

**VILLAGE OF HARTLAND
VILLAGE BOARD MINUTES
MONDAY, JANUARY 8, 2024
6:30 PM**

BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD

President Pfannerstill called the meeting to order at 6:32 pm

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

Others Present: Village Manager Bailey, Clerk Policello, Police Chief Misko, Fire Chief Jambretz, DPW Director Felkner, DPW Operations Leadman Jenson, DPW Operations Manager Jungbluth, Recreation Director Rennekamp, Tonya Little - Little Dipperz, Terry Casper – American Legion, Jim Muenzenberger – BID, Kristyn Smith - BID

Pledge of Allegiance – Trustee Wallschlager

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.

There were no public comments.

1. Consideration of Village Board minutes of December 11, 2023.
Motion (Conner/Hallquist) to approve the Village Board minutes of December 11, 2023. All were in favor, **motion carried**. Abstain - Truttschel
2. Items related to vouchers
 - a. Motion (Truttschel/Wallschlager) to approve Contractor's Application for Payment, Wolf Paving, in the amount of \$31,078.50. All were in favor, **motion carried**.
 - b. Motion (Wallschlager/Conner) to approve vouchers for payment in the amount of \$702,299.26. All were in favor, **motion carried**.
3. Discussion and consideration of special events
 - a. Trailtessa Retreat, Ice Age Trail Alliance, with request to waive fees

Recreation Director Rennekamp introduced this application. The program engages women and girls with nature. They will charge a small registration fee to cover their costs for the event. The Recreation Board recommends approval of this application and the waiving of fees.

Motion (Pfeiffer/Hallquist) to approve the application for Trailtessa Retreat with waiving of the fees. All were in favor, **motion carried**.

4. Consideration of food vendor application for Little Dipperz

Tonya Little appeared for this application. She is requesting to sell ice cream from her cart in Nixon Park on Wednesday and Thursday nights and Saturday afternoons. President Pfannerstill asked if she wanted to restrict the days/hours. Little said she would like to respect the Board,

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but would like more dates and times to sell in the park. Pfannerstill said if someone obtained a special event permit for the park, it should go through the permit holder to approve, rather than the Recreation Department.

Trustee Hallquist said at the Recreation Board meeting Little mentioned that if sales in Nixon Park were successful, she may want to go to Centennial Park; would the same fee satisfy this? Manager Bailey said Little would need to come back and amend her business plan to include the other location, unless the Board approved her application for other locations. A second fee would apply if she obtained a second cart. Pfannerstill said he was fine with Little selling in multiple parks.

Motion (Pfeiffer/Truttschel) to approve the food vendor permit for sales any day of the week and weekend with no limit to hours in Nixon and other Village parks with one cart. Special event permit holders will need to approve her selling during those events. All were in favor, **motion carried.**

5. Consideration of First Reading of an Ordinance Repealing Prior Resolutions 1-25-2016-01 and 11-27-2017-01 and Creating § 70-31 of the Village of Hartland Code of Ordinances With Respect to the Park and Recreation Board by Establishing a Subcommittee of Same

This is the First Reading. Mr. Bailey presented. This is an informal ad hoc committee that will be under the guise of the Park Board. They can meet when they want and with whom they want. Items can be referred to the Park Board for consideration and sent to the Village Board when necessary. DPW Director Felkner said there are no quorum or open meeting rules with ad hoc committees. They can meet and email amongst themselves without agendas and minutes. Felkner said he and Recreation Director Rennekamp are available to discuss Village related items with the ad hoc committee. The Village appreciates the work that they do. This will save administration time spent preparing agendas and minutes; it will also save staff time attending the meetings.

Mr. Bailey said the second reading will be on January 22nd when the rules could be suspended to waive the 3rd reading. Bailey said they will still have their 2024 budget of \$8000. He said the group would not have appointees.

Director Rennekamp said there are 20 Ice Age Trail communities; we were one of the first and at that time we established the committee. We are now the only community with a formal committee. She said the ad hoc committee would be less formal. Ice Age Trail items needing Park Board approval will be put on that agenda.

First reading is complete.

6. Discussion and consideration of Sons of the American Legion request for banner for Operation Homeless Veterans

Terry Casper, the Adjunct of Sons of the American Legion appeared. This is their largest fundraising event for veterans. This annual event has raised \$20,000, \$35,000, \$40,000 and in 2023 \$80,000 was raised. They promote the event with flyers and posters. They want to make more local people aware of the event and would like approval of a banner. They also do fundraising that goes directly to the community.

Motion (Pfannerstill/Pfeiffer) to approve the request by Sons of the American Legion for a banner for Operation Homeless Veterans for 2024 and that it be added as an approved event going forward.

Trustee Wallschlager has been to this event. She said while this event is inspiring and productive for the homeless veterans, it does not qualify to have a banner over Capitol Drive. We set our guidelines for qualifiers that must be met before the Board would consider a request. It does cost us to have the banner put up and taken down. There are other locations in the Village with high visibility that could be used for advertising.

Trustee Hallquist asked if the entertainment is donating their time and efforts. Casper said that they are.

Trustee Truttschel said he is a member of the Sons of the American Legion. It is a wonderful organization that does unprecedented things for the Village. He will be abstaining from the vote, but wanted to add this event is huge for the community.

President Pfannerstill said we have a list of approved events for banners and he is supportive of adding this event; 100% of the funds raised go to the homeless veterans initiative. The event raises money for people that have put their lives on the line and we should stand with them to help the homeless veterans. This is a policy that would be changed to add this event to the list approved for a banner.

Wallschlager said she has attended the event almost every year; her husband is a Vietnam veteran and her father is a WWII veteran and she supports them. If we let this rule slide, we have nothing to back us up if someone wants to have a banner placed.

Pfannerstill called the question. Aye - 5, Nay – 1 Wallschlager, Abstain - Truttschel

7. Discussion and consideration of modification to BID grant funds for façade improvements and flower basket maintenance invoicing.

Village Manager Bailey said this was tabled at the last meeting. The Village contributes \$20,000 to the matching grant program. The goal was to adjust the façade grant down to \$15,000 and the Village would continue watering the plants at no charge to the BID. The Board requested at the last meeting that the BID appear before the Board.

UNKNOWN PERSON of the BID said they buy the flowers for the baskets. Two years ago they bought planters that hold water, which increased the time between waterings. The flowers give

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a hometown feel. He has received good feedback on the flowers and the snowflake decorations. He feels the flowers are one of the more visually appealing things they do.

President Pfannerstill suggested 50% of the watering cost could be covered by the Village and 50% covered by BID.

Kristyn Smith said the BID has a \$34,000 operating budget and the flower watering has increased to about \$5,000. The BID prefers that the façade grant amount from the Village be reduced to \$15,000 and the Village cover the watering of the flowers.

Motion (Conner/Pfannerstill) to reduce the BID grant to \$15,000 with the Village covering the watering expense of the flowers. All were in favor, **motion carried.**

Brief recess at 7:25 pm. The meeting resumed at 7:29 pm.

8. Consideration of First Reading of an Ordinance Amending § 50-232 of the Village of Hartland Municipal Code Pertaining to Impact Fees and schedule of public hearing
 - a. Consideration of setting a date for a Public Hearing on January 22, 2024

Village Manager Bailey explained this is a first reading. At the next meeting the representative from Ruckert Mielke, that prepared the fee study, Ed Maxwell, will attend. He asked that questions be held for that meeting. If a new Police Department and Village Hall is decided on, this will be brought back for revision.

First reading is complete. Motion (Pfeiffer/Conner) to set a public hearing on January 22, 2024. All were in favor, **motion carried.**

9. Discussion and consideration of site license agreement with CCATT for the cell tower property located at 671 Hill Street.

Village Manager Bailey said this is to enable Dish Network to be installed on an existing monopole for payment of \$30,000 per year. This is a five year agreement with a five year renewal. This is in line with our other agreements. Once this is signed and approved, we may discuss the Bristlecone tower. The location for this agreement is not on our water tower, so we will not have to do any maintenance because it will be on the monopole on Hill Street.

Motion (Pfeiffer/Hallquist) to approve the site license agreement with CCATT for the cell tower property located at 671 Hill Street. All were in favor, **motion carried.**

10. Discussion of building needs analysis and possible action creating a committee.

Village Manager Bailey said Zimmerman gave us some information regarding our needs. He said there are different ideas of where to put another building. He said it needs to be determined what we need, not what we want. We need to determine how we want to proceed with this.

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President Pfannerstill said he would like department heads to come to the Board, similar to how the budget is presented, and present what their needs are. Bailey said we could schedule a special meeting in February or March.

Chief Misko said they have a small, aging facility; they had roof leaks yesterday. Misko suggested a walk-through of the Police Department so he can show their needs to the Board. They are one big case from being at capacity and he works diligently at keeping the space clear. They just offered a position to a female officer; if it were offered to a male, he would not have had a locker for that officer. Misko feels Zimmerman's numbers were high. Lake Delton just constructed a police facility in 2022 for \$10.2 million, which is a lot less than \$24.2 million.

Trustee Conner agrees with seeing what the needs are, he is a visual person. Bailey said this will be discussed with staff and they will come up with a plan.

Pfannerstill said this will need to go to the public and they will need to be informed why this is a need and why it benefits this community. While we have borrowing capacity, it should go to referendum.

No action taken. Staff will bring this back in a month.

11. Discussion and consideration of new Village logo.

Trustee Pfeiffer likes the design submitted by artist 2. He would like to see the Village's established date added to the smaller/envelope image. President Pfannerstill and Trustee Wallschlager feel that the foot bridge is bland in the artist 2 design.

Motion (Pfeiffer/Conner) to approve the logo design by graphic artist 2 with the Village's established date added and elimination of the stars in the smaller version.

Vote: 5 – 0, Pfannerstill and Wallschlager abstain. **Motion carried.**

12. Announcements: Chief Misko said Adam Miller served his last day with the Department on January 1st after 25 years of service; he accepted a State position with Probation and Parole. Taylor Weiss has accepted an offer of employment; she has over 5 years of experience with the sheriff's department and City of Greenfield; she will start early February.

Chief Jambretz said they are progressing with the strategic plan. The two new hires had their psychological testing today and are expected to start in the next week or so with a swearing in at the January 22nd meeting. The Department will provide CPR training Wednesday and Thursday in Wauwatosa for 40 people; another class for St. Charles ushers next week and 2 classes through the Recreation Department in February.

Recreation Director Rennekamp said T-ball registration is coming soon. They hope to open the ice rink in Nixon Park next week. The rink status will be updated on the Recreation page of the

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Village website and the Recreation Facebook page. The Full Moon Hike is on January 25th at 6:30 pm.

DPW Director Felkner said the part-time utility clerk has started, she works 20-25 hours per week. He asked that residents keep their garbage cans out of road and out of the way of plows with the expected snow this week.

President Pfannerstill announced the American Legion sleep out event on February 9 and 10. He said the owner of Citgo contacted him and apologizes that they made a mistake on their pricing by \$1/gallon; he wanted that message sent to the community.

13. Adjournment

Motion (Pfeiffer/Wallschlager) to adjourn at 8:14 pm. All were in favor, **motion carried**.

Respectfully submitted,

Sandee Policello
Village Clerk