

VILLAGE BOARD MINUTES
MONDAY, JULY 12, 2021
6:30 PM
MEETING ROOM, HARTLAND PUBLIC LIBRARY, 110 E. PARK AVENUE

Call to Order

Roll Call

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

Others Present: Interim Administrator Bailey, Clerk Igl, Police Chief Misko, Interim DPW Director Felkner, Peter Gesch, Tim Hallquist, Ann Grievenkamp, Val Wisniewski, Louise Hermsen.

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.

Val Wisniewski, 511 Renson Road, commented on curbside pickup stating that she recently noted that there were a number of curbside pickup signs and doesn't believe that they may all be necessary. She commented that businesses may not really need or want them. Additionally, she commented that there seems to be no handicapped parking in the downtown other than outside the Village Hall.

1. Motion (Meyers/Conner) to approve Village Board minutes of June 28, 2021 and Special Village Board minutes of June 29, 2021. Carried (7-0).
2. Motion (Wallschlager/Conner) to approve vouchers for payment in the amount of \$539,134.09. Administrator Bailey stated that this amount includes the payment referenced in agenda item number 9 for Wolf Paving. He stated that moving forward payments for contracts will not be listed as a separate agenda item but rather will be noted in info pack updates. Carried (7-0).
3. Consideration of actions related to Licenses and Permits.
 - a. Motion (Dorau/Ludtke) to approve Operator's (Bartender's) Licenses. Carried (6-0). Anson abstained.
 - b. Consideration of motion to approve annual licenses expired June 30, 2021 not requiring a public hearing:
 - i. Motion (Wallschlager/Conner) to approve a Weights and Measures License. Carried (7-0).
4. Discussion and consideration of a motion to remove Woodlands Court and Tenny Avenue from the 2021 Slurry Sealing Program to be memorialized via Change Order at the end of the project.

Peter Gesch, R & M, stated that these two roads were slated for slurry seal, however, when the road ratings were conducted it was found that these two roads are beyond what is reasonable for slurry seal. He stated that it was not believed to be good use of the Village's funds to slurry

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seal these two roads. He stated that the base of the roads is in poor condition with significant cracks. He stated that they have been discussing the options for these roads with the contractor and it was decided that the best option is to remove them from the slurry seal project. The contractor has asked for an increase in the lump sum cost for E. Industrial Drive and Terrace Lane of 6% for mobilization and other costs.

It was recommended that Woodlands Court and Tenny Avenue be removed from the 2021 Slurry Seal Program and that a work change directive be issued. It was stated that a change order will be submitted at the end of the contract. Motion (Meyers/Ludtke) to remove Woodlands Court and Tenny Avenue from the 2021 Slurry Seal Program. Carried (7-0).

Items referred from the Park & Recreation Board meeting

5. Discussion and consideration of a motion to approve the installation of a historical marker in Nixon Park.

Interim DPW Director Felkner introduced a request by Louise Hermsen for the installation of a historical marker in Nixon Park. He stated that it was proposed that the marker be installed near the splash pad and that the language on the marker has been deemed accurate by the library historian.

Louise Hermsen stated that Hartland does not currently have any historical markers. She stated that a location with high visibility would be desirable and several locations were considered including near the clock in the downtown and an area along the ice age trail. The location selected is between the lower parking lot and the splash pad area at Nixon Park. She stated that the installation of the marker would include some minor regrading which would improve the drainage in the area. She stated that the Rotary has offered to sponsor the project.

Trustee Meyers questioned the proposed location stating that it may be better located closer to the river. Trustee Dorau stated her support for the project and proposed location that provides high visibility to park users. Trustee Wallschlager commented that she feels it isn't always the easiest to get into Nixon Park due to high usage and stated that she would prefer it be placed by the bridge across from Palmer's or by the church as there is already a lot of signage in Nixon Park.

Trustee Ludtke thanked Ms. Hermsen for her interest in this project and stated her agreement with the proposed location as Nixon Park is a central gathering location in the Village and offers a wealth of different options to live, work and play in the Village. Trustee Anson stated agreement with placing the marker in Nixon Park but was not sure that near the splash pad is the best location.

Interim DPW Director Felkner stated that they had originally talked about installing the marker near the pond however were concerned about snowplowing operations. Another option considered was near the railroad trestle where the three paths meet.

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Motion (Conner/Ludtke) to approve the verbiage presented for the historical marker with the caveat that location alternatives be brought back to the Village Board for consideration. Carried (7-0).

6. Discussion and possible consideration for Food Truck application for f5 Funnel Cakes for Street Dance/Party in the Park, Mary Heidger.

Interim DPW Director Felkner stated that this application had been approved by the Park & Rec Board. Trustee Meyers asked why this had to come to the Village Board for approval. Park & Rec Board Chairman Hallquist stated that the Village Board had asked that these applications be submitted to them for approval. Hallquist stated that the policy could be reviewed and revised. Motion (Anson/Dorau) to approve the Food Truck application for f5 Funnel Cakes for Street Dance/Party in the Park. Carried (7-0).

7. Discussion and possible consideration for Food Truck application for Kona Ice for Street Dance/Party in the Park and Hartland Kids Day 2021, Jamie Sterken.

Motion (Conner/Wallschlager) to approve the Food Truck application for Kona Ice for Street Dance/Party in the Park and Hartland Kids Day 2021 with tax to be collected from vendor. Carried (7-0).

8. Discussion and possible consideration for Food truck application for Nothing Bundt Cakes for Street Dance/Party in the Park.

Motion (Dorau/Anson) to approve the Food Truck application for Nothing Bundt Cakes for Street Dance/Party in the Park. Trustee Conner asked whether an application had been filed and it was stated that the application had been a late addition to the packet. Park & Rec Chairman Hallquist stated that the applicant had missed the deadline for Park Board but had paid the fee. President Pfannerstill asked if the Chamber had brought this item forward. Interim DPW Director Felkner stated that Rec Director Yogerst had provided the memo and asked him to present the item to the Village Board. Park & Rec Chair Hallquist stated that Rec Director Yogerst had contacted him and he was fine with moving the request on to the Village Board as the fee had been paid. President Pfannerstill asked Interim Administrator Bailey if he had placed this item on the agenda and he stated that he had not. President Pfannerstill stated that staff had placed this item on the agenda and was bending the rules. He stated that the policy that had recently been approved had taken four months to create. Trustee Dorau questioned the policy stating that the Rec Director had presented the policy and was asked to make some modifications. Trustee Dorau asked who wrote the policy that was adopted. Park & Rec Chair Hallquist stated that he had written the policy.

Trustee Dorau stated that this application came in late as a new person took over recently but that they were at the event last year and as soon as the new person was aware, they made application. Trustee Dorau stated that she had brought the issue to Clerk Igl who informed her that these were handled by Rec Director Yogerst. She stated that she spoke to Rec Director Yogerst who said she would speak to Chairman Hallquist about the late application and would see if it could be sent to the Village Board for consideration. Trustee Ludtke commented that one of the other applications had not been signed and the office use portion was not complete.

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Trustee Wallschlager asked how items are placed on agendas and asked if the Village President has the final decision. Trustee Ludtke stated that there was an agenda preparation policy adopted by the Board in 2018.

President Pfannerstill stated that if the Village Board had adopted a policy, it needs to be followed. Further, he stated that items should not be placed on the agenda without the Village Administrator's knowledge as items need to be placed on the agenda in the proper way. Motion failed (2-5).

Other Items for Consideration

9. Consideration of a motion to approve Contractor's Application for Payment No. 2 in the amount of \$222,409.66 to Wolf Paving Co., Inc. for the 2021 Paving Program.

It was stated that this item was already approved as a part of the voucher list earlier in the agenda. Motion (Conner/Wallschlager) to approve Contractor's Application for Payment No. 2 in the amount of \$222,409.66 to Wolf Paving Co., Inc. for the 2021 Paving Program. Carried (7-0).

10. Consideration of a motion to approve the submittal to Wisconsin Department of Natural Resources of the MS4 Annual Stormwater report.

Interim DPW Director Felkner provided key points stating that the Village is required to submit this report per DNR code. He stated that inspection and maintenance reports are conducted by staff, materials from street sweeping and cleaning of catch basins are removed and there is a stormwater prevention plan that the Village is required to follow. He stated that stormwater maintenance agreements are in place as required. Motion (Ludtke/Dorau) to approve the submittal to Wisconsin Department of Natural Resources of the MS4 Annual Stormwater report. Carried (7-0).

11. Consideration of a motion to approve the 2022-2023 Property Tax Assessment and Billing Contract with Waukesha County.

Motion (Conner/Wallschlager) to approve the 2022-2023 Property Tax Assessment and Billing Contract with Waukesha County. Carried (7-0).

12. Discussion and consideration of policy regarding the curbside pickup signs.

President Pfannerstill stated that the Village Board had opted to keep the curbside pickup signs in place after the State of Emergency had ended. Chief Misko stated that he had reviewed a prior Village Board meeting to capture direction provided in discussions related to the curbside signs including that it was to be one space per designated business, not exclusive to any business and that the Village would provide the signage (no other signage, cones, etc. to designate spots). Chief Misko stated that he had sent out letters to the eight businesses advising them that provisions for the curbside parking are still in place, provided the direction that was provided by the Board and asked that the businesses abide by the direction.

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Trustee Wallschlager asked if businesses no longer want the curbside pickup if they know who to contact. Chief Misko stated that his letter referred them to Interim DPW Director Felkner if they no longer wanted the signs. President Pfannerstill stated that the curbside pickup is not enforceable and he would like to see the privilege removed for businesses that are not complying.

Chief Misko recommended creating an ordinance if the Village Board wants to make the curbside pickup permanent and stated that currently the PD does not have a way to enforce other than to bring violations to the Board to consider removing the designation from that business. Chief Misko stated that there have not been a lot of issues. It was stated that no end date was provided to the business owners. Chief Misko stated that it would be preferable to have an ordinance for enforcement purposes and that the ordinance would include restrictions similar to the direction provided in his letter to the businesses, a definition of curbside pickup and a fee for a violation of the ordinance.

Motion (Pfannerstill/Anson) to direct staff to prepare a draft ordinance for Village Board consideration. Carried (7-0). Interim Administrator Bailey stated that he will work with Chief Misko and Interim DPW Director Felkner on the handicapped parking issue.

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.

Trustee Ludtke provided library announcements stating that the library board is interested in updating the library logo. Additionally, she stated that the new meeting room has been named "The Ice Age Trail Program Room".

Chief Misko stated that the department had recently been audited by the WI Department of Justice Training and Standards Bureau. The department successfully completed the audit and was commended on the state of their records.

14. Adjournment.

Motion (Conner/Anson) to adjourn at 7:50 p.m.

Respectfully submitted,

Darlene Igl
Village Clerk