



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, August 5, 2026 at 7:00 PM**

Municipal Building Board Room
138 E. Main Street
Mount Horeb, WI

- 1) Call to order**
- 2) Pledge of Allegiance**
- 3) Roll call**
- 4) Public Comments on Non-Agenda Items***
- 5) Consent Agenda**
 - a. Consideration of July 8, 2026 Meeting Minutes
 - b. Consider Payment Request No. 2 from Parisi Construction for 2026 Street Improvements Project
- 6) Agenda Items**
 - a. Consideration of the Village of Mount Horeb Emergency Operations Plan
 - b. Consideration of the application from Brian Durtschi requesting approval of ordinance 2026-07, regarding an amendment to the Official Zoning Map to rezone property located at parcel #0606-121-3205-1 from Agriculture (A-1) to Single Family Residential (SF-2).
 - c. Consideration of the Hidden Ridge Subdivision Preliminary Plat
 - d. Consideration of the topic for November 9th, 2026 Disagree Better Community Discussion
- 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) Reports

- a. Village President's Report
- b. Village Administrator's Report
- c. Village Clerk's Report

9) Closed Session: Establish a negotiation position regarding the Mount Horeb Area Joint Fire Department Fire Protection and Rescue Service Agreement

- a. 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 purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Village Board may reconvene in open session and discuss and take action on the subject matter discussed in closed session.

10) 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 (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.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
JULY 8, 2026**

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.

Call to Order/Roll Call: Village President Ryan Czyzewski called the meeting to order at 7:01pm. The Pledge of Allegiance was recited. Present were Trustees White, Schellpfeffer, Gauger, Kelley, and Best. Jones was absent. Also present were Administrator Gabe Altenbernd, Village Clerk Alyssa Gaffney, Village Attorney Bryan Kleinmaier, and Youth-In-Government student Aaron Fendrick.

Public Comments on Non-Agenda Items: Stephen Sopcak voiced his concerns about facility needs in regards to the Lukken project.

Consent Agenda: Kelley requested the June 3, 2026 meeting minutes and the SIP for the Encore Brookstone Hills Pocket Neighborhood be pulled off the consent agenda. Schellpfeffer moved, White seconded to approve the following remaining consent agenda items: Appointment of Jeffrey Ingebritsen to Library Board; Modified Certified Survey Map for Encore Brookstone Hills Pocket Neighborhood; Alcohol Beverage License Renewal Applications for The Viking Bar & Grill, 120 Main Street and Melrose on Main, 400 E. Main Street; Appointment of Agent Applications for Alcohol Beverage License Renewals for Guy Evans III, Viking Bar & Grill and Kristen Dresen, Melrose on Main. Motion carried by unanimous voice vote. Kelley stated that her name was spelled wrong in the minutes. Schellpfeffer moved, Best seconded to approved the minutes as amended. Motion carried by unanimous voice vote. Kelley asked about the lighting for the Brookstone Hills Pocket Neighborhood. Altenbernd and Best explained. Best moved, Schellpfeffer seconded to approve the SIP for the Encore Brookstone Hills Pocket Neighborhood. Motion carried by unanimous voice vote.

Introduction of Village Administrator, Gabe Altenbernd: Czyzewski introduced Altenbernd as the new Village Administrator. Altenbernd explained his background.

Introduction of Southwest Dane Outreach Director, Joan Laundry: Czyzewski introduced Laundry as the new Southwest Dane Outreach Director. Laundry explained her background.

Consider the Revised Fundraising Agreement with Dennis Cooley for Recreation Complex: Altenbernd and Jon Hochkammer explained this item. The board discussed. Dennis Cooley was present online to answer questions. Cooley, Czyzewski, and Kleinmaier fielded questions from the trustees. No action was taken.

Consider sale/transfer of Village owned land for stormwater purposes-

Hidden Ridge Development: Developers Brian Durtschi and Reed Jones spoke about the proposal and fielded questions from the board. Kleinmaier explained the options to the board. Public Services Director Jeff Gorman was present and also spoke about the proposal. The board discussed. No action was taken, but support was given by consensus.

Discuss and Take Action on Authorizing Village Staff to Publish Notice of Intent to Circulate an Annexation Petition:

Kleinmaier explained the petition and process. Best moved, White seconded to authorize staff to circulate the petition. Motion carried by unanimous voice vote.

Consider Proclamation for Independent Retailers Month: Czyzewski explained the proclamation and read it aloud. Schellpfeffer moved, White seconded to approve the proclamation. Motion carried by unanimous voice vote.

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

Village President's report: Czyzewski included a written report in the packet. He also thanked Hochkammer for his time with the Village.

Village Administrator's report: Hochkammer had included a written report in the packet. Altenbernd also thanked Jon Hockhammer for his Interim work and onboarding, and spoke about the "Disagree Better" series being hosted by the Library.

Village Clerk's report: Gaffney spoke about absentee voting and returning ballots for the August 11th Partisan Primary Election.

Closed Session: Discuss and Take Action on Mount Horeb Recreational Complex Fundraising Professional Services Agreement. 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 purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Village Board may reconvene in open session and discuss and take action on the subject matter discussed in closed session: Gauger moved, Schellpfeffer seconded to convene to closed session at 8:20pm. The board discussed in closed session. Gauger moved, White seconded to reconvene to open session at 9:16pm. Czyzewski stated that the board gave direction to staff to update the contract, which will come back to a future meeting.

Closed Session: Potential Land Transaction with Hidden Ridge Development.
The Village Board may convene in closed session as authorized by Wisconsin Statute 19.85 (1)(e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: This item was not needed.

Adjournment: With no further business before the board, Gauger moved, Schellpfeffer seconded to adjourn @ 9:17pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gaffney, Village Clerk



AGENDA ITEM REPORT

MEETING DATE

August 5, 2026

PREPARED BY

AGENDA ITEM # 5.b

Consider Payment Request No. 2 from Parisi Construction for 2026 Street Improvements Project

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. LTR 2026-0728 Pay Request 2 PARISI 26-100

SMITHGROUP

July 28, 2026

Gabe Altenbernd
Village Administrator
VILLAGE OF MOUNT HOREB
138 East Main Street
Mount Horeb, WI 53572

Re Pay Request No. 2 – Contract 26-100, 2026 Street Improvements

Dear Gabe,

Enclosed is Payment Request No. 2 from Parisi Construction, LLC for work performed to date on the above referenced project. This payment request is recommended for payment in the amount of \$215,882.75. A summary of the payment is listed below, and the detailed request has been attached.

TOTAL AMOUNT REQUESTED TO DATE	\$237,245.00
LESS RETAINAGE	\$11,862.25
NET AMOUNT DUE	\$225,382.75
AMOUNT OF PREVIOUS PAYMENTS	\$9,500.00
AMOUNT DUE THIS APPLICATION	\$215,882.75

If you have questions, please do not hesitate to call. Thank you.

Sincerely,



Nicholas Johnson, PE
Civil Engineer

cc: Parisi Construction, LLC via Email



Parisi Construction LLC
508 S. Nine Mound Rd
Verona, WI 53593
United States

Invoice: 250080-002

Invoice Date: 07-16-2026

Job: 250080

Application No: 2

Period To: 07-31-2026

Customer: MOUNT HOREB VILLAGE OF
138 E MAIN ST
MT HOREB, WI 53572
US

Project: 2026 Street Improvements
138 E MAIN ST
MT HOREB, WI 53572
US

Attention:

Project Manager: ERIC HOSIG

Item	Description	Qty	Unit	Unit Price \$	Estimated Amount \$	Quantities			Amounts			Retainage \$
						Previous	Current	To Date	Previous \$	Current \$	To Date \$	
90000000	Holding Account Item	0.010	DL	1.000	0.01	0.000	0.000	0.000	0.00	0.00	0.00	11,862.25
90000110	Unclassified Excavation	1.000	LS	329,000.000	329,000.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000120	EBS & Place Stone Fill	990.000	CY	52.000	51,480.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000130	Geotextile Fabric	500.000	SY	2.600	1,300.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000140	Install Crushed Stone Base Course	13,800.000	SY	11.250	155,250.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000150	Finish Grade Base Course	29.000	ST	610.000	17,690.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000160	30" Concrete Curb & Gutter w/ Stone	5,720.000	LF	26.500	151,580.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000170	Driveway Plating & Access During	4.000	EA	360.000	1,440.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000180	Sawcut Butt Joint	6,400.000	LF	2.000	12,800.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000190	4" Bituminous Pavement	12,300.000	SY	18.750	230,625.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000200	R/R Bituminous Drive Apron w/ 3" BT	2,230.000	SF	4.400	9,812.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000210	R/R Conc Apron w/ 6" Concrete on 6"	4,430.000	SF	12.750	56,482.50	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000220	R/R Paver Apron w/ 6" Concrete on	205.000	SF	18.500	3,792.50	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000230	Install 5" Concrete Sidewalk on 4"	5,500.000	SF	7.400	40,700.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000240	Red, Stamped 5" Concrete Sidewalk	250.000	SF	10.500	2,625.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000250	R/R 5" Concrete Sidewalk on 4"	5,580.000	SF	12.250	68,355.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000260	Accessible Ramps (2 - 24" x 24"	25.000	EA	370.000	9,250.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000270	Sidewalk Striping (2 - 4-inch solid	70.000	LF	7.400	518.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000280	Sidewalk Flume (6" concrete + 6"	1.000	LS	4,200.000	4,200.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000290	Crosswalk Pavement Striping	1,345.000	LF	10.500	14,122.50	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000300	Hydrant Curb Striping	135.000	LF	14.750	1,991.25	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000310	Trail Crossing Sign	2.000	EA	460.000	920.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000320	Restoration	1.000	LS	15,000.000	15,000.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000330	Construction Staking & Layout	1.000	LS	9,800.000	9,800.00	0.000	0.150	0.150	0.00	1,470.00	1,470.00	0.00

Item	Description	Qty	Unit	Unit Price \$	Estimated Amount \$	Quantities			Amounts			Retainage \$
						Previous	Current	To Date	Previous \$	Current \$	To Date \$	
90000340	Traffic Control	1.000	LS	7,400.000	7,400.00	0.000	0.150	0.150	0.00	1,110.00	1,110.00	0.00
90000350	Erosion Control	1.000	LS	12,700.000	12,700.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000370	R/R 48" MH	2.000	EA	8,800.000	17,600.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000380	Adjust Existing Sanitary MH Casting	15.000	EA	1,100.000	16,500.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000390	New Sanitary MH Casting	3.000	EA	1,600.000	4,800.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000400	Sanitary Spot Repair PVC 10 - LF	2.000	EA	2,900.000	5,800.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000410	Sanitary Spot Repair Truss Pipe - 15	1.000	EA	4,200.000	4,200.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000420	ULO	1.000	EA	2,500.000	2,500.00	1.000	0.000	1.000	2,500.00	0.00	2,500.00	0.00
90000440	8" DI	3,100.000	LF	110.000	341,000.00	0.000	1,105.000	1,105.000	0.00	121,550.00	121,550.00	0.00
90000450	6" DI	185.000	LF	110.000	20,350.00	0.000	73.000	73.000	0.00	8,030.00	8,030.00	0.00
90000460	8" Valve & Box	17.000	EA	4,800.000	81,600.00	0.000	10.000	10.000	0.00	48,000.00	48,000.00	0.00
90000465	6" Valve and Box	2.000	EA	3,900.000	7,800.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000470	Fire Hydrant w/ Valve	9.000	EA	9,900.000	89,100.00	0.000	3.000	3.000	0.00	29,700.00	29,700.00	0.00
90000480	Tapping Tee & Valve (including live	2.000	EA	10,800.000	21,600.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000490	Temp WM System for Henry St	1.000	LS	15,600.000	15,600.00	0.000	1.000	1.000	0.00	15,600.00	15,600.00	0.00
90000500	Temporary Standpipe for Hydrostatic	1.000	EA	2,500.000	2,500.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000510	Abandon Existing WM	1.000	LS	11,900.000	11,900.00	0.000	0.150	0.150	0.00	1,785.00	1,785.00	0.00
90000520	Replace Water Service	41.000	EA	3,700.000	151,700.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000530	Replacement of Garfield Park Water	1.000	LS	7,300.000	7,300.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000540	1" Type K Copper Water Service	1,100.000	LF	18.750	20,625.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000550	ULO	3.000	EA	2,500.000	7,500.00	3.000	0.000	3.000	7,500.00	0.00	7,500.00	0.00
90000560	Rock Excavation	1,000.000	LF	47.750	47,750.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000580	Adjust Existing MH Casting	3.000	EA	570.000	1,710.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000590	Adjust Existing Curb Inlet Casting	11.000	EA	550.000	6,050.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000600	Provide New Storm Sewer MH	2.000	EA	1,100.000	2,200.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90000610	Provide New Inlet Casting (Neenah	2.000	EA	1,500.000	3,000.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90007000	Remove Garfield Park Special Water	1.000	EA	2,900.000	0.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90007001	Fire Hydrant w/ Auxiliary Valve (2-2.5	1.000	EA	11,800.000	0.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90007002	Install 1.5" Type Copper Water	32.000	LF	35.000	0.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90007004	Replace 1.5" Water Service	1.000	EA	5,500.000	0.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90007010	Stump Grading	3.000	EA	1,500.000	0.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90007030	Install 1.25 Type K Copper Water	32.000	LF	29.000	0.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00
90007040	Replace 1.25" Water Service	1.000	EA	5,300.000	0.00	0.000	0.000	0.000	0.00	0.00	0.00	0.00

Item	Description	Qty	Unit	Unit Price \$	Estimated Amount \$	Quantities			Amounts			Retainage \$
						Previous	Current	To Date	Previous \$	Current \$	To Date \$	
			Project Total:		2,099,518.76				10,000.00	227,245.00	237,245.00	11,862.25

Work Completed To Date:	237,245.00
Less Retainage:	11,862.25
Less Previous Estimate:	9,500.00
Total Amount Due This Estimate:	215,882.75

FORWARD

Preparation for major emergencies and disasters requires contingency planning not only on the part of the Emergency Management Director (EMD) but by all departments and agencies of local government. The major situations that this plan emphasizes are those that require local government coordination and direction from all community departments, and it may require assistance and support from county, state, and federal governments.

It is this need for coordinated emergency operations that distinguishes major emergencies and disasters from the emergencies that police and fire departments deal with every day. Planning is particularly important to emergency operations since the planning of operations in reduced stress environments and resulting guidelines will assist during times of disaster. How a community reacts in the time span before a disaster strikes, to a few hours after, will substantially influence the impact of the disaster on the local area and population. In major emergency situations local government cannot wait, even for a few hours, for state or federal assistance or direction.

A community must be prepared to immediately mobilize and coordinate the operations of available local resources in order to minimize the loss of life or property. For this reason, a major responsibility for emergency and disaster preparedness must be assumed by local agencies.

This plan is written to include activities that will occur within the Village of Mount Horeb following the activation of the plan. Preparedness activities conducted prior to the onset of an emergency or disaster are not addressed in this document. If any section, provision or clause of this plan shall be held invalid by local policy, the invalidity shall not affect any other provision of this plan.

All regulations and/or parts of regulations or ordinances conflicting with any of the provisions of this plan shall hereby be repealed. This emergency operations plan (EOP) shall be in full force and effect from the date of its approval.

VILLAGE OF MOUNT HOREB EMERGENCY OPERATIONS PLAN

CERTIFICATION OF ACCEPTANCE

We, the undersigned, have participated in the development of our respective sections of the emergency operations plan. On behalf of our respective departments or government agency, we accept the duties and responsibilities and acknowledge the relationships here established. We further agree to provide all resources in personnel, equipment, and material to perform the assigned task.

Revised August ___, 2026

_____	_____	_____
Village President (Print)	Village President (Signature)	Date

Village Administrator Name (Print)	Village Administrator (Signature)	Date

Emergency Mgmt Dir Name (Print)	EMD (Signature)	Date

Police Chief Name (Print)	Police Chief (Signature)	Date

Fire/EMS Chief Name (Print)	Fire/ EMS Chief (Signature)	Date

Public Services Dir Name (Print)	Public Works Dir (Signature)	Date

Water Superintendent Name (Print)	Water Superintendent (Signature)	Date

Electric Superintendent Name (Print)	Electric Superintendent (Signature)	Date

Wastewater Superintendent Name (Print)	Wastewater Superintendent (Signature)	Date

Village Clerk Name (Print)	Village Clerk (Signature)	Date

Village Finance Director Name (Print)	Village Finance Director (Signature)	Date

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VILLAGE OF MOUNT HOREB EMERGENCY OPERATIONS PLAN

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I. STATEMENT OF PURPOSE

The objective of preparing emergency plans is to create the capacity for local government to save the maximum number of lives in the event of a major emergency or disaster, minimize injuries, protect property, preserve functioning civil government, and maintain and support economic activities essential for the survival and eventual recovery from an emergency or disaster.

