

VILLAGE BOARD MINUTES REVISED*
MONDAY, NOVEMBER 8, 2021
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD

Call to Order

Roll Call

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

Others Present: Interim Administrator Bailey, Clerk Igl, Interim DPW Director Felkner, Police Chief Misko, Park Board Chair Tim Hallquist, Fire Chief Jambretz, Library Director Gest, Greg Johnson (Ehlers), Val Wisniewski, Ann Charlesworth, Ann Grevenkamp.

Pledge of Allegiance – Trustee Meyers

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) for a three-minute time period per person, with time extensions per the Village President's discretion. Val Wisniewski, 511 Renson Road, commented on item 6 on the agenda stating that she doesn't feel that only the Village President should make a nomination to fill a vacant seat as she feels that all board members should have equal voices in these matters.

1. Consideration of a motion to approve Special Village Board minutes of October 21, 2021 and Village Board minutes of October 25, 2021.

Motion (Meyers/Conner) to approve the minutes of the Special Village Board minutes of October 21, 2021 and Village Board minutes of October 25, 2021. Trustee Ludtke noted an error on page 5 of the October 25 minutes as the date listed should read 10/31, not 10/21. Additionally, she asked that a note be included in the Special Village Board minutes of October 21 meeting of the excused board member. The motion was clarified by Trustee Meyers to approve both with edits provided. Trustee Wallschlager amended the motion to consider the approval of the minutes separately with edits. Vote taken on minutes of October 21. Motion carried. Wallschlager abstained. Vote taken on minutes of October 25. Motion carried. Dorau abstained.

2. Items related to payment of vouchers
 - a. Discussion and consideration of a motion to approve Change Order #2 for the Nixon Pond Dredging project and Contractor's Application for Payment #4 (final) in the amount of \$2,133.63 for the project.
 - b. Interim DPW Director Felkner presented a change order and pay request for C. W. Purpero, Inc. for the Nixon Park Pond Dredging project which is now complete. Motion (Ludtke/Dorau) to approve Change Order #2 for the Nixon Pond Dredging project and Contractor's Application for Payment #4 (final) in the amount of \$2,133.63 for the project. Motion carried.

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- c. Motion (Conner/Pfeiffer) to approve vouchers for payment in the amount of \$1,080,424.90. Trustee Wallschlager asked for information on an invoice listed for quiet zone updates. Interim DPW Director Felkner stated that the expense was for a routine traffic study to review the delineators. Interim Administrator Bailey stated that the Village is looking at shortening one side of the quiet zone per the request of the homeowner as they have difficulty backing out of their driveway. He stated that as much as 20 feet may be able to be removed. Motion carried. Ludtke and Meyers abstained.
3. Consideration of actions related to Licenses and Permits.
- a. Motion (Dorau/Wallschlager) to approve Operator's (Bartender) License. Motion carried. Pfannerstill abstained.
 - b. Motion (Dorau/Conner) to approve a Temporary Class B Beer/Wine License. Motion carried.
 - c. Motion (Ludtke/Conner) to approve a Temporary Operator's license

4. Consideration of actions related to the issuance of Bonds

- a. Presentation of information regarding proposals received for the sale of bonds as approved by the Village Board.

Greg Johnson, Ehlers, stated that seven bids had been received with the low bidder of Piper Sandler & Co. at a rate of 1.5764%. He stated that due to the low rate, the principal amount of the borrowing was reduced to \$6,430,000. He stated that the rating from Moody's of AA2 was affirmed and generally positive comments were received.

- b. Consideration of Resolution No. 11/08/2021, "A Resolution Awarding The Sale Of \$6,850,000 General Obligation Corporate Purpose Bonds, Series 2021A".

Motion (Ludtke/Conner) to approve Resolution No. 11/08/2021, "A Resolution Awarding The Sale Of \$6,430,000 General Obligation Corporate Purpose Bonds, Series 2021A". Motion carried.

5. Consideration of items related to the 2022 Village Budget as shown on Tab 1 Page 8 and Tab 31 Pages 1 and 2 of the 2022 Budget Book. All information after Tab 1 is for informational purposes only. These figures may be modified by the Village Board during final consideration at this meeting.

