

**VILLAGE OF HARTLAND
VILLAGE BOARD MINUTES
MONDAY, SEPTEMBER 8, 2025 · 6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

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

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

Excused: Trustee Truttschel

Others Present: Village Manager Bailey, Clerk Policello, Fire Chief Jambretz, Kajil Sharp, Fire Division Chief, Public Works Director Jenson, Recreation Director Blonien

Public Comments

President Pfannerstill opened the floor for public comments, asking speakers to limit their remarks to three minutes. He also checked if anyone was participating via Zoom, and there were no remote participants.

Michael DiLiberto, of 1052 Woodbridge Court, Hartland, approached the podium. He thanked the board for their time and explained that since 2020, an individual at the American Legion post has been handling funds without authorization—not the bar’s alcohol license agent. DiLiberto stated he had documentation to submit and wanted the board to facilitate an investigation. He mentioned that the State Commander of the American Legion of Wisconsin recommended an external audit of all records dating back to 2020, which DiLiberto hoped the board would leverage through the liquor license to accomplish. He submitted his documentation to the board. President Pfannerstill made a final call for public comments before closing this portion of the meeting.

1. Del-Hart Operational and Historical Review presentation by Rob Minnema, General Manager

Rob Minnema, General Manager of the Del-Hart wastewater facility, presented a comprehensive historical review and current status update. He explained that this presentation was requested by the commission chair to provide a "state of the wastewater address" following the completion of a major upgrade in 2024 that had been operational for about a year.

Minnema outlined the facility's history, beginning with the formation of the Del-Hart commission by Hartland and Delafield in 1971. It took approximately nine years to install all the infrastructure, including interceptors and easements—a process he described as lengthy and challenging. The plant came online in 1980.

The facility serves the City of Delafield (including the Town of Delafield), Village of Hartland, Village of Nashotah, and Village of Summit, covering approximately 22,000 people across a 22-square-mile service area. The service population is primarily residential and commercial, with very light industrial usage.

Minnema detailed the facility's major upgrades and costs:

- 1980 facility: \$7.5 million for the treatment plant, with interceptor and outfall costs exceeding the plant itself

- 2005 upgrade: Approximately \$16 million, increasing design flow from 2.2 to 3.23 million gallons per day (MGD) and replacing rotating biological contactors with activated sludge tanks
- 2019 UV upgrade: \$3.7 million for UV disinfection and disc filters
- 2024 biological phosphorus upgrade: \$7 million

He emphasized the dramatic increase in infrastructure costs, noting that Reedsburg, Wisconsin, with a population of 10,000, recently bid a new facility at nearly \$120 million, demonstrating the significant value of Del-Hart's existing infrastructure.

Regarding current operations, Minnema reported that influent flows range from 1.9 to 2.1 MGD, well within the 3.23 MGD design capacity. However, he highlighted the challenges posed by the recent August 10-11 rain event, which resulted in a peak flow of 6.114 MGD—dangerously close to their peak design flow of 6.540 MGD. This surge from 2 to 6 million gallons indicated approximately 4 million gallons of infiltration and inflow (I&I) that both Hartland and Delafield are paying to treat.

The facility achieves 99% removal rates for BOD, TSS, ammonia, and phosphorus. Minnema explained that the 2024 biological phosphorus upgrade was driven by regulatory requirements that would have cost an estimated \$500,000 annually in chemicals without the upgrade, making the \$7 million investment economically justified over the facility's lifespan.

Looking forward, Minnema identified several challenges and planning priorities:

- Continued capital planning with a 5-year plan for projects under \$1 million annually
- Collection system analysis to address I&I issues
- Regulatory challenges, particularly PFAS (polyfluoroalkyl substances), which currently have no effective wastewater treatment options
- Potential future nutrient requirements

During discussion, Trustee Pfeiffer asked about and highlighted Rob Minnema's extensive experience—32 years with the City of Beaver Dam, where he started as an operator and eventually served as utility director for seven years before joining Del-Hart two years ago. Pfeiffer praised Minnema as "a planner" who is "looking into the future and how we can make things last and work."

