

VILLAGE BOARD MINUTES
MONDAY, MAY 14, 2018
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Call to Order

Roll Call

Pledge of Allegiance – Trustee Meyers

Present: Trustees Anson, Dorau, Meyers, Landwehr, Swenson, Wallschlager, President Pfannerstill

Others: Administrator Cox, Clerk Igl, Finance Director Bailey, DPW Director Einweck, Interim Chief Collura, Rec Director Yogerst, Fire Chief Dean, Reporter Brandon Anderegg, Tim Casey and Robyn Ludtke (Waukesha County Center for Growth), Steve Berger, Elise Miller, Tom Brass, Paul Decker (County Board Chairman), Neumann Companies representatives, Riverwalk representatives, Merton Fire Chief Josh Paral

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. Motion (Meyers/Swenson) to approve Village Board minutes of April 23, 2018. Carried (7-0).
2. Motion (Landwehr/Swenson) to approve vouchers for payment in the amount of \$925,701.29. Carried (6-0). Meyers abstained.
3. Consideration of actions related to Licenses and Permits
 - a. Motion (Wallschlager/Swenson) to approve applications for Operator's (Bartender) Licenses with a term ending June 30, 2018. Carried (7-0).
 - b. Consideration of an application for a street use permit for Beer Snobs Ale & Eats, 122 Cottonwood Ave., and Hartland Inn, 120 Cottonwood Ave., for events on June 16, August 18 and September 22.

Steve Berger, Beer Snobs Ale & Eats, stated that there will be bands at each event which are scheduled to take place from 7 to 11 p.m.

4. Presentation, review and consideration of the annual Hartland Neighborhood Night Out event on Thursday, August 2, 2018.

Elise Miller stated that this will be the fifth year for the event which is an open house for businesses. She stated that Dousman transport had expressed an interest in being a vendor at

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the event so she has asked that they provide a free shuttle for the event. It was stated that the time for the event has changed at it will end at 5:30 p.m. Additionally, the movie offered that night will be shown at the fire station. Motion (Swenson/Dorau) to approve the annual Hartland Neighborhood Night Out event on August 2, 2018. Carried (7-0).

Elise Miller asked whether a banner across Capital Drive advertising the event would be allowed. Fire Chief Dean stated that this had been allowed in the past however there had been concerns about safety. Chief Dean stated that the fire department would be able to assist as needed. The Board asked that Ms. Miller make a formal request for a banner so staff can investigate the procedure for installation and insurance coverage for this type of activity.

Administrator Cox stated that Ms. Miller will be submitted a proposal for the sidewalk sale which she has hosted previously. It was stated that she will be proposing closing down the same portion of the roadway as Beer Snobs closes for their events. The proposal for the sidewalk sale scheduled for August 25 will be on a future Village Board agenda.

5. Presentation of National Trails Day hikes and events on June 2, 2018.

Rec Director Kelli Yogerst stated that there are three hikes planned in celebration of National Trails Day on June 2, 2018. Participants in the 7.5 mile hike will meet at Nixon Park at 9:00 a.m., be transported to Delafield Fish Hatchery and hike from Delafield through Hartland. There is also a hike planned which will go through the marsh as well as a hike for little children. Vendors will have booths set up at the park.

Motion (Anson/Wallschlager) to approve the National Trails Day hike activities on June 2, 2018. Carried (7-0).

6. Presentation and consideration of a motion to approve renewal of the Waukesha County Center for Growth Agreement.

Tim Casey, Waukesha County Center for Growth Director, provided a report to the Village Board on activities stating that they continue to meet with businesses to identify opportunities for growth and challenges that they are facing. He stated that the organization is collaborative working with banks, county representatives and municipalities. Mr. Casey stated that a loan program is expected to be announced within the next 60 – 90 days which will provide low cost funding for expansions. He stated that he has met with representatives of Fox Conn to discuss supply chain opportunities. Mr. Casey stated that he would be happy to provide input to the Village during the comprehensive plan update process.

Robyn Ludtke, Talent Development Director, stated that the need for labor force has been identified. She continues to work with school districts on student development in an attempt to bridge gaps in manufacturing. She stated that she works in the retention space to showcase opportunities in areas such as housing and transportation.

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Chairman Decker commented that he is proud of the Center for Growth and encouraged municipalities to stay engaged as the need for workers and infrastructure expansion will continue. It was stated that the center works with trade unions and Waukesha County Technical College, and wants to prepare students to become lifelong learners.

Motion (Swenson/Anson) to approve the renewal of the Waukesha County Center for Growth Agreement for an annual cost of \$6,602.13. Carried (7-0).

7. Review of the concept plan for a condominium development on the property located at and adjacent to N56 W28628 CTH K (Lisbon Road).

President Pfannerstill stated that this item was on the agenda for a review of concept plan only and will be placed on the May 21 Plan Commission agenda.

Matt Neumann stated that there are challenges for affordable housing in the area with a housing shortage for properties under \$700,000. He provided background on the previous proposal which requested an increase in density and would have included making some road improvements on Hwy K.

He stated that the proposal which has been modified requests full sewer and water service for the property for the development of 50 housing units as single family homes on a condominium plat. The proposal will preserve the wooded area and include paved walking paths. He stated that the proposal will include a full connection into Mary Hill and a modified entrance to the property at the crest of the hill.

President Pfannerstill commented that proposals typically go to the Plan Commission for review first however the Village Board is attempting to be more open so residents are aware of proposals. The Plan Commission will review the proposal as usual and make a recommendation to the Village Board. Residents were reminded that questions may be submitted to the Village President or Village Administrator and that the public is welcome to attend Village Plan Commission meetings which are held on the third Monday of each month at 7:00 p.m.

