesday, May 6, 2026 at 7:00 PM

MEETING MINUTES

- 1) Call to order
The Village Board met in regular session in-person on the above date in the 2nd Floor Board Room of the Municipal Building, 138 E Main Street. Village President Ryan Czyzewski called the meeting to order at 7:04 pm.
- 2) Pledge of Allegiance
The Pledge was recited.
- 3) Roll call
Present were Trustees, Jones, Gauger, White, and Schellpfeffer. Trustee Sarah Best was absent. Also present were Interim Administrator Jon Hochkammer, Finance Director/Treasurer Denise Schwenn, and Youth-In-Government students Aaron Fendrick and Jenna Jones.
- 4) Public Comments on Non-Agenda Items*
None.
- 5) Consent Agenda
Czyzewski noted the need to pull Consideration of Certified Survey Maps for 221 S Fourth Street and for 1348 Field Court from the Consent Agenda. Gauger moved, Jones seconded to approve the remaining consent agenda items: April 1, 2026 Meeting Minutes; April 20, 2026 Reorganization Meeting Minutes; Residential Exterior Improvement Program applications; Resolution 2026-08, "RESOLUTION APPROVING A PROJECT PLAN FOR TID NO. 6"; Street Use Permit Application from Kevin Hefty for the Norsk Run, a Mount Horeb Summer Folic event on June 13, 2026; Ordering a 2027 leaf vac, chassis cab truck and related equipment; Extraterritorial Certified Survey Map Town of Blue Mounds-Deanna Opsal; Extraterritorial Certified Survey Map-Town of Cross Plains, 9283 Windy Lane-Zander; Extraterritorial Certified Survey Map-Blue Mounds-Jenkins and Thompson; Amendment to SIP for 100 E Front Street (black awnings). Motion carried by unanimous voice vote. Marc Schellpfeffer abstained from the vote on Consideration of Certified Survey Map for 221 S Fourth Street due to potential perception of conflict of interest. Gauger moved, Jones seconded a motion to approve the Certified Survey Map for 221 S Fourth Street. All voted aye, with the exception of Schellpfeffer, who abstained. Motion carried. Ryan Czyzewski abstained from the vote on Consideration of Certified Survey Map for 1348 Field Court for an indirect conflict of interest. Czyzewski turned over Chairmanship to Ben Jones for Consideration of Certified Survey Map for 1348

Field Court. After brief discussion, Schellpfeffer moved, White seconded a motion to approve the Certified Survey Map for 1348 Field Court. All voted aye, with the exception of Czyzewski, who abstained. Motion carried.

- a. Consideration of April 1, 2026 Meeting Minutes
- b. Consideration of April 20, 2026 Reorganization Meeting Minutes
- c. Approval of the Residential Exterior Improvement Program applications
- d. Approval of Resolution 2026-08, "Resolution Approving a Project Plan for Tax Increment District Number Six ("TID No. 6") for the creation of said district and establishment of the boundaries of TID No. 6 in the Village of Mount Horeb, Wisconsin"
- e. Consideration of Street Use Permit Application from Kevin Hefty for the Norsk Run, a Mount Horeb Summer Frolic event on June 13, 2026.
- f. Consider ordering 2027 leaf vac, chassis cab truck and related equipment.
- g. Consideration of Extraterritorial Certified Survey Map Town of Blue Mounds - Deanna Opsal
- h. Consideration of the Extraterritorial Certified Survey Map - Town of Cross Plains, 9283 Windy Lane -Zander
- i. Consideration of the Extraterritorial Certified Survey Map - Blue Mounds Jenkins and Thompson
- j. Consideration of Amendment to SIP for 100 E. Front Street (black awnings)
- k. Consideration of Certified Survey Map for 221 S Fourth Street
- l. Consideration of Certified Survey Map for 1348 Field Court

6) Agenda Items

- a. Staff Presentation on Governance & Professional Standards Training

Interim Administrator Jon Hochkammer provided the Presentation on Governance & Professional Standards Training.

