

VILLAGE BOARD MINUTES
MONDAY, MARCH 12, 2018
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Roll Call

Pledge of Allegiance – Wallschlager

Present: Trustees Stevens, Meyers, Landwehr, Swenson, Wallschlager, President Pfannerstill

Excused: Trustee Compton

Others: Administrator Cox, Clerk Igl, Finance Director Bailey, Fire Chief Dean, DPW Director Einweck, Interim Chief Collura, Division Chief of EMS Jambretz, Division Chief of Fire Little, family members of Helen Jones, Eagle Scout Jack Sullivan and his mother, Pat and Jaclyn Endter.

Public Comments: (Please be advised the Village Board will receive information from the public for a three minute time period per person, with time extensions per the Village President's discretion. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.) None

1. Hartland Fire Department presentation to family of Helen Jones.

Chief Dean presented a plaque to the family of Helen Jones stating that memorials collected in her name totaled over \$1,300 which will be used for ambulance equipment. Chief Dean stated that she had been a tremendous supporter of the Hartland Fire Department.

2. Presentation of proposed Centennial Park Kiosk project by Eagle Scout Jack Sullivan and consideration of approval.

Jack Sullivan presented his proposed project for a kiosk at Centennial Park stating that it will be two sided with four viewing windows, include a roof and a bench at the bottom. He proposed that the kiosk be placed north of the intersection of the two trails. Cost estimates for the structure are \$1,200 - \$1,500 with an additional \$1,600 for the concrete pad for a total of \$3,100. It was stated that the concrete pad is required by the Village to support the structure and for ease of maintenance. It was discussed that the Village may be able to pour the concrete for the project; footings would be poured first with the slab as a second pour.

Mr. Sullivan stated that he is not allowed to fundraise for the project until he has approval by the recipient. It was stated that the Park Board had approved the project at their recent meeting but that even if the Board approves the concept Jack is still unable to fundraise. There was discussion of whether this project could be funded by the Village budget or if the Village could provide an in-kind donation.

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Trustee Meyers stated that he would be more comfortable with approving the project if there was a guarantee. Jack stated that he could get a guarantee from the Potawatomi Council. It was suggested that the project be scaled back possibly removing the roof and/or bench. Jack agreed to recalculate the expense for the kiosk without a roof and will contact Administrator Cox when he is ready to reappear before the Village Board.

3. Motion (Landwehr/Wallschlager) to approve Village Board minutes of February 26, 2018 with corrections noted. Carried (6-0).
4. Motion (Landwehr/Swenson) to approve vouchers for payment in the amount of \$4,060,629.57. Carried (5-0). Meyers abstained.
5. Consideration of actions related to Licenses and Permits
 - a. Motion (Landwehr/Swenson) to approve applications for Operator's (Bartender) Licenses with a term ending June 30, 2018. Carried (6-0).
6. Consideration of second reading of Bill for an Ordinance No. 02/26/18-01 "An Ordinance to Amend Chapter 46 of the Village of Hartland Municipal Code Pertaining to Zoning Ordinance."

It was stated that a Public Hearing is scheduled for March 26.

7. Consideration of second reading of Bill for an Ordinance No. 02/26/18-02 "An Ordinance Adopting an Amendment to the Village of Hartland Comprehensive Development Plan: 2035."

A Public Hearing is scheduled for March 26 on the proposed amendment. Trustee Wallschlager reiterated her concerns that the new density plan would make an already heavily utilized highway even more difficult.

8. Consideration of a motion to approve a four-year agreement with Patrick Endter for the operation of a Beer Garden in Nixon Park between Memorial Day weekend and approximately the end of September.

Administrator Cox stated that the Village received an average of \$460 per week in 2017 from the Beer Garden. The updated agreement includes a weekly flat fee of \$500 with an increase of \$10 in each of the remaining years of the contract. The agreement provides for a longer season beginning on the Thursday before Memorial Day and ending in late September. Motion (Meyers/Wallschlager) to approve a four-year agreement with Patrick Endter for the operation of a Beer Garden in Nixon Park. Carried (6-0).

