

**VILLAGE OF HARTLAND  
VILLAGE BOARD MINUTES  
MONDAY, OCTOBER 14, 2024 • 6:30 PM  
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

President Pfannerstill called the meeting to order at 6:30 pm

Present: President Pfannerstill, Trustees Truttschel, Pfeiffer, Wallschlager, Conner, Hallquist

Excused: Trustee deBoer

Others Present: Village Manager Bailey, Clerk Policello, Police Chief Misko, Police Lieutenant DeBarge, Fire Chief Jambretz, Public Works Interim Director Jenson, Recreation Director Rennekamp,

Pledge of Allegiance – Trustee Pfeiffer

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) for a three-minute time period per person, with time extensions per the Village President's discretion. This meeting will be recorded and will be available online through the Village's website.

There were no public comments.

1. Consideration of Village Board Minutes from September 23, 2024

Motion (Conner/Hallquist) to approve the Minutes from September 23, 2024.

Trustee Wallschlager would like her comments for item 7 added to the minutes.

Trustees Conner and Hallquist amended the motion to include the addition of the above.

All were in favor, **motion carried.**

2. Items related to vouchers

- a. Consideration of Hartbrook Park Pedestrian Bridge Project Closeout – Zenith Tech, Inc. request for final payment of \$7,373.42.

Public Works Interim Director Jenson said this is the final payment for the bridge installed at Hartbrook Park last year, this is the retainage that we have held for that project. Staff recommends approval.

Motion (Truttschel/Pfeiffer) to approve the payment to Zenith Tech for \$7,373.42. All were in favor, **motion carried.**

- b. Consideration of contractor request for payment no. 2 – STH 83 Water Main Rehabilitation, Mid-City Corporation in the amount of \$349,837.50.

**VILLAGE BOARD MINUTES**  
**MONDAY, OCTOBER 14, 2024**  
**6:30 PM**  
**PAGE 2**

Jenson said this is for the Highway 83 Water Main project. They are steadily working and at this point are waiting on the lining contractor, Michels. Staff recommends approval of payment in the amount of \$349,837.50.

Motion (Conner/Hallquist) to approve the second payment for the Water Main Rehabilitation project to Mid-City Corp. in the amount of \$349,837.50. All were in favor, **motion carried.**

c. Consideration of vouchers for payment in the amount of \$1,227,653.93

Motion (Walschlager/Conner) to approve vouchers for payment in the amount of \$1,227,653.93.

Trustee Hallquist asked if the pickleball tournament coordinator was a volunteer? Recreation Director Rennekamp said the cost of the coordinator comes out of the revenue for the event. She said one of her pickleball volunteers from the program supported the event.

Trustee Conner asked about the payment for Kelsey dance classes for August and September in the amount of \$29,800. Rennekamp said TTP Dance runs a 30 week program that runs with the school year; enrollment is in August and that is payment for the 30 week dance program.

All were in favor, **motion carried.**

**3. Actions related to Licenses and Permits**

a. Consideration of Special Event Application for Hartland Lights, December 6, 2024.  
Rennekamp said the event will look similar to last year with same road closures. New this year there will be the addition of a drone show. Rennekamp is requesting \$1,000 for the carriage rides, however, she is seeking a sponsor for that popular activity.

Motion (Pfeiffer/Hallquist) to approve the Special Events Application for Hartland Lights and to approve the \$1,000 in the event the Village does not obtain a sponsor for the carriage rides.

Kristyn from the BID did not appear. Police Chief Misko said there is a request to close Nixon Park for the drone show to provide a safe landing zone. In the past they have closed the area by the 5 points where the tree is and after the tree lighting and the crowd quickly disperses, they reopen the road. For staffing purposes, he would like to know if the road closure needs to continue during the entire event, including the drone show. Misko's last update from BID was October 9<sup>th</sup>; he posed a question on October 10<sup>th</sup> and is awaiting a response. Bailey said the drone show will launch from Nixon Park and people will watch it from downtown, so people will not be going to Nixon for the drone show.

Trustee Wallschlager suggested this be postponed until we have someone here that can answer these questions. Misko said he has the road closure set up now for the entire time, but he can scale it back if that is not needed.

President Pfannerstill said staff should bring this back when the questions regarding road closures have been answered.

Pfeiffer amended his motion to move the Special Event Application to the next board meeting and approve up to \$1,000 for the horse carriage rides. Hallquist agreed to the amendment to the motion. All were in favor, **motion carried**.

- b. Consideration of Special Event Application by American Creed PAC, Nixon Park, October 17, 2024.

Trevor deBoer appeared for this application. He would like to host the event at Nixon Park with a tribute to law enforcement, first responders and military members with a get out the vote rally. There will be speakers and the beer garden will be open. The event is 5:30 pm – 8:30 pm.

Interim DPW Director Jenson confirmed the restrooms will still be open through that date.