There was a brief discussion related to the proposed development connecting the roadway into Mary Hill. It was stated that an easement would need to be gained for vehicle access and installation of utilities.

The Village Board recessed at 8:16 p.m.

8. Review of a proposed Planned Unit Development amendment for Riverwalk to allow full commercial use in the mixed use building.

The Village Board reconvened at 8: 21 p.m.

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Representatives for JD McCormick were present to discuss the proposal for the building located at 200 E. Capitol Drive. Rick Stalle, Keller Williams Realty, stated that the business is interested in renting commercial space on the second floor and if the PUD amendment is approved, Keller Williams Realty would be signing a seven year lease. It is anticipated that the building out of the space will cost approximately \$250,000. He stated that the business includes full-time salaried staff of five or six individuals but independent contractors will come and go from the business. He stated that the proposed concepts for build out would allow for the space to readily return to residential units in the future if necessary.

There were questions related to whether the proposed use conforms to the TIF. Administrator Cox stated that the TIF doesn't provide a breakdown of residential/commercial space but that the TIF receives revenue based on property taxes.

Tom Brass, president of BID, raised concerns that the property may have a higher value with high end residential space than with commercial space. President Pfannerstill asked the representatives of JD McCormick how much money will be saved by making commercial space versus residential. The representatives did not have that information available.

Trustee Meyers commented that the Village Board had wanted to develop the downtown to include retail businesses. He commented that now there are people in the downtown housing units but if the first floor of the building is utilized for commercial the Village will lose the opportunity for retail in that space.

Mr. Stalle suggested that the assessor be present at the Plan Commission meeting to answer questions related to what will be more valuable for the TID district; commercial or residential. Finance Director Bailey stated that he had a conversation with the assessor and the assessor felt that commercial would be similar if not a higher value, as generally commercial space has a higher value than residential.

President Pfannerstill stated that the proposed Planned Unit Development amendment for Riverwalk will be on the May 21 Plan Commission meeting agenda.

9. Consideration of a motion to authorize staff to meet with Town of Merton representatives regarding service of additional areas of the Town by Village of Hartland Fire and EMS.

Chief Dean stated that he and Chief Paral of the Merton Fire Department have been developing a structure that would bring advanced service to the Town of Merton. Motion (Meyers/Swenson) to authorize staff to meet with Town of Merton representatives to further discuss the extension of Hartland fire and EMS service to additional areas of the Town. Carried (7-0).

10. Discussion and consideration of actions related to dog waste stations in the Village.

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DPW Director Einweck stated that this item had been referred by the Village Board to the Park and Recreation Board. After review, the Park & Rec Board recommended the installation of one pet waste station at the northern end of Hartbrook Park as a trial. The station would have informational signage along with a supply of trash bags and a trash can for the waste. DPW Director Einweck stated that one dog waste station had been donated to the Village by Trustee Wallschlager. The cost of the bags for the station is \$60 for 2,000 bags. DPW staff will stock the bags and remove the trash. Motion (Swenson/Wallschlager) to authorize the installation of a trial dog waste station as discussed. Carried (7-0).

11. Discussion and consideration of actions related to Downtown Parking Identification/Directional Signage.

DPW Director Einweck stated that the Village Board had directed staff to work on an improved signage plan in coordination with the Business Improvement District to direct people to municipal parking lots in the downtown area. After review, it was recommended that an evaluation be performed between the standard green on white parking sign and the non-standard white on blue "P" sign. There was discussion that perhaps the current green signage is blending in with foliage.

Motion (Anson/Dorau) to authorize staff to install two parking guide signs, collect public comment for approximately one month and then report back to the Village Board with a recommendation. Carried (7-0).

12. Consideration of Board, Commission and Committee appointments as presented by Village President Pfannerstill.

Note: the Board of Review will hold its business meeting on Wednesday, June 20 beginning at 5:00 pm in the Board Room.

President Pfannerstill made the following appointments:

Board of Review – Mike Meyers (Village Trustee member) and Randy Swenson (Citizen member) with terms to expire 4/30/2019

Ice Age Trail Community Committee – Christina Callies and David Van De Ven with terms to expire 4/30/2020

Park & Recreation Board – Vicki Mitchell and Curt Gundrum with terms to expire 4/30/2021

Comp. Plan/CORP Steering Committee – Marty Franke, Nick Miller, Carla Skowron, Jamie Thomson, Robert Wisniewski, David Wolken, Jacob Zuehl, Tine Bromberger with terms to expire upon completion

Motion (Meyers/Dorau) to confirm the appointments as made. Carried (7-0).

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President Pfannerstill commented that the steering committee will also include a representative from the Plan Commission and the Village Board. These appointments will be made at a future meeting.

13. Consideration of a motion to set next regular Village Board meeting for Tuesday, May 29 beginning at 7:00 p.m.

Due to the Memorial Day holiday, motion (Swenson/Anson) to set the next regular Village Board meeting for Tuesday, May 29 at 7:00 p.m. Carried (7-0).

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 announced that Mike Einweck will be retiring from the position of DPW Director and thanked him for his service of over 12 years to the Village.

Administrator Cox announced that the current Village newsletter has been delivered to residents.

15. Adjournment

Motion (Meyers/Dorau) to adjourn at 9:24 p.m.

Respectfully submitted,

Darlene Igl
Village Clerk