

**VILLAGE BOARD MINUTES**  
**MONDAY, APRIL 25, 2022**  
**6:30 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

Call to Order

President Pfannerstill swore in new Trustees Adam Pfeiffer and Tom Truttschel.

Roll Call

Present: Trustees Truttschel, Pfeiffer, Wallschlager, Conner, Ludtke and President Pfannerstill

Excused: Meyers

Others Present: Interim Administrator Bailey, Deputy Clerk Bushey, Interim DPW Director Felkner, Police Chief Misko, Park Board Chair Tim Hallquist, Fire Chief Jambretz, Carol Landwehr, Meghan Kier, Kim Ptak, Jake Zuehl, Thomas Helstern.

Pledge of Allegiance – Trustee Pfeiffer

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.

Carol Landwehr 705 Belshire Dr – Asked what the plan for St. Charles is because they keep getting larger and larger. She commented that the Police Department is not around too much in regards to the parking issues there. She would like to know what the plan is and would like more thought put into the people who live around there.

1. Motion (Conner/Wallschlager) to approve the Village Board minutes of April 11<sup>th</sup>, 2022. Motion carried. (6-0).
2. Motion (Wallschlager/Pfeiffer) to approve vouchers for payment in the amount of \$421,611.27. Motion carried (6-0).
3. Consideration of actions related to Licenses and Permits.
  - a. Licenses –  
Motion (Ludtke/Pfeiffer) to approve Operator's (Bartender's) License for Brittany Jean Cardinal and Barry John Henrichs. Carried (6-0).
  - b. Street Use Permits -  
Motion (Ludtke/Wallschlager) to approve the Street Use Permit on 5/22/2022 for Beth Arndt. Carried (6-0).

Ludtke asked when the applications came in and what is the timeframe for turning them in. Interim Administrator Bailey said the Hurley application came in about 2 weeks ago and the timeframe for turning applications in is, as long as they can get it in prior to the meeting.

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Motion (Conner/Pfeiffer) to approve a Street Use Permit on 4/28/2022 for Karen Hurley. Carried (5-0). With one abstention – Wallschlager.

c. Restricted Species Permit –

Pfannerstill said there are 3 applications for a restricted species permit and the Board can choose to approve them all at the same time or separately. The applications are from:

1. Kurt Baumgartner 781 Wexford Way for 6 chickens
2. Thomas & Malorie Helstern 663 Oxford Drive for 6 chickens
3. Jacob Zuehl 306 Lawn Street for 3 chickens

Ludtke said she would like to take them separately in case one needed to come back they would not have to read all 3 again for another motion.

Ludtke made a motion to approve Kurt Baumgartner restricted species permit. Wallschlager commented that there are no applications or drawings where the chickens would be kept in the packet. Brief discussion on tabling the application until the next meeting so Trustees have a chance to review drawings of coop and placement.

Motion (Ludtke/Wallschlager) to amend the original motion to table the application for 781 Wexford Way and bring it back to the Board with drawings and the actual application. Carried (6-0).

Motion (Wallschlager/Conner) to table the restricted species permit applications for Helstern and Zuehl until the next Village Board meeting so the documents can be reviewed. Carried (6-0).

Items referred from the April 18, 2022, Plan Commission meeting

4. Consideration of a Conditional Use Permit for the operation of a pre-school and childcare facility for Busy Beez Preschool and Childcare, LLC 123 Lawn St.

President Pfannerstill said this has gone through the Plan Commission but if anyone had any questions for the applicants, they are present. Truttschel commented that he reviewed their business plan and was impressed with the time and planning they had put into it. He asked how the SBA process coming along, Meghan Kier said they are in the final stages of it and should have an answer within the next 10 days. Conner commented he felt the business plan was very detailed as well and said great job.

Motion (Pfeiffer/Conner) to approve the Conditional Use Permit for the operation of a preschool and childcare facility for Busy Beez Preschool and Childcare, LLC 123 Lawn St. Ludtke abstained. Carried (5-0).