Regarding PFAS, Trustee Hallquist asked about regulatory guidance. Minnema explained that while EPA has issued guidance and drinking water regulations are already in place, wastewater regulations remain very preliminary. He noted that there's currently no effective treatment for PFAS in wastewater—any removal would simply transfer the contaminants to biosolids, which would then require landfilling. The costs of implementing any knee-jerk regulatory reaction would be "astronomical," which is why he expects a long-range approach.

Tom Jenson, DPW Director, emphasized the importance of addressing I&I, noting that the 4 million gallons of additional flow during rain events represents costs to Hartland and Delafield residents and creates significant treatment challenges. He mentioned that the budget presentation would include a line item for combating I&I through televising and spot-lining work.

President Pfannerstill thanked Minnema for the presentation.

2. Approval of Minutes – August 25, 2025

President Pfannerstill announced that he would be abstaining from the vote on the minutes.

Motion (Conner/Wallschlager) to approve the minutes from August 25, 2025. All were in favor, **motion carried**. Abstain – Pfannerstill, Pfeiffer

3. Items related to vouchers

a. Consideration of contractor's application for payment no. 1 in the amount of \$505,171.09 to Globe Contractors, Inc. for the Progress Drive Sanitary Relay project.

DPW Director Jenson explained that Globe Contractors had completed installation of the new pipe, covered and backfilled to specifications, compacted, and flushed the pipes. This payment represented the first payment for that work. He noted they were still working on the paving aspect of the job, with concrete and curb work currently underway. Staff recommended paying Globe Contracting Inc. \$505,171.09.

When asked if they were also doing the Industrial Drive portion, Jenson confirmed they were completing the small portion of Industrial Drive between two buildings that had been excavated as well.

Motion (Pfeiffer/Hallquist) moved to approve payment number 1 in the amount of \$505,171.09 to Globe Contractors Inc. for the Progress Drive Sanitary Relay Project. All were in favor, **motion carried**.

b. Consideration of vouchers for payment in the amount of \$1,540,572.56

President Pfannerstill noted that the voucher total included the previous motion that had just passed.

Motion (Wallschlager/Conner) to approve the vouchers in the amount of \$1,540,572.56. All were in favor, **motion carried**.

4. Review and consideration of items related to Licenses and Permits

a. Discussion regarding proposed special event, 3rd Annual MindfulMe: Mental Health Resource Fair in May, 2026

Village Manager Bailey clarified that this was not an action voting item but was brought forward to make the board aware of proposed changes to this annual event.

Jessie Puzach presented plans for the 2026 event, explaining that while it had nothing to do with coffee, mental health was something she and her team were passionate about. The event grew from 23 organizations two years ago to 40 organizations last year with a waitlist of 12-15. The event had been hosted in her parking lot and the US Bank parking lot next door, with some booths spilling over to the walking path by the apartments.

Puzach requested to close a few blocks of E. Capitol Drive for the 2026 event, citing feedback from participating organizations who suggested moving to the street. She felt the current setup created a "weird hodgepodge flow" with organizations on the walking path feeling left out. The 2025 event had expanded to include live music, a food truck, yoga, meditation, and therapy dogs.

She also discussed plans to partner with the AB Korkor Foundation for Mental Health to potentially combine their events. Dr. Korkor, founder of the foundation, explained they were established 8 years ago and they are based in Delafield and their organization. They have been hosting 5K runs in all 50 states in 50 consecutive days. Their Wisconsin event, typically held in early June at University Lake School, averaged 50-75 participants, though they had seen as many as 200-250 at other venues like Veterans Park in Milwaukee.

The proposed 5K route would start at ULS, wind through their campus, exit on the Nagawicka side, go over Vettleson, come underneath Highway 83 on West Capitol, and finish on East Capitol—approximately 3.1 miles. Puzach's event had historically been held

on the third Saturday in May during Mental Health Awareness Month, running from noon to 2 PM, though timing might shift earlier to accommodate the 5K component. Attendance has been approximately 300 for both previous years.

Dr. Korkor emphasized their foundation's focus on movement in mental health with the motto "motion impacts emotion" and their commitment to raising awareness and removing stigma. He noted the 5K was not a timed, competitive race but focused on engagement in physical activity, with roughly equal numbers of runners and walkers.

Chief Misko addressed public safety considerations, noting he had no concerns about the event itself, having attended the previous two years. He highlighted the need for coordination with the City of Delafield since the race would start there. He suggested training volunteers as crossing guards per state statute and recommended avoiding the Five Points intersection by routing runners down Haight, up Goodwin, and over to the finish.

Ryan Bailey explained the purpose was to ensure board comfort with the concept before detailed planning began. The road closure would not be all day but likely 10 AM to 4 PM or 9:30 AM to 5 PM. Discussion included ensuring business owner input and considering pathway connections between properties.

Board members expressed support for the event. President Pfannerstill emphasized mental health as "a major problem in policing, not from the officers, but policing and the people that they deal with and catastrophes that we see happen not only in this country but around the world; he is supportive of the event. He encouraged Puzach to contact businesses along the proposed closure to get feedback on the idea. One trustee who had attended previously noted the layout challenges that street closure would resolve.

5. Consideration of Police Department request to purchase a new Lidar unit using the proceeds from the sale of unclaimed jewelry.

Chief Misko explained that the department had recently disposed of abandoned property through the proper statutory process. The property, primarily from Sendik's lost and found, included valuable jewelry—a watch valued at over \$5,000 and a necklace valued at over \$1,000. After making numerous attempts to find the owners through social media, proper postings, and checking with local jewelers, the items were sold at auction, generating \$3,135.51 in unexpected revenue for the general fund.

Chief Misko requested using \$2,215 of this revenue to purchase a new LiDAR unit. The department currently has one LiDAR unit purchased through grant funding, and he had unsuccessfully applied for a second through a WE Energies grant. His goal was to have three units total—one for each of the minimum two officers on duty, plus one for officers working State Department of Transportation traffic grants.

He explained that LiDAR units use lasers for more accurate speed enforcement compared to radar, describing radar as "the shotgun approach" while LiDAR was "the scoped rifle approach." Given the common complaints about speed enforcement, these units would allow more effective enforcement alongside their existing speed signs and other efforts.

Motion (Hallquist/Conner) to approve the police department request to purchase a new LiDAR unit using the proceeds from the sale of unclaimed jewelry. All were in favor, **motion carried.**

6. Update by Keller regarding facility needs

Devin Flannagan from Keller provided an update on the facility needs project. Flannagan reported that since switching sites, Greg had been working with staff to rearrange the interior components to fit the new location. The current plan accommodates police and administration, with Greg still investigating whether all three entities (including Fire) could

potentially fit on the site. Square footage remains similar to previous plans, just reconfigured for the different site layout.

The site plan featured a fenced area for police parking with one way in and one way out for safety, allowing police and admin staff to access around the building. The main lobby would serve both departments with visitors diverting to either side upon entry.

Flannagan explained the site's challenging topography influenced the design. With approximately 7 feet of elevation drop from the bottom right corner to both the bottom left and top right, and another 7 feet to the top left corner, they might face 8-foot retaining walls in some areas. This made paving the entire perimeter costly and challenging. The building height would remain similar to road level on Sunny Slope Drive, with a moderate grade for vehicles exiting the facility.

Site features included a generator, dumpsters, public parking out front, and stormwater management in the upper left and bottom left corners. As a redevelopment site, they would follow all regulatory requirements, potentially incorporating bioretention basins in parking lot islands.

President Pfannerstill questioned the extent of fencing and its public perception, wondering if it could be limited to just protecting village vehicles. Flannagan and Bailey explained the security needs, with Bailey strongly advocating for the fenced area to protect officers' personal vehicles.

The board discussed decorative versus chain-link fencing, with the expectation that village requirements would mandate decorative fencing. President Pfannerstill suggested considering a pedestrian pathway on the west side to connect to neighboring businesses, acknowledging people would create their own paths regardless.

Questions arose about the blocked road behind Sweet Dreams leading to Sunny Slope. Bailey indicated they wouldn't require it to be opened, as they didn't want additional traffic accessing their secure area. The access was apparently closed due to cut-through traffic issues.

Bailey confirmed the plans include at least a 4,000-square-foot community room as previously discussed.

Flannagan emphasized that with land acquisition costs not initially budgeted, they would need to return with updated budget figures while trying to maintain the same overall project cost by cutting elsewhere if necessary.

Regarding timeline, Flannagan presented a schedule showing:

- Current preliminary design phase continuing
- Engineers coming on board in late October/early November
- Construction documents November through January
- Finalizing bid documents January-February
- Bidding in March with opening in April
- Breaking ground May-June 2025
- Completion early 2027

He noted this pushed back their original March start date, creating challenges for relocating the fire department in winter 2026-2027, something they would need to consider carefully.

7. Consideration of scheduling a special meeting in October or November for public update on facility needs

Discussion merged with the previous item as the board considered when to hold a public information meeting. Flannagan suggested late October or early November would provide enough time for meaningful updates including decent plans, budgets, and solid information. He emphasized the importance of regular community updates but only when they had substantial new information to share.

After discussing various dates the board determined a public update would be done on October 28.

Motion (Pfeiffer/Conner) to schedule a public information meeting for October 28 at 6 PM at Village Hall. All were in favor, **motion carried**.

8. Announcements

Fire Chief Jambretz reported that Truck 43 had returned that day with front-end repairs and new brakes, with two new front tires scheduled for the next day. He noted they had been busy Friday night with two football games, getting one transport from one game and receiving a call during the other.

DPW Director Jenson reported:

- A water main break in Hartridge over Labor Day weekend was repaired with 32 tons of asphalt for the patch, likely to be included in next year's patching contract
- Work had begun on the splash pad building at Nixon Park, digging down to footings to construct a proper building around the cabinet housing splash pad components, replacing the unsuitable DOT-style cabinet
- Staff will be attending submersible pump training covering diagnostics for the village's lift station pumps
- Jenson will be attending ICS 400 training later in the week

Recreation Director Blonien announced that fall programs had kicked off with try-it free punch card classes, and three Thursday night concerts remained in the series.

Village Manager Bailey announced that he, Division Chief Sharp, DPW Director Jenson, and Deputy Chief DeBarge would be attending emergency management training in Maryland during the next board meeting.

President Pfannerstill acknowledged receiving emails and phone calls from a River Reserve resident requesting multiple crosswalks on Maple Avenue, noting this was a county highway issue that would require coordination with the county if the board wished to pursue it. He highlighted the substantial costs involved, including \$90,000 crosswalks with beacons.

He reminded residents about garbage services, explaining that residents could place one large item (like a sofa or chair, but not refrigerators) out each week with their regular garbage cart by calling to arrange pickup. He also promoted the drop-off site for residential non-commercial garbage, encouraging people to check the website for details as this service was included in their garbage fees.

Regarding Highway 83, he provided an update that while everyone hoped the construction signs would come down soon, they would likely remain until the end of October or into November. He clarified that the Village of Hartland was not in control of this project despite public comments suggesting otherwise.

Pfannerstill announced budget meetings scheduled for Wednesday at 6 PM and Thursday at 5:30 PM, explaining these sessions were where the board and staff develop the 2026 budget including any borrowing needs and department expenditures.

Finally, President Pfannerstill shared that Tony Arenas, son of Jerry and Marie Arenas who own Palmer's, had been diagnosed with stage 4 colon cancer. He sent a message of support, stating the community was praying for Tony and confident he would give it a good fight and be victorious against this cancer.

9. Adjourn

Motion (Pfeiffer/Hallquist) to adjourn. All were in favor, meeting adjourned at 7:45 pm.

Respectfully submitted,
Santee Policello
Village Clerk