- a. Discussion of 2022 Budget
 - i. Discussion and consideration of a motion to include additional Police Officer in the 2022 Budget

Interim Administrator Bailey stated that the additional officer requested could be added with no financial impact. He stated that \$75,000 of contingency is in the budget and that with a May or June start date for the new officer, the funds for contingency could be moved into the PD budget to cover the cost. Chief Misko stated that the delayed start date proposed was requested and commented that the cost of an officer has many variables including experience level (new officer versus lateral transfer). He stated that if approved,

recruitment would begin and the officer selected would start at the appropriate time based on the salary amount compared to budget of \$75,000. Chief Misko stated that for safety and efficiency, he felt a two officer minimum availability on third shift important. Motion (Conner/Ludtke) to approve the 18th officer and to direct Chief Misko and Interim Administrator Bailey to coordinate the start date of the new officer based on the officer's salary to fit in the budgeted contingency of \$75,000. Motion carried. Chief Misko stated that an offer of employment would be made to the candidate contingent on the start date.

- b. Consideration of a motion to approve the 2022 Municipal General Fund Budget in the amount of \$7,927,843 shown on Tab 1 Page 8 of the 2022 Budget Book (Roll call vote)

Interim Administrator Bailey stated that this portion of the budget is for overall expenditures for the general fund. He stated that the levy is up by net new construction. Motion (Pfannerstill/Meyers) to approve the 2022 Municipal General Fund Budget in the amount of \$7,927,843 shown on Tab 1 Page 8 of the 2022 Budget Book (Roll call vote). Motion carried.

- c. Motion (Meyers/Pfeiffer) to approve the 2022 Water Utility Budget in the amount of \$1,876,101 shown on Tab 1 Page 8 of the 2022 Budget Book (Roll call vote). Motion carried.
- d. Motion (Conner/Dorau) to approve the 2022 Sewer Utility Budget in the amount of \$1,914,500 as shown on Tab 1 Page 8 of the 2022 Budget Book (Roll call vote). Motion carried.
- e. Motion (Dorau/Pfeiffer) to approve the 2022 TIF #4 Budget in the amount of \$320 as shown on Tab 1 Page 8 of the 2022 Budget Book (Roll call vote). Motion carried.
- f. Motion (Wallschlager/Conner) to approve the 2022 TIF #5 Budget in the amount of \$16,465 as shown on Tab 1 Page 8 of the 2022 Budget Book (Roll call vote). Motion carried.
- g. Motion (Conner/Pfeiffer) to approve the 2022 TIF #6 Budget in the amount of \$155,660 as shown on Tab 1 Page 8 of the 2022 Budget Book (Roll call vote). Motion carried.
- h. Consideration of a motion to approve the 2022 Debt Service Budget in an amount to be determined (Roll call vote)

Interim Administrator Bailey stated that the 2022 Debt Service Budget based on the bond sale is \$1,894,625, an increase of \$160,573 from last year. Motion (Conner/Ludtke) to approve the 2022 Debt Service Budget in the amount of \$1,894,625. (Roll call vote). Motion carried.

- i. Consideration of a motion to approve the 2022 Capital Improvements, Impact Fee and Special Revenue and other funds, not including the Hartland BID, in the amount of

\$2,988,448 for a total Village Expenditure budget in an amount to be determined (Roll call vote)

Interim Administrator Bailey stated that the updated total Village expenditure budget was \$16,73,962. Motion (Pfanerstill/Conner) to approve the 2022 Capital Improvements, Impact Fee and Special Revenue and other funds, not including the Hartland BID, in the amount of \$2,988,448 for a total Village Expenditure budget in the amount of \$16,773,962. (Roll call vote). Motion carried.

- j. Motion (Conner/Dorau) to authorize a Downtown Business Improvement District assessment of \$74,800 as requested by the BID Board with approval of the BID's final expenditure budget held until consideration of the 2022 Operation Plan. Motion carried.
- k. Consideration of a motion to approve a Property Tax Levy in an amount to be determined (Roll call vote)

Motion (Conner/Ludtke) to approve a Property Tax Levy in the amount of \$6,591,517. (Roll call vote). Motion carried.

- l. Motion (Dorau/Pfeiffer) to approve the 2022 Payroll Matrix on Tab 31 Page 1 (Roll call vote). Motion carried.

The Village Board recessed at 7:11 p.m. and reconvened at 7:14 p.m.

- 6. Consideration of First Reading of Bill for an Ordinance No. 11/08/2021 "An Ordinance Creating §2-49 of the Village of Hartland Code of Ordinances Regulating Vacancies on the Board of Trustees".

Interim Administrator Bailey stated that this item was placed on the agenda for the board to discuss whether an ordinance or policy should be created. Trustee Dorau stated that she felt it should be a policy that would include options for filling a vacancy. Trustee Conner agreed stating that he didn't feel an ordinance was necessary but rather a policy that allowed the collective body to select an option to fill a vacancy at the time. Trustee Ludtke agreed with comments made. Interim Administrator Bailey stated that three options for filling vacancies are provided in State Statutes. He also stated that past practice in the Village had been the Village President nominates a candidate and the Village Board votes on the nomination.

President Pfanerstill stated that he had asked for this item to be placed on the agenda for the board to discuss options. He stated that he had asked for an ordinance so that the process would be simple and clear but that it is ultimately up to the board. Trustee Dorau asked President Pfanerstill for clarification of whether he only wanted the Village President to be able to nominate a candidate with the board to vote for or against. President Pfanerstill confirmed that was his desire. Trustee Dorau asked why the Village would create an ordinance rather than a policy as a policy would provide guidance for the board to follow and not cost money to draft language. Trustee Wallschlager asked what would take place if a candidate was nominated but the board voted against the candidate. President Pfanerstill stated that another nomination

would be made. President Pfannerstill stated that he felt there was confusion at the time of the recent vacancy and felt that an ordinance would provide more openness and safeguards as it cannot easily be changed. Trustee Ludtke stated that when this was discussed initially, the board didn't want to focus on the person. She stated that she had consulted with the attorney on the process for filling a vacancy and had asked that once the recent appointment was made, the board document options. It was discussed that the process being situational should be considered. This item will be placed on the next Village Board agenda for a second reading.

7. Discussion and consideration of a motion to terminate the Intermunicipal Agreement between the Hartland Fire Department and Town of Lisbon Fire Department providing for a Joint Emergency Training Program.

Chief Jambretz stated that the agreement with the Town of Lisbon had been in place since 2007. He had learned that the agreement which he thought had been terminated was still in place although training had not been provided. Chief Jambretz informed the Town of Lisbon of the intention to end the agreement. It was stated that this terminating this agreement saves \$6,000 annually. Motion (Meyers/Ludtke) to terminate the Intermunicipal Agreement between the Hartland Fire Department and Town of Lisbon Fire Department providing for a Joint Emergency Training Program. Motion carried.

8. Discussion and consideration of a motion to approve an Agreement with the Humane Animal Welfare Society (HAWS) of Waukesha County.

Chief Misko stated that the vast majority of municipalities in Waukesha County use HAWS for humane animal control and that the fee has remained the same. Trustee Wallschlager wanted to point out to residents that the service from HAWS is free to them. It was stated that residents may contact HAWS directly or contact the Police Department in the event of an animal issue. It was stated that it is a three year agreement which locks in the price until 2024. Motion (Dorau/Conner) to approve an Agreement with the Humane Animal Welfare Society (HAWS) of Waukesha County. Motion carried.

9. Discussion and consideration of a motion to approve the ordering and purchase of two Police Department vehicles for delivery in 2022.

Chief Misko stated that there are supply chain issues that lead to long lead times for delivery of vehicles. He stated that the department typically places vehicle orders prior to year end for delivery in the next budget year. Motion (Conner/Ludtke) to approve the ordering and purchase of two Police Department vehicles for delivery in 2022. Motion carried.

10. Motion (Ludtke/Dorau) to approve appointments of Steve Osterndorf and Tabi McBride to the Business Improvement District Board. Motion carried.

11. Discussion and consideration of a motion to end the practice of the Village of Hartland paying membership dues to the Hartland Chamber of Commerce.

Trustee Dorau questioned why this item was placed on the agenda. She stated that the Village has been a member of the Chamber for over 23 years and was curious why we would

discontinue the membership when the Chamber does so much for the Village. Trustee Meyers stated that the Village supports the organization through the use of Village departments but he is not in favor of utilizing tax dollars to pay for memberships to organizations for the Village. It was stated that the cost of membership is \$500 annually, however, the Chamber donates \$250 to the parade each year so the net cost is \$250 which equates to \$.027 per tax key parcel in the Village.

Chief Misko stated that the PD is not reimbursed for service provided for chamber events but that the department generally does so at no additional cost as officers are not on overtime, staffing is restricted and creative scheduling is utilized. Trustee Meyers stated that he is not against the Chamber but feels the Village has to draw the line on what groups are supported. Trustee Dorau stated that Hartland is the only community that the Chamber provides service to.

Trustee Ludtke stated that the Hartland Chamber is a business association in Hartland that keeps commerce moving. She stated that she had the opportunity to provide assistance to the Chamber during COVID and that the Chamber assisted in disseminating information to local businesses. The Chamber was able to assist organizations in seeking and receiving additional funding. She stated that she would like to see the Village continue to support the Chamber.

President Pfannerstill stated that he feels the Village should continue to support the Chamber but not with membership dues and that he was not in favor of a paid for connection. Motion (Pfannerstill/Wallschlager to end the practice of the Village of Hartland paying membership dues to the Hartland Chamber of Commerce. (Roll call vote.) Motion carried. Dorau and Ludtke opposed.

The Village Board recessed at 8:02 p.m. and reconvened at 8:03 p.m.

12. Discussion related to creation of a food truck ordinance.

Trustee Meyers provided a handout to board members titled "Centennial Park Food Truck Parking" and explained his proposal asking Village Board members for feedback. It was stated that the Village Board would need to consider further and that this item would go to the Park Board for consideration. President Pfannerstill asked that Trustee Meyers present his ideas to the Park Board and that this item be added to the next Village Board agenda for consideration. Trustee Dorau stated that she felt the ordinance staff was in the process of drafting was coming along nicely and felt that the board should continue down that path. Trustees Ludtke and Wallschlager thanked Trustee Meyers for his suggestions.

Park Board Chairman Hallquist stated that he had learned of a big concern from restaurants that didn't want food trucks close to their facilities so Centennial Park was suggested. Trustee Pfeiffer stated that he liked the idea of having food trucks where they can be set up regularly. President Pfannerstill asked that the language provided by Trustee Meyers be incorporated into the draft ordinance. Interim Administrator Bailey stated that this item will be placed on the next regular Village Board meeting agenda for discussion.

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

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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 Wallschlager stated that there will be a Veterans Day observance on Nov. 11 at 10:30 a.m. at the Legion.

Interim DPW Director Felkner stated that Legion baseball has offered to pay the utilities at the Nixon Park canteen next summer.

Police Chief Misko stated that department had participated in the drug takeback event with 597 pounds of medications collected through the drop boxes. He stated that the accreditation process and audit had gone smoothly with good feedback. He reported that there had been a burglary incident on Hartbrook Drive on Nov. 7 with three businesses being damaged. He stated that the individual responsible was taken into custody. He stated that the department had partnered with the DOC to conduct sex offender home visits for Halloween and stated that all were compliant.

Fire Chief Jambretz reported that Jeff Vernon has retired from the department after 18 years,

Trustee Ludtke commented that the banner is in place over E. Capitol Drive for Hartland Lights to take place on Dec. 3.

14. Adjournment.

Motion (Dorau/Conner) to adjourn at 8:21 p.m. Motion carried.

Respectfully submitted,

Darlene Igl
Village Clerk