

VILLAGE BOARD MINUTES
MONDAY, JUNE 14, 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: Interim Administrator Bailey, Clerk Igl, Fire Chief Jambretz, Utility Operations Supervisor Felkner, Rec Director Yogerst, Jessie Puzach, Val Wisniewski, Craig Eisenhut, Grant Lemke, Alex Lemke, Tim Hallquist, Wendi Unger, Jim Muenzenberger, residents.

Pledge of Allegiance – Trustee Conner

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. Presentation of the 2020 Financial Statements and Audit results by Wendi M. Under, CPA, Partner, Baker Tilly.

Ms. Unger provided the financial highlights of the 2020 Financial Statements for the Village of Hartland including a summary of activity by fund. Ms. Unger noted that the General Fund had a \$5.672M Fund Balance at end of year. It was stated that there were no adjustments necessary for the audit.

Total long-term obligations outstanding are \$18,380,656 of governmental activities debt and \$4,338,299 of business-type activities debt. The Village has the ability to borrow up to 5% of the equalized value of the Village or \$71,783,015. The outstanding general obligation debt as of December 31, 2020 was \$19,789,707.

2. Motion (Meyers/Conner) to approve Village Board minutes of May 24, 2021 and Special Village Board meeting of June 3, 2021. Carried (7-0).
3. Motion (Wallschlager/Ludtke) to approve vouchers for payment in the amount of \$1,084,390.46. Carried (7-0).
4. Consideration of actions related to Licenses and Permits.
 - a. Motion (Ludtke/Conner) to approve Operator's (Bartender's) Licenses. Carried (7-0).
 - b. Consideration of the Annual Renewal of Licenses and Permits expiring June 30, 2021.
 - i. Public Hearing to receive comments on the various liquor retailer's licenses. President Pfannerstill opened the Public Hearing at 6:53 p.m. No comments were heard and the Public Hearing was closed at 6:54 p.m.

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- ii. Consideration of motion to approve:
 1. Motion (Ludtke/Anson) to approve Class "B" Beer/"Class B" Liquor licenses. Carried (5-0). Anson and Ludtke abstained.
 2. Motion (Conner/Meyers) to approve Reserve Class "B" Beer/"Class B" Liquor licenses. Carried (6-0). Anson abstained.
 3. Motion (Dorau/Conner) to approve "Class A" Liquor licenses. Carried (7-0).
 4. Motion (Conner/Wallschlager) to approve Class "A" Beer licenses. Carried (7-0).
 5. Motion (Dorau/Meyers) to approve Class "A" Beer/"Class A" Liquor licenses. Carried (7-0).
 6. Motion (Conner/Dorau) to approve Class "B" Beer. Carried (7-0).
 7. Motion (Dorau/Wallschlager) to approve "Class C" Wine licenses. Carried (7-0).
 - c. Consideration of motions to approve annual licenses expiring June 30, 2021 not requiring a public hearing:
 - i. Motion (Dorau/Conner) to approve Amusement Device Licenses. Carried (5-0). Anson and Ludtke abstained.
 - ii. Motion (Wallschlager/Conner) to approve Cabaret Licenses with the correction to Tabi's Lake Country as noted. Carried (6-0). Anson abstained.
 - iii. Motion (Wallschlager/Ludtke) to approve Cigarette Licenses. Carried (7-0).
 - iv. Motion (Conner/Dorau) to approve Weights and Measures Licenses. Carried (7-0).
 - d. Items related to Kiwanis for June 25 Hometown Celebration
 - i. Motion (Ludtke/Conner) to approve Temporary Class "B" Beer/Wine Permit for Kiwanis for June 25. Carried (7-0).
 - ii. Motion (Dorau/Ludtke) to approve Temporary Operator's (Bartender) License for the Kiwanis for June 25 event. Carried (7-0).
 - e. Motion (Meyers/Dorau) to approve a Street Use Permit for Bristlecone Pines on June 26, 2021. It was stated that only one block will be closed for the concert in the park and that no signatures were required as no residences are blocked. Village officials were invited to attend the event.
5. Consideration of a motion to approve a special event for Birch & Banyan which includes the sale of alcoholic beverages.

It was stated that this is for beer sales during the bike race by Raised Grain, the official sponsor. Motion (Meyers/Ludtke) to approve a special event for Birch & Banyan which includes the sale of alcoholic beverages as requested. Carried (7-0).

6. Consideration of a motion to approve a special event for Eagle Park Brewing for the sale of alcoholic beverages.

It was stated that sales will take place during the bike race in the parking lot behind Designer Consigner. It was stated that the property owner has approved the use. It was stated that the Legion will be open the day of the bike race but only serving indoors. Trustee Anson stated concerns that the bike race event was brought to Hartland to support local businesses, there are

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now two vendors that will serve alcoholic beverages which takes away from local businesses. He stated that bringing in breweries was not brought up initially and Trustee Wallschlager agreed that Eagle Park Brewing being brought to the event to sell should have been part of the initial request. Motion (Conner/Meyers) to approve a special event for Eagle Park Brewing for the sale of alcoholic beverages. Carried (7-0).

Items referred from the Park & Recreation Board meeting

7. Discussion and consideration of installation of QR Codes in Nixon Park.

Utility Operations Supervisor Felkner and Alex Lemke presented this request stating that the request received from Rotary is to place four four-inch square plaques containing QR codes in Nixon Park which would advertise local events and businesses. It as stated that they want to do a trial run with a 50% down payment and that there would be a hosting fee of \$80 a month. Trustees Ludtke and Dorau expressed concerns as we have the Explore Hartland landing page in place which the water towers promote and want to avoid conflicting messages on various sites. Trustee Wallschlager stated she had similar concerns, asking who makes the decision which businesses will be advertised and if they will only be Hartland businesses. It was stated that only Hartland businesses could be allowed if desired.

It was stated that Rotary would be providing the \$1,000 down payment to get the project moving forward. There was discussion that perhaps Rotary members should have a conversation with BID related to better usage of the Explore Hartland site as well as Village staff related to updates to the Village website. Motion (Ludtke/Dorau) to postpone item for two months pending Rotary having discussions with BID related to the Explore Hartland landing page and in conjunction with updates to the Village website with Village Staff. Carried (7-0).

8. Discussion and consideration of installation of boat launch signage at Centennial and Nixon Parks.

Rec Director Yogerst and Jim Muenzenberger stated that three boat launch signs were proposed and recommended for approval by the Park & Recreation Board. Jim Muenzenberger stated that the signage was to point to the easiest places to get in and out and meant to provide a convenience to users. It was stated that no changes to the landscaping are proposed. Utility Operations Supervisor Felkner stated that the signs would be mounted outside of the wetland area. Several Trustees expressed concerns about placing signs along the river. It was suggested that the Village attempt to keep an eye on how many people are using the river and possibly consider next year. No action taken.

9. Discussion and consideration of installation of an ice rink in Nixon Park.

Rec Director Yogerst and Park Board Chair Hallquist stated that a portable ice rink is proposed for Nixon Park. A quote of \$5,170 was received which includes a liner which will be used for one year. It was proposed that the liner be replaced annually. It was stated that three levels of sponsorship would be available which would be acknowledged with banners. Trustee Wallschlager asked who would be responsible for maintenance of the ice rink. Utility Operations Supervisor Felkner stated that the ice rink maintenance would be a minimal cost.

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Staff would have to add the water to the liner and utilize a shaver that comes with the rink to take off the high spots. He stated that it may create some overtime for snow removal on weekends. It was stated that a snowblower could be used as the walls will only be 18 inches high. It was requested that the Village pay for the ice rink upfront while the Rec Director solicits donations from sponsors. It was stated that the intent is that the rink would be for family recreational use. It was stated that the warming shed is to be reconstructed and lights will be up. It was stated that it is being considered whether the bathrooms can be heated. It was discussed that rubber mats could be placed for skaters to walk on in and out of the bathrooms.

Trustee Dorau asked whether the Village's insurance would cover this activity. Interim Administrator Bailey stated that he would verify with the agent that this would fall under the Village's recreational immunity. Trustee Conner stated that he is an advocate for the ice rink, however, is opposed to the pole remaining in the center as he feels it is a liability. Staff will investigate whether the pole is removable. It was suggested that signage be posted that the ice rink is "skate at your own risk".

Motion (Ludtke/Conner) to approve installation with quotes provided. Carried (7-0).