In the past, emergency and disaster plans were written to deal with the effects of one or more disaster situations. It is now felt that all emergencies and disaster situations have certain commonalities. On March 1, 2004 the Department of Homeland Security instituted a comprehensive national approach to incident management known as the National Incident Management System (NIMS). This plan will focus on developing an emergency management system capable of operating in any type of emergency or disaster whether natural, technological or civil following the NIMS protocols. Specific actions that are further described in the concept of operations will be outlined in functional annexes developed for each operational department of the Village of Mount Horeb.

II. AUTHORITY

This plan is written based on the authority provided by Wisconsin State Statutes inclusive of but not limited to Chapters 299 and 323 as well as Village of Mount Horeb Ordinances inclusive of but not limited to Chapter 6. This plan also conforms to Homeland Security Presidential Directive (HSPD)-5 which requires all municipalities to operate under NIMS protocols.

III. ASSUMPTIONS

- A. Officials of the Village of Mount Horeb can assume that the period during response and recovery shall remain the responsibility of those officials as outlined herein. Local resources shall be used first, then mutual aid resources, and finally state and federal assistance. Individuals and agencies shall be used in familiar roles to the extent practical, and nonessential functions will be offered so that these resources may be diverted to the emergency.
- B. The local Emergency Management Director (EMD) shall serve as the chief staff aid to the Village President. All agency or department heads will continue to control their organizations at the direction of the Village Administrator. The Emergency Operations Center (EOC) shall be staffed by representatives of all designated local organizations for the purpose of coordination and centralized direction and control.
 - 1. The Village of Mount Horeb has capabilities and resources which, if effectively employed, would minimize or eliminate the loss of life and property damage in the event of a major emergency or disaster.

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2. Dane County and the State of Wisconsin (through its coordinating agency, the Wisconsin Emergency Management Agency) have both equipment and personnel available to assist the Village of Mount Horeb in emergency or disaster response and recovery efforts.
3. Some of the hazards that may affect the Village of Mount Horeb may occur after implementation of warning and other preparedness measures, but others may occur with little or no warning.
4. Initial response to any emergency will be made by the first response agencies of the Village including the police, fire/EMS and public works departments.
5. Depending on the severity and magnitude of the emergency, it may be necessary to request additional assistance to control the situation. This assistance may be provided in the form of community services officers or trained volunteers. Additional assistance may be provided from outside governmental mutual aid associations or from the private sector.
6. Standard operating procedures are in place or being prepared by each of the functional departments outlining specific procedures to support the assignments outlined in this plan.
7. This plan has been prepared, integrating all operational departments, in a comprehensive effort to prepare for major emergencies and disasters following the “All Hazards” approach.

IV. IDENTIFICATION OF HAZARDS

- A. The Village of Mount Horeb is vulnerable to many different types of natural, technological/industrial, and civil/political hazards capable of creating a major emergency or disaster situation. Specific hazards, listed in no specific order or ranking, determined to be of major concern are listed below:

1. Natural Hazards

- a. Earthquakes
- b. Floods
- c. Severe and Excessive Heat or Cold
- d. Severe Thunderstorm/High Winds/Lightning
- e. Tornadoes
- f. Winter Storms/Snow/Ice
- g. Wildfire

2. Technological/Industrial Hazards

- h. Commercial Transportation Accidents (Air, Rail, Road)
- i. Hazardous Materials Incident (Fixed Site, Transportation, Nuclear)
- j. Structural Collapse
- k. Utility Failure (Electric, Gas, Phone, Sewer, Water)
- l. Fire/Explosion

3. Civil/Political Hazards

- m. Terrorism
- n. Riots
- o. Sabotage
- p. Civil Disturbance/Strikes
- q. Extortion
- r. Hostage Situations
- s. Active Killer / Mass Casualty

V. CONCEPT OF OPERATIONS

The difference between normal day-to-day operations and emergency operations must be understood if emergency management is to be effective. During non-emergency periods, operational departments go about their daily business under the direction of a department head or chief. During a period of emergency or disaster, the department heads who previously provided direction to their forces continue to do so in time of emergency. During a major emergency or disaster situation, department heads will function and coordinate response from the EOC (when practical) located in the EOC / Training Room of the Village of Mount Horeb Public Safety Building, 400 Blue Mounds Street Mount Horeb, WI 53575.

VI. INCIDENT MANAGEMENT SYSTEM/UNIFIED COMMAND SYSTEM

Response to major emergencies and disasters is based on an integrated incident management/unified command system which includes municipal and county involvement and may require support and assistance from the state and federal government. Operations conducted under this plan will be accomplished based on this model. Most major emergencies and disasters occur with little warning. The first notification usually comes from a call to the 911 telecommunicator or visual manifestation of the disaster, as in the case of a tornado, derailed train, or airliner falling from the sky. In each instance, the first to respond to the event are the community's first response agencies, fire/EMS and law enforcement. This may be a municipal police and fire department within the municipal corporate limits or the county sheriff and fire/EMS units from outside jurisdictions.

- A. **Step 1 - Arrival and establishment of command** - Upon arrival at a scene, an incident commander will be identified, and the incident command system/unified command system will be initiated. A formal command post will be established and clearly identified, and staff officers from each responding principle will report to that site.
- B. **Step 2 - Assessment of the situation** - The incident commander and their staff will begin a rapid assessment of the situation to determine if the incident can be handled by first responders or if additional assistance is needed. If the situation requires resources above those normal resources at the disposal of the incident commander, the EMD and Village Administrator will be notified.
- C. **Step 3 - Activation of the emergency management system** - If the situation appears to exceed normal resources, the jurisdiction's EOC shall be activated, and all affected department heads will be called in. The county's office of emergency management will be notified at this point. Once the EOC is activated, joint communications will be maintained between the forward command post, municipal EOC, and the county EOC. The county office of emergency management will notify the Southwest Incident

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Management Team of the potential emergency and will staff the county EOC if needed. The EMD will also initiate a situation report and formally notify key agencies that an emergency is underway.

- D. **Step 4 - Assessment of the jurisdiction's ability to cope with the situation** - If it is determined that a situation can be handled locally with the available normal resources, the Village President / EMD should then declare a "State of Emergency." This declaration authorizes the activation of the local emergency plan, and authorizes the rendering of assistance by the jurisdiction. If the jurisdiction is not able to manage the situation, a declaration of "State of Disaster" should be initiated. The disaster declaration formally identifies that the situation is larger than the jurisdiction can handle, and county assistance is formally requested.
- E. **Step 5 - Requesting assistance** - The mechanism for requesting disaster assistance is to contact Dane County Emergency Management. Prior to going further, the county must expend its available resources including equipment owned by the county and that available from neighboring municipalities and townships, before going to the state. If state government assistance is needed (i.e. National Guard, etc.), the Village President must indicate this to the county. Again, the county must have expended its available resources and then must make that request through the Wisconsin Emergency Management Agency.
- F. **Step 6 - Activation of the county emergency management system** - Following a request for county assistance, county primary agencies will be activated and respond. In addition, the Southwest Incident Management Team will be notified, and a limited activation of the county EOC, by representatives of county primary agencies, may occur. A situation assessment process will then begin. This assessment will assist county officials in determining if county resources will be adequate to meet the local request for assistance or if state or federal assistance will be required. Finally, a representative from the office of emergency management may be dispatched to the local EOC to confer with local officials. This liaison officer can assist local officials as needed. A second liaison officer may be dispatched to the command post to interface with the incident commander and their staff.
- G. **Step 7 - Assessment of the county's ability to cope with the situation** - Based on information from the stricken jurisdiction, emergency management liaison officers, and county primary agencies, a decision will be made if the assistance can be provided strictly using the county's normal resources.

If the situation can be handled by the county, the Director of the Office of Emergency Management may request the county board chairman to declare a "State of Emergency", authorizing departments and agencies identified in the plan to perform their assigned emergency duties. Following the declaration, a full activation of the county EOC will occur, and tasked members of the Southwest Incident Management

Team will report to the EOC. If the disaster is widespread and cannot be handled by the county's normal resources, the county board chairman will proclaim a "State of Disaster", which directs the Director of the Office of Emergency Management to request assistance from the State of Wisconsin. This disaster declaration formally declares that the situation is larger than the county can handle and state assistance is requested.

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- A. **Step 8 - Preparing a county wide damage assessment** - Through the Office of Emergency Management, the County will work with the Village to develop a detailed damage assessment. This document will detail the number of individuals injured and killed, buildings damaged and destroyed, damage to the infrastructure, etc. This detailed damage assessment must be filed with the State of Wisconsin within 72 hours following the impact of the disaster. While initial response from the state will be forthcoming during this assessment period, federal assistance is based on the data generated by this assessment.
- B. **Step 9 - State disaster assistance** - Resources from a variety of state government agencies can be dispatched to assist a stricken jurisdiction or county. Some of the resources are immediately dispatched, such as the Wisconsin State Patrol, Wisconsin Department of Natural Resources and the Wisconsin Department of Transportation, while others are dispatched following coordination through the State of Wisconsin Emergency Operations Center. Following notification, the Wisconsin Emergency Management Agency (WEMA) will dispatch a regional Director to the Dane County EOC to serve as a liaison between the county and state. This liaison officer acts as a conduit for requests for any state assistance, as well as providing information about state response to the county, for relay to the stricken jurisdiction(s). WEMA also has a major responsibility of preparing the request for a Presidential Disaster Declaration for the governor. If the disaster is widespread and the state resources will be overtaxed, in cooperation with the county and the stricken jurisdiction(s), the state will provide a detailed assessment of the damage and its effect on the community and its residents to the Federal Emergency Management Agency (FEMA). Based on the severity and magnitude of the situation, the governor will request the President to declare a major disaster or an emergency for the state, and the President will issue a declaration, as warranted. The declaration process will be carried out under the authority of Public Law 93-288, as amended.
- C. **Step 10 - The Presidential declaration** - If criteria are met, the President will declare the county with either an emergency or disaster area. This declaration will authorize the rendering of a variety of aid, primarily financial, to affected residents and units of government. An emergency declaration will authorize limited assistance from specific agencies, while a disaster declaration will authorize a full range of federal assistance to the county. For certain situations, the President may declare an emergency, with or without a governor's request, as specified in Title V of P.L. 93-288, as amended. Under Title V, the President may direct the provision of:
1. Section 501(a)- based on a request of the governor, or

2. Section 501(b) - upon the determination of the President that an “emergency exists for which the primary responsibility for response rests with the United States.” Federal agencies have been grouped together under functional emergency support functions (ESF’s) to facilitate the provision of response and recovery assistance to the county through the state. All federal response assistance will be provided using some or all of the ESF’s as necessary. A Federal Coordinating Officer (FCO) will be appointed by the president to coordinate federal activities. The FCO will work with the State Coordinating Officer (SCO), appointed by the governor, to identify overall requirements including unmet needs and evolving support requirements, and coordinate these requirements with the ESF’s. The FCO will coordinate response activities with the ESF representatives to ensure that federal resources are made available to meet the requirements identified by the county and state.

VII. ORGANIZATION AND RESPONSIBILITIES

Most village departments have emergency functions in addition to their normal day-to-day duties, however, these functions usually parallel or complement normal responsibilities. Each village department is responsible for the development of specific standard operating procedures (SOPs) detailing how they will function in support of the responsibilities outlined in this plan. The purpose of this section is to identify areas of major concern in the village emergency management program and to further identify which village department is responsible for managing that particular function. Specific details, checklists, and supporting documentation can be found in an annex corresponding to the functional area described below.

- A. **Communication and Warning** - The Dane County Communications Center is responsible for the community-wide dispatch services. During an emergency, the Communications Center serves as a source of intelligence for the EOC staff and a location for dissemination of information and warning to the public. An alternate EOC shall be the Step Room at the Mount Horeb Middle School and shall be utilized when necessary. Notification plans are located in the Communications Center and EOC to be used for notifying key officials of an emergency situation. Detailed information regarding the communication and warning procedures can be found in **Annex A (page 13)**.
- B. **Damage Assessment** - The Village of Mount Horeb Public Services Director and Fire Chief are primarily responsible for the operation of the damage assessment program. In times of emergency, these departments are assisted by outside personnel. The primary disaster related function of these departments is to perform preliminary assessment to determine to what extent the village has been damaged and secondly, to declare unsafe buildings, thereby preventing further injury and possible loss of life. Appointed damage assessment field team personnel will complete on-site inspections and will forward damage assessments to the EOC allowing compilation of an overall community damage assessment. The damage assessment process may be accomplished jointly by the municipality supported by the county and unaffected municipalities. The village damage estimate information will be forwarded, as soon as possible, to the Dane County Office of Emergency Management for inclusion in a consolidated county wide damage estimate. This consolidated damage estimate will

VILLAGE OF MOUNT HOREB EMERGENCY OPERATIONS PLAN

be forwarded to the Wisconsin Emergency Management Agency. Detailed information regarding the damage assessment procedures can be found in **Annex B (page 15)**.

C. Emergency Operating Center - The Village of Mount Horeb Emergency Management Director (EMD) is responsible for the overseeing of the operations of the village EOC. This facility is located as in the EOC / Training Room at the Public Safety Building. The EOC serves as a central point to control operations in the event of a major emergency or disaster situation. The EMD, Village Administrator, operational department heads (or designees), Fire Department Designee, and supporting staff would staff this facility when fully activated. The EOC can quickly be brought to a state of operational readiness in time of need. The EOC serves as a control point to control operations in the event of a major emergency or disaster. Detailed information regarding the emergency operating center can be found in **Annex C (page 19)**.

D. Evacuation - Evacuation is a procedure which involves the moving of the civilian population from an actual or potential hazard area. The Village Administrator and EMD have the authority, based on state law to recommend a major evacuation. Smaller limited evacuations may be ordered by the EMD or the Fire Chief in the event of fire, hazardous materials incidents, hostage situations, etc. Detailed information regarding the evacuation plan and procedures can be found in **Annex D (page 23)**.

E. Fire and EMS - The Mount Horeb Area Joint Fire Department is the primary agency responsible for providing fire and rescue services to the village. The fire department is staffed by full time and paid-on-call personnel. In times of emergency, additional resources and equipment can be provided by neighboring communities and fire districts, through formalized mutual assistance agreements. The Mount Horeb Area Joint Fire Department is a member of MABAS Division 115. As a result, considerable amounts of mutual aid fire and rescue equipment can be provided from surrounding communities. The fire department is responsible for prevention and suppression of fire as well as conducting light and heavy-duty rescue operations. The Mount Horeb Area Joint Fire Department is the primary agency responsible for the operation of Emergency Medical Services (EMS). The fire department presently provides Advanced Level Emergency Medical Services and by use of flexible staffing or mutual aid can provide ALS Paramedic Services to the community. In times of emergency, the fire department would be supported in their efforts by personnel from neighboring MABAS Divisions.

1. Major hospitals that serve the emergency medical needs of the village include; St. Mary's Hospital – Madison, Meriter Hospital, UW Hospital – Main Campus (Level 1 Trauma Center), Upland Hills Hospital (Dodgeville), and William S. Middleton Memorial Veterans Hospital. A system known as Base Hospital can be activated on incidents inside Dane County. Base Hospital is used for a Mass Casualty Incident (MCI) which is expected to result in ≥ 5 (five) patients requiring EMS transport from the scene. The Fire Chief will coordinate the fire/rescue/EMS operations in the EOC during times of emergency or disaster. Detailed

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information regarding the operation and capabilities of the fire, rescue and EMS can be found in **Annex E (page 27)**.

