

**VILLAGE OF HARTLAND  
VILLAGE BOARD MINUTES  
MONDAY, FEBRUARY 24, 2014  
7:00 PM  
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Present: Trustees Stevens, Meyers, Compton, Landwehr, Swenson, Wallschlager and President Lamerand

Others Present: Administrator Cox, Deputy Clerk Meyer, Finance Director Bailey, Fire Chief Wilde  
DPW Director Einweck and Police Chief Rosch

Roll Call

Pledge of Allegiance - President Lamerand

Public Comments: (Please be advised the Village Board will receive information from the public for a three minute time period, with time extensions per the Village President's discretion, per person. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.) – NONE.

1. Motion (Meyers/Swenson) to approve the Village Board minutes of February 10, 2014. Carried (7-0).
2. Motion (Landwehr/Swenson) to approve the vouchers for payment in the amount of \$200,010.13. Carried (6-0-1). Meyers abstained.
3. Consideration of a motion to approve the Licenses and Permits

**OPERATOR (BARTENDER) LICENSES - expires June 30, 2014**

Joseph L. Waskiewicz  
Place of Business: Flanagan Dorn Post 294

Kim Marie Penkert  
Place of Business: Saloon 247

Anthony Owen DiFrances  
Place of Business: Walgreens

The Police Chief and Village Clerk recommend approval. The applicants have completed the Responsible Beverage Servers Course.

Motion (Landwehr/Swenson) to approve the Operator Licenses as presented. Carried (7-0).

**Temporary Class "B" / "Class B" Retailers Licenses**

Event: St. Charles Parish Shrimp Dinner  
Address: 313 Circle Drive  
Date: March 21, 2014

Motion (Compton/Landwehr) to approve a Temporary Class "B"/"Class B" Retailers License for the St. Charles Parish Shrimp Dinner on March 21, 2014. Carried (7-0).

Event: St. Charles Parish and School Auction  
Address: 313 Circle Drive  
Date: March 22, 2014

**Temporary Operator License related to St. Charles Auction – March 22, 2014**

Kelly Ann VonReuden  
W290N6260 Red Tail Lane  
Hartland, WI 53029

Motion (Swenson/Wallschlager) to approve the Temporary Class "B"/"Class B" Retailers License and the Temporary Operator License related to the St. Charles Parish and School Auction for March 22, 2014. Carried (7-0).

**Temporary Operator License related to Hartland Street Dance – July 19, 2014**

Ann Franke-Wallschlager  
1148 Mary Hill Circle  
Hartland, WI 53029

Motion (Meyers/Landwehr) to approve a Temporary Operator License for Ann Franke-Wallschlager related to the Hartland Street Dance on July 19, 2014. Carried (7-0).

4. PUBLIC HEARING regarding Bill for an Ordinance No. 01/27/2014-01 "An Ordinance to Amend Article VII of Chapter 46 of the Village of Hartland Code Pertaining to Signs."

Public Hearing opened. No comments. Public Hearing closed.

5. Motion (Swenson/Landwehr) to adopt on third reading Bill for an Ordinance No. 01/27/2014-01 "An Ordinance to Amend Article VII of Chapter 46 of the Village of Hartland Code Pertaining to Signs." Carried (7-0).

**Items related to the Windrush and Homestead Subdivisions:**

6. Consideration of adoption on third reading Bill for An Ordinance No. 01/13/2014-04 "An Ordinance to Amend the Land Use Plan for the Village of Hartland."

This is a Comprehensive Plan Amendment to designate the Land Use for recently-annexed lands in the proposed Windrush and Homestead subdivisions as Low Density Cluster Development.

Village of Hartland  
Village Board Minutes  
February 24, 2014 Meeting

Motion (Meyers/Swenson) to adopt on third reading Bill for An Ordinance No. 01/13/2014-04 "An Ordinance to Amend the Land Use Plan for the Village of Hartland." Carried (7-0).

7. Consideration of adoption on third reading Bill for an Ordinance No. 01/13/2014-05 "An Ordinance to Amend the Official Zoning Map."

This Ordinance makes the Zoning District designations for the proposed subdivisions including a primary designation of RS-1 (Single Family Residential) with UCO (Upland Conservancy Overlay) and C-1 (Lowland Conservancy)

Motion (Compton/Swenson) to adopt on third reading Bill for an Ordinance No. 01/13/2014-05 "An Ordinance to Amend the Official Zoning Map." Carried (7-0).

8. Motion (Swenson/Landwehr) to approve the Preliminary Plat of Subdivision for the Windrush Subdivision. Carried (7-0).

This was recommended for approval at the February 17 Plan Commission meeting

9. Motion (Meyers/Swenson) to approve the Conditional Use Permit for Lots 16, 17, 18, 29 & 30 in the proposed Windrush Subdivision with conditions for construction in the UCO (Upland Conservancy District). Carried (7-0).

This was recommended for approval at the February 17 Plan Commission meeting

10. Motion (Swenson/Landwehr) to approve the Conceptual Plat of Subdivision for the Homestead Subdivision. Carried (7-0).

This was recommended for approval at the February 17 Plan Commission meeting

Items referred from the February 17, 2014 Plan Commission meeting

11. Motion (Meyers/Swenson) to approve a five-year Conditional Use Permit for Homegrown Farms to operate a temporary retail flower hut in the grass area located adjacent to the parking lot at 505 Cottonwood Avenue with conditions as set forth by the Plan Commission. Carried (7-0).

12. Motion (Stevens/Meyers) to approve a five-year Conditional Use Permit for Biebel's True Value Hardware to operate a temporary greenhouse in the parking lot located at 580 Hartbrook Drive with conditions as set forth by the Plan Commission. Carried (7-0).

Other Items

13. Consideration of a Motion to Re-approve the Sandwich Board Sign Permit Program after proposed amendments by the Architectural Review Board.

At its January 27 meeting, the Village Board approved the proposed Sandwich Board Sign permit program. However, the Board asked for additional consideration by the Architectural Review Board of two questions as follows:

1. Does the Architectural Board find it acceptable that an SBS should be allowed for each business including each business in a multiple tenant building?
2. Does the Architectural Board find it acceptable that this program would apply in all business and commercial districts of the Village including, for example, the Hartbrook Drive area?

As a result of the discussion, the Architectural Board recommended changing the program to clarify that it was acceptable to issue a permit for each business even for multiple businesses at the same location. Additionally, the Architectural Board recommended that SBS would be allowed on the right of way in the B3 Central Business District/Mixed Use Zone only. In other Zones, the sign would only be allowed to be placed on private property immediately adjacent to the business building.

The BID will be handling notifying the downtown businesses of the replacement grant program. We will handle the balance of the other businesses on a case by case basis. During the first year we will work to get compliance – it's a no cost permit. The requirement of furnishing the Village with a certificate of insurance is for signs that would be in the right-of-way, in case someone gets hurt. The Village has insurance, but now we will be giving someone permission to put something in our right-of-way. It would be the commercial insurance that a business would carry. There was concern that this would be costly to the business. Administrator Cox thought it would be less than \$100 per year.

Motion (Landwehr/Swenson) to re-approve the Sandwich Board Sign Permit Program including the amendments by the Architectural Review Board. Carried (7-0).

14. Consideration of a motion to approve a three-year agreement with Windstream Communications for telephone, data and Internet services at all Village Facilities (Except Internet at the Library, which is provided by another service).

Windstream was the lowest cost provider out of the four we looked at. Also, their plan gave us the ability to prioritize telephone traffic and voice over internet telephone in a commercial setting. We have a 99.99% guarantee for satisfaction. When this is said and done, the Village has the ability to back itself up in any of the facilities. For example if the Village Hall building would have a problem and the telephone service would go out, within minutes we can have those switches flipped and any of our other departments

Village of Hartland  
Village Board Minutes  
February 24, 2014 Meeting

can receive our calls -- and similarly the other way around. We were driving toward that built-in back up for our facilities for emergency response and disaster recovery operations.

Motion (Wallschlager/Swenson) to approve a three-year agreement with Windstream Communications for telephone, data and Internet services at all Village Facilities (Except Internet at the Library, which is provided by another service). Carried (7-0).

15. Motion (Compton/Landwehr) to set the 2014 Board of Review date for Wednesday, October 1 and Open Book dates of Tuesday, September 9 from 12 Noon – 7 pm and Wednesday September 10 from 9 am - 3 pm. Carried (7-0).

16. Consideration of a motion to authorize the placement of the Chimney Swift Roost on the Village-owned parcel at the southwest corner of Cottonwood and Pawling Avenues.

Village-owned property at the southwest corner of Pawling and Cottonwood Avenues along the railroad tracks is an additional location to be considered for replacing the chimney swift roost. The location is recommended due to its proximity to the original site and educational opportunities.

There is continued discussion about the final site. The Village Board did authorize the site near the Cottonwood marsh. There seems to be two possibilities – some prefer the Pawling/Cottonwood site. There still is conversation about using the marsh site, but we would like to add this to the list.

Motion (Landwehr/Stevens) to authorize the placement of the Chimney Swift Roost on the Village-owned parcel at the southwest corner of Cottonwood and Pawling Avenues. Carried (7-0).

17. 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.

Administrator Cox reminded residents to run a constant stream of water the size of a pencil until April 1 or until we announce otherwise. If residents have questions, they can call the Village Hall at 262-367-2714. The after-hours dispatch number to report a frozen service is 262-446-5070. The Village will be averaging sewer and water bills from previous years to arrive at a bill amount closer to normal use, rather than charge for all the water running to keep the pipes open. We will not be charging for that.

18. Adjourn

Motion (Stevens/Swenson) to adjourn. Carried (7-0). Meeting adjourned at 7:28 PM.

Respectfully submitted by  
Recording Secretary, Lynn Meyer/Deputy Clerk