

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

Call to Order

Roll Call

Pledge of Allegiance – Trustee Ludtke

Present: Trustees Dorau, Meyers, Wallschlager, Ludtke, Conner, President Pfannerstill

Excused: Trustee Anson

Others Present: Interim Administrator/Finance Director Bailey, Clerk Igl, Police Chief Misko, Operations Supervisor Gerszewski, Rec Director Yogerst, Police Captain Kelsey, Julie Konen, Dennis Rasmussen, Linda Crooke, Wendy Unger – Baker Tilly.

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/Wallschlager) to approve Village Board minutes of May 13, 2019. Carried (6-0).
2. Motion (Dorau/Wallschlager) to approve vouchers for payment in the amount of \$193,121.04. Carried (6-0).
3. Consideration of actions related to Licenses and Permits.
 - a. Motion (Wallschlager/Dorau) to approve applications for Operator's (Bartender) Licensees with a term ending June 30, 2020. Carried (6-0).
4. Presentation of the 2018 Financial Statements and Audit results by Wendi M. Unger, CPA, Partner, Baker Tilly.

Ms. Unger provided the financial highlights of the 2018 Financial Statements for the Village of Hartland including a summary of activity by fund. Ms. Unger noted that the General Fund had a \$5.4674M Fund Balance at end of year. It was stated that there were no adjustments necessary for the audit.

Total long-term obligations outstanding are \$16,670,857 of governmental activities debt and \$3,890,884 of business-type activities debt. The Village has the ability to borrow up to 5% of the equalized value of the Village or \$66,114,235. The outstanding general obligation debt as of December 31, 2018 was \$17,424,415.

Items referred from the May 20, 2019 Plan Commission meeting

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5. Consideration of actions related to rezoning the property at 415 W. Capitol Drive to RS-5 Single-Family Residential Estate District.

- a. First reading of Bill for an Ordinance No. 05-28-2019 "An Ordinance To Amend The Official Zoning Map Of The Village Of Hartland".

President Pfannerstill provided the first reading of Bill for an Ordinance No. 05-28-2019.

- b. Motion (Pfannerstill/Meyers) to set a public hearing on the matter for June 24, 2019 as part of the Regular Village Board meeting. Carried (6-0).

6. Motion (Ludtke/Conner) to approve an Extraterritorial Certified Survey Map in the Town of Delafield. Carried (6-0).

Others items for consideration

7. Consideration of a motion to adopt Resolution No. 05/28/2019-01, A Resolution to Adopt the Official Legal Description for the Village of Hartland.

It was stated that the Village is required to adopt an updated legal description of the Village's corporate boundaries any time property is annexed. This update includes the property annexed for the Glen at Overlook Trails. Motion (Dorau/Meyers) to adopt Resolution No 05/28/019-01, A Resolution to Adopt the Official Legal Description for the Village of Hartland. Carried (6-0).

8. Consideration of a motion to adopt Resolution No. 05/28/2019-02, A Resolution Amending Appendix A of the Code of Ordinances Concerning the Schedule of Municipal Fees and Charges.

It was proposed that the fee schedule be modified to exempt BID, the Chamber and any taxing jurisdictions from fees associated with events. Motion (Dorau/Meyer) to adopt Resolution No. 05/28/2019-02, A Resolution Amending Appendix A of the Code of Ordinances Concerning the Schedule of Municipal Fees and Charges. Carried (5-1). Ludtke opposed.

9. Consideration of a motion to declare five X26E Tasers as surplus.

Chief Misko stated that the old tasers are no longer supported and are roughly 10 years old. He recommended designating the old tasers as surplus and using the money from the sale for the purchase of one new as a spare. He anticipated a gap of approximately \$280 which would be covered by the asset forfeiture account.

Motion (Meyers/Wallschlager) to declare five X26E Tasers as surplus. Carried (6-0).

10. Discussion related to a draft banner policy.

President Pfannerstill stated that the banner policy would regulate banners to be hung over the road in the downtown. Interim Administrator Bailey stated that the goal was to get input from the board related to the policy. It was stated that it would be imperative that banners be hung 15' or higher above the road to allow for a dump truck with the box fully extended to pass under. It was discussed that perhaps the policy should reference Village staff rather than

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specifically public works as hanging the banners and possibly the language should allow for contractors to perform this work as well. It was stated that plans for a banner would need to be submitted to the Village Board for consideration and that the process would have to be consistent. The draft included a maximum timeframe of 3 weeks for a banner to be in place. The policy is intended to only allow the Village, the Chamber and the BID to hang banners.

Trustee Ludtke asked whether the organizations would be paying for the banners stating that she felt further discussion was warranted and that she was not in favor of only the three listed organizations being allowed to hang banners.

It was stated that BID is looking further into equipment that would be necessary and it was requested that this item be added to the next Village Board agenda.

11. Discussion and consideration of authorizing staff to draft ordinance related to Village President and Village Trustees pay schedule.

President Pfannerstill commented that this is a more active board. Motion (Pfannerstill/Meyers) to authorize staff to draft ordinance increasing each position \$2,000 a year and beginning in April 2021 to increase 3% every two years for remainder of cycle. Carried (6-0). Ordinance will be prepared and added to the next Village Board agenda.

12. 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.

Interim Administrator Bailey reminded residents of the library event scheduled for June 7 from 5-8 pm in Nixon Park.

Trustee Ludtke commented on the new memorial in front of the VFW and urged residents to stop by to see the memorial and pay their respects.

Trustee Ludtke stated that she has found the construction status updates to be very helpful.

Chief Misko reminded the Board that he leaves on Sunday, June 2 for the program at Harvard, returning June 21st. During this time, he will be available by phone.

13. Adjournment.

Motion (Dorau/Wallschlager) to adjourn at 7:49 p.m.

Respectfully submitted,

Darlene Igl
Village Clerk