Trustee Hallquist said he has no problem with the function, however, the application was received less than the required 60 days prior to the event. Department heads haven't signed off on the application yet (the version that is included in the packet); all department heads have since signed off on it. Is this setting a precedent? Village Manager Bailey inquired about the required insurance. deBoer will look into providing the insurance.

Trustee Truttschel said the Village Board has the ability to consider events; it is a good cause to honor law enforcement and first responders. He supports the event.

Motion (Truttschel/Pfeiffer) to approve the Special Event Application by Trevor deBoer pending verification of liability insurance. **Motion passed** 5-1, Nay – Hallquist.

- c. Consideration of "Class B" Combination Beer/Liquor License – The Inn, 110 Cottonwood Ave.

Madeline and Matthew Armistead appeared in person; they plan to open The Inn the first week of December.

Matthew is the chef, there are 2 wood burning ovens, one strictly for pizza; they will have homemade pasta; mediterranean/Italian style food. He received training in London and was in California for 12 years. Madeline is from the area.

President Pfannerstill opened the public hearing at 7:08 pm. No one was present to speak. The public hearing closed at 7:08 pm.

Motion (Conner/Hallquist) to approve the liquor license for The Inn. All were in favor, motion carried.

d. Consideration of Operator's (Bartender) Licenses

- i. Mary Beth Pedersen – She was not invited to the meeting. She has an OWI on her record from 1986.

Motion (Pfeiffer/Hallquist) to approve the bartender application for Mary Beth Pedersen. All were in favor, motion carried.

- ii. Linda Moroney – She was invited to appear before the Board with her agent. Chief Misko said this application is before the Board as the applicant has a history of 4 OWI's, most have quite some time between the incident and today. Her 3<sup>rd</sup> OWI included a conviction of Homicide by Intoxicated Use of a Vehicle in 1993 and the 4<sup>th</sup> offense OWI was 5/11/2016. She only disclosed her homicide by intoxicated use of a vehicle on the application and not the four OWI's. Misko said the Police Department defers to the Board for its determination. He has not signed off with a recommendation of approval due to the Homicide by Intoxicated Use of a Vehicle conviction and the subsequent OWI in 2016.

Ms. Moroney said she has been bartending in the area for over 20 years and has not had a problem in the past. The accident was 32 years ago and she relives it a lot and will not cause someone else to do something like that. President Pfannerstill asked why after that happened she had another (4<sup>th</sup>) OWI. She said she doesn't normally go out; she made a stupid decision.

Stacy, owner of the Triangle Tap appeared with the applicant. She said her bartenders are not allowed to drink while working. She said it's a job, not a party.

Moroney said she did not list each OWI due to how she read the question, she thought it said to list any felonies. Misko said #6 on the bartender application instructs to list any OWI, which she answered "yes" to. Later on the same page, it states if you have answered yes to any of the above questions, list the date, nature of offense and the location of the offense – this is where she only listed "Vehicular Homicide". Moroney said that she misread it.

Moroney said she has a bartender license from the Town of Oconomowoc; she previously held a Town of Merton license that she did not renew.

Motion (Pfannerstill/Conner) to deny the bartender application for Linda Moroney. All were in favor to deny, **motion carried.**

Items referred from the Park and Recreation Board October 7, 2024 meeting

4. Discussion and consideration for Wenzel Amazements participation in Hometown Celebration 2025.

Recreation Director Rennekamp presented. The Park Board recommends booking Wenzel Amazements for the 2025 Hometown Celebration. They will be providing rides, concessions and games. The contract states they retain \$20,000 in revenue from rides (concessions and games not included), they pay to the Village 15% for any ride dollars earned over that amount. Rides will be paid for with tickets provided by the carnival. Rennekamp said bringing the carnival rides in would save expenses for the Village; we would lose the revenue that the kid zone created. There will need to be sod replacement after the event. We may have more rental expenses if the event is extended.

Motion (Pfeiffer/Wallschlager) to approve Wenzel Amazements for Hometown Celebration 2025. All were in favor, **motion carried.**

After a brief recess the meeting reconvened at 7:36 pm.

Other Items for Consideration

5. Village Board second reading for proposed PUD development ("Project") whose approval is being sought by Three Leaf Development on property tax key HAV 0423981056 located on Campus Drive. The Village Board reviewed:
- a. **Public Hearing** to hear comments on the request for the preliminary site and building plans, preliminary certified survey map, petitioned rezoning to RM-1 with PUD Agreement, proposed land use amendment and
  - b. Proposed preliminary site and building plans for senior living development (118 units);
  - c. Proposed preliminary certified survey map;
  - d. Proposed rezoning to RM-1 in conjunction with a PUD Agreement for the Project;
  - e. Proposed petition for a Planned Unit Development
  - f. Proposed land use amendment and Resolution

President Pfannerstill opened the public hearing at 7:37 pm. No one was present to speak. The public hearing closed at 7:37 pm.