Other Items for Consideration

5. Discussion of an application for a Special Events Permit for Lake Country Bed Barn Sidewalk Sale on August 27, 2022.

Recreation Director Yogerst said she has been working with Elise Miller on the application for the Sidewalk Sale on August 27<sup>th</sup>. The Sidewalk sale will be from 8am-4pm, it will be held on Gristmill's property in their parking lot as it was last year and in previous years on Pawling Ave just west of Cottonwood. The road will be closed off during the duration of the event. Yogerst

said the Police Department requested that the Grist Mill have barricades up and signs posted that the alcohol has to stay on their property. She said the DPW Director requests that all tents be freestanding with nothing being drilled into any hard surface. Yogerst said Ms. Miller sent out a letter to the residents within 500 ft around the event, the insurance is under Bed Barn with the Village being listed as an additional insured. Wallschlager asked how many people she was anticipating and if there will be 500 people attending per the ordinance, they will need to get a dumpster. Ms. Miller said there are dumpsters on both properties. DPW Director Felkner said if it is a park situation, they do require them to get a dumpster, but they do not require it if they have their own dumpster at their business. Ludtke commented that she appreciates her putting this on for the community.

Motion (Ludtke/Wallschlager) to approve the Special Event Permit for Lake Country Bed Barn Sidewalk Sale, August 27<sup>th</sup>, 2022. Carried (5-0). Pfannerstill abstained.

6. Consideration of a request for the use of the Pawling Avenue Municipal Parking Lot for a weekly Farmer's Market on Sundays from 9 am to 1 pm from June 26 through October 23-

Wendy and Greg Adams were present and said it is the same as previous years. Truttschel asked if the date range is the same as previous years and they said yes, it has been the same since they took it over 4 years ago. Mr. Adams, they got permission from the Nail Salon for vendors and customers to use their parking lot on Sundays only. He said they had 30 + vendors last year. There was brief discussion on looking into posting signs the night before that state no parking to prevent cars parking overnight the night before the Farmers Market. Ludtke requested to talk about municipal parking lot at the next meeting.

Motion (Pfeiffer/Conner) to approve the request for the use of the Pawling Municipal Parking lot for a weekly Farmer's Market on Sunday from 9 am to 1pm from June 26 through October 23<sup>rd</sup>. Carried (6-0).

7. Consideration of Resolution 04-18-2022 "Resolution in Support of Town of Lisbon Incorporation".

Interim-Administrator Bailey said the Administrator of Lisbon contacted him as they are looking to incorporate into becoming a Village. He said other surrounding communities have signed a resolution similar to this. He said they have a border agreement with the Village of Sussex in place that took two years for them to come up with a border agreement. He went on to say this isn't a border agreement for us, this is just asking that the Village say we are fine with this. It is just one of the steps that they need to take towards Incorporation.

Motion (Truttschel/Conner) to approve Resolution 04-18-2022 "Resolution in Support of Town of Lisbon Incorporation". Carried (5-0). Ludtke abstained.

8. Presentation: Fire Department 2021 Annual Report-

Fire Chief Jambretz presented the 2021 Hartland Fire Department Annual Report.

9. Consideration of an agreement with Douglas Brahm Associates related to the 1938 fire truck.

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Chief Jambretz said this is a draft document and anything they want changed or added we will do it. Bailey said it will still be insured by us owned by us, correct? Chief Jambretz said yes, and it will be stored at his museum, and we can use it whenever we want. He will keep everything up to date. Conner asked if this was run by our insurance company to see if they had any issues with it, Jambretz said Bailey checked with the insurance company and they were fine with it.

Bailey said it is just liability only. He said with this agreement it should be noted that there is no driving it around, he said essentially it would come here for our parade and then go back.

Pfannerstill asked if this has been run by the legal department. Jambretz said it is still in draft form and Bailey said he wanted to bring it to the Board first before it goes to the Attorney.

Bailey said the liability of this is housing it in their facility, it is still under our insurance and covered by us. He said we can ask Attorney De La Mora, but he is going to tell you it's a business decision whether or not you want someone else to have it in their possession or not.

Pfeiffer asked where it is stored now and Jambretz said it is stored at Lisbon Station on Good Hope Road. It will be stored essentially in a warehouse where people can go and appreciate antiques and nice fire trucks. Ludtke said she would like the location added to the agreement of where it will be, and she would like to make sure the Chief or the Village is notified if it is moved.

