

VILLAGE BOARD MINUTES
MONDAY, JUNE 22, 2020
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Call to Order
Roll Call

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

Others Present: Administrator Rhode, Finance Director Bailey, Clerk Igl, Police Chief Misko, Interim Fire Chief Jambretz, Utility Operations Supervisor Felkner, Wendi Unger, Lynn Minturn, Tim Hallquist, Tabitha McBride, Steve Berger, Matt Neumann, Bryan Lindgren, Ryan Amtmann, Chamber members, Dino Xykis.

Pledge of Allegiance – Trustee Wallschlager

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) on the agenda for a three minute time period per person, with time extensions per the Village President's discretion.

Chamber Director Lynn Minturn commented on the Chamber's potential need to access financial assistance due to the negative impacts of COVID on the organization. A number of Chamber members commented on the benefits that the Chamber's services have provided to their businesses. President Pfannerstill stated that no action could be taken as the item was not on the Village Board agenda. He stated that per Village ordinances any two trustees may ask that an item be added to an agenda. Dino Xykis commented that a public money should not be used to support a private interest.

1. Presentation of the 2019 Financial Statements and Audit results by Wendi M. Unger, CPA, Partner, Baker Tilly.

Ms. Unger provided the financial highlights of the 2019 Financial Statements for the Village of Hartland including a summary of activity by fund. Ms. Unger noted that the General Fund had a \$5.3394M Fund Balance at end of year. It was stated that there were no adjustments necessary for the audit.

Total long-term obligations outstanding are \$20,367,124 of governmental activities debt and \$5,042,436 of business-type activities debt. The Village has the ability to borrow up to 5% of the equalized value of the Village or \$69,892,210. The outstanding general obligation debt as of December 31, 2019 was \$21,384,561.

2. Motion (Meyers/Anson) to approve Village Board minutes of June 8, 2020. Carried (7-0).
3. Motion (Conner/Wallschlager) to approve vouchers for payment in the amount of \$989,283.26. Carried (6-0). Meyers abstained.

4. Consideration of actions related to Licenses and Permits.
 - a. Consideration of an application for an Operator's License recommended for denial Applicant Bradley Peterson stated that he had received a letter stating that his application was being recommended for denial. He stated that he has been convicted of a felony. President Pfannerstill stated that the Village's attorney has provided the opinion that a convicted felon cannot be issued a bartender's license per state statute unless pardoned. Motion (Ludtke/Wallschlager) to deny the Operator's License application for Bradley Peterson. Carried (7-0).
 - b. Motion (Ludtke/Conner) to approve Operator's (Bartender) License renewals striking Michelle Leaman. Carried (7-0).
 - c. Motion (Wallschlager/Anson) to approve Operator's (Bartender) Licenses (new). Carried (7-0).
 - d. Consideration of an application for a Class "B" Beer/"Class B" Liquor License for the premises located at 600 Hartbrook Drive (Hartbrook Cafe, Steven Nguyen, Agent)
 - i. **Public Hearing** to receive comment on the liquor retailer's license application The Public Hearing was opened at 7:27 p.m. It was noted that the applicant was not present. Motion (Meyers/Wallschlager) to close the Public Hearing at 7:28 p.m.
 - ii. Consideration of an action related to issuance of a Class "B" Beer/"Class B" Liquor License for Hartbrook Cafe. Motion (Anson/Ludtke) to deny the license. Carried (7-0).
 - e. Consideration of an application for a Class "B" Beer/"Class B" Liquor License for the premises located at 111 E. Capitol Drive (Tabi's Lake Country, Tabitha McBride, Agent)
 - i. **Public Hearing** to receive comment on the liquor retailer's license application The Public Hearing was opened at 7:29 p.m. The applicant was presented and stated that the business currently holds a reserve license. She stated that she wants to buy out the previous owner so is requesting a regular license to avoid having to pay the \$10,000 reserve fees as a new business. Motion (Wallschlager/Ludtke) to close the Public Hearing at 7:35 p.m.
 - ii. Consideration of an action related to issuance of a Class "B" Beer/"Class B" Liquor License for Tabi's Lake Country. It was stated that Tabi's intent to buy out the previous owner creates a new business. Motion (Wallschlager/Ludtke) to approve the application for a regular Class "B" Beer/"Class B" Liquor License for Tabi's Lake Country effective July 1. Carried (7-0).
 - f. Motion (Meyers/Anson) to approve a Taxi Cab license for Lake Country Cares Cab Carried (7-0).
 - g. Motion (Meyers/Ludtke) to approve an application for a Temporary Class B Beer/Wine License and Temporary Operator's (Bartender) License for Greater Hartland Kiwanis Club. Carried (7-0).

5. Consideration of actions related to development of property on Campus Drive east of Lake Country Lutheran which will include the construction of a public road.

- a. Review of rezoning petition and proposed Planned Unit Development Agreement and related exhibits.

Village Engineer Ryan Amtmann provided an overview of the proposed project. It was stated that the Plan Commission has reviewed the proposal at two meetings. It was stated that the developer had requested fast tracking the project to begin construction later in the summer. The proposed site plan was viewed with Administrator Rhode pointing out the proposed connecting roadway. He stated that the hearing will be two separate items and that the roads in the development will be private.

The developer stated that the utilities were run through the site several years ago for the development that is proposed on the wooded site north of "Road X". It was stated that there is a public access easement over the trails that exist on the property. It was stated that the development will include 47 single family condominiums in the RS-5 district which is the same as the property to the east. It was stated that the project will use a PUD overlay to cluster the residences. The developer stated that they would preserve trees in the area based on the tree study and natural resources study.

President Pfannerstill stated that petitions against the road connection were received. Dino Xykis, Plan Commission member, stated that a motion for the project to proceed was made including setting up the public hearing as soon as possible. He asked formally that the Village Board follow their own rules of operating a meeting including motions being verbatim. It was stated that the Village Attorney drafted the language for the agenda item. It was stated that the recommendation was to send both issues forward for the Village Board to consider as the road connection is beyond the authority of the Plan Commission. Administrator Rhode stated that holding the public hearing at a joint meeting removes any lack of communicating between the two groups.

- b. Motion (Ludtke/Conner) to set a two-part Public Hearing on the matter (details regarding the public road and details of the proposed project other than the public road) for Monday, July 20 at a joint meeting of the Joint Architectural Board/Plan Commission and Village Board which will occur in segments. Carried (7-0).

Other items for Consideration

6. Motion (Meyers/Ludtke) to approve an agreement with Visu-Sewer Clean and Seal, Inc. of Pewaukee for the 2020 Sanitary Sewer Cleaning & Televising in the amount of \$22,160. Carried (7-0).
7. Consideration of a motion to approve Contractor's Application for Payment No. 5 (Final) for the Crystal Drive Lift Station Modifications in the amount of \$4,775.

Utility Operations Supervisor Felkner stated that the final building is complete, the controls are operational, and the work carries a one year warranty. Motion (Conner/Dorau) to approve Contractor's Application for Payment No. 5 (Final) for the Crystal Drive Lift Station Modifications in the amount of \$4,775. Carried (7-0).

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8. Consideration of a motion to approve an exception to the Village's banner policy for St. Charles Church.

Finance Director Bailey stated that churches are not included as one of the groups allowed to display banners in the policy. Motion (Wallschlager/Anson) to deny the request. Carried (7-0).

9. Discussion and consideration of temporary signage in the Village.

Administrator Rhode stated that he was approached by BID requesting "Hartland Strong" temporary signs. It was stated that the item could be tabled to the next meeting as the information was submitted to the Board earlier in the day. Motion (Wallschlager/Conner) to table to the next meeting. Motion (Pfannerstill/Ludtke) to amend the motion to table to instead make a motion to approve the sign with "downtown" removed and adding Village logo. Carried (7-0). Motion (Ludtke/Anson) to approve the sign with "downtown" removed and Village logo included. Carried (7-0).

10. Discussion: Melm's Brewing request for Beer Garden in Hartbrook Park.

Robert Stack, Melm's Brewing, requested permission to operate a Beer Garden at Hartbrook Park with limited hours through the summer months, starting as early as July running through the month of September. He stated that he would either arrange for food trucks or go through the process with the county to be allowed to have food service available. President Pfannerstill stated that he felt it would be important that this request be sent to the Park Board for consideration.

Mr. Stack stated that they would like to set up on the northeast edge of the parking lot with a tapper trailer and food trucks would be on the western edge of the parking lot to retain as much parking as possible. He stated that the trailer is 12 feet long and that they would have a tent to serve under. He stated they are considering holding an event in mid-August with live music.

Administrator Rhode stated that he had met with the owner and shared a copy of the contract that is in place for operation of the Nixon Park Beer Garden with the owner.

Tim Hallquist, Chairman of the Park Board, stated that parking may be a problem and he would want to see the plan. He stated that the Park Board would review and consider. It was requested that the Beer Garden proposal be included on the next Park Board agenda.

11. Consideration of Board, Commission and Committee appointments as presented by Village President Pfannerstill. None at this time.

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.

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Interim Chief Jambretz stated that there was a house burn conducted on Saturday on Lakewood Drive that went well. He stated that officer interviews are being conducted. President Pfannerstill commented that the Police & Fire Commission had officially named Jambretz as Interim Fire Chief.

Trustee Dorau stated that she had received comments related to the Chamber discussion at the last meeting. She stated that she felt that as a Board, it is their responsibility to offer as much assistance as possible as what the Chamber provides is an important part of the community.

President Pfannerstill reminded viewers of the upcoming Hometown Celebration events.

13. Motion (Dorau/Ludtke) to adjourn at 8:42 p.m. Carried (7-0).

Respectfully submitted,

Darlene Igl
Village Clerk