

**VILLAGE OF HARTLAND**  
**VILLAGE BOARD MINUTES**  
**MONDAY, NOVEMBER 11, 2024 6:55 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

President Pfannerstill called the meeting to order at 6:31 pm

Roll Call

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

Others Present: Village Manager Bailey, Deputy Clerk Bushey, Police Chief Misko, Assistant Police Chief Collura, Police Lt. DeBarge, Fire Chief Jambretz, DPW Interim Director Jenson, DPW Operations Manager Jungbluth, Recreation Director Rennekamp, Library Director Kristensen, Recreation Coordinator Costa.

Pledge of Allegiance

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.

Recreation Director Rennekamp introduced Heather Costa who was hired as the Recreation Coordinator. Heather previously worked at the Hartland Piggly Wiggly.

Flag presentation to the Hartland Fire Department by Hartland Firefighter/Paramedic Griffin Casper, Senior Airman for the 128<sup>th</sup> Air Refueling Wing of an American Flag flown during his unit's recent deployment to Qatar.

1. Items related to vouchers.
  - a. Motion (Truttschel/Pfeiffer) to approve vouchers for payment in the amount of \$872,193.74 All were in favor, **motion carried.**
2. Actions related to licenses and permits.
  - a. Consideration of Special Events Application for Holiday Train, December 8, 2024. Recreation Director Rennekamp said the Village is really excited to be selected for the holiday train to stop in Hartland on December 8<sup>th</sup>, 2024. She said they will arrive at 5:30 pm and pull away at 6:30 pm. She said she does try to get the Special Event paperwork in 60 days in advance, however with the holiday train they do not learn the date until October, and they are immediately allowed to share the date until they are given permission by Canadian Pacific. Two different organizations will be food vendors and that is Kiwanis and Epic Mortgage. Bailey said with the Holiday lights will be held on Friday December 6<sup>th</sup> plus the Holiday Train will be on Sunday December 8<sup>th</sup>, they are trying to see if the BID can do something on Saturday. The purpose of the Holiday Train is to raise awareness in small communities for food pantries.

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Motion (Truttschel/Hallquist) to approve the Special Event Application for Holiday Train, December 8, 2024. All were in favor, **motion carried.**

3. Discussion and consideration of Resolution 11/11/2024 "Resolution Approving the Sewer Utility Rate Effective First Quarter 2025".

Bailey said this is a 5% increase, we do it every year to maintain everything, as all of our costs go up at least every year. The point of the increase is so hopefully we do not have to do a larger increase down the road. Bailey said this equates to about a \$7.50 per quarter, for the average family and about \$2.50 a month for sewer.

Motion (Conner/Hallquist) to approve the Resolution 11/11/2024 "Resolution Approving the Sewer Utility Rate Effective First Quarter 2025". All were in favor, **motion carried.**

4. Consideration of items related to the 2025 Village Budget as shown on Tab 1 Page 8 and Tab 31 Page 1 and 2 of the 2024 Budget Book. All information after Tab 1 is for informational purposes only. These figures may be modified by the Village Board during final consideration at this meeting.

- a. Discussion of 2024 Budget

Mr. Bailey presented the 2025 budget. He said he had a question from Hallquist earlier that the budget increased \$300,000. The \$300,000 was for some of our aid payments that increased and the \$230,000 increase we talked about with the Western Lakes fire contract it was going to be \$70,000 and we went up to \$300,000 for that contract for the Town of Merton portion, so that is the total increase compared to the last budget. Bailey said that is part of the signed contract, they will be sending us \$300,000, one payment in January, one payment in July, and the Fire Department is putting out advertising for two new full-time positions for that funding.

The tax rate for 2025 will be \$3.8513, the previous tax rate was \$3.7734, That is 7.79 cents per thousand. That is all debt levy. The previous year \$2,580,000 was paid debt service, next year 2,116,000 will be paid because of borrowing at the end of this year so that borrowing will be 200,000 or 300,000 so next year will not be a huge jump.

- b. Motion (Hallquist/Connor) to approve the 2025 Municipal General Fund Budget in the amount of \$9,780,037 shown on Tab 1 Page 8 of the 2025 Budget Book. Roll call vote; all ayes. **Motion carried.**
- c. Motion (Connor/Hallquist) to approve the 2025 Water Utility Budget in the amount of \$1,939,400 shown on Tab 1 Page 8 of the 2025 Budget Book. Roll call vote; all ayes. **Motion carried.**
- d. Motion (Truttschel/de Boer) to approve the 2025 Sewer Utility Budget in the amount of \$2,139,400 as shown on Tab 1 Page 8 of the 2025 Budget Book. Roll call vote; all ayes. **Motion carried.**
- e. Motion (Pfeiffer/Hallquist) to approve the 2025 TIF #4 Budget in the amount of \$328

as shown on Tab 1 Page 8 of the 2025 Budget Book. Roll call vote; all ayes. **Motion carried.**

