

VILLAGE OF HARTLAND
VILLAGE BOARD MINUTES
MONDAY, OCTOBER 28, 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 deBoer, Truttschel (via Zoom), Pfeiffer, Wallschlager, Conner, Hallquist

Others Present: Village Manager Bailey, Clerk Policello, Police Chief Misko, Fire Chief Jambretz, Recreation Director Rennekamp, Interim DPW Director Jenson, Kajil Sharp, Ryan Amtmann-Engineer,

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.

Chip Schneeberger, 251 Circle Drive. He said it is nice to have the bells back at St. Charles, they bring a sense of community.

Jake Zuehl, 306 Lawn St. He thanked the Board for two events over the last week. On behalf of the Ice Age Trail Committee that held the Moonlight Hike on October 18th he thanked the Police Department, Department of Public Works, Sara Rennekamp and the Ice Age Trail Alliance. For the Pumpkin Party in the Park on behalf of the Kiwanis Club of Hartland, it was a great event with a good turnout to help fund the children's area in the Hartland Library. He thanked the following for their support, Department of Public Works staff, specifically, Tom Jenson, Leo Jungbluth, Chris Maas and Nick Bucholtz, the Police and Fire Departments, their many sponsors, Pat Endter for having the beer garden open, the library staff, the Library Board, the Park Board and Village Board, Sara Rennekamp, the Hartland Lakeside Education Foundation, Arrowhead Warhawk interact volunteers and all the other volunteers he may be forgetting.

Val Wisniewski, 511 Renson Road. She thanked Clerk Policello for her good in-person absentee voting experience. Regarding the October 14th Village Board meeting, she is very disappointed in the Board. You can't pick and choose which rules we are going to follow; this opens you up for setting precedent and shows favoritism. The approval of the American Creed PAC event for October 17th in her opinion did both. Trevor deBoer, VP of the Hartland PFC and spouse to Trustee deBoer, submitted a special event application 10 days before an event. The requirement is that it be submitted 60 days before the event. This was to go to the Park Board as well and did not. She said there was clothing for sale and multiple tents were up. She said she was surprised that Trustee deBoer, who was not present at the last meeting, did not discourage her husband from petitioning to hold the event. President Pfannerstill told her to address entire board and not one person. She went to the event and said the tribute to law enforcement, emergency responders and military lasted less than 30 seconds and was embarrassing.

Darcy Sobczak, 223 Meadow Lane. The Pumpkin Party in Park was fabulous. She is not a fan of the St. Charles bells. Would like someone to look into the decibel levels. She is disappointed by the last board meeting. It is unfortunate that they can't rely on the Village Board to follow the rules.

President Pfannerstill said there have been many times that applicants have not met the deadlines. He agrees with the need to not set precedent, but it has been done many times before.

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Trevor deBoer, 529 Oxford Dr. He thanked the Clerk for the work done by staff for in person absentee voting. He thanked the Board for allowing his event to take place in Nixon Park last week. He realizes he had to do things in a hurry, but he wanted to exercise his First Amendments rights to be able to voice what he wanted to before a certain date. It may not align with certain peoples' political values. He worked in law enforcement for 26 years and has had people getting killed next to him. He is sorry that someone was disappointed by his tribute to law enforcement and military. The tribute was the beginning of the event, not meant to be the entire event. Trustee deBoer had nothing to do with the event. He has nothing to do with her decisions and she has nothing to do with his decisions. He thanked the Village for allowing the event to take place. He respects the Board and thanked the police and fire chiefs for everything that they do for the Village.

1. Presentation of donations to Fire and Police Departments by Kwik Trip.

Michael Barnes, store leader for the Hartland Kwik Trip, presented a check for \$1,000 to the Police Department, a check for \$1,000 to the Fire Department and a check for \$500 to the Library.

2. Items related to vouchers
 - a. Consideration of 2024 Crack Sealing Program Closeout – Thunder Road, LLC, request for final payment of \$21,499.00.

Interim DPW Director Jenson said every year we do crack sealing throughout the Village. Within 2 – 3 years of the roads being paved, any cracks are sealed with tar to avoid water creating expansion and damaging the road. Trustee Wallschlager asked how large the cracks are that are sealed. Jenson said up to ¼”.

Motion (Wallschlager/Conner) to approve final payment for the 2024 Crack Sealing Program to Thunder Road LLC in the amount of \$21,499.00. All were in favor, **motion carried**.

- b. Consideration of contractor request for payment no. 3 – STH 83 Water Main Rehabilitation, Mid-City Corporation in the amount of \$594,411.12.

Jenson said Mid-City Corp. is still working on the Hwy 83 Water Main project. They are waiting on Michels to start their portion of the work next week. Staff recommends payment of \$594,411.12 to Mid-City.

Motion (Pfeiffer/Hallquist) to approve payment no. 3 to Mid-City Corp. in the amount of \$594,411.12. All were in favor, **motion carried**.

- c. Consideration of vouchers for payment in the amount of \$ 686,369.38

Motion (Wallschlager/Conner) for payment of vouchers in the amount of \$686,369.38. All were in favor, **motion carried**. Village Manager Bailey said that the items approved in 2a and 2b are part of the amount approved in 2c.

3. Actions related to Licenses and Permits

a. Consideration of Special Event Application for Hartland Lights, December 6, 2024

Marlene Mellevolte said she has organized Hartland Lights since its inception. The viewing for the drone show will be in the Village Hall/Library parking lot and will be closed to cars. The tree lighting area by the tree will be blocked off as well for 30 minutes. At 8:30 pm they will encourage viewing of the drone show in the parking lot. Village Manager Bailey said Nixon Park will be closed for the drone show. There will be horse drawn carriage rides, same as last year. The sound company will move from the lighting area to the parking lot for the drone show. Bailey said there may be up to 4 food trucks on private property.

Motion (Conner/Hallquist) to approve the Hartland Lights Special Event Application for December 6th. All were in favor, **motion carried.**

b. Consideration of Operator's (Bartender) Licenses

i. Kelly Previte – Gristmill Public House – This application was withdrawn

4. **PUBLIC HEARING** on the proposed 2025 Village Budget including the General Fund, Water and Sewer Utility Funds, Debt Service and all other Revenue and Expenditure Funds with consideration of adoption of the budget at the November 11, 2024 Village Board meeting.

President Pfannerstill opened the public hearing at 6:58 pm. There were no comments. The public hearing was closed at 6:58 pm.

Village Manager Bailey said the budget will be on the November 11th agenda for final approval. He will have the tax levy amount at that meeting.

Items Referred from the October 21, 2024 Plan Commission meeting:

5. Village Board review and consideration of a site plan for dumpster enclosure for The Inn, 110 Cottonwood Avenue.

This was before the Plan Commission for review and was approved. Motion (Pfeiffer/deBoer) to approve the dumpster enclosure plan for The Inn, 110 Cottonwood Avenue. All were in favor, **motion carried.**

6. Village Board review and consideration of plans for the addition of an exterior patio and pergola with revisions to the existing structure's adjacent windows and doors at The Legend at Bristlecone, 1500 Arlene Drive.

This was reviewed and approved by the Plan Commission. Motion (Pfeiffer/Hallquist) to approve the plans for the addition of an exterior patio and pergola with revisions to the existing structure's adjacent windows and doors at The Legend at Bristlecone, 1500 Arlene Drive. All were in favor, **motion carried.**

7. Village Board review and consideration of plans for a warehouse and office structure for Lang Technik-USA, 1025 Walnut Ridge Drive.

The Plan Commission voted unanimously to forward this to the Village Board. Village Manager Bailey said staff, engineer, public works and building inspector, have had comments on the project that the builder has addressed and satisfied. Trustee Hallquist asked if there was enough room for landscaping with the pond up to the building. Ryan Amtmann said they moved the pond easterly so they have enough room for the landscaping. He said there was one remaining comment related to the parking size; they have 172 sq feet and it needs to be a minimum of 180 sq feet, that was the remaining comment. Bailey said the building in its current state will not have a lot of office personnel and what they have is enough for their needs. There is room for additional parking in the future. They will have handicap parking.

Motion (Hallquist/Conner) to approve the plans for the warehouse and office structure for Lang Technik-USA, 1025 Walnut Ridge Drive. All were in favor, **motion carried.**

After a brief recess the meeting reconvened at 7:04 pm.

8. Village Board consideration of 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 will review and consider:
 - a. Proposed preliminary site and building plans for senior living development (118 units);
 - b. Proposed preliminary certified survey map;
 - c. Proposed rezoning to RM-1 in conjunction with a PUD Agreement for the Project;
 - d. Proposed petition for a Planned Unit Development
 - e. Proposed land use amendment and Resolution

Village Manager Bailey said there were some contingencies with the Plan Commission that we want to approve through this that staff has reviewed and approved and agree to all the exhibits. The PUD will be updated to reflect that there are 118 units rather than 120.

Hallquist has been at the presentations and is happy with it and asked Attorney de la Mora if the legal language has been agreed upon by both parties. Attorney de la Mora said that the issues he raised have been resolved administratively. He said the motion should be made contingent on the details that Mr. Bailey indicated and also contingent on the developer acquiring the property and executing the document and the recording of those documents so that everything falls into place. Basically, in the agreement the developer has a period of 12 months to look for financing and shop around and towards the end of the agreement if there hasn't been an acquisition of the property, which will be transferred from the Lutheran group to the development group, there is an automatic termination of the agreement.

Bailey said essentially the motion would need to include the contingencies approved by the Plan Commission, note that there are 118 units, the developer acquiring the property and recording of the agreement after the purchase of the property.