- b. Consider Award of Contract for 2026 Street Improvement Bids
Village President Czyzewski provided a brief description of the 2026 Street Improvement Bidding process. Following a short discussion, White moved, Schellpfeffer seconded a motion to approve and award the contract for 2026 Street Improvements to the lowest bidder, Parisi Construction. Motion carried by voice vote.
- c. Consideration of local designation for 312 S. 4th St.
Trustee Schellpfeffer provided a brief background on the Historic Preservation Commission's recommendation to recognize 312 S Fourth Street on the Register of Historic Places. After brief discussion, Gauger moved, White seconded a motion to approve the HPC recommendation. Motion carried by voice vote.
- d. Proclamation for Public Service Week, May 10th-16th
Czyzewski read the proclamation aloud.
- e. Consider Committee and Commission Appointments
Czyzewski briefly explained that the School District of Mount Horeb has recommended Elizabeth Robbe as their representative on the Parks, Rec, and Forestry Commission. Jones moved, White seconded a motion to approve Elizabeth Robbe as PRF representative. Motion carried by voice vote.
- f. Consideration of Resolution 2026-09, "Transportation Resolution"
Czyzewski provided a brief background on the Transportation Resolution. Hochkammer encouraged support at the local level. Schellpfeffer moved, Gauger seconded a motion to approve Resolution 2026-09, "TRANSPORTATION RESOLUTION". Motion carried by voice vote.
- g. Consideration of Lukken Development Proposal
Kristen Fish-Peterson, Economic Development Consultant provided a summary RFP (Request for Proposal) process for the residential development of approx. 74 acres on the Lukken Farm property. There were four proposals submitted. The Proposal Review Team with the Community Development Authority (CDA) reviewed all submitted proposals, interviewed candidates, and is recommending "Making A Difference" as the development team for this project. Fish-Peterson and Schellpfeffer provided additional information and reasons for recommending Making A Difference. After lengthy discussion regarding the entire process, timeline, and project needs; Jones moved, White seconded a motion that the Village Board approves staff to continue working with Making A Difference as our chosen developer for this project. Motion carried by voice vote.

1. Consideration of Lukken Development Proposals. The Village Board may convene in closed session as authorized by Wisconsin Statute 19.85(1)(e) for the purpose of deliberating or negotiating the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- h. Consider approval of the new Village Administrator contract
Czyzewski reviewed the process for the recruitment, interviews, and making a job offer to fill the Village Administrator position. Trustees Jones and Kelley, along with Jon Hochkammer also provided information regarding their experiences with the process. The recruitment team has selected Gabe Altenbernd as their chosen candidate, and is requesting Village Board approval of the negotiated contract for hire. After brief discussion, Jones moved, Schellpfeffer seconded a motion to approve the negotiated contract, contingent on the passage of a drug screen. Motion carried by voice vote.
 1. Closed Session: Discuss Recruitment Process for Administrator. The Village Board may convene in closed session as authorized by Section 19.85(1)(c) of Wisconsin Statutes to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Village Board may reconvene in open session and discuss and take action on the subject matter discussed in closed session.

7) Committee Reports:

- a. Community Development Authority
- b. Dane County Cities & Villages Association Report
- c. Finance/Personnel
- d. Historic Preservation Committee Report
- e. Library Board
- f. Mount Horeb Area Chamber of Commerce
- g. Mount Horeb Area Joint Fire Department

- h. Parks, Recreation, and Forestry Commission
 - i. Plan Commission
 - j. Public Safety Committee
 - k. Public Works Committee
 - l. School Liaison
 - m. Sustainability and Natural Resources Committee
 - n. Tourism Commission
 - o. Utility Commission
- 8) Village President's report
- 9) Village Administrator's report
- a. Written Report
- 10) Village Clerk's report
- a. Village Clerk's Written Report
- 11) Meeting adjournment.
There being no further business before the Village Board, White moved, Gauger seconded a motion to adjourn the meeting at 8:28 pm. Motion carried.
- Meeting minutes submitted by Denise Schwenn, Finance Director/Treasurer