

**VILLAGE OF HARTLAND
VILLAGE BOARD MINUTES
MONDAY, JANUARY 22, 2024 • 6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

The Village Clerk called the meeting to order at 6:30 pm

Present: Trustees de Boer, Truttschel, Wallschlager, Conner

Excused: President Pfannerstill, Trustees Pfeiffer, Hallquist

Others Present: Clerk Policello, Police Chief Misko, Fire Chief Jambretz, DPW Director Felkner, DPW Operations Leadman Jenson, Brian Witteman, Architect for St. Charles

Motion (Truttschel/Conner) nominating Trustee Wallschlager as Chair Pro Tem. All were in favor, motion carried.

Pledge of Allegiance – Trustee Conner

Trustee Wallschlager swore in Firefighter/Paramedic Bryan Thomas, Firefighter/EMT (paramedic student) Griffin Casper and Police Officer Taylor Weiss.

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.

No public comments.

1. Consideration of Village Board minutes of January 8, 2024.
Motion (Conner/de Boer) to approve the Village Board minutes of January 8, 2024. All were in favor, **motion carried.**
2. Items related to vouchers
 - a. Consideration of vouchers for payment in the amount of \$ 158,131.78.
Motion (Truttschel/Conner) to approve vouchers. All were in favor, **motion carried.**
3. Actions related to Licenses and Permits
 - a. Consideration of Operator's (Bartender) Licenses
Motion (Conner/Truttschel) to approve the bartender license for Aaron Whitfield. All were in favor, **motion carried.**
4. Conceptual review of public art plan by Arrowhead High School students and Hartland BID

Kristyn Smith, Executive Director of the Downtown Hartland Business Improvement District appeared with Steve Burger, President of BID, to introduce a public art plan. Their long-term goal is to install 8 – 10 pieces around Hartland. Arrowhead High School students Pat Davis, Matt

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Schmeeding and Nicole presented the design, installation locations and plan that they have worked on. They said they had many designs submitted and decided this one was the best. The L, N and D will be brushed stainless steel with the heart will be produced from steel with red powder coat paint. Students in Warhawk Manufacturing at Arrowhead North will produce the art piece. They estimated photo taking distances at 7' – 14' from the art piece, depending on the phone setting used. The Board was favorable of the idea.

DPW Director Felkner suggested putting the art pieces on a pedestal using site #1, which would give more clearance. The school would like to manufacture the art this school year. BID has entered into a 5 year agreement with the school for the public art plan. They are contemplating solar lighting for this piece.

This item is informational and will go before the Architectural Board on February 19, 2024.

Item referred from the December 5, 2023 Park & Recreation Board Meeting

5. Consideration of Second Reading, with possible waiving of the Third Reading, of Bill for an Ordinance No. 01/08/2024 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

DPW Director Felkner explained this will change the group to an ad hoc committee that will not require agendas and minutes. Committee ideas will be brought to Village staff to place on the Park Board agenda.

Motion (Conner/Wallschlager) to approve Ordinance No. 01/08/2024 and waive the Third Reading, Repealing Prior Resolutions 1-25-2016-01 and 11-27-2017-01 and Creating a Subcommittee of Same. All were in favor, **motion carried.**

Items referred from the January 15, 2024 Plan Commission meeting

6. Consideration of a motion to approve plans for an addition of an attached garage and storage area on St. Charles Congregation property, 313 Circle Drive.

Brian Whittman, Architect for St. Charles, appeared via Zoom and presented the design for an attached garage addition. The desire was to move the dumpster storage area into the front set back, which was denied. The Arch Board/Plan Commission approved the design without the dumpster enclosure. If they are going to adjust the garage to accommodate keeping the garbage inside, they will bring that back; they are looking for approval tonight of the garage as approved by the Arch Board/Plan Commission.

Motion (Truttschel/de Boer) to approve plans for an addition of an attached garage for St. Charles, 313 Circle Drive. All were in favor, **motion carried.**

7. Consideration of a motion to approve renovation plans for Empower Movement, 123 Lawn Street.

DPW Felkner said this went to the Arch Board, which approved the proposed renovations. The applicant did not appear this evening. Trustee Wallschlager said typically items are tabled when applicants do not appear.

Motion (Truttschel/Conner) to table the renovation plans for 123 Lawn Street. All were in favor, **motion carried.**

Other Items for Consideration

8. Discussion and consideration of adjustment to Fire Department ambulance service fees

Fire Chief Jambretz said they have been trying to review their fees yearly, however, our billing contractor was unable to complete that review last year. They have included in their report comparable ambulance fees from departments in the area that they service. We have been historically low. They recommended new rates. Trustee Truttschel said in the past there was a higher rate charged to non-residents. We have a contract to provide EMS services to the Town of Merton and they will be billed the resident rate. The Board was in agreement with the proposed new rates and would like to increase each service for non-residents by an additional \$100, with the exception of the mileage rate.

Motion (Truttschel/de Boer) to approve the recommended adjustments to fire department ambulance service fees with making the change of adding \$100 on to the non-resident fees, except for mileage. All were in favor, **motion carried.**

9. Consideration of Memorandum of Understanding Regarding the NIBIN Enforcement Support System (NESS) and authorization of Chief Misko to sign on behalf of the Village.

Police Chief Misko presented the Memorandum of Understanding between the ATF and the Village. This equipment identifies markings from shell casings and matches them with firearms using data in the system from across the country. This MOU allows us direct access to the program for results in real time, rather than waiting for results via mail or a phone call. The federal government asks that the chief law enforcement executive sign the agreement. There is no cost for this access.

Motion (Conner/de Boer) to approve the Memorandum of Understanding regarding the NIBIN Enforcement Support System (NESS) and authorize Chief Misko to sign it on behalf of the Village. All were in favor, **motion carried.**

10. Consideration of Memorandum of Understanding Regarding The eTrace Internet Based Firearm Tracing Application and authorization of Chief Misko to sign on behalf of the Village.

Chief Misko presented the Memorandum of Understanding between the ATF and the Village. eTrace indicates where guns have been sold through federal firearm licenses. We currently have access to this information, but have to go through an ATF agent. This MOU would allow us to have direct access; this brings efficiency to the process. There are no costs for this access. The federal government asks that the chief law enforcement executive sign the agreement.

Motion (Truttschel/Conner) to approve the Memorandum of Understanding for the eTrace Internet Based Firearm Tracing Application and provide authorization for Chief Misko to sign on behalf of the Village. All were in favor, **motion carried.**

11. Consideration of First Reading of Bill for an Ordinance No. 01/22/2024 "An Ordinance to Amend Chapter 30 of the Village of Hartland Municipal Code Pertaining To Municipal Court"

Chief Misko said this ordinance amendment reflects the decision by the Lake Country Municipal Court Administrative Committee to add the City of Delafield as a partnering agency. After the ordinance is finalized, an updated agreement that indicates this change will be presented to the Board for approval.

The first reading is complete.

12. Consideration of First Reading of Bill for an Ordinance No. 01/22/2024-01 "An Ordinance Amending Section 6-37 of the Village of Hartland Municipal Code Pertaining to Operators License".

Clