

**VILLAGE BOARD MINUTES**  
**MONDAY, JANUARY 28, 2019**  
**7:00 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order

Roll Call

Pledge of Allegiance – Trustee Wallschlager

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

Others Present: Administrator Cox, Finance Director Bailey, Police Chief Misko, Recreation Director Kelli Yogerst, Tim Casey, Robyn Ludtke, Fire Chief Dean, Utility Operations Supervisor Felkner, Attorney Kathryn Gutenkunst

Presentation by AHS DECA Students – Emma Hoffman and Abby Fickle provided a presentation on the DECA program at Arrowhead High School to spread awareness. They provided information on the community services that they perform including food drives and Hawkfest, and described competitions that DECA students compete in.

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/Dorau) to approve Special Village Board minutes of January 12, 2019 and Village Board minutes of January 14, 2019. Carried (7-0).
2. Motion (Landwehr/Swenson) to approve vouchers for payment in the amount of \$286,158.00. Carried (6-0). Meyers abstained.
3. Consideration of actions related to Licenses and Permits.
  - a. Motion (Landwehr/Dorau) to approve applications for Operator's (Bartender) License with a term ending June 30, 2020. Carried (7-0).
  - b. Actions related to the consideration of the issuance of a "Class A" Liquor License for the premises located at 202 North Ave. (The Flower Garden, Daniel Williamson, Agent)
    - i. PUBLIC HEARING  
President Pfannerstill opened the Public Hearing at 7:15 p.m. No comments were heard. It was clarified that the application was for a Class A license to allow sales for off-premise consumption. The Public Hearing was closed at 7:17 p.m.
    - ii. Consideration of an action related to issuance of a "Class A" Liquor License to Jamesines Flowers LLC.  
Motion (Meyers/Dorau) to grant the issuance of a "Class A" Liquor License to Jamesines Flowers LLC. Carried (7-0).

4. Presentation from Waukesha County Center for Growth and consideration of a motion to approve a one year contract renewal of the Waukesha County Center for Growth Agreement.

Waukesha Center for Growth Director Tim Casey provided an update on the economic development services they provide stating that the number one issue for companies is labor force. He stated that the center provides programs with school to give kids hands on career based learning opportunities. The annual report for 2018 was distributed.

Trustee Meyers asked what the center has done specifically to benefit Hartland. Mr. Casey stated that he had met with Town Bank and Westbury Bank regarding the creation of a business expansion fund. Additionally, center staff had met with seven small business clients in Hartland in the last year. Trustee Meyers stated that businesses report that they need people and he would like to see more related services provided to the Village. Mr. Casey stated that he will get more details on services that were provided to the seven small business and would like to meet with the Village's Administrator again.

Trustee Wallschlager asked whether the center provides outreach to the Chambers and whether they had contacted Hartland. Mr. Casey stated that the center hosts a lunch for the chambers for the purpose of collaboration. Chambers may also present to other chamber as well at these events. Mr. Casey stated that the center had extended an invitation four times to all of the local chambers to meet however the Hartland Chamber has not attended. He stated that he will reach to the Hartland Chamber again.

Robyn Ludtke, Director of Talent Development, stated that the Joseph Project is providing an opportunity for Waukesha County by busing individuals that have gone through a skill assessment process and providing this opportunity for people that are ready to work. Trustee Meyers asked whether businesses come to the center for assistance in locating a space for their business. Tim Casey stated that they do as the center has access to a database of available space.

Trustee Meyers stated that he would like to see what value is being provided to the Village. Mr. Casey stated that he will get back to the Board with details on the contacts that they have worked with in the Village. Trustee Dorau suggested that the board wait to approve the contract until further information is provided by the Center for Growth. This item will be placed on a future agenda for consideration.

5. First reading of a Bill for an Ordinance 01-28-2019, "An Ordinance To Amend Article II Of Chapter 86 Of The Village Of Hartland Municipal Code Pertaining To Water Utility And Wells".

Utility Operations Supervisor Felkner commented that the existing code section is outdated and isn't clear on how we sell water outside the Village. Trustee Meyers asked what the difference is between providing a facility such as Arrowhead with water and selling water by pumping directly into a tanker truck. Felkner responded that the Village provides the backflow protection for pumping water into a tanker. Administrator Cox stated that the ordinance will cover anyone that is connected to the Village's water system.

Items referred from the January 21 Plan Commission meeting

6. Consideration of a motion to approve construction of a lift station at 120 Crystal Drive in the Lake Country Meadows subdivision.

Utility Operations Supervisor Felkner stated that the homeowners association had questioned how many decibels would be produced by the lift station. Felkner stated that the pump will be routinely run at 9:00 a.m. for half an hour a week on Wednesdays. He stated that the sound generated is 69 decibels inside the building which compares to the running of a shower which generates 70 decibels. Additionally, the homeowners association questioned the fascia as their code states that the exterior must be natural. The exterior will be changed to smart board to comply. Also, the landscape plan was revised to allow the adjacent homeowner to be involved in where the proposed tree will be planted.

Motion (Dorau/Meyer) to approve construction of a lift station at 120 Crystal Drive in the Lake Country Meadows subdivision. Carried (7-0). Administrator Cox stated that the project will go to bid.

7. Consideration of a motion to approve an Extraterritorial Certified Survey Map in the Town of Delafield.

Administrator Cox stated that this is a request for approval of an Extraterritorial Certified Survey Map in the Town of Delafield where two adjacent property owners are swapping portions of their properties. He stated that this was reviewed and approved by the Plan Commission.

Motion (Meyers/Landwehr) to approve an Extraterritorial Certified Survey Map in the Town of Delafield. Carried (7-0).

8. Consideration of a motion to approve a final plat for Kiefer Farms subdivision in the Town of Merton.

Administrator Cox stated that this parcel is located north of Lake Country Lutheran High School, would not connect to Campus Drive and would be on well and septic. He stated that the Plan Commission approved subject to the following conditions: 1) the farm access drive be removed; 2) provision of the updated Storm water Management Plan, Storm Water Maintenance Agreement and as-built drawings for the infiltration basin to the Village.

Motion (Landwehr/Dorau) to approve a final plat for Kiefer Farms subdivision in the Town of Merton. Carried (7-0).

Other Items for Consideration

9. Consideration of a motion to approve the Job Descriptions for the positions of Camp Counselor, Assistant Counselor and Head Coordinator in the Recreation Department.

Recreation Director Yogerst stated that the proposed job descriptions have been reviewed by the camp coordinator. She stated that these provide clear communication of job responsibilities. She stated that the required age for the assistant counselor was changed to age 18 per the coordinator's request. Administrator Cox stated that the camp coordinator position will now be considered "regular" rather than seasonal and that the position will be on the Village's pay range chart.

Motion (Pfannerstill/Anson) to approve the Job Descriptions for the positions of Camp Counselor, Assistant Counselor and Head Coordinator in the Recreation Department. Carried (7-0).

10. Consideration of a motion to approve a contract with Five Star Fireworks Company, Oconomowoc, in the amount of \$16,000 for the 2019 fireworks display.

Recreation Director Yogerst stated that modifications to the fireworks display are proposed for the show scheduled for Friday, June 28. President Pfannerstill asked whether we could increase the contract to add to the display. After discussion, motion (Pfannerstill/Anson) to authorize up to \$18,000 for the 2019 fireworks contract. Carried (7-0).

11. 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.

Utility Operations Supervisor Felkner thanked the DPW crew for their outstanding recent snow removal efforts. He reminded residents to shovel around fire hydrants.

Chief Dean stated that a fundraiser is scheduled for Wednesday to benefit honor flights. He reminded residents to make sure their carbon monoxide detectors are working properly and to remove snow around furnace inlet and outlet vents.

Chief Misko stated that he had met with the WILEAG Board and that they unanimously approved the Village's accreditation. He stated that a representative will make a presentation to the Village Board at the second meeting in February.

President Pfannerstill stated that he had received complaints regarding residents not shoveling their sidewalks along E. Capitol and Lisbon down toward Terrace Lane. Chief Misko stated that he will ask officers to follow up on the complaints.

Residents were reminded that they cannot take snow from their lot and push onto a neighboring property or into the roadway.

Residents may report a street light out to WE Energies online. The light will generally be replaced within 72 hours.

Administrator Cox stated that Advanced Disposal has announced that collection will be delayed one day this week and could be delayed further due to weather.

12. Motion (Anson/Dorau) 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 and (f), considering financial, medicinal, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or investigation of charges against specific persons that, if discussed in public, would be likely to have substantial adverse effect on reputation of any person mentioned in such histories or data, or involved in such problems or investigations regarding disputes filed involving a Village of Hartland Board member and regarding the Village Administrator annual performance evaluation and to adjourn thereafter without reconvening into open session pursuant to §19.95(2). Roll call vote taken; all ayes. Carried (7-0). Adjourned to closed session at 8:30 p.m.

Respectfully submitted,

Darlene Igl  
Village Clerk