F. Law Enforcement - The Village of Mount Horeb Police Department is the primary agency responsible for the provision of law enforcement services. The police department is staffed by 17 full-time sworn officers and three civilian staff members (1 full-time and 2 part-time). The police department is responsible for law enforcement and crime prevention activities in addition to traffic and crowd control during periods of emergency. Additional law enforcement resources are available from the Wisconsin State Patrol, Dane County and Iowa County Sheriff's Office; Madison, Fitchburg, Oregon, Verona, Middleton, and Dodgeville Police Departments; C.A.P.M.A.R (Capitol Area Police Mutual Aid Response); and federal law enforcement agencies. National Guard assistance is available only by following the declaration of local emergency by the Village President / Emergency Management Director and through direct request of the Village President to the county for relay to the Wisconsin Emergency Management Agency, provided that the guard is not already activated as part of its national mission. The State of Wisconsin will determine whether the National Guard or other state law enforcement asset is appropriate to handle the requested mission. The Police Chief or designee will coordinate all law enforcement operations from the EOC during times of emergency or disaster. Detailed information regarding law enforcement operations can be found in **Annex F (page 44)**.

G. Public Information - The Village Administrator, Village President, and appointed public information officer are primarily responsible for the operation of the public information portion of the plan, supported in this effort by the Dane County Dispatch Center. The primary purpose of the public information is two-fold; first, to ensure adequate pre-emergency information is available to the general public to inform them of the appropriate actions that they should take in a time of emergency; secondly, the public information switches to "public notification" during an emergency or disaster to provide up-to-date warning and advisory information to the public. They are supported in this effort by the Police Chief, Fire Chief, EMD and public services director. The primary purpose of the emergency public information system is to provide up-to-date warning and advisory information to the public. Public information during pre-emergency periods utilizes all available media outlets including newspaper, radio, television, social media, Village website, etc. in the event of an emergency, public notification will be made primarily through local radio stations. Activation of the area using a Telephone Notification System (reverse 911), however, must be made through the incident commander, who will request Dane County Dispatch Center to deploy that system.

To ensure continuity of public information during a period of emergency or disaster, a Joint Information Center will be established. Press statements will be made, or cleared through the Village Administrator, EMD or their alternate. In accordance with federal guidelines, all emergency media releases will be cleared through the Village Administrator, or their alternate, prior to their release. During large scale situations involving multiple municipalities or the county, media releases will be coordinated with all affected jurisdictions to ensure the release of factual and timely information. The village may also participate in staffing a joint information center, staffed with representatives of other affected municipalities, the county, and involved state and federal agencies. Detailed information regarding the emergency public information

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system can be found in **Annex G (page 48)**.

- H. Public Health** - Health and mortuary services are primarily the responsibility of Dane County governments. Dane County Human Health and Human Services is primarily responsible for three health areas including environmental health, public health and mental health. Public health activities include supporting sheltering and mass care operations and staffing field first aid stations during recovery operations, in cooperation with the fire department, EMS and area hospitals providing health services to those individuals that can't be moved following an evacuation, providing antidotes and immunizations as necessary. Environmental health activities include varying the sanitary conditions of food service and public sanitary facilities, assessing the quality of portable water supplies, assessing the disaster's impact on environmental health, and preventing the potential spread of any disease or infection create by the disaster. Mental health activities include providing crisis counseling to disaster victims, families, and emergency workers. The Dane County Medical Examiner's Office is responsible for the removal, identification, and disposition of victims of a disaster situation. Detailed information on each of these agencies, their capabilities and operations can be found in **Annex H (page 51)**.
- I. Public Services** - The public services responsibilities are a shared function of the Village of Mount Horeb Utilities (Water/Sewer and Electric) Departments and Street Departments. The water department is primarily responsible for providing a safe potable water supply of adequate quantity and flow to support the Village in an emergency. The wastewater department manages the conveyance, treatment, and safe discharge of the village sewage waste products. The electric department is primarily responsible for providing power to all residents and maintaining and/or restoring power during an emergency. The street department is primarily responsible for maintaining village streets in an open and drivable condition. Additionally, in an emergency or disaster, the street department is responsible for debris and snow removal to ensure accessibility for emergency vehicles. Public services functions will be coordinated from the EOC by the public services director or designee. Detailed information regarding the public works function can be found in **Annex I (page 53)**.
- J. Shelter Operations** - Responsibility for the protection of life and property of community residents is a function of local government. The EMD is responsible for the development of a community shelter plan designed to protect community residents and daily workforce in the event of a major emergency or disaster. While the primary authority for operation of the shelter system is delegated to the American Red Cross, the Village of Mount Horeb continues to retain the responsibility. The EMD and Red Cross work jointly on the selection and development of shelter facilities, training of staff, and plan preparation. During peacetime emergencies, operation of the shelter facilities is primarily delegated to the Red Cross. However as indicated in Red Cross guidelines, in the event of an international confrontation, Red Cross personnel would work for the community and shelter operations would be the sole responsibility of the EMD. Detailed information regarding the shelter procedures can be found in **Annex J (page 56)**.

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- K. Resource Management** - This annex is designed to provide the identification of resources available to the Village of Mount Horeb during disaster situations. The Village of Mount Horeb Emergency Management Director shall serve as resource administrator and be responsible for coordinating all resource-related functions. Any requests for federal or state resource assistance will be forwarded through the EOC. Detailed information regarding resource management can be found in **Annex K (page 59)**.
- L. Finance** - This annex provides guidelines for the tracking of financial and personnel costs incurred during a disaster or emergency situation. The village finance director is responsible for ensuring that adequate funding is available for the community to make the necessary expenditures to effectively respond to the disaster or emergency. The village finance director will work to ensure all of the expenditures are properly tracked to meet guidelines for state and federal reimbursement. Detailed information regarding finance can be found in **Annex L (page 62)**.

VIII. DIRECTION AND CONTROL

In accordance with the Wisconsin Emergency Management Agency Plan, the Village Emergency Management Director, or their emergency interim successor, functioning as the principle executive officer will be responsible for commanding all emergency operations within the village. Upon determination that a major emergency or disaster has occurred, each department head will be notified and will report to the EOC. As in normal daily operations, each department head will be responsible for the operation of their department and shall direct their response and recovery operations from the EOC.

The emergency operation center for the Village of Mount Horeb is located in the EOC / Training Room of the Public Safety Building, 400 Blue Mounds Street. The Joint Information Center will be established as needed. All media personnel will be directed to that location for timely and factual information regarding the effects of the current situation and community response.

In accordance with federal regulations, the village will implement the incident management system or unified command structure as a management tool for the management of emergency response activities. Based on the hazards outlined, the following departments have been identified as the incident commander for each of the identified hazards:

- A. Natural Hazards - Fire Department / Police Department
- B. Technological/Industrial Hazards - Fire Department
- C. Civil/Political Hazards - Police Department

IX. CONTINUITY OF GOVERNMENT

Effective emergency management operations depend on two important factors to ensure continuity of government. These factors include (1) lines of succession for officials, department heads, and supporting staff; and (2) preservation of records vital to the community. In the event that the Village Administrator is unavailable, the powers of the office shall be exercised and duties shall be discharged by their designated emergency interim successors in the order specified. That person shall exercise the powers and discharge the duties of the office to which designated until such time as a vacancy which may exist shall be filled in accordance with established policy; or until the officer, or their deputy or a

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preceding emergency interim successor, again becomes available to exercise the powers and discharge the duties of their office. The line of succession in times of emergency for the executive branch of government of Mount Horeb will be:

- A. Village Administrator
- B. Finance Director
- C. Emergency Management Director
- D. Public Services Director

The village clerk is responsible for the identification of those records deemed to be vital to the restoration of the village. As these records and their storage methods may vary from time to time, a listing of those records and the location of alternate storage facility(s) can be found under separate cover.

X. MUTUAL ASSISTANCE AGREEMENTS

To ensure that the maximum use is made of the resources available to the county and its political jurisdictions, a variety of mutual aid agreements are currently in place. These agreements include:

Mutual Aid Box Alarm Systems (MABAS) - A comprehensive mutual assistance agreement in place for all of the fire services that service Dane County. The MABAS system is divided into divisions throughout Southern Wisconsin/Northern Illinois and provides a structured system to move up personnel and equipment during emergency and disaster situations.

Capitol Area Police Mutual Aid Response (CAPMAR) – A law enforcement mutual aid system operating in Dane County, WI. The purpose of CAPMAR is to provide automatic response of extra law enforcement personnel and equipment at the scene of law enforcement emergencies from participating agencies



XI. PLAN DEVELOPMENT AND MAINTENANCE

Responsibility for the overall development and maintenance of the EOP for the Village of Mount Horeb is assigned to the EMD as prescribed by law. Plan maintenance includes the annual review and periodic updating of this plan and its annexes. Additionally, the EMD is responsible for document control. This includes the distribution of the plan and its updated sections as required. Each department is responsible for updating their own department's section. Changes in personnel or equipment should be forwarded to the EMD as they occur to keep the plan updated. Copies of this plan and its annexes are forwarded annually to the Dane County Office of Emergency Management.

XII. PLAN EVALUATION PROCEDURE

For any plan to be functional, it must be evaluated to ensure it is workable and to further ensure that it is understood by those who must use it. Other than periodic review, the most effective procedure to evaluate the plan is a series of exercises. Exercises simulate, in a controlled environment, the situations that may occur in a disaster situation. In accordance with state and federal guidelines, this plan must be exercised regularly through an EOC exercise or full scale EOC field exercise. The EMD is responsible to ensure that the proper evaluation procedures are planned and executed regularly. Assistance in the development,

VILLAGE OF MOUNT HOREB EMERGENCY OPERATIONS PLAN

conduct, and evaluation of these exercises is available from the Dane County Emergency Management Office.

XIII. RECORD OF CHANGES

The Village Emergency Management Director will issue major changes made to this plan on hard copy pages. New pages should be inserted as directed, and the old pages removed and destroyed.

XIV. DISTRIBUTION LIST

A signed copy of the Village of Mount Horeb Emergency Operations Plan along with a digital copy of this plan will be maintained at each of the following agencies. The Village of Mount Horeb Emergency Management Director will update the copies.

- A. Village Hall - Village Administrator
- B. Emergency Management Office - Emergency Management Director
- C. Fire Department - Fire Chief
- D. Department Of Public Services - Public Services Director
- E. Water Utility – Water Superintendent
- F. Electric Utility – Electric Superintendent
- G. Wastewater Treatment Plant – Wastewater Superintendent



AGENDA ITEM REPORT

MEETING DATE

August 5, 2026

PREPARED BY

AGENDA ITEM # 6.b

Consideration of the application from Brian Durtschi requesting approval of ordinance 2026-07, regarding an amendment to the Official Zoning Map to rezone property located at parcel #0606-121-3205-1 from Agriculture (A-1) to Single Family Residential (SF-2).

BACKGROUND

RECOMMENDATION

- Village staff recommends approval of the Zoning Map Amendment from AG to SF-2 for Lots 1-26, subject to the following conditions:
 - Plan Commission and Village Board approval of the Final Plat that is substantially similar to the Preliminary Plat, inclusive of any recommended changes by Village staff, the Plan Commission, or Village Board.

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

August 5, 2026

PREPARED BY

AGENDA ITEM # 6.c

Consideration of the Hidden Ridge Subdivision Preliminary Plat

BACKGROUND

RECOMMENDATION

- Village staff recommends approval of the Preliminary Plat, subject to the following conditions:
 - Village Board approval of a Development Agreement with the applicant for utilization of a parcel for stormwater management purposes related to the subject development project with exact area to be approved by staff.
 - Plan Commission and Village Board approval of the Final Plat that is substantially similar to the Preliminary Plat, inclusive of any recommended changes by Village staff, the Plan Commission, or Village Board.
 - Sidewalks only being included on the east side of the future Michele Street right-of-way connection as proposed in the preliminary plat as well as sidewalk on the west side of future Michele Street right of way south of Svetlana Circle.
 - The Final plat shall designate Outlot 1 as dedicated to the public for stormwater purposes.

ATTACHMENTS

1. Hidden Ridge Preliminary Plat and Zoning Amendment Staff Report 7.22.26
2. Hidden Ridge Development Rezone PH 300' letter
3. Ord 2026-07 Zoning Change for Hidden Ridge Subdivision
4. 2026-06-26_Hidden Ridge Neighborhood Preliminary Plat Plans
5. 2026-06-26_Hidden Ridge Preliminary Plat

PRELIMINARY PLAT AND ZONING MAP AMENDMENT REVIEW REPORT TO THE PLAN COMMISSION

DATE: July 22, 2026

EXISTING ZONING: AG, Agricultural

PROPERTY ADDRESSES: No Address

PROPOSED ZONING: SF-2, Single-Family Residential and
CON, Conservancy

PARCEL NUMBER: 60612132051

EXISTING LAND USE: Vacant (undeveloped farm field)

OWNER: BVD, LLC

REQUESTED USES: Single-Family Residential

APPLICANT: Brian Durtschi

BACKGROUND ON PRELIMINARY PLAT AND REZONING REVIEW:

Section 18.21 and 18.22 of the Village of Mount Horeb Subdivision Ordinance outlines the procedures required for completing a Preliminary Plat and a Final Plat. This requires review and action by both the Plan Commission and Village Board. It also requires meeting the ordinance's design standards, required public improvements, and conformance with the Zoning Ordinance related to the creation of new parcels.

Section 17.10.30 of the Village of Mount Horeb Zoning Ordinance outlines the requirements for a Zoning Map Amendment. This requires review and action by both the Plan Commission and Village Board. It also requires conformance with the minimum bulk dimensional standards for the applicable zoning district and a determination of findings that justify the change to the Zoning Map.

REQUEST OVERVIEW:

The applicant is proposing to subdivide one existing 5-acre parcel into 26 total new residential parcels, 1 new outlot, and future right-of-way. Additionally, the applicant is seeking to complete a Zoning Map Amendment for each of the new parcels being created:

- Lots 1-26: AG to SF-2
- Outlot 1: AG to CON

The new residential development lots range in size from 5,000-10,000 square feet in size, while the proposed 17,500 square foot outlot is planned to include the stormwater management area needed to serve the development sites.

In addition to the future residential development lots, the Preliminary Plat includes the continuation of the Michele Street right-of-way (north-south) and the creation of new right-of-way for Svetlana Circle (east-



west). As proposed, this would include all water, sewer, streets, and stormwater infrastructure, in addition to sidewalks along the eastern side of the Michele Street right-of-way extension.

As discussed during the June Plan Commission meeting, the applicant is proposing to use the existing 11,600 square foot triangle-shaped parcel at the corner of Michele Street and Durtschi Drive for stormwater management associated with this proposed project. The parcel is currently owned and maintained by the Village as a portion of Jaycee Park. The Plan Commission, Parks, Recreation, and Forestry Commission, and Village Board all discussed the idea of the proposed development utilizing this property and each body was open to considering that option. The Preliminary Plat identifies the Village-owned parcel as part of the stormwater management basin that will extend into Outlot 1 and serve the new development.

Following the Preliminary Plat process, the applicant will be required to submit a Final Plat that is substantively similar to the Preliminary Plat, receive approvals from the Plan Commission and Village Board, and then seek Building Permits for any future development of this property.

PRELIMINARY PLAT REVIEW

The proposed Preliminary Plat is planned to create 26 new development parcels and new utilities and infrastructure within an extension of the Michele Street public right-of-way and newly created Svetlana public right-of-way. The Subdivision Ordinance requires that the Preliminary Plat be reviewed by the Plan Commission for consistency with all other ordinances, laws, rules, regulations, and plans. A Preliminary Plat is required to subdivide land into five or more new parcels. Following the review and approval of the Preliminary Plat by the Village, it will be submitted to Dane County. A Final Plat, inclusive of any requested changes of any reviewing party, is then brought before the Plan Commission and Village Board for action. This two-step process ensures that all requirements are met prior to the land division being recorded.

The Zoning Ordinance has minimum and maximum density, intensity, and bulk regulations for all properties. As further described below, the proposed Preliminary Plat subdivides the land into new development parcels that must meet the Zoning Ordinance's minimum requirements. Additionally, the public right-of-way and utility easements must meet the Subdivision Ordinance's minimum requirements.

This process, in combination with the proposed rezoning, provides the opportunity for the proposed project to meet the Zoning Ordinance's bulk dimensional standards. To note, the Zoning Ordinance does not have bulk dimensional standards for right-of-way, outlots, or utility easements. These standards are provided within the Subdivision Ordinance. The Village Engineer has reviewed the Preliminary Plat in comparison to the applicable requirements and determined that it meets the Village's minimum standards.