Village Manager Bailey said this will come to the Plan Commission next week for final approval and will then come back to the Village Board October 28<sup>th</sup> for third reading and final approval. There are a couple outstanding items that are being worked out between the attorney and the developer.

Trustee Hallquist asked if there are any major changes to the plans. John Ford with Three Leaf Development said there have been no major changes. The development will have 118 units of continuum of care in conjunction with Lake Country Lutheran School across the street (78 independent, 20 assisted living and 20 memory care units). The Environmental phase 1 has been completed and came back clean; there will be full access around the building as required by the Fire Department. The company that will be operating the business is local and very experienced. They anticipate commencing construction early 2025. Village Manager Baily said he will send an email to

**VILLAGE BOARD MINUTES**  
**MONDAY, OCTOBER 14, 2024**  
**6:30 PM**  
**PAGE 6**

the Board tomorrow with the discrepancies between the developer and the Village's attorney. Pfannerstill said he met with Bailey and Attorney de la Mora last week; he is appreciative of our attorney's opinion; when there are discrepancies, it is up to the board to determine what they are comfortable with.

Trustee Truttschel asked how many senior living developments Three Leaf has developed previously. Ford believes there are 6; Evin recently opened in Oconomowoc; last summer Lumia opened in Mequon; those are the two most recent; others are in Minnesota and northern Wisconsin.

6. Conceptual review of Cherry Faith Hartland development.

Dujuan Cherry, principal developer for Cherry Faith appeared in person. He focuses on housing for adults with developmental disabilities. In 2022 he started his own real estate development company. The proposed development is 26 units; 13 one-bedroom and 13 two-bedroom units. He presented two options. He has met with staff; utilities were discussed with staff.

Village Manager Bailey said the middle of Palmer Drive is owned by Delafield; sewer would need to be run a couple hundred feet; DUI fees were given to Mr. Cherry at the staff meeting. A sidewalk to Capitol Dr. would be desired by the Village. Mr. Cherry is aware of some of the challenges of the site.

Sewer would need to run 750' at an estimated cost of \$20,000. Bailey said Palmer Drive will be repaved in 5 years.

President Pfannerstill asked what the monthly rent would be. Mr. Cherry said he hasn't determined that yet; he is still determining the total development cost. The current draft has 1 bedroom units at 650 sq ft, 2 bedroom units at 950 sq ft. Mr. Cherry said the apartments would be market rate with half of them ADA accessible.

Mr. Cherry's first project was 36 units in Allouez, 12 of those units were ADA accessible. This would be his second development.

Motion (Truttschel/Conner) to send this to the Plan Commission for conceptual review. Bailey said this is not an approval. This could go to Plan Commission next week or Mr. Cherry can delay that. All were in favor, **motion carried.**

7. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regard to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Manager or other Village Staff members.

DPW Interim Director Jenson has been accepting applications for the lead man position; he is reviewing those now. Leaf pick-up started today. As of tomorrow, the park facilities will be closed except for Nixon Park.

**VILLAGE BOARD MINUTES**  
**MONDAY, OCTOBER 14, 2024**  
**6:30 PM**  
**PAGE 7**

Recreation Director Rennekamp said Pumpkin Party in the Park is this Saturday as a fundraiser for the children's area in the Hartland Library. Hartland Lakeside Education Foundation will have Trunk or Treat in the parking lot. Moonlit hike is Friday at Cottonwood Wayside at 6:30 pm; parking is at Dorner's parking lot for this event. Heather Costa has been hired as the full-time recreation coordinator.

Fire Chief Jambretz said they served 613 people at the pancake breakfast, which is a record. They took in close to \$7,000 in the raffle. They are having their own pancake maker assembled by a fabricator in Hartland. Jambretz will be at the chief's conference this week. He and Chief Misko will tour the Village of Jackson safety building on the 21<sup>st</sup>. Reserve engine 4362 that had an accident almost a year ago was finally in the body shop getting the paint fixed and new panels put on it.

Chief Misko said Brian DeBarge has been selected as the next deputy chief effective December 14<sup>th</sup>. Ross' last day is December 13<sup>th</sup>, there will be a little party in the boardroom that day. They are recruiting for the part-time administrative assistant position. Their accreditation assessment will take place November 5 – 7.

Trustee Truttschel said in talking to library director Kristensen, he is very appreciative of all the work that village staff have done for the Pumpkin Party in the Park event.

President Pfannerstill is happy with the turnout for the pancake breakfast event at the Fire Department. Friday is the groundbreaking for Westrock, which is the Quarry Development. Voting is going on now. In person absentee voting starts Tuesday, October 22<sup>nd</sup> through November 1st with extended hours on Wednesdays until 6 pm. December 8<sup>th</sup> is the Holiday Train at 5:20 pm.

10. Adjournment

Motion (Pfeiffer/Truttschel) to adjourn the meeting at 8:06 pm. All were in favor, **motion carried.**

Respectfully submitted,

Sandee Policello  
Village Clerk