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John Ford, Three Leaf Development, asked that the contingencies be stated for clarity. Attorney de la Mora listed the requirements: that the developer acquire title to the property, and that the document be executed, the PUD agreement to signed and that it be recorded. Mr. Ford questioned the contingencies in the exhibits. Ford said he is working with staff in making small changes to some of the exhibits, which they will get back to staff promptly.

Motion (Hallquist/Conner) to approve the proposed PUD contingent on the details from the Plan Commission, which includes the approval of the exhibits, acquiring the property, that the PUD reflect 118 units and that it be recorded; this motion is to approve a, b, c, d and e.

President Pfannerstill restated that this was to approve the PUD for tax key HAV 0423981056, for items a, b, c, d and e that are listed on the agenda with the contingencies that staff, as was stated in the Plan Commission meeting and then send towards the Village Board staff would review and approve the exhibits and any contingencies that have not yet been met, with the acquiring of the property and executing and recording the documents.

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

Other Items for Consideration

9. Discussion and consideration of Agreement for Village Engineer Services for 2025 through 2027, Ruekert Mielke.

Village Manager Bailey said we have a great relationship with and rely heavily on Ruekert Mielke. Ryan Amtmann said one change with this agreement is he indexed the rate increases in 2026 and 2027 to the Midwest CPI, which has been hard to predict the last few years. Amtmann has been the Village Engineer since 2009 and will continue to be the engineer with Peter Gesch, who does a lot of heavy lifting behind the scenes. 2025 rates are 8 – 10 % higher than 2023 then will go up by CPI.

Motion (Pfeiffer/Hallquist) to approve the agreement for Village Engineer services 2025 – 2027 with Ruekert Mielke. All were in favor, **motion carried.**

10. Discussion and consideration of renewal of Hartland Business Improvement District Board member three-year terms for Steve Berger, Steve Osterndorf and Kristine Schutte.

Village Manager Bailey said this was approved at the last BID meeting. Motion (Conner/Hallquist) to approve the renewal of Hartland Business Improvement District Board member three year terms for Steve Berger, Steve Osterndorf and Kristine Schutte. All were in favor, **motion carried.**

11. Discussion and consideration of Resolution 10/28/2024 for increase of dog license fees

Village Manager Bailey said we received notice from the County that they are increasing the dog license fees by \$2 and we have not increased our rates in the 13 years that he has been here, so instead of increasing to \$12, we are increasing it to \$15 for spayed/neutered dogs and \$20 for intact dogs. The majority of the fee goes to the County.

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Motion (Hallquist/Conner) to approve Resolution 10/28/2024 for the increase of dog license fees. All were in favor, **motion carried.**

Motion (Pfeiffer/Conner) to suspend the rules and move 14. Announcements up before the closed session. All were in favor, **motion carried.**

- 14 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 said Michels is coming next week Monday to do the lining of the water main pipe. They are planning on a November 27th completion. WestRock tapped into our water main on Palmer Drive and that area will be paved tomorrow to make the patch by Wolf Paving.

Chief Jambretz said they have participated in many events in the Village, football games. They are 6 calls short of the same number as last year.

Chief Misko said the recruitment for the part-time position closed yesterday and they will interview all 8 candidates Friday. The drug take back event is sponsored by DOJ; they collected 451.45 pounds for half of the year. He said the bathrooms in Village Hall will be open during the drone show on December 6th.

Trustee Hallquist said the bathrooms in the parks are closed for the winter. He said participation at Pumpkin Party in the Park was very good and was a good event that departments worked together on.

Clerk Policello said in person absentee voting continues through Friday of this week; Wednesday until 6 pm, Friday until 5 pm. The election is Tuesday, November 5th at St. Charles, voting 7 am – 8 pm.

Trustee Pfeiffer said the Pumpkin Party in the Park was a fun event. Trick or Treat is Thursday and drivers should be aware and drive safe.

President Pfannerstill said voting is important. The Pumpkin Party in the Park was a cool event. Hartland Lights is on December 6th and the Holiday Train comes December 8th.

12. Closed Session – Pursuant to sec. 19.85(1)(e), Wis. Stats., upon a motion duly made, the Board may convene in closed session to confer regarding an agreement with Western Lakes Fire District for Fire and Emergency Medical Services for the Town of Merton service coverage area.

Motion (Conner/ Pfeiffer) to move into closed session. Roll call vote was taken, all were in favor, **motion carried.** (Trustee Truttschel was no longer on Zoom)

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Closed session began at 7:40 pm.

13. Reconvene in open session to take any action, if necessary, with respect to the preceding closed session.

Motion (Pfeiffer/Conner) to return to open session. All were in favor, **motion carried.**

Open session resumed at 7:57 pm.

Motion (Hallquist/Conner) to approve the Village of Hartland & Western Lakes Fire District Agreement for Fire and Emergency Medical Services. All were in favor, **motion carried.**

15. Adjournment

Motion (Pfeiffer/deBoer) to adjourn the meeting at 7:59 pm. All were in favor, **motion carried.**

Respectfully submitted,

Sandee Policello
Village Clerk