ZONING MAP AMENDMENT REVIEW:

The existing parcel is currently zoned AG. This zoning district allows for and is oriented to mainly agricultural land uses, including row cropping. The Village's Comprehensive Plan Future Land Use shows the property as Planned Neighborhood. This is consistent with the proposed rezoning of the new properties to SF-2 and CON.

The proposed project's land uses, setbacks, and lot areas meet the SF-2 and CON zoning district standards. In terms of land uses, the SF-2 zoning district permits a principal single-family residential land use by-right and the CON zoning district permits a principal small scale public services and utilities land use by-right.

If the proposed preliminary and final plat are approved, the minimum lot dimensions will be met by the proposed development, as shown below:

Bulk Regulation	SF-2 Standard	Lots 1-26
Minimum Lot Area	5,000 square feet	5,000-10,000 square feet
Minimum Lot Width	50 feet	50+ feet
Minimum Lot Frontage at ROW	30 feet	30+ feet

Bulk Regulation	CON Standard	Outlot 1
Minimum Lot Area	None	17,573 square feet
Minimum Lot Width	None	71 feet
Minimum Lot Frontage at ROW	None	71 feet

ZONING MAP AMENDMENT FINDINGS:

Section 17.10.30 of the Village of Mount Horeb Zoning Ordinance outlines the required findings for approval of a Zoning Map Amendment. These include determining that the proposed amendment: (Planner comments underlined below)

- a) Advances the purposes this chapter as outlined in Section 17.01.03. Met. The proposed rezoning promotes the appropriate density and intensity of development, facilitates the adequate provision of public facilities and infrastructure, and provides safe and efficient transportation opportunities.
- b) Advances the purposes of the general Article and specific Section in which the amendment is proposed to be located. Met. The proposed rezoning advances the purpose statement of the SF-2 zoning district including creating, preserving, and enhancing areas for single-family detached dwellings at generally higher densities than the SF-1 zoning district.
- c) Is consistent with the Comprehensive Plan. Met. The proposed rezoning aligns with the Future Land Use Map designation of Planned Neighborhood and is consistent with several plan goals and objectives.
- d) Maintains the desired overall consistency of land uses, land use intensities, and land use impacts within the pertinent zoning districts. Met. The proposed rezoning aligns with land use patterns in the immediate area which consist of single-family and two-family residential dwellings.
- e) Addresses any of the following factors that are not properly addressed on the current Official Zoning Map:
 - 1) The designations of the Official Zoning Map are not in conformance with the Comprehensive Plan. N/A
 - 2) A mapping mistake was made, including the omission on the Official Zoning Map of an approved zoning map amendment. N/A
 - 3) Factors have changed (such as new data, infrastructure, market conditions, development, annexation, or other zoning changes), making the subject property more appropriate for a different zoning district. Met. The proposed development includes new housing opportunities to address the Village's housing needs, advances community goals, and can be accommodated with the proposed new infrastructure and utility improvements in the area.
 - 4) Growth patterns or rates have changed, creating the need for an amendment to the Official Zoning Map. Met. The Village and Dane County continue to be in a housing crisis. The proposed development provides new owner-occupied housing units to create greater diversity and supply of units within the community.

PUBLIC NOTICE:

A public hearing notice is not required for review and action on a Preliminary Plat. A public hearing is required for review and action on a Zoning Map Amendment. All notice requirements have been met associated with the Zoning Map Amendment.

COMPREHENSIVE LAND USE PLAN (2022):

The subject property is shown as Planned Neighborhood on the Future Land Use Map. This designation includes a mix of single-family, two-family, and multi-family residential combined with small-scale government and institutional uses, parks, conservancy areas, and neighborhood-serving businesses that's intended to accommodate Traditional Neighborhood Design (TND) forms of development. The proposed development aligns with this land use designation. Staff believe the proposal is in concert with the Comprehensive Plan.

DISCUSSION:

The subject property is one of few remaining infill properties within the Village of Mount Horeb. It's surrounded by existing development and has been awaiting a development project for several years. One of the biggest challenges associated with developing this property has been the topography and stormwater management needed. A combination of the new Zoning Ordinance enabling small lot residential options and the Village's openness to potentially utilizing a portion of the adjacent park for stormwater management have made this project now viable.

While the Village's goal is to create transportation connectivity and avoid new cul-de-sacs, the existing surrounding development patterns provide limited options for roadway connectivity. The BeeHive living facility directly west of the subject property is fully developed and includes stormwater management adjacent to the shared property line. No roadway connection is possible in this direction, thus creating the need for a cul-de-sac. The applicant is proposing to continue Michele Street through the subject property which will improve overall neighborhood connectivity. However, there are no proposed sidewalks on the west side of Michele Street or along either side of Svetlana Circle, which may limit opportunities for improved pedestrian and bicyclist's connections.

Overall, the proposed development meets the requirements of the Village's ordinances, is in alignment with adopted Village plans, and provides new tax base and housing units in the community.

Village staff have reviewed the application, and all comments have been included within this document.

RECOMMENDATION:

1. Village staff recommends approval of the Preliminary Plat, subject to the following conditions:
 - a) Village Board approval of a Development Agreement with the applicant for utilization of the 11,600 square foot parcel 60612112088 for stormwater management purposes related to the subject development project.
 - b) Plan Commission and Village Board approval of the Final Plat that is substantially similar to the Preliminary Plat, inclusive of any recommended changes by Village staff, the Plan Commission, or Village Board.
 - c) Plan Commission Discussion and Action on either:
 - I. Sidewalks only being included on the east side of the future Michele Street right-of-way connection as proposed.

- II. Require the applicant to provide sidewalks along both sides of the future Michele Street right-of-way and both sides of Svetlana Circle right-of-way.
 - d) Any other recommendations of Village staff and the Plan Commission.
- 2. Village staff recommends approval of the Zoning Map Amendment from AG to SF-2 for Lots 1-26, subject to the following conditions:
 - a) Plan Commission and Village Board approval of the Final Plat that is substantially similar to the Preliminary Plat, inclusive of any recommended changes by Village staff, the Plan Commission, or Village Board.
 - b) Any other recommendations of Village staff and the Plan Commission.
- 3. Village staff recommends approval of the Zoning Map Amendment from AG to CON for Outlot 1, subject to the following conditions:
 - a) Plan Commission and Village Board approval of the Final Plat that is substantially similar to the Preliminary Plat, inclusive of any recommended changes by Village staff, the Plan Commission, or Village Board.
 - b) Any other recommendations of Village staff and the Plan Commission.

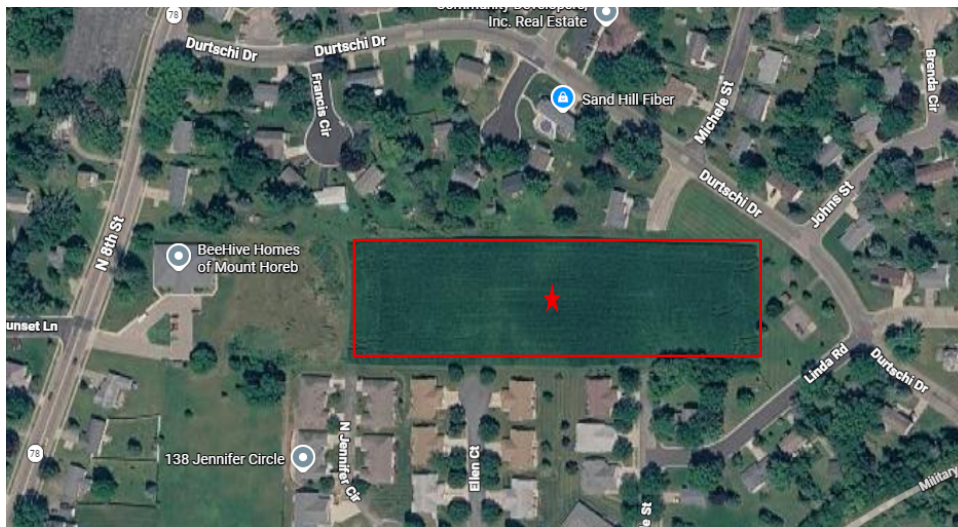
ATTACHMENTS:

- Preliminary Plat package

VILLAGE OF MOUNT HOREB
PUBLIC HEARING
July 22, 2026

The Plan Commission of the Village of Mount Horeb will hold a public hearing on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI.

The purpose of the hearing is to consider an application from Community Developers Inc, for the creation of a 26-lot single-family subdivision. The application includes a zoning change from A-1 Agriculture to SF-2 Single-Family Residential described as parcel 0606-121-3205-1.



The Village Board, by its Plan Commission will hear all persons concerning all matters and/or objections written or oral at that time.

PUBLISH: Mount Horeb Mail June 25, 2026
Mount Horeb Mail July 2, 2026

PROPERTY OWNERS: You are receiving this notice as you own property that is within 300 feet of the proposed request. Please contact Village Administrator Gabe Altenbernd at 608 437-6884 ext 2109 or email gabe.altenbernd@mounthorebwi.info with any questions.

**VILLAGE OF MOUNT HOREB
ORDINANCE 2026-07**

AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM
AGRICULTURAL DISTRICT (A-1) TO SINGLE FAMILY RESIDENTIAL (SF-2)

HIDDEN RIDGE SUBDIVISION

WHEREAS, an application from Community Developers, Inc to rezone, parcel 0606-121-3205-1, has been filed with the Village of Mount Horeb; and

WHEREAS, the applicant is requesting that the rezoning classification of proposed 26 lot Hidden Ridge Subdivision be changed from Agricultural District (A-1) to Single Family Residential District (SF-2) for lots 1-26; and

WHEREAS, pursuant to sec. 62.23(7) Stats., the Village Plan Commission held a public hearing regarding the zoning request on July 22, 2026, which was preceded by the publication of a class 2 notice under ch. 985, Stats.; and

WHEREAS, the proposed use is consistent with the Comprehensive Plan; and

WHEREAS, after the public hearing, the Village Plan Commission determined that changing the zoning classification from A-1 Agricultural District to SF-2 Single Family Residential would promote the public healthy, safety, and general welfare of the Village and would allow appropriate use of the property, and therefore recommended that the zoning classification of the property be changed; and

WHEREAS, the Village Board of concurs with the recommendation of the Plan Commission,

NOW THEREFORE, pursuant to sec. 62.23(7) Stats., and Chapter 17 of the Village Code, the Village Board of the Village of Mount Horeb, Dane County, Wisconsin, ordains as follows:

Section 1. Subject to Section 2, the zoning classification of the above referenced property is hereby changed from Agricultural District (A-1) to Single Family Residential District (SF-2) for lots 1- 26 and the Zoning Map of the Village shall be amended accordingly.

Section 2. Ordinance shall take effect upon approval by the Village Board of the final plat for Hidden Ridge Subdivision, and approved final plat is recorded with the Register of Deeds for Dane County, Wisconsin.

The above and forgoing ordinance was truly adopted by the Village Board of the Village of Mount Horeb at its regular meeting held on August 5, 2026.

APPROVED:

Ryan Czyzewski, Village President

ATTEST:

Alyssa Gaffney, Village Clerk

APPROVED: _____

PUBLISHED/POSTED: _____

HIDDEN RIDGE NEIGHBORHOOD

PRELIMINARY PLAT DRAWINGS

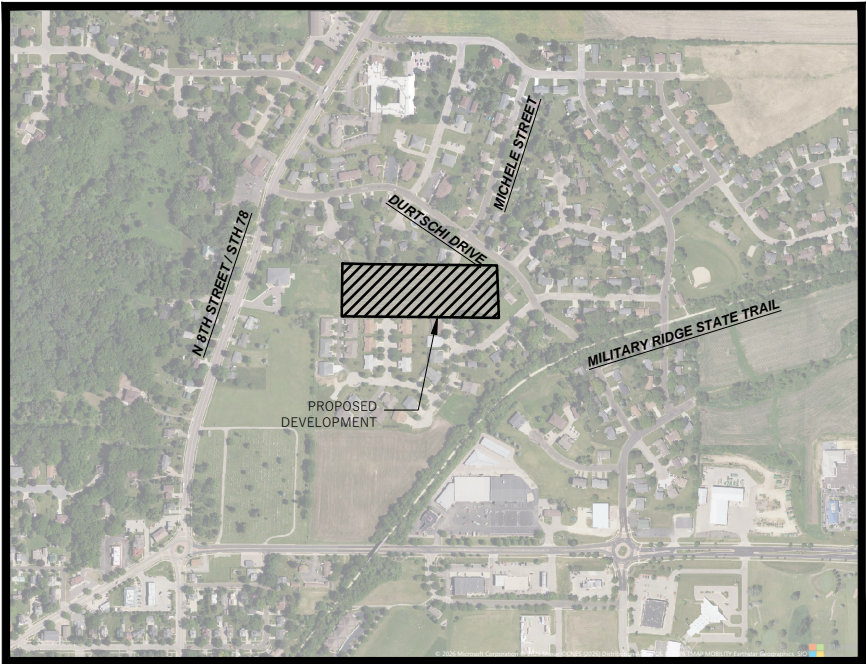
DRAWING INDEX

SHEET NO.	TITLE
OVERALL SHEETS	
O-1	TITLE SHEET
O-2	NOTES AND LEGEND
O-4	GRADING PLAN
O-5	UTILITY PLAN
PLAN AND PROFILE SHEETS	
P-1	MICHELE STREET PLAN & PROFILE
P-2	SVETLANA CIRCLE PLAN & PROFILE
P-3	SOUTH PUBLIC WATER MAIN CONNECTION PLAN & PROFILE
DETAIL SHEETS	
D-1	STREET DETAILS
D-2	WATER MAIN DETAILS
D-3	SANITARY AND STORM SEWER DETAILS
D-4	EROSION CONTROL DETAILS

VILLAGE OF MOUNT HOREB

DANE COUNTY, WISCONSIN

JUNE 2026



PROJECT AREA

SCALE: 1" = 500'



PROJECT CONTACTS

<u>DESIGN CONTACT</u> ADAM WATKINS, WYSER ENGINEERING 300 EAST FRONT STREET MOUNT HOREB, WI 53572 ADAM.WATKINS@WYSERENGINEERING.COM OFFICE: 608-437-1980	
<u>VILLAGE OF MOUNT HOREB ENGINEER</u> ROB WRIGHT - VILLAGE ENGINEER SMITHGROUPJJR 44 EAST MIFFLIN STREET, SUITE 500 MADISON, WI 53703 ROBERT.WRIGHT@SMITHGROUPJJR.COM OFFICE: 608-327-4433 CELL: 608-212-1063	
<u>MOUNT HOREB UTILITIES - SEWER</u> MIKE BRACE - WASTEWATER SUPERVISOR 2247 SAND ROCK ROAD MOUNT HOREB, WI 53572 MICHAEL.BRACE@MOUNTHOREBWI.INFO OFFICE: 608-437-3101	
<u>MOUNT HOREB UTILITIES - ELECTRIC</u> JORDAN SCHMITZ - ELECTRIC SUPERINTENDENT 138 E MAIN STREET MOUNT HOREB, WI 53572 JORDAN.SCHMITZ@MOUNTHOREBWI.INFO OFFICE: 608-437-3300	
<u>MOUNT HOREB UTILITIES - WATER</u> BRIAN SCHULT - WATER SUPERINTENDENT 138 E MAIN STREET MOUNT HOREB, WI 53572 BRIAN.SCHULT@MOUNTHOREBWI.INFO OFFICE: 608-437-9431	
<u>GAS - MADISON GAS AND ELECTRIC</u> HOLLY POWELL 133 SOUTH BLAIR STREET MADISON, WI 53701-1236 HPOWELL@MGE.COM 608-252-7214	
<u>CABLE - MOUNT HOREB TELEPHONE COMPANY</u> JOHN VAN OOYEN - GENERAL MANAGER 200 EAST MAIN STREET MOUNT HOREB, WI 53572 JOHN.VANOoyen@MHTCINC.NET 608-437-4466	

