

**VILLAGE OF HARTLAND  
VILLAGE BOARD MINUTES  
MONDAY, OCTOBER 9, 2023 6:30 PM  
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

President Pfannerstill called the meeting to order at 6:31 pm.

Roll Call

Present: Trustees de Boer, Truttschel, Pfeiffer, President Pfannerstill, Wallschlager, Conner, Hallquist

Others Present: Village Manager Bailey, Clerk Policello, Police Chief Misko, Police Lt. Robert Jewell, Fire Chief Jambretz, DPW Operations Leadman Jenson, DPW Operations Manager Jungbluth, Recreation Director Rennekamp, Ryan Amtman, David de Courcy Bower, Craig

Pledge of Allegiance – Trustee de Boer

President Pfannerstill swore in Police Lt. Jewell.

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. This meeting will be recorded and will be available online through the Village's website.

David de Courcy Bower, 515 E. Capitol Dr., member of Plan Commission. He would like to highlight one aspect of the proposed Quarry development; this is an exciting project for the Village and he is interested to see it move forward. In reviewing the meeting packet information that was provided, he is concerned about the historical contamination of diesel fuel on the site. He has reviewed the data provided by the consultant to the DNR; he believes all the information is correct, the issue is their interpretation of some of the regulations, rules and guidance. His background is in environmental engineering and remediation and he thinks that the conclusion that 9 – 13' of separation from the contaminated soil to the building is sufficient to protect the future occupants of the building is not an accurate statement. He believes the Village should request an additional evaluation of that data or have the developer provide protection to the building. It is easier to install more protection to the building now rather than later, which is why he is bringing this up now. President Pfannerstill asked de Courcy Bower to forward some of the remediation that he is referring to; he stated he has already provided information to the Village engineer and the consultants.

1. Consideration of Village Board minutes of September 25, 2023.  
Motion (Pfeiffer/Hallquist) to approve the Village Board minutes of September 25, 2023. All were in favor, **motion carried.**
2. Items related to vouchers
  - a. Motion (Truttschel/Wallschlager) to approve vouchers for payment in the amount of \$679,045.94. All were in favor, **motion carried.**
3. Actions related to Licenses and Permits
  - a. Consideration of Operator's (Bartender) Licenses  
Motion (Conner/Hallquist) to approve the operator (bartender) applications. All were in favor, **motion carried.**

Other Items for Consideration

4. Discussion and consideration of release and elimination of the current letter of credit for Lightening Development LLC (Woodnote Residences).

Mr. Bailey said this project is at completion. Our engineer and DPW have confirmed completion. DPW Director Felkner confirmed they did a final walk through and all outstanding projects have been completed.

Motion (Pfeiffer/Hallquist) to approve the release and elimination of the current letter of credit for Lightening Development LLC (Woodnote Residences). All were in favor, **motion carried.**

5. Discussion and consideration to terminate agreement with ActiveNet in 2024 and sign contract in 2023 with CivicRec for program registration software to be implemented in 2024.

Recreation Director Rennekamp said this was discussed in the budget meeting last month. She would like to update the recreation reservation software. ActiveNet has a 9% processing fee. CivicRec has lower processing fees and updated features, which will assist with administrative tasks as well.

Motion (Wallschlager/Conner) to approve the termination of the agreement with ActiveNet in 2024 and signing of a contract in 2023 with CivicRec for program registration software to be implemented in 2024.

Trustee Hallquist said ticketing is a feature with CivicRec – he envisions ticket purchases for Hometown celebration taking place prior to that event to alleviate lines. Rennekamp said there is a 25% discount for signing the CivicRec contract in 2023.

All were in favor, **motion carried.**

6. Discussion and consideration regarding \$1,000 sponsorship of horse drawn carriage at the Hartland Lights event on December 1, 2023.

Recreation Director Rennekamp said several years ago there were horse drawn carriage rides at the annual tree lighting. Rennekamp has included a map of the ½ mile route. The fee is \$300/hour, plus \$100 for the certificate of insurance. Trustee Wallschlager asked if there is fee to the public for the rides. Rennekamp is asking that there is no fee to the public for rides, but rather a food donation be made for the ride. President Pfannerstill asked if the BID is aware of this. Rennekamp confirmed they are aware. She met with Chief Misko and she has his support.

Motion (Pfeiffer/Truttschel) to approve \$1,000 sponsorship of horse drawn carriage at the Hartland Lights event on December 1, 2023. All were in favor, **motion carried.**

7. Discussion and consideration of increasing fees for park shelter and field reservations.

Recreation Director Rennekamp said this was reviewed by the Park and Recreation Board. The fees for park shelter rentals would be based on three attendee ranges, rather than the current

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five attendee ranges. DPW Director Felkner presented the field reservation fees increasing by \$5 each and pickleball going to \$20 from \$15. Field preparation fees will stay the same. They did look at surrounding communities' fees.

Pfannerstill asked if they considered that Nixon has more amenities than the other parks. Trustee Conner said they did take into consideration the amenities when they set the fees. Rennekamp said Sussex charges according to which park a shelter is reserved in and we can do that in the future; also can adjust by day of the week. Felkner said we are in line with baseball field fees in the area.

Motion (Conner/Hallquist) to approve the increase in shelter rental fees and field rental fees. All were in favor, **motion carried.**

8. Discussion and consideration of Memorandum of Understanding with Wisconsin Election Commission for the continued use of Badger Books.

Motion (Pfeiffer/Wallschlager) to approve the Memorandum of Understanding with Wisconsin Election Commission for the continued use of Badger Books. All were in favor, **motion carried.**

9. Discussion regarding the proposed 2024 Village budget:
  - a. Village Board, Administration, Finance, Elections, Municipal Building, Inspection, Cable TV, Other Funds, General Fund Revenues and Debt Service

Motion (Conner/Wallschlager) to table this agenda item to October 23, 2023. All were in favor, **motion carried.**

Motion (Pfeiffer/Truttschel) to move up announcements on the agenda. All were in favor, **motion carried.**

10. Announcements – DPW Director Felkner said there is an opening in that department. Recreation Director Rennekamp has started obtaining sponsorships for the Hometown Celebration; anyone interested can contact her.

Fire Chief Jambretz said they are on pace for 1100+ calls this year. The pancake breakfast will take place this Saturday from 7 am – noon and includes an appearance by Flight for Life at 10 am.

Police Chief Misko said they received nine applications from officers with prior law enforcement experience; the written test will take place on October 16<sup>th</sup> with Police Department interviews on October 23<sup>rd</sup> followed by interviews by the Police and Fire Commission on November 14<sup>th</sup>. The Police Department received nine applications for the part-time administrative assistant position and will be reviewing those applications tomorrow and scheduling interviews. Chief

Misko will be attending the International Association of Chiefs of Police conference Thursday through Tuesday. Chief Misko will be serving on a second oversight committee (radio advisory) for the Waukesha County Communications Center.

Trustee Hallquist said we are still taking donations for the Nixon ice rink. Trustee Conner is happy that our Police Department has nine applications for the officer opening and it is a testament to our police department.

President Pfannerstill said the fire department study is complete and the report is forthcoming. He was contacted by some businesses that are outside of downtown and not in the BID. The Hartland Lights event is planned and sponsored by the BID. Those businesses would like to be included in the Hartland Lights event. He doesn't know what can be done; he would not like to see dual celebrations as we are one community and hopefully groups can come together and address this.

11. Village Board third reading of Hartland Quarry, a proposed PUD development ("Project") whose approval and rezoning is being sought by Three Leaf Partners LLC on property tax keys HAV0730981, HAV0730985, HAV0730986 and HAV0730987 at 700, 701 W. Capitol Drive. The Village Board will review and consider:
  - a. Proposed preliminary site and building plans for ten Multi-Family Apartments (240 units) and three townhomes (27 units);
  - b. Proposed plans for Amenities for the Project;
  - c. Proposed rezoning to RM-1 with PUD Overlay in conjunction with a PUD Agreement
  - d. Proposed preliminary certified survey map
  - e. Proposed land use amendment and resolution
  - f. Forgiveness of Village impact and connection fees—presentation by John Ford as to the details of and rationale for this request.

President Pfannerstill recited the third reading for the proposed development. He stated that the Project still needs approval.

There was a brief recess.

Jordan Michalkiewicz of Three Leaf Partners gave a review of the Quarry project. They are looking for TIF assistance and forgiveness of \$1.24 million in connection and impact fees. Without assistance the project would not be feasible and they could not move the project forward.

Mr. Bailey said based on some of the Plan Commission recommendations there is a document with some conditions with approval; they continue to have biweekly staff meetings with the developer.

Attorney de le Mora asked the developer to elaborate for the Board the amount and basis for the request of the waiver of impact fees and their experience of having fees waived in any other community. Mr. Michalkiewicz said they are looking for a waiver of all of the impact fees less the Del-Hart sewer fees of \$5,335 per unit for a total waiver of \$1,244,906. Without that assistance the project is not feasible with the risk that the developer is taking on and the returns that are associated with that cost. There ARE other communities that have waived their connection fees – he can get that information but doesn't have it off the top of his head. He did

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not have information regarding other communities that have not waived fees. There were no other questions from the Board or staff.

12. Pursuant Wis. Stat. 19.85 (e) upon a motion duly made, may convene in a closed session for the purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, namely to discuss the details of the TIF funding, the forgiveness of Village Impact and Connection fees pertaining to this proposed Project as well as any other aspect of the same which could have financial or other related implications for the Village.

Motion (Pfeiffer/Conner) to go into closed session. Roll call vote, AYE: 7 NAY: 0

Closed session started at 7:31 pm.

13. Reconvene in open session, to take any action if necessary, with respect to the preceding closed session regarding the Project.

Motion (Conner/Pfeiffer) to return into open session. Roll call vote, AYE: 7 NAY: 0

Return to open session at 8:46 pm.

14. Table the vote with respect to the approval of the proposed Project (Hartland Quarry Development) until the draft of the PUD Agreement for same has been finalized. A possible adjourned date for action includes October 30, 2023.

Motion (Pfeiffer/Wallschlager) to table the vote with respect to the approval of the proposed Project (Hartland Quarry Development) to October 30, 2023 any action for what will be the PUD agreement. All were in favor, **motion carried**.

15. Adjournment

Motion and second made to adjourn at 8:51 pm. All were in favor, **motion carried**.

Respectfully submitted,

Sandee Policello  
Village Clerk

Minutes approved on October 23, 2023