9. Discussion and consideration of actions related to downtown parking signage.

DPW Director Einweck displayed the Village's typical way finding sign which is white print on a green background. He stated that the signs may stand out better if they were green print on a

white background and may be easier to see at night. It was discussed that parking signs at Goodwin and Capital could be relocated to increase visibility. Administrator Cox suggested that perhaps the Village create a new signage plan as it relates to parking in coordination with BID. He stated that staff will prepare a plan and come back to the Village Board.

10. Consideration of a motion to reject a bid for the Lisbon Avenue Sanitary Sewer Force Main Lining project.

DPW Director Einweck stated that the project as approved in the budget was put out for bid but only one response was received. The contractor submitting the bid substantially changed the bid documents so both staff and the Village Attorney recommend rejecting all bids for this project. Motion Meyers/Stevens) to reject the bid received for the project. Carried (6-0).

11. Consideration of a motion to approve award of a contract to UPI, LLC of New Berlin for the 2018 Utilities Program in the amount of \$499,303.70.

DPW Director Einweck stated that four bids had been received for the project. He stated that the low bidder previously did work for the Village with good success. The bids received were all below the estimates and staff recommend award of the bid to the lowest bidder. Motion (Meyers/Wallschlager) to approve award of a contract to UPI, LLC of New Berlin for the 2018 Utilities Program in the amount of \$499,303.70. Carried (6-0).

12. Consideration of a motion to authorize the ordering of a replacement Rescue Vehicle/Engine for the Fire Department in the not-to-exceed amount of \$790,000 to be delivered in 2019 and to declare as surplus and authorize the disposal of existing engines 4363 and 4365.

Fire Chief Dean stated that the request to purchase a new rescue engine continues the process to streamline equipment in conjunction with the study conducted by Waukesha County and discussions with neighboring departments. The purchase of the proposed vehicle will eliminate the need for two older vehicles which, if not replaced, will begin to require extensive maintenance repairs. Chief Dean stated that this vehicle will have the capacity to carry more equipment. For example, all extrication gear will be in this vehicle rather than split between the two older vehicles. This is projected to be the last major vehicle investment for the department until 2023.

Chief Dean stated that the manufacturer of the new multi-purpose vehicle is willing to hold the original price discussed in 2017 if the Village orders by April 1, 2018. It was stated that the vehicle will take over a year to build.

Motion (Meyers/Wallschlager) to authorize the ordering of a replacement Rescue Vehicle/Engine for the Fire Department in the not-to-exceed amount of \$790,000 to be delivered in 2019 and to declare as surplus and authorize the disposal of existing engines 4363 and 4365. Carried (6-0).

13. Consideration of a motion to adopt an updated Sexual and Other Unlawful Harassment, Discrimination and Retaliation Policy.

Administrator Cox stated that the updated policy was drafted with the Village Attorney's office to modernize the language. He stated that the policy is clear that this behavior will not be tolerated. Training on the policy will be done after Village Board approval.

Trustee Wallschlager stated that she felt she did not have adequate time to review the draft policy. Motion (Wallschlager/Meyers) to postpone this item to the April 9 Village Board meeting. Carried (6-0).

14. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards 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 Administrator or other Village Staff members.

President Pfannerstill commended the Fire Department and Police Department for their efforts related to the house fire on Maple Avenue. Chief Dean stated that a fundraiser to benefit the family is scheduled for March 25 at Hogger's Pub.

The Fire Department's extrication fundraiser is scheduled for March 24 at Rustic Manor.

Trusted Wallschlager thanked the Fire Department for the recent homecoming celebration for the returning veteran.

15. Motion (Stevens/Wallschlager) to recess to closed session pursuant to State Statutes §19.85 (1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding the Village Administrator and to adjourn thereafter without reconvening into open session pursuant to §19.95(2). Roll call vote taken; all ayes. Carried (6-0).

Meeting adjourned to closed session at 8:20 p.m.

Respectfully submitted,

Darlene Igl
Village Clerk