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HIDDEN RIDGE NEIGHBORHOOD

VILLAGE OF MOUNT HOREB, DANE COUNTY, WI

Sheet Title:
TITLE SHEET

MICHELE STREET
MOUNT HOREB, WI 53572

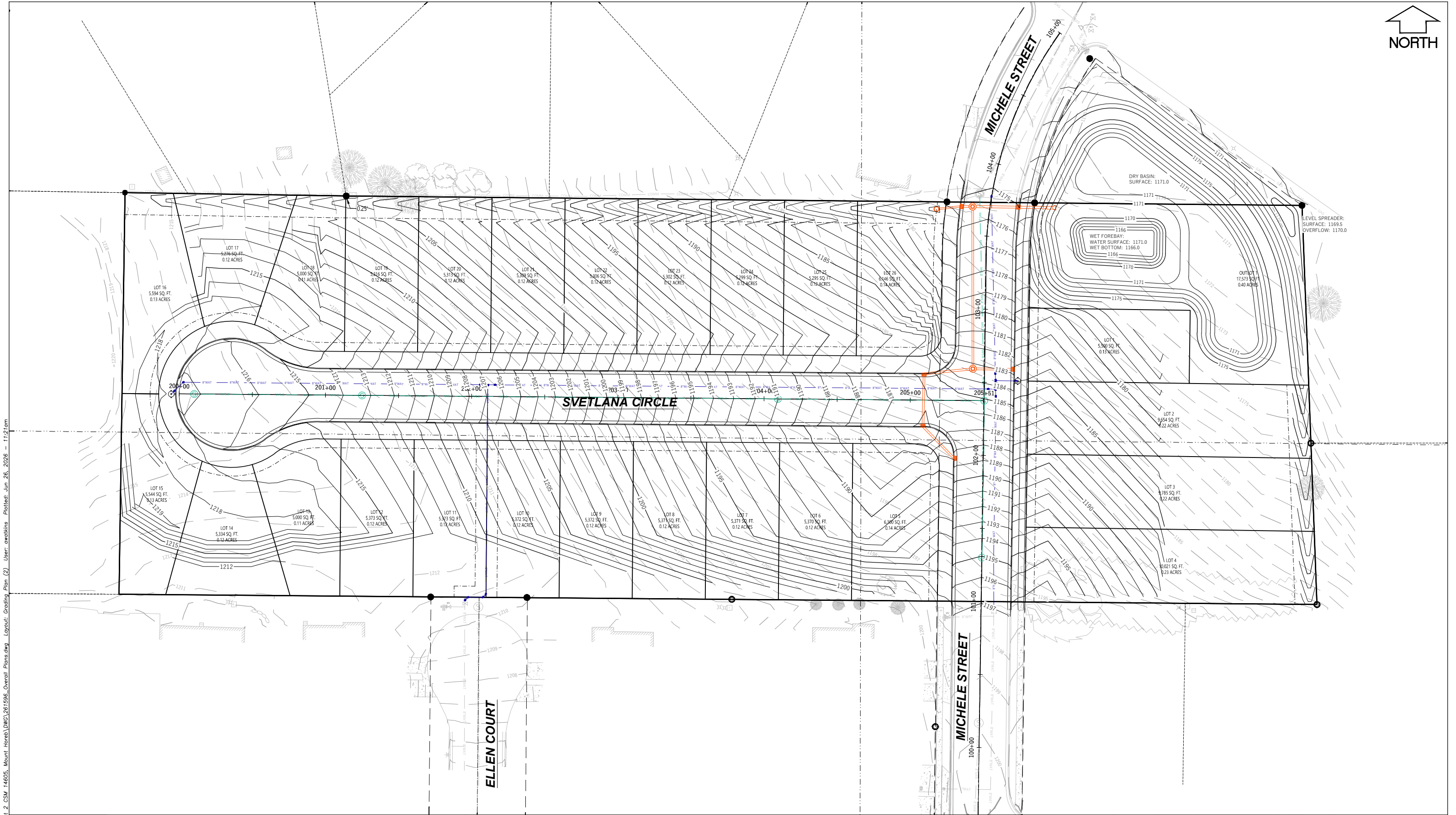


Graphic Scale

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Date:														Date Issued		06/26/2026
No.:														Sheet Number		O-1



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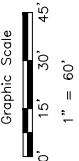


HIDDEN RIDGE NEIGHBORHOOD
VILLAGE OF MOUNT HOREB, DANE COUNTY, WI

Sheet Title:
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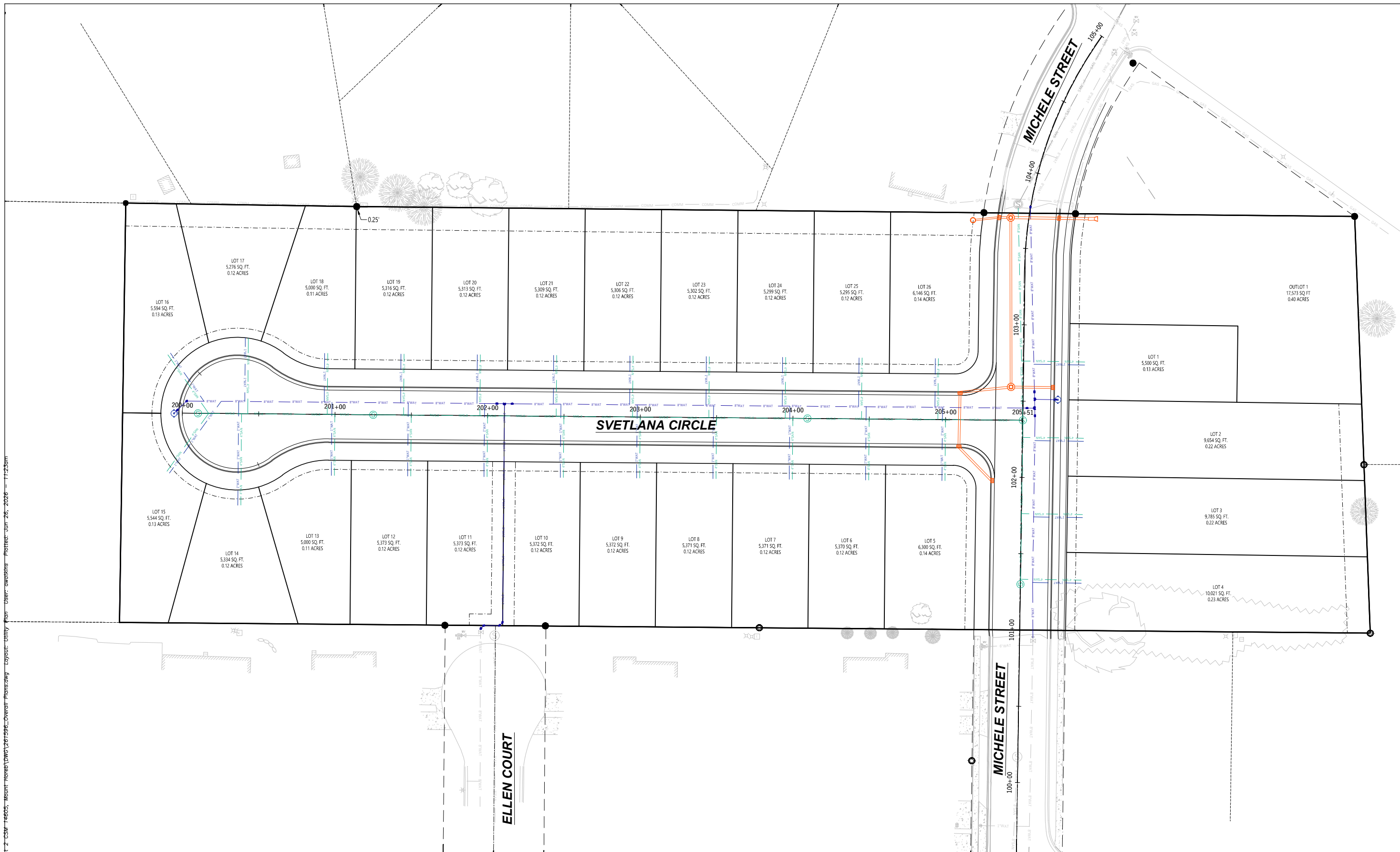
MICHELE STREET
MOUNT HOREB, WI 53572

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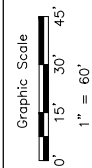


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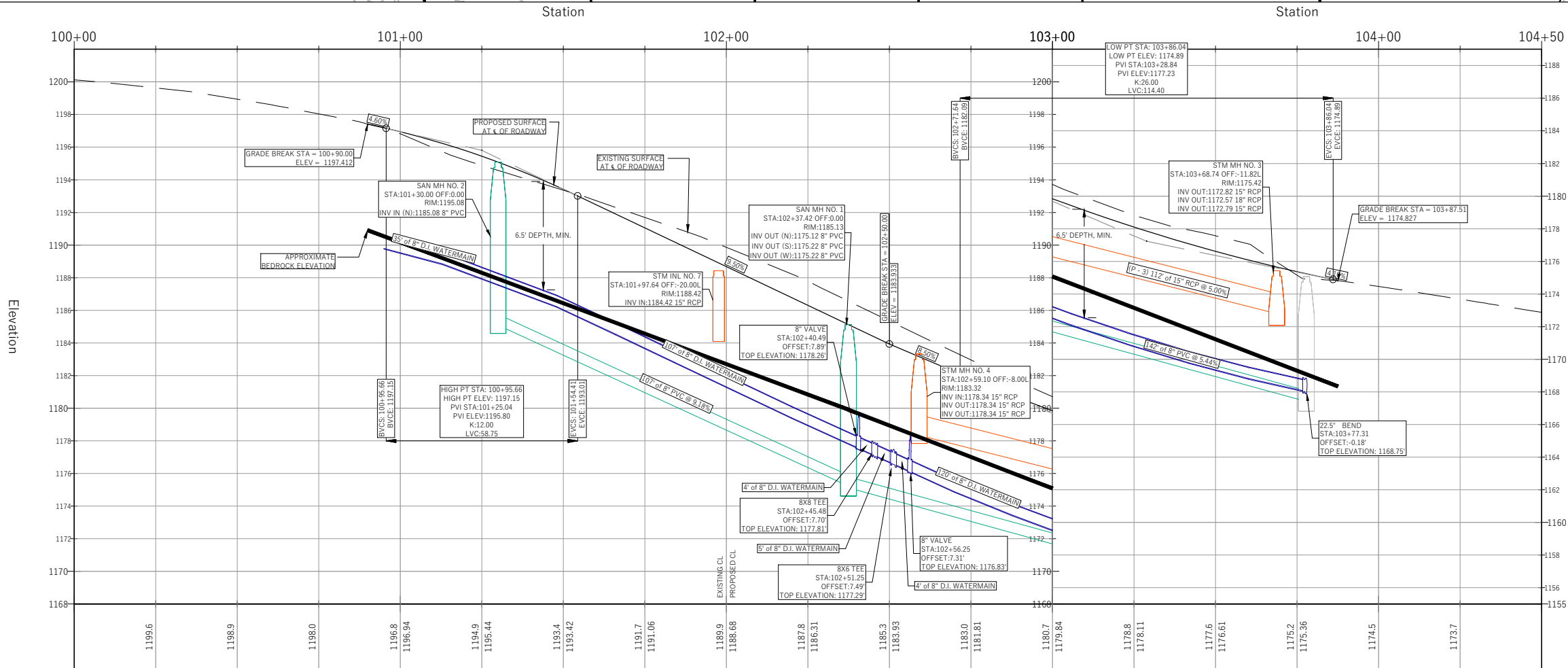
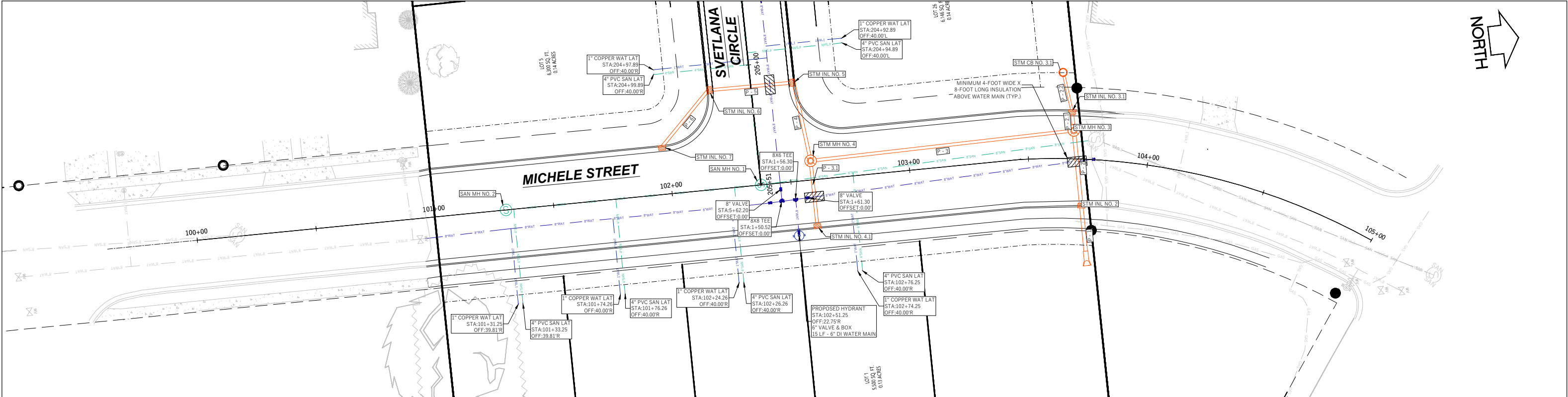
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UTILITY PLAN

MICHELE STREET
MOUNT HOREB, WI 53572



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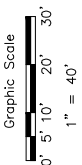
HIDDEN RIDGE NEIGHBORHOOD

VILLAGE OF MOUNT HOREB, DANE COUNTY, WI

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PLAN AND PROFILE
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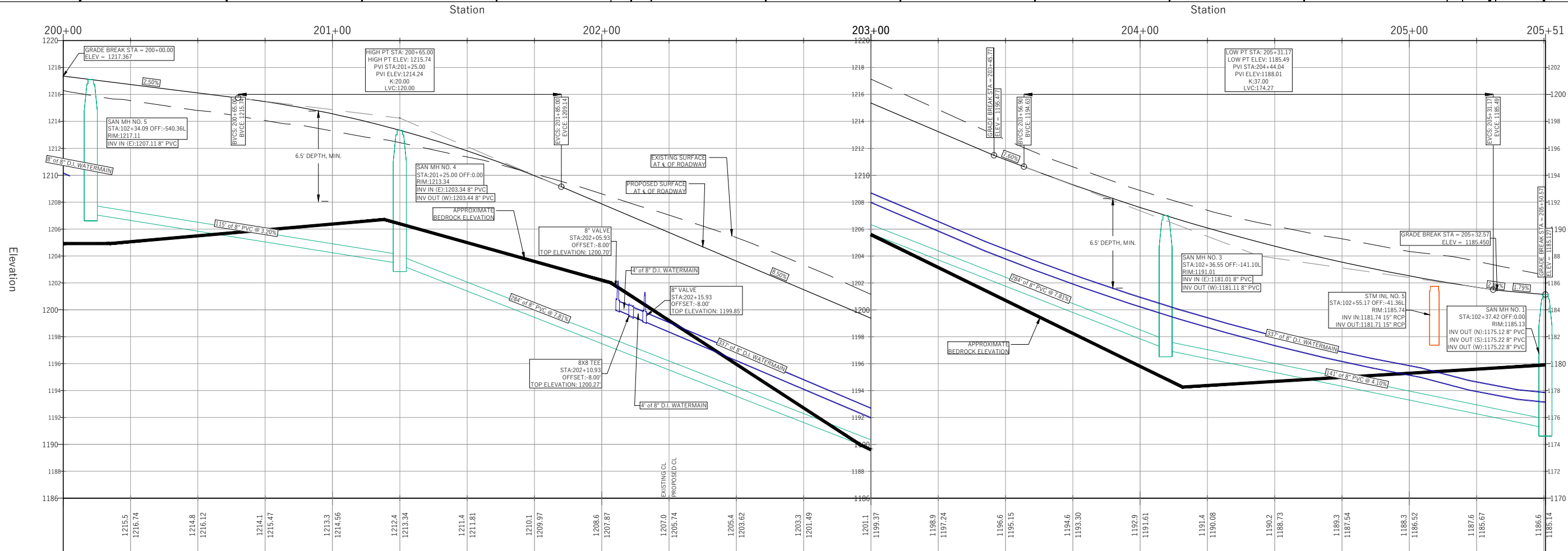
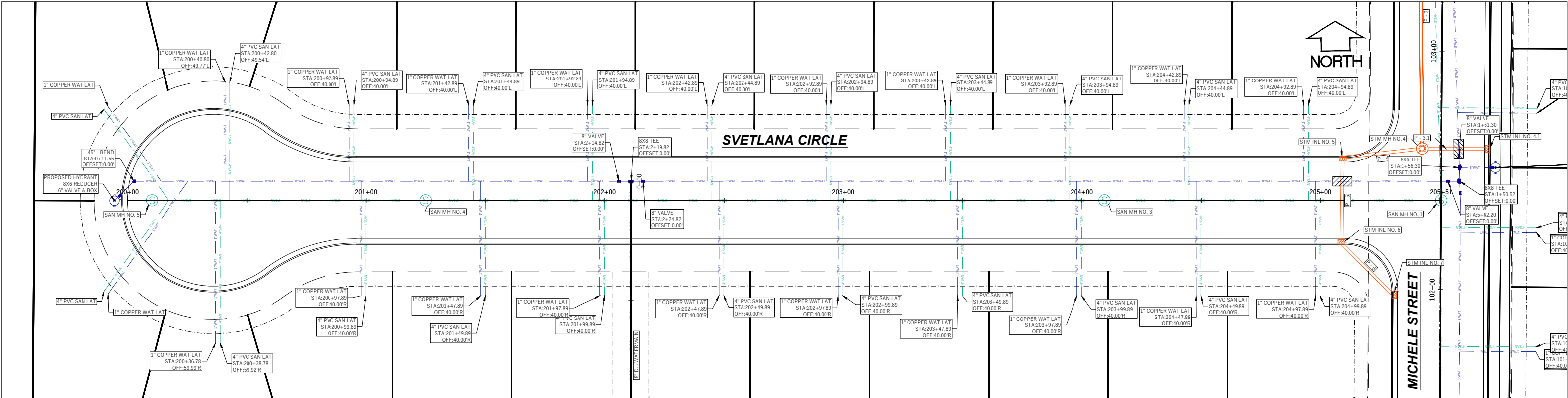
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MOUNT HOREB, WI 53572