- f. Motion (Wallschlager/Truttschel) to approve the 2025 TIF #6 Budget in the amount of \$128,128 as shown on Tab 1 Page 8 of the 2025 Budget Book. Roll call vote; all ayes. **Motion carried.**
  - g. Motion (Pfeiffer/Hallquist) to approve the 2025 TIF #7 Budget in the amount of \$2,500 as shown on Tab 1 Page 8 of the 2025 Budget Book. Roll call vote; all ayes. **Motion carried.**
  - h. Motion (Conner/Pfeiffer) to approve the 2025 Debt Service Budget in an amount of \$2,296,701 as shown on Tab 1 Page 8 of the 2025 Budget Book. Roll call vote; all ayes. **Motion carried.**
  - i. Motion (Wallschlager/Truttschel) to approve the 2025 Capital Improvements, Impact Fee and Special Revenue and other funds, in the amount of \$3,614,829 for a total Village Expenditure budget in the amount of \$19,900,923. Roll call vote; all ayes. **Motion carried.**
  - j. Motion (Pfeiffer/Hallquist) to authorize a Downtown Business Improvement District Tax assessment of \$74,800 as requested by the BID Board. All were in favor, **motion carried.**
  - k. Motion (Pfeiffer/Conner) to approve a Property Tax Levy in the amount of \$7,283,013. Roll call vote; all ayes. **Motion carried.**
  - l. Motion (Truttschel/Pfeiffer) to approve the 2025 Payroll Matrix on Tab 31 Page 2. Roll call vote; all ayes. **Motion carried.**
5. Consideration of the Hartland Business Improvement District 2025 Budget-  
Mr. Bailey said the holders of their money they have to approve it they bring it to us, so remember all BID expenditures are not taxpayer not ours but technically we rule over them so Just verifying they have quite a bit in fund balance, and every year they show they're going to be spending that down it just hasn't happened yet but eventually they'll hopefully get some façade improvements or items like that, so all we're looking to do is approve the budget as presented from the BID.
- Motion (Conner/Pfeiffer) to approve the Hartland Business Improvement District 2025 Budget-  
All were in favor, **motion carried.**
6. Discussion and consideration of Police Department's request to order squad in 2024 that is budgeted for in 2025.

Police Chief Misko said this is a typical memo I draft for you each time we purchase a vehicle, due to the lead time it takes to get said vehicle. The budget you just approved for the police department included those monies and this is just giving me permission to place that order with our state representative for the Ford purchase and then it wouldn't be billed until 2025 when we actually receive that vehicle. He said the timeframe of late has shown us that it is probably about fall of next year.

Motion (Pfeiffer/de Boer) to approve of Police Department's request to order squad in 2024 that is budgeted for 2025. All were in favor, **motion carried.**

7. Announcements

Chief Misko said the Wiley assessment went well, and they will be recommended for reaccreditation. Interviews for part-time administrative assistant have been completed and an offer was made to a candidate and hopefully that position will be filled in the next couple of weeks. He said the interview for Lieutenant will take place tomorrow, and there is one internal candidate that expressed interest in that soon to be vacant 3<sup>rd</sup> shift Lieutenant position. He said that ultimately leads to two empty spots to fill, as a current employee officer Bagin has given his notice as he is taking a job in the private sector. He said there is also good news that there are a couple of employees expecting, but that will lead to some staffing issues in 2025.

Recreation Director Rennekamp said the winter/spring recreation guide is coming soon so that will be going to print and in homes within the next month.

Interim DPW Director Jenson said over on Hwy 83 the water main Michaels is still working on that; they've have done most of the lining of the project and will be pressure testing this week. Last Friday staff attended a chainsaw safety training course, this was a lot of our newer members and as many of our guys that we could afford. Leaf pickup is continuing to go on. He also commended Clerk Policello and Deputy Clerk Bushey for their efforts for voting. DPW usually helps with those tasks, and it was very organized this year.

Chief Jambretz said the Fire Department ran 99 calls for October and they are currently in the 1200 call range by the end of the year. Griffin Casper will be back officially on December 2<sup>nd</sup>. They had pump testing done on the engine and ladder and the other truck was in getting fixed from the accident.

Library Director Christensen said the new children's librarian started last Monday. He said he is an Arrowhead graduate, so we have someone local filling that position. He said they are fully staffed for the first time since August.

Trustee Truttschel thanked all veterans.

Village Manager Bailey echoed Jenson's comments, the election went great and had a lot of people say positive things and just how good it was. The Village of Hartland had 91% of its registered voters that voted.

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8. Adjournment

Motion (Pfeiffer/Conner) to adjourn. All were in favor, **motion carried.**  
Meeting adjourned at 7:36 pm.

Respectfully submitted,

Deidre Bushey  
Deputy Clerk