10. Discussion and consideration of adoption of a Food Truck Policy.

Rec Director Yogerst and Park Board Chair Hallquist stated that the revised policy was included in the packet. It was stated that the truck and caterer terminology was removed and vendor was inserted. It was proposed that a fee of \$75 be changed for anyone or any business that was based outside of Hartland. Motion (Ludtke/Dorau) to approve the "Outside Food Vendor Policy" with the additional that a business that pays property tax or has a lease in the Village will not be charged the fee. Carried (7-0).

11. Discussion and consideration of request to waive fees for Lake Country Players.

Rec Director Yogerst and Park Board Chair Hallquist that Lake Country Players will be renting the Fine Arts Center for upcoming performances but had not rented the facility for practices. It was stated that the Park Board recommended a fee of \$100 per week for practices rather than the \$84 per day fee. It was stated that tickets will be sold prior to the performances and that the rental of the Fine Arts Center includes the use of the bleachers. It was stated that the group is looking to use the facility for practices from 9 am to 5 pm daily but would be made aware that other rentals or concerts have priority.

President Pfannerstill stated that the Village had not given other organizations reductions in fees. Trustee Ludtke stated that she cannot support the reduction as other groups would request reductions as well and Trustee Anson agreed. He also stated that the group should be careful how many tickets they sell as there are not that many seats on the bleachers and recommended roping off a reserved section beyond the bleachers for their performances. Motion (Pfannerstill/Ludtke) that Lake Country Players be charged the standard usage fees at resident rates for practice weeks. Carried (7-0).

Other Items for Consideration

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12. Motion (Meyers/Anson) to approve Contractor's Application for Payment No. 1 in the amount of \$31,690 to Thunder Road for the 2021 Crack Sealing Program as recommended by staff. Carried (7-0).
13. Motion (Conner/Wallschlager) to approve Contractor's Application for Payment No. 1 in the amount of \$328,785.07 to Wolf Paving Co., Inc. for the 2021 Paving Program as recommended by staff. Carried (7-0).
14. Consideration of a motion to declare the end of the State of Emergency regarding COVID-19 in the Village of Hartland.

Motion (Meyers/Dorau) to declare the end of the State of Emergency regarding COVID-19 and to continue the non-exclusive parking for curbside pickup.

Val Wisniewski, 501 Renson Road, stated that she believed the curbside parking issue should be separate action on a future agenda as it was not listed for consideration on this agenda. President Pfannerstill stated that the board would hold the parking piece until the next agenda.

Motion (Meyers/Ludtke) to end the State of Emergency regarding COVID-19 in the Village of Hartland. Carried (7-0).

Trustee Anson stated that the temporary curbside parking was not intended to be exclusive to the business they are in front of but rather for all business in the BID district. Trustee Meyers stated that the temporary parking was a local decision made to support the State of Emergency. Trustee Dorau asked that the temporary curbside parking item be placed on the next agenda for consideration.

15. Motion (Meyers/Wallschlager) to appoint Ryan Bailey as Interim Administrator. Carried (7-0).
16. 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.

Trustee Meyers requested that a fountain for the Nixon Park pond be considered rather than repairing the "bubbler". Utility Operations Supervisor Felkner stated that the current fountain is in for repairs and that staff is looking at a bigger fountain with lights which will be considered during the budget process.

Trustee Ludtke reminded residents of the Village's logo contest which is ending June 15.

President Pfannerstill stated that the St. Charles groundbreaking was held and that it is anticipated that the "envelope" will be up by September or October.

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17. Consideration of a motion 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, to consider salary amount or stipend to Interim Administrator and to reconvene into open session pursuant to §19.85(2) for the purpose of considering any action as may be necessary and appropriate (ROLL CALL VOTE).

Motion (Conner/Wallschlager) 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, to consider salary amount or stipend to Interim Administrator. Roll call vote: all ayes. Recessed to closed session at 8:43 p.m.

Reconvened in open session at 9:15 p.m. Motion (Conner/Ludtke) to give Interim Administrator Bailey a \$1,368.96 bi-weekly stipend. Carried (7-0).

18. Adjournment.

Motion (Dorau/Anson) to adjourn at 9:18 p.m.

Respectfully submitted,

Darlene Igl
Village Clerk