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HIDDEN RIDGE NEIGHBORHOOD

VILLAGE OF MOUNT HOREB, DANE COUNTY, WI

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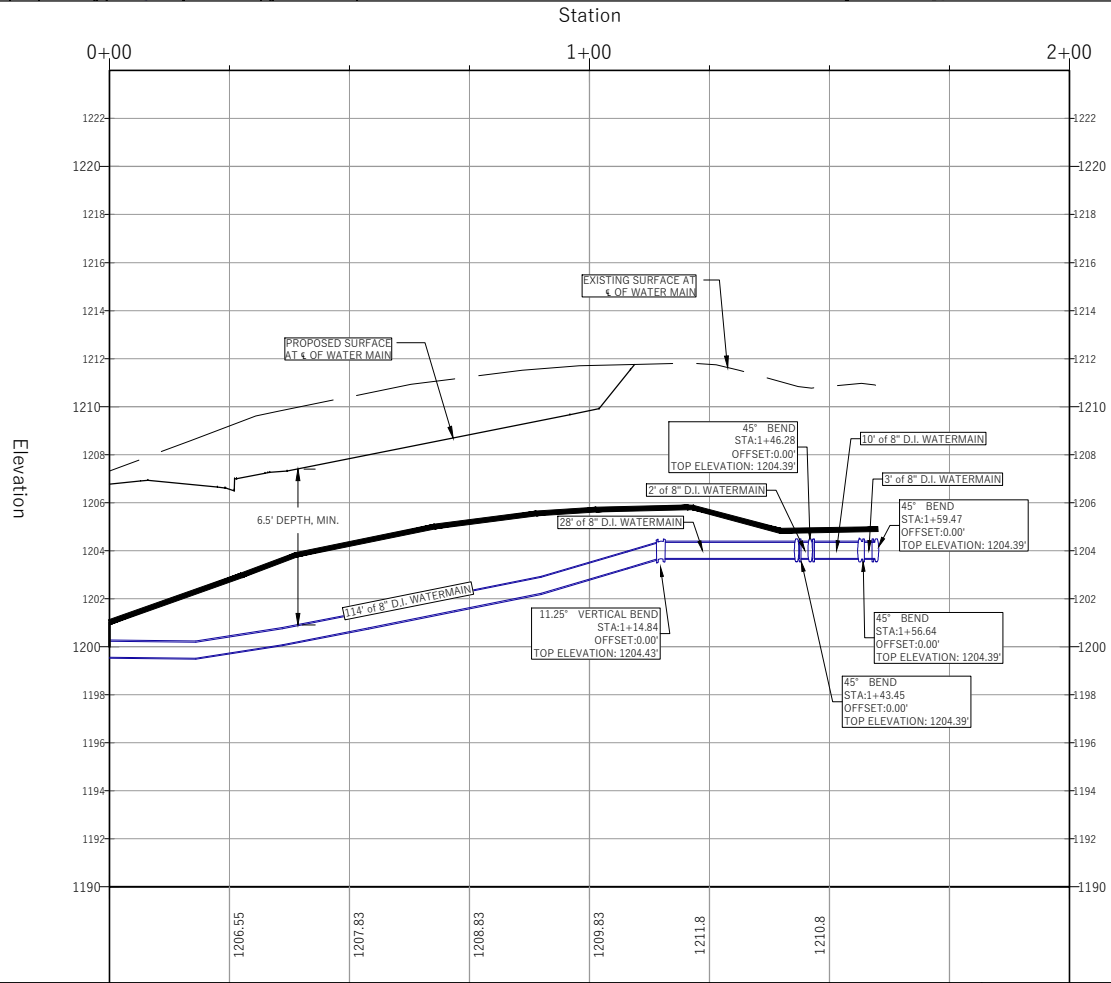
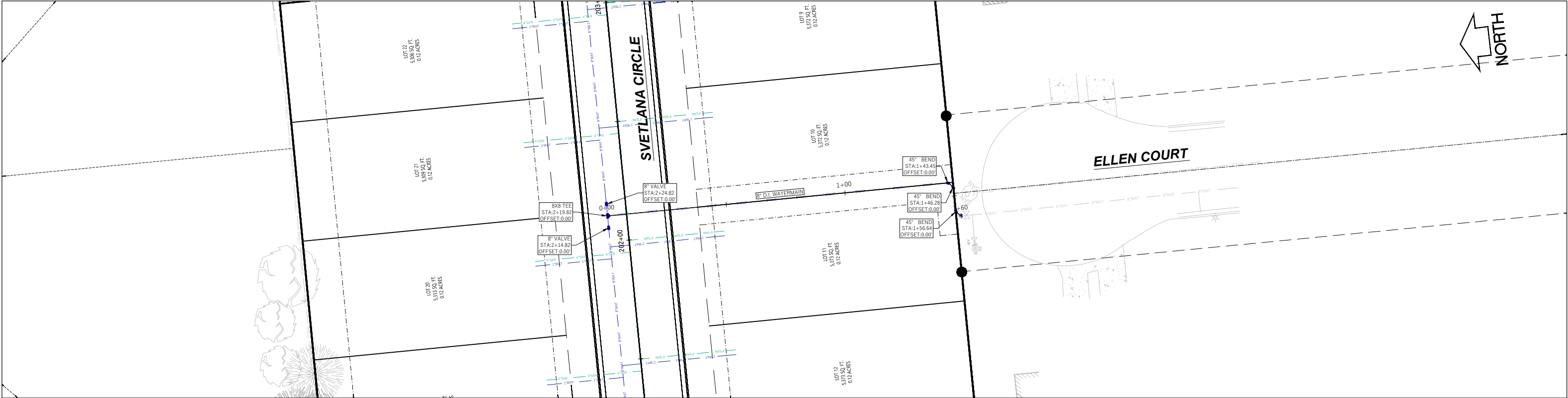
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0' 5' 10' 20' 30'
1" = 40'

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HIDDEN RIDGE NEIGHBORHOOD

VILLAGE OF MOUNT HOREB, DANE COUNTY, WI

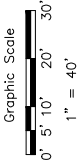
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SOUTH PUBLIC WATER MAIN CONNECTION
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MICHELE STREET
MOUNT HOREB, WI 53572



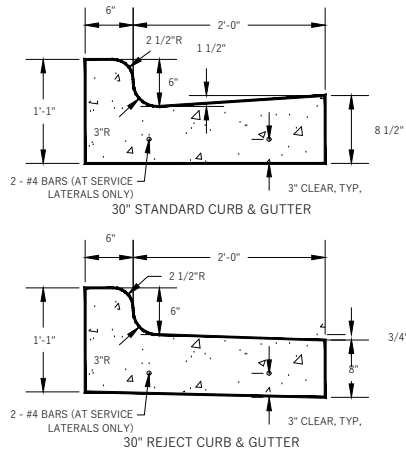
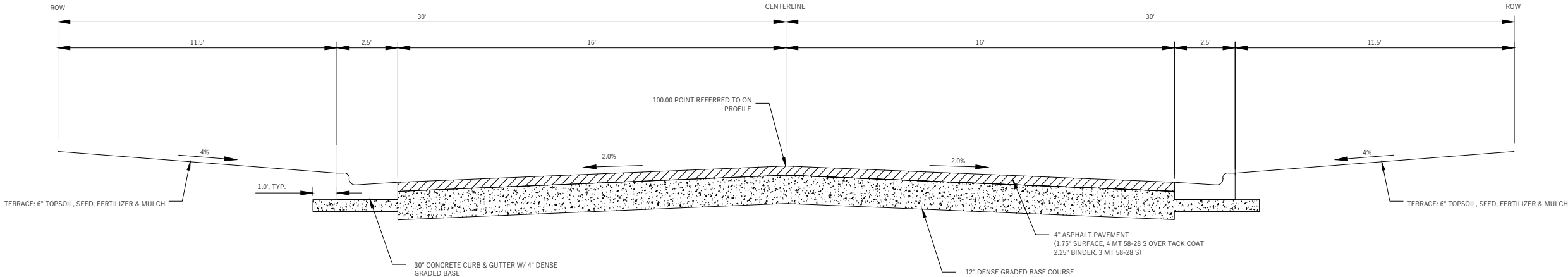
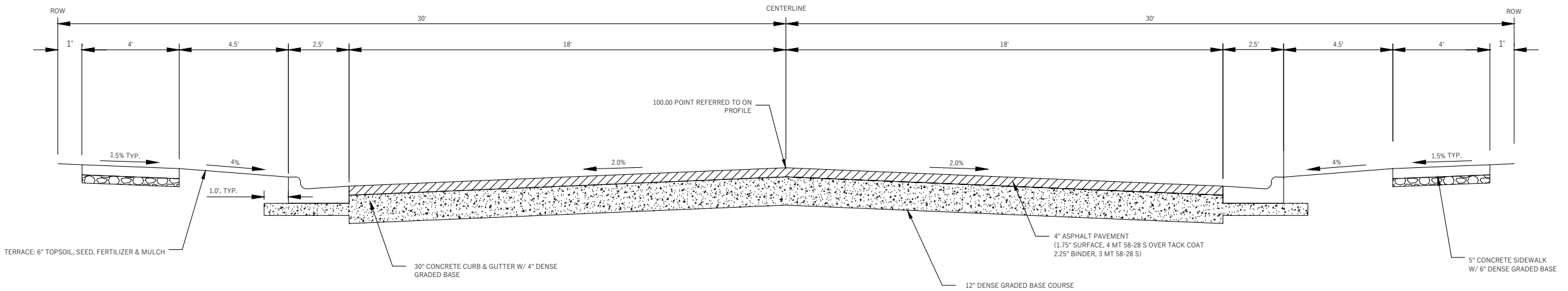
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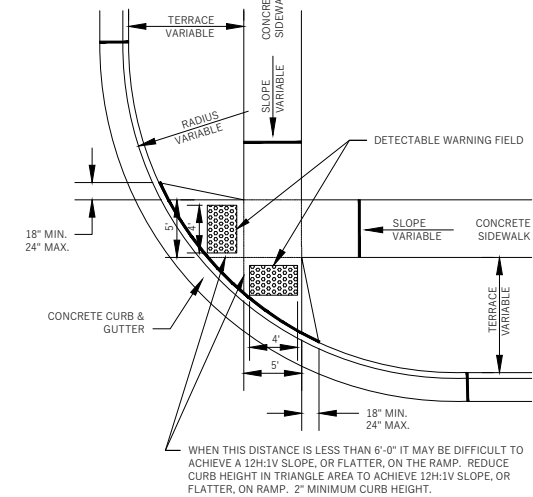
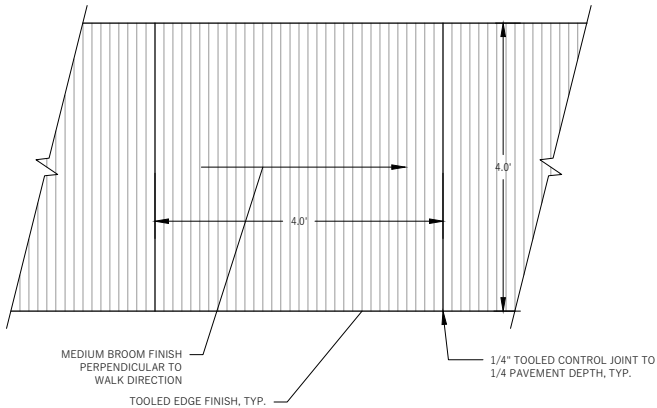
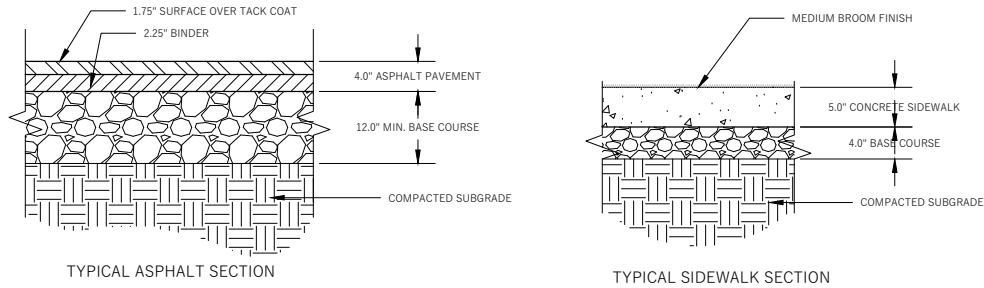
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- NOTES:
1. MIN. 6" BASE COURSE REQUIRED
 2. BASE COURSE SHALL EXTEND MIN. 1'-0" BEYOND BACK OF CURB



LEGEND

- 1" EXPANSION JOINT
CONTRACTION JOINT
FIELD LOCATED

- NOTES:
1. DETAILS OF CONSTRUCTION, MATERIALS AND WORKMANSHIP NOT SHOWN ON THIS DRAWING SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF THE STANDARD SPECIFICATIONS AND THE APPLICABLE SPECIAL PROVISIONS.
 2. RAMPS SHALL BE BUILT AT 12H:1V, OR FLATTER. THE SIDEWALK ELEVATION MAY BE LOWERED TO MEET THE HIGH POINT OF RAMP.
 3. CURB RAMP DETECTABLE WARNING FIELD MATERIALS AND DEVICES SHALL BE APPROVED BY THE ENGINEER. THE DETECTABLE WARNING FIELD SHALL BE NON-PAINTED CAST IRON.
 4. SURFACE TEXTURE OF THE RAMP SHALL BE OBTAINED BY COARSE BROOMING TRANSVERSE TO THE SLOPE OF THE RAMP.

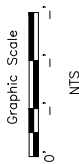
HIDDEN RIDGE NEIGHBORHOOD

VILLAGE OF MOUNT HOREB, DANE COUNTY, WI

Sheet Title:
STREET DETAILS

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Hearing Impaired TDD (800) 542-2289
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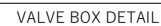


Revisions:	No.	Date	Description										

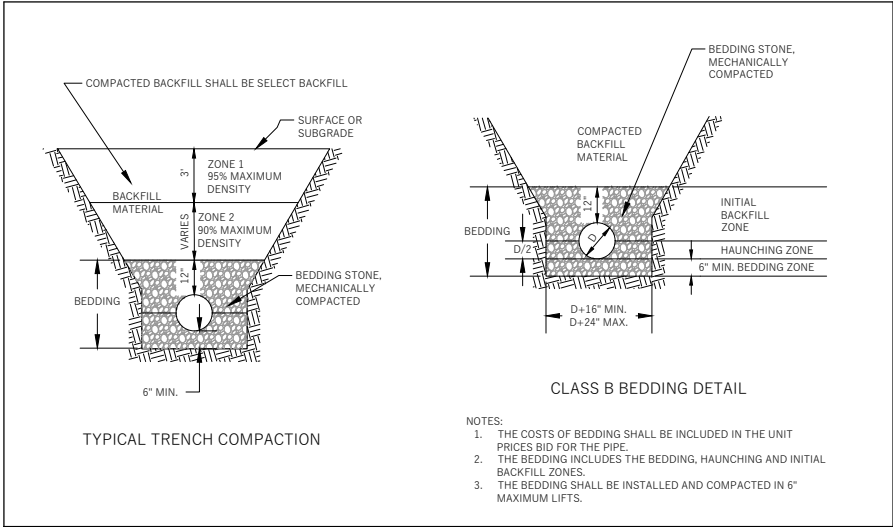
Wyser Number	26-1596
Set Type	PRELIMINARY PLAT
Date Issued	06/26/2026
Sheet Number	D-1



* ALL CURB BOXES SHALL BE FURNISHED WITH STATIONARY RODS



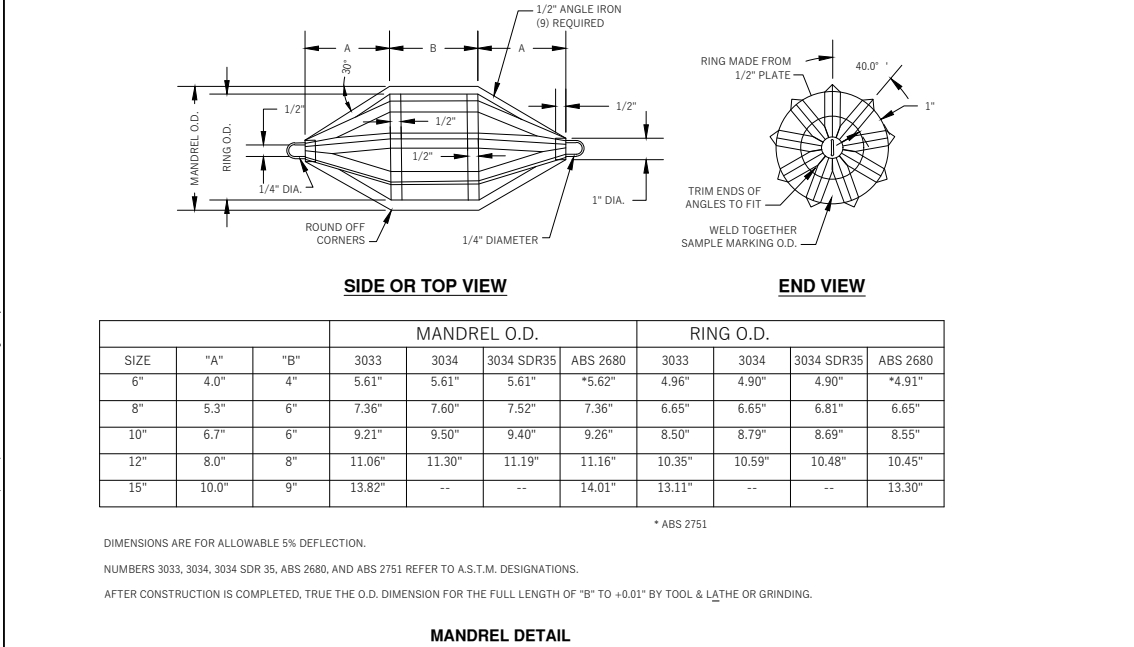
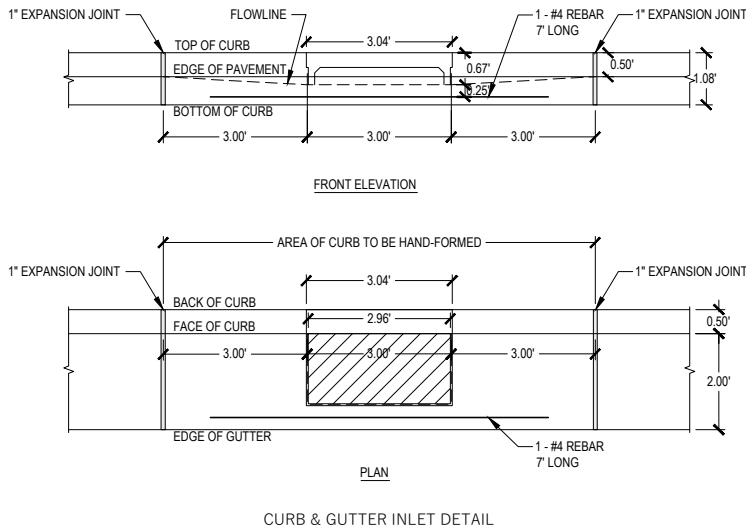
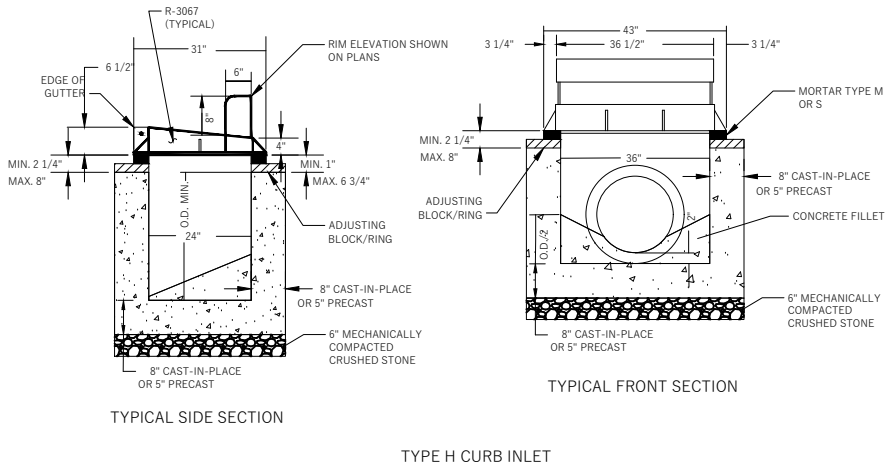
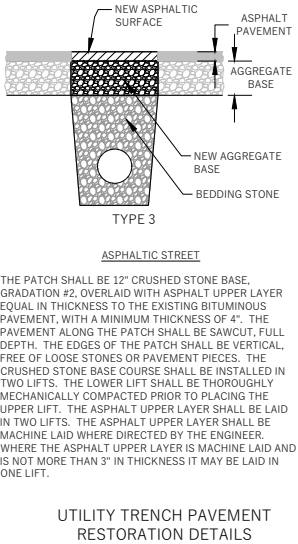
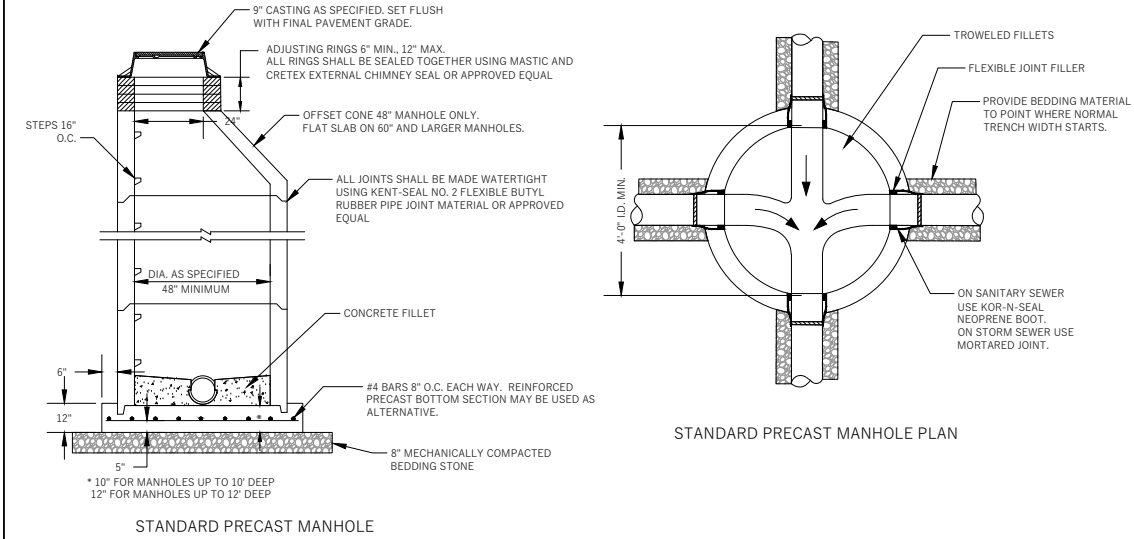
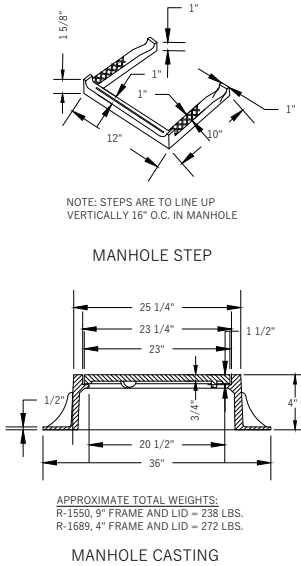
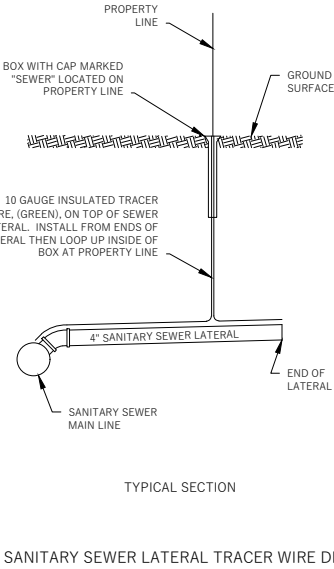
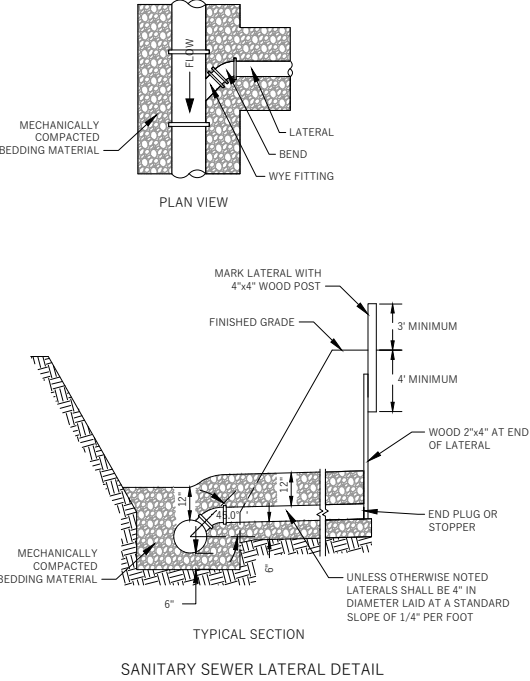
File: W:\2020\261596_Details.dwg - Plot: 2 CSM 14605, Mount Horeb DWG\261596_Details.dwg Layout: D-3 User: awatkins Plotted: Jun 26, 2026 - 11:26am



PIPE	PIPE DIAMETER											
LENGTH	4"	6"	8"	10"	12"	15"	18"	21"	24"			
25'	0:04	0:10	0:18	0:28	0:40	1:02	1:29	2:01	2:38			
50'	0:09	0:20	0:35	0:55	1:19	2:04	2:58	4:03	5:17			
75'	0:13	0:30	0:53	1:23	1:59	3:06	4:27	6:04	7:55			
100'	0:18	0:40	1:11	1:50	2:38	4:08	5:56	8:05	10:39			
125'	0:22	0:50	1:28	2:18	3:18	5:09	7:26	9:55	11:20			
150'	0:26	0:59	1:46	2:45	3:58	6:11	8:30	9:55	11:20			
175'	0:31	1:09	2:03	3:13	4:37	7:05	8:30					
200'	0:35	1:19	2:21	3:40	5:17	7:05						
225'	0:40	1:29	2:39	4:08	5:40							
250'	0:44	1:39	2:56	4:35	5:40							
275'	0:48	1:49	3:14	4:43								
300'	0:53	1:59	3:31	4:43								
325'	0:57	2:09	3:47									
350'	1:02	2:19	3:47									
375'	1:06	2:29										
400'	1:10	2:38										
425'	1:15	2:48										
450'	1:19	2:50										
475'	1:24	2:50										
500'	1:28	2:50	3:47	4:43	5:40	7:05	8:30	9:55	11:20			

SPECIFICATION TIME (MIN:SEC) REQUIRED FOR LOSS OF AIR PRESSURE FROM 3.5 PSIG TO 2.5 PSIG FOR SIZE AND LENGTH OF PIPE INDICATED

LOW PRESSURE AIR TEST TIME (MANHOLE TO MANHOLE)



WYSER

ENGINEERING

HIDDEN RIDGE NEIGHBORHOOD

VILLAGE OF MOUNT HOREB, DANE COUNTY, WI

Sheet Title:

SANITARY AND STORM SEWER DETAILS

MICHELE STREET

MOUNT HOREB, WI 53572

DIGGERS

HOTLINE

Toll Free (800) 242-8511 or- 811

Hearing Impaired TDD (800) 542-2289

www.DiggersHotline.com

Graphic Scale

NTS

Revisions:

No.	Date:	Description:

Wyser Number

26-1596

Set Type

PRELIMINARY PLAT

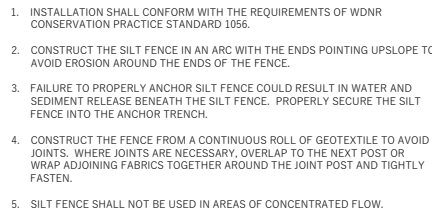
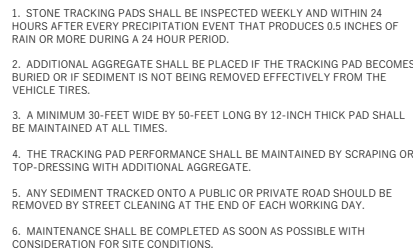
Date Issued

06/26/2026

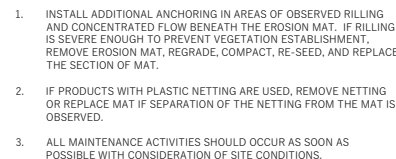
Sheet Number

D-3

Page 49 of 57



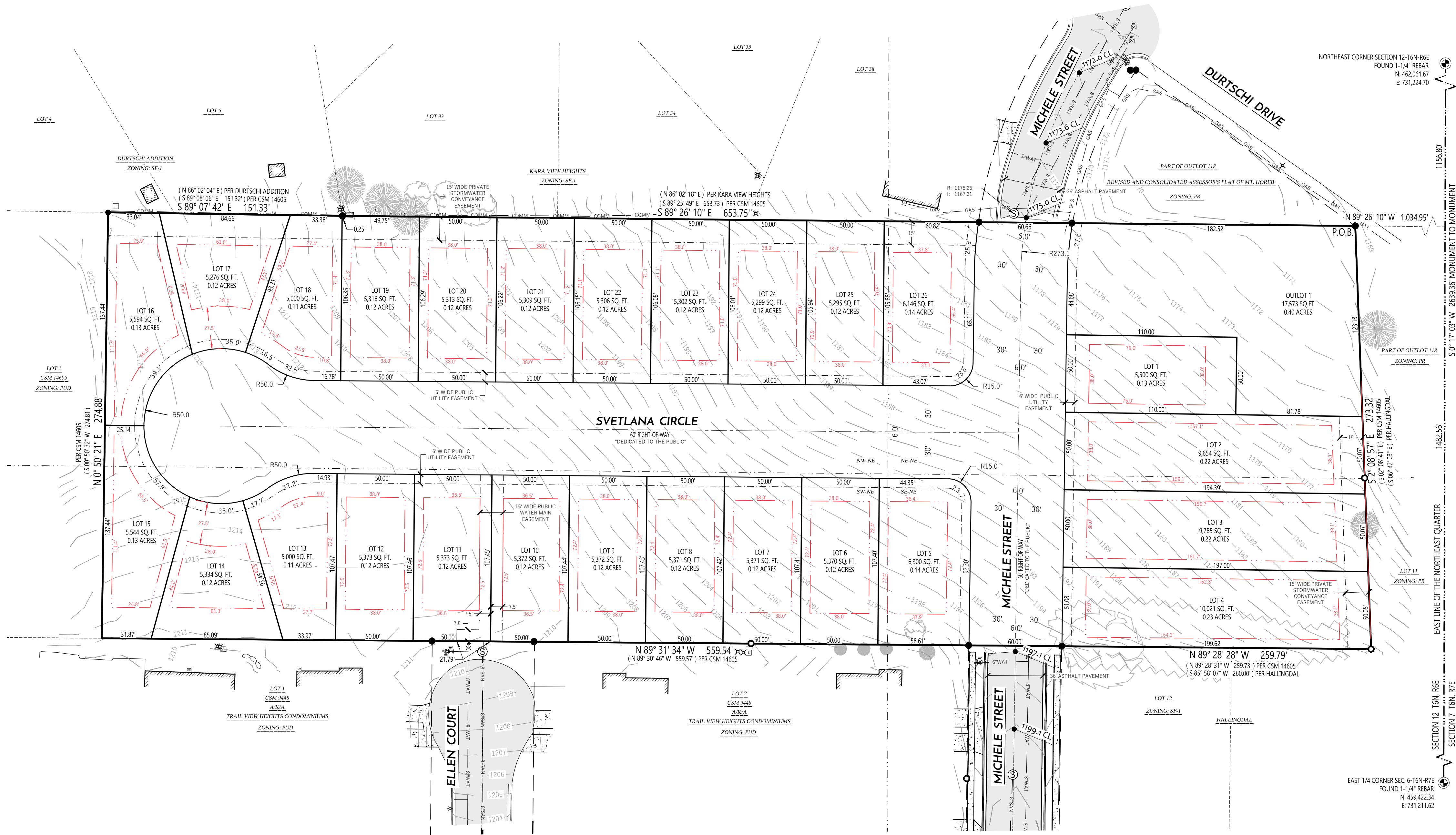
1. Empty the sediment bag if more than half filled with sediment and debris
2. Remove the grate, engage the lifting points, and lift filter from the drainage structure
3. Dispose of sediment and debris as directed by the Engineer or Maintenance Contract
4. Alternatively, an industrial vacuum can be used to collect sediment from filter bag



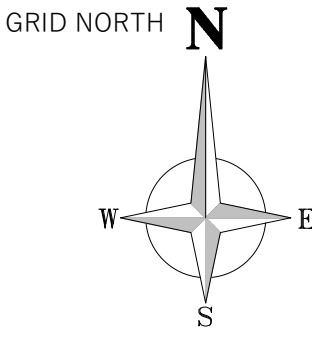
1. DITCH CHECKS SHALL BE INSPECTED WEEKLY AND WITHIN 24 HOURS AFTER EVERY PRECIPITATION EVENT THAT PRODUCES 0.5 INCHES OF RAIN OR MORE DURING A 24 HOUR PERIOD.
2. WHEN OBSERVING CONDITIONS OF DITCH CHECKS, PAY SPECIAL CONSIDERATION TO THE PRESENCE OF INDICATORS THAT WATER IS ERODING AROUND THE ENDS, UNDERCUTTING THE DITCH CHECK, OR SIGNIFICANT EROSION IS OCCURRING DOWNSTREAM OF THE DITCH CHECK. THESE ITEMS MAY INDICATE THE NEED FOR CLOSER SPACING ON DITCH CHECKS OR USE OF A DIFFERENT EROSION MAT.
3. SEDIMENT SHALL BE REMOVED FROM BEHIND THE DITCH CHECK WHEN IT REACHES $\frac{1}{2}$ THE HEIGHT OF THE LOWEST ELEVATION OF THE DITCH CHECK.
4. DITCH CHECKS SHALL BE REMOVED ONCE ANY CHANNEL IS STABILIZED WITH VEGETATION UNLESS PART OF A PERMANENT STORMWATER MANAGEMENT PLAN.
5. MAINTENANCE SHALL BE COMPLETED AS SOON AS POSSIBLE WITH CONSIDERATION FOR SITE CONDITIONS.

PRELIMINARY PLAT of HIDDEN RIDGE

A PART OF THE NW-1/4 OF THE NE-1/4, THE NE-1/4 OF THE NE-1/4, THE SE-1/4 OF THE NE-1/4, AND THE SW-1/4 OF THE NE-1/4 OF SECTION 12, TOWN 6 NORTH, RANGE 6 EAST, VILLAGE OF MOUNT HOREB, DANE COUNTY, WISCONSIN.



NORTH REFERENCE FOR THIS SURVEY AND PLAT ARE BASED ON THE WISCONSIN COORDINATE REFERENCE SYSTEM, DANE COUNTY, U.S. SURVEY FOOT, NAD 83 (2011). "WISCONSIN DANE" THE EAST LINE OF THE NORTHEAST QUARTER OF SECTION 12 BEARS S 0° 17' 03" W



0' 20' 40' 60'
SCALE: 1 INCH = 40 FEET

LEGEND

	FOUND PLSS SECTION MONUMENT TYPE NOTED
	SET 3/4\"X18\" REBAR 1.50 LB/FT
	FOUND 3/4\" REBAR
	FOUND 1-1/4\" REBAR
	FOUND IRON PIPE, SIZE NOTED
	EXISTING SEPTIC VENT
	EXISTING SANITARY MANHOLE
	EXISTING WELL
	EXISTING UTILITY POLE
	EXISTING UTILITY PEDESTAL
	EXISTING GAS METER
	EXISTING GAS VALVE
	DECIDUOUS TREE
	CONIFEROUS TREE
	VERTICAL BENCHMARK
	RECORDED AS
	PLAT BOUNDARY LINE
	RIGHT-OF-WAY LINE
	CENTERLINE
	SECTION/QUARTER LINE
	EXISTING EASEMENT
	PROPOSED EASEMENT
	SOIL TYPE BOUNDARY
	SETBACKS WHERE NOT TYPICAL
	EDGE OF WOODS / TREE LINE
	EXISTING OVERHEAD ELECTRIC
	EXISTING ELECTRIC
	EXISTING COMMUNICATION
	EXISTING NATURAL GAS LINE
	EXISTING STORM SEWER
	EXISTING FENCE LINE
	EDGE OF PAVEMENT
	EDGE OF GRAVEL
	ASPHALT PAVEMENT
	CONCRETE PAVEMENT
	GRAVEL
	CONTOUR MAJOR
	CONTOUR MINOR

LEGAL DESCRIPTION (AS SURVEYED)

ALL OF LOT 2 CERTIFIED SURVEY MAP NO. 14605 RECORDED SEPTEMBER 15, 2017 IN VOLUME 101 OF CERTIFIED SURVEY MAPS OF DANE COUNTY ON PAGES 106-108 AS DOCUMENT NO. 5357648, BEING A PART OF ALL THE QUARTERS OF THE NORTHEAST QUARTER OF SECTION 12, TOWN 6 NORTH, RANGE 6 EAST, LOCATED IN THE VILLAGE OF MOUNT HOREB, DANE COUNTY, WISCONSIN.

ABOVE DESCRIBED AREA CONTAINS 222,168 SQUARE FEET OR 5.10 ACRES.

SURVEYORS CERTIFICATE

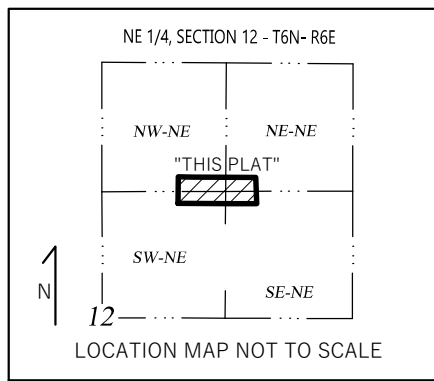
I, ZACHARY M. REYNOLDS, WISCONSIN PROFESSIONAL LAND SURVEYOR S-3223, DO HEREBY CERTIFY THAT THIS SURVEY AND MAP IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF WITH THE INFORMATION PROVIDED, BY THE ORDER OF THOSE LISTED HEREON, AND THAT THIS SURVEY COMPLIES WITH AE 7 OF THE WISCONSIN ADMINISTRATIVE CODE AND THE PROVISIONS AS STATED IN CHAPTER 19 - SUBDIVISION AND PLATTING OF THE VILLAGE OF MOUNT HOREB - CODE OF ORDINANCES.

ZACHARY M. REYNOLDS, S-3223
WISCONSIN PROFESSIONAL LAND SURVEYOR

DATE _____

NOTES

- FIELD WORK PERFORMED BY WYSER ENGINEERING, LLC. ON MARCH 23-24, 2026.
- NORTH REFERENCE FOR THIS SURVEY AND MAP ARE BASED ON THE WISCONSIN COUNTY COORDINATE SYSTEM, NAD 83 (2011). GRID NORTH, THE EAST LINE OF THE NORTHEAST QUARTER OF SECTION 12 BEARS S 0° 17' 03" W.
- THIS PARCEL IS SUBJECT TO ALL EASEMENTS AND AGREEMENTS, BOTH RECORDED AND UNRECORDED.
- WYSER ENGINEERING HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS THAN AN ACCURATE TITLE SEARCH MAY DISCLOSE.
- ELEVATIONS ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 - 2012b ADJUSTMENT (NAV88)(12b).
- SUBSURFACE UTILITIES AND FIXTURES SHOWN ON THIS MAP HAVE BEEN APPROXIMATED BY LOCATING SURFACE FEATURES AND ACCESSORIES, DIGGERS HOTLINE FIELD MARKINGS AND EXISTING MAPS AND RECORDS.
- CONTOUR INTERVAL ARE 1 FOOT AND HAVE BEEN DETERMINED BY FIELD DATA.
- SUBJECT PARCEL LIES IN "ZONE X" AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN, PER NATIONAL FLOOD INSURANCE PROGRAM, FLOOD INSURANCE RATE MAP NO. 55025C0365G DATED JANUARY 02, 2009.
- CURRENT PARCEL ZONING IS AG (AGRICULTURAL) FOR THE ENTIRE PARCEL. PROPOSED ZONING FOR LOTS 1-26 IS SF-2 (SINGLE FAMILY RESIDENTIAL-2) AND OUTLOT 1 WILL BE ZONED CON (CONSERVANCY).
- ALL STREET RIGHT-OF-WAYS SHOWN WITHIN THE PLAT BOUNDARY ARE TO BE "DEDICATED TO THE PUBLIC".
- ALL OUTLOTS ARE TO BE PRIVATELY HELD AND MAINTAINED FOR OPEN SPACE PURPOSES AND EASEMENTS GIVEN TO THE PUBLIC FOR STORMWATER MANAGEMENT AND RECREATIONAL PURPOSES ACROSS THEM.



SURVEYOR/ENGINEER/PLANNER:
WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

SUBDIVIDER:
BVD LLC
515 REID DRIVE
MOUNT HOREB, WI 53572

OWNER:
BVD LLC
515 REID DRIVE
MOUNT HOREB, WI 53572



AGENDA ITEM REPORT

MEETING DATE

August 5, 2026

PREPARED BY

Gabe Altenbernd,
Administrator

AGENDA ITEM # 6.d

Consideration of the topic for November 9th, 2026 Disagree Better Community Discussion

BACKGROUND

As part of the Village's participation in the Disagree Better initiative, staff is seeking direction from the Village Board regarding the topic for the Village's upcoming community conversation. The purpose of the program is to encourage respectful dialogue, foster understanding between individuals with differing viewpoints, and strengthen civic engagement by focusing on issues that matter to our community. Rather than debating who is right or wrong, these conversations are intended to help participants better understand the values, priorities, and perspectives that shape differing opinions.

Staff has identified several potential themes that align with the goals of the program and address issues relevant to the Village. The Board is asked to review the following options and provide direction on the preferred topic:

- Growth vs. Small-Town Character: "How can Mount Horeb grow while preserving what makes it special?"
- Community Expectations: "What do residents owe their community – and what should they expect from their local government?"
- Parks, Recreation and Community Priorities: "What should our community invest in first?"
- What Makes a Strong Community?: "What does a thriving Mount Horeb look like in 20 years from now?"

Lastly, we could present an overall question along these lines: How should Mount Horeb shape its future while preserving what residents value most? We could then provide three distinct approaches that delve into three related topics. (Such as "Balancing Taxes and Services, Growth and Small Town Character, Community/Government Expectations).



AGENDA ITEM REPORT

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

August 5, 2026

PREPARED BY

Ryan Czyzewski, Village Board
President

AGENDA ITEM # 7.f

Mount Horeb Area Chamber of Commerce

BACKGROUND

Chamber Report

I want to give a shout out to the Chamber for hosting another successful Art Fair. I'm always impressed with the Chamber's interest in improving it each year and the volunteers that share their time and talents with the community to benefit all.

The work to integrate Barneveld into the Tourism Zone continues.

The Chamber is finalizing its 2027-2029 Strategic Plan. It continues to focus on the cornerstones of Destination Marketing/Business Engagement/Signature Events and I'm excited for all of you to see it.

Will also be seeing some maintenance work on the Welcome Center siding as they continue to invest in the building.

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

August 5, 2026

PREPARED BY

Ryan Czyzewski, Village Board
President

AGENDA ITEM # 7.i

Plan Commission

BACKGROUND

Plan Commission

Hidden Ridge housing project - Rezoning land for infill housing redevelopment was recommended to Village Board for approval. Preliminary Plat was recommended for approval contingent on staff and applicant finalizing the Development Agreement and stormwater management. Most discussion centered on the applicant's request to include sidewalks on only East side of Michelle Street. The Plan Commission is requiring sidewalks on the East side of Michelle Street and only South of Svetlana Circle on the West side of Michelle Street. This development helps address the goal of affordable housing in the community.

We received a concept presentation from The Meatsmith Cooperative and other businesses using 213 & 215 E Main Street. They shared information on the new businesses coming soon and plans for future development & investment. With the new zoning code, beginning operations is a much easier process for them.

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

August 5, 2026

PREPARED BY

Ryan Czyzewski, Village Board
President

AGENDA ITEM # 8.a

Village President's Report

BACKGROUND

President's Report

The Library's recent Disagree Better Series event was great. We had productive, and respectful, discussions about the different ways to address Mental Health issues in a community. By identifying there are many ways a problem can be addressed with tradeoffs between all those options, it helped participants better understand the nature of Disagreeing Better and the importance of collaboration. The team is compiling the discussion items to be shared in the future. Again, great collaboration in the community.

I've shared a quote in the past about working through the 'implementation phases' of plans: *You wouldn't plant a seed and then dig it up every few minutes to see if it has grown. So why do you keep questioning yourself, your hard work and your decisions? Have patience, stop overthinking and just keep watering your seeds.* -STEVEN BARTLETT

Warning: Corny analogy ahead: Talking to other municipal leaders, it's a common struggle to plant seeds and let the process develop versus digging them up and restarting continuously. It is still very important to plan well from the start and monitor the progress of a seed/project/goal, adjusting along the way to ensure the investment towards a harvest is not wasted. But it's why we put resources into picking the right seed for the community to add to our garden. We can trust the groundwork, and work toward that end goal. We are fortunate to have a great staff who have the expertise to implement and citizen volunteers to help. I know it is a corny analogy, but as a reminder to Trustees, tend to yourself and grow into a fruitful elected official too. Use the League of WI Municipality, Dane County Cities & Villages Association, or any of the numerous resources at your disposal. Invest in yourselves and the Village.

With a month of service, Gabe has shown to be taking the challenge of our new Village Administrator head on, as we expected. I appreciate his diligence and patience to learn about the Village as he works with everyone to address the needs and



AGENDA ITEM REPORT

challenges before us, using his experience and expertise to maintain or further enhance the services the Village offers. From my previous analogy, he's a great gardener, learning what we've planted, questioning methods, and making adjustments, but still focused on harvesting our investments and nourish the Village in the future.

Keep up the great work. I hope everyone has been enjoying all our Village has to offer this summer. If not, don't delay!

RECOMMENDATION

ATTACHMENTS

None