Motion (Pfeiffer/Conner) to move forward with the agreement with Douglas Brahm Associates related to the 1938 Fire Truck contingent on, adding to the agreement where it will be located, and that the Chief or Village notified if it is moved plus Attorney De la Mora reviewing the final agreement. Carried (6-0).

10. Discussion related to the creation of a food truck ordinance-

Interim Administrator Bailey said he had emailed the Village attorneys, giving them the Boards desire for changes and how they wanted to cut it down and make it smaller and Bailey said they are not on board with that, they didn't like that it cut through the legal process for the police to enact the ordinance, so he kept it the same. Bailey said the Attorney is willing to change some things, so he is bringing it to the Board to see if you want the Village Attorney to come to a meeting. He went on to say that originally the board wanted to cut it down to 5 lines and the Attorney was not a big fan of that legally. He said he didn't know if the Board wanted Attorney Koehnke to come and explain it or if the Board wanted to take a shot at the four pages and update some of it how you want. There was brief discussion on adding the word operate on page 2 letter D.

Bailey said essentially the Village Board is not in favor of having them on the streets. He said they are trying to do a simple policy that essentially would say they would have to come to the Village Board for approval. He said they would have to go through quite a process and to get this approved it will need to go through the readings. He said he just wanted the Board to know that the Attorney is not comfortable with cutting it down because it makes enforcement of the ordinance a little tougher for our police department. Bailey said if the board wants, starting at the next meeting to start the process of the readings and they can adjust things on the way and go through the last reading or we can have the attorney come in and just have a discussion on why it cannot be shorter.

Truttschel commented about the permit being for one day or for the summer, where it would be located and what fees would need to be decided. He also commented on the word operate and said he knows it is a broad term but said everyone knows a food truck is going to be settled in one given spot as defined by the permit. He said he likes the road they are heading down trying to define it.

Bailey said to give a little background, we have the ordinance in place with fees established and just like any other ordinance we have fees for everything that we bring forward to the Village Board so it could be a number that could change annually and this is our first shot at the ordinance and things could change with the fees. Pfannerstill encouraged the board along the way if they have something to bring it forward.

Donna Dorau – 180 E. Capitol Drive commented on businesses having food trucks in front of their businesses. Conner said he agrees they should start the readings and doesn't see the need to have an attorney come out. He said he thinks the Board should be able work on it. Bailey said the first reading would be at the May 9<sup>th</sup> meeting, the second at the May 23<sup>rd</sup> meeting and the third reading in early June. He said if anyone has any changes or recommendations to email him with them.

11. Consideration of appointments to Board of Review, Environmental Corridor and Open Space Committee, Hartland Public Library Board, Ice Age Trail Community Committee, Joint Architectural Board/Plan Commission, Park & Recreation Board and Police and Fire Commission to be presented by the Village President.

Village President Pfannerstill made the following appointments:

Del-Hart – Donna Dorau (citizen appointment) with President Pfannerstill as alternate.

Park and Recreation – Tim Hallquist and Shanta DeBoer

Plan Commission – Ann Wallschlager (Village Board appointment), Jeff Bierman (Citizen appointment), and President Pfannerstill Chairman.

Police and Fire Commission – Christopher Rebholz.

Motion (Conner/Pfeiffer) to confirm the appointments as made. Carried (6-0).

12. 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 Truttschel commented that he is honored to be part of the board and Pfeiffer said appreciated the votes and support and looks forward to serving for the next 2 years.

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Recreation Director Yogerst reminded everyone the Bark River Bash is taking place this weekend.

Police Chief Misko said the two new squads are in and the old squads will be put up on the auction site. He said one police officer candidate has moved into the background process and if everything looks good a final offer of employment will be made. This week is National Crime Victim's week and detective Hoffa was selected for as an award recipient from the DA's office and a business is selected every year and LC Pets was selected. Administrative Assistant Nora Santella is retiring after 22 years.

Chief Jambretz said the extrication fundraiser will take place this Saturday at the Manor on Hwy 83. He also talked about a Hartland EMT who helped victims at the Christmas parade.

Trustee Ludtke commented that Jay Williams retired from the library board after serving several decades for the community in the library.

13. Adjournment.

Motion (Conner/Ludtke) to adjourn at 7:56 p.m.

Respectfully submitted,

Deidre Bushey  
Village Deputy Clerk