

VILLAGE BOARD MINUTES
MONDAY, MARCH 22, 2021
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, Utility Operations Supervisor Felkner, Clerk Igl, Fire Chief Jambretz, Police Chief Misko, Rec Director Yogerst (zoom), Peter Gesch (R & M), Steve Berger (Beer Snobs), Representative for Cousins project.

Pledge of Allegiance – Trustee Meyers

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. None received.

1. Motion (Meyers/Wallschlager) to approve Village Board minutes of March 8, 2021. Carried (7-0).
2. Motion (Wallschlager/Conner) to approve vouchers for payment in the amount of \$134,845.01. Carried (6-0). Meyers abstained.
3. Consideration of actions related to Licenses and Permits.
 - a. Motion (Wallschlager/Ludtke) to approve Operator’s (Bartender) Licenses. Carried (7-0).
 - b. Motion (Anson/Dorau) to approve a street use permit for Beer Snobs Ale & Eats, 122 Cottonwood Ave. for events on June 19, August 21 and September 25. Carried (7-0).
4. Second reading of a Bill for an Ordinance 02/08/2021 “An Ordinance Amending §46-978 of the Village of Hartland Code of Ordinances Regulating Signs Permitted in All Districts Without a Sign Permit”.
5. President Pfannerstill stated that this item had been reviewed by the Plan Commission and recommended for approval with a 6-1 vote. He stated that Plan Commissioner de Courcy Bower did not agreed with the change. Motion (Meyers/Ludtke) to suspend the rules. Carried (7-0). Motion (Meyers/Conner) to approve Bill for an Ordinance 02/08/2021 “An Ordinance Amending §46-978 of the Village of Hartland Code of Ordinances Regulating Signs Permitted in All Districts Without a Sign Permit”. Carried (7-0).

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6. First reading of Ordinance repealing §10-206 through §10-232 of the Village of Hartland Code of Ordinances regulating Public Dances and Concerts.

Administrator Rhode stated that the ordinance was drafted by the Village Attorney and will repeal a portion of the existing code to allow for new code language to add a special event permit. Second reading of the ordinance will be placed on the next Village Board agenda.

7. First reading of Ordinance amending §78-56 through §78-62 of the Village of Hartland Code of Ordinances regulating Street Use Permits.

Administrator Rhode stated that this draft ordinance creates language to allow for a special events permit. He stated that the Village will continue to use the existing street use permit application process for small events such as block parties. The second reading will be placed on the next Village Board agenda.

Items referred from the March 15, 2021 Plan Commission meeting

8. Consideration of a motion to approve Cousin's application for site/building modifications for an upgraded drive-thru for Cousin Subs, 525 Cottonwood Ave.

Administrator Rhode stated that the plans and specifications for the project were in the Village Board packet and had been recommended for approval by the Plan Commission with a requested change to larger caliper trees (2 ½") in the southern median. Trustee Wallschlager asked for clarification related to the layout of the drive through area. The Cousin's representative explained that cross easements exist in the area and the plans propose two islands to segregate the area as well as provide a stop sign. The traffic lane is for adjacent property owners is used infrequently. Motion (Meyers/Wallschlager) to approve Cousin's application for site/building modifications for an upgraded drive-thru for Cousin Subs, 525 Cottonwood Ave. Carried (7-0). Trustee Ludtke asked for clarification whether the motion included the request of the Plan Commission to increase the caliper of the trees. Trustee Meyers stated that the increase was included in the motion.

Other Items for Consideration

9. Discussion and consideration of a motion to request a Pay receipt for Nixon Pond Dredging.

Utility Operations Supervisor Felkner stated that this would be the second payment for the project. He stated that 90% of the restoration is complete and that dewatering is proceeding slowly. He stated that staff recommended payment as requested. Motion (Ludtke/Conner) to approve pay request #2 in the amount of \$38,116.50. Carried (7-0).

10. Discussion and consideration and presentation to approve award of 2021 Paving Program.

Utility Operations Supervisor Felkner stated that the program had been put out for bids with three companies responding. He stated that the low bid was received from Wolf Paving Inc. for \$759,832.70. He stated that the roads to be done are E. Capitol, North Ave. and S. Industrial along with the path along Lawn Street by the fire department. Peter Gesch, R & M, stated that

these roads were identified in the CIP as they met the criteria for rehabilitation with the goal of extending the life of the pavement. He stated that the project had been divided into Areas A & B with three goals: minimize impacts, rehab the roads and to provide communication throughout the project due to it being high impact areas. He stated that staff is attempting to narrow down the timeframe of the project, but paving will take 6 days per roadway with extended workdays. Hours will be 6 a.m. to 8 p.m. Monday through Thursday with limited hours on Friday and Saturday if needed. He stated that paving and striping will be allowed to take place overnight to minimize impact on the downtown businesses.

Gesch stated that during the first 2 weeks of work on the project, there will be limited parking downtown and minimal curb/gutter work. The milling machine will likely begin on a Sunday with flagging provided and traffic control measures in place. He stated that some base patching will take place after removing problem base areas underneath. Paving will then take place which will take approximately 8 hours for each area during which time there will be very limited traffic. The pavement will then need to cool down and be striped. He stated that E. Capitol will be done first and once finished, North Ave. will be done using the same procedures/methods. He stated that the goal is start milling on a Sunday and have a completed road by 3:00 p.m. on that Friday, weather permitting.

It was stated that staff had met with the BID board and will be sending notices to businesses, landlords and residents that will be impacted. These notices will include information for those interested to opt-in to receive update notifications. It is anticipated that the project will begin in late April or early May. It was stated that the Village website will also be employed to provide e-notifications for those that sign up. It was stated that the mailed notices will be sent to the address as listed on the tax key record.

Trustee Meyers asked whether the area near the eastbound ramp from Hwy 16 will be fixed as there is a significant dip. It was stated that the land is owned by the state between the ramps but that staff has spoken to the county about the issue and they agreed to make the repair. Trustee Ludtke asked for clarification about the scope of the letters. Gesch responded that he typically selects properties directly on the project corridor and includes additional impacted areas just outside of the corridor.

Trustee Wallschlager asked whether signs notifying the public of the project will be in place prior. Gesch responded that he was not sure that was included, however, Utility Operations Supervisor Felkner stated that the staff can either make signs or borrow notification boards from the county.

Motion (Meyers/Ludtke) to award the 2021 Paving Program to Wolf Paving Co., Inc. in the amount of \$759,832.70. Carried (7-0). President Pfannerstill asked that all Village Board members be added to the email notification list immediately.

11. Discussion and consideration of Bark River Bash banner over Capitol Drive.

Administrator Rhode stated that the BID had submitted a banner request for the event. The disclaimer was added as requested in the policy. Trustee Dorau stated that the disclaimer is unreadable as it is very small. President Pfannerstill commented that specific groups/events are

allowed banners per the policy with approval by the Village Board. It was stated that approval of this banner could be a one time approval or the event could be added to the list of those exempt from board approval. It was stated that the list of approved events is long term annual events. Motion (Dorau/Ludtke) to approve the banner requested for this year only and to consider again next year if event is held again. Carried (7-0).

12. Discussion and consideration of Agreement to create a new Village of Hartland Logo.

Administrator Rhode stated that creation of a new logo came up during their strategic planning session. The Village was asked whether we would want to partner with them to work a new logo for the Village as well. The proposal of \$5,500 to go through the process would result in new logos for the BID and the Village that would be similar but different. There was discussion among the Board members that this could be put out to the community in an effort to have a new logo generated by the Hartland resident. Trustee Ludtke stated that she would rather see the entire community buy in to a new logo and that this provides an opportunity for the Village Board to work with the community. No motion made indicating that the Village is not interested in partnering on the logo project with BID.

13. 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 provided an update on utility projects stating that the contractor has moved in and started saw cutting in Mary Hill. He stated that contact has been made with affected residents and the project should last two to three weeks. Additionally, he stated that some work will be done on Industrial and Imperial with approximately 26 manhole adjustments which is prework for next year's project.

Administrator Rhode provided an update on the Care Act which will be providing funding to municipalities. He stated that the payment amount is fluctuating but will be paid over two years, 2021 and 2022. He stated that bid documents for the board room are being finished and the project will be going out to bid soon. He stated that the new library space or community center may work for board meetings during the board room project. Staff is reviewing options to determine which will work best. He also stated that BID is still considering a bike race possibly for this summer which may draw a large crowd.

Trustee Ludtke stated that the new program room has been completed at the library and urged people to stop in to see the area which she stated is an asset to the community. She also thanked the PD for providing safety related training recently to library staff.

14. Adjournment

Motion (Dorau/Conner) to adjourn at 7:29 p.m.

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Respectfully submitted,

Darlene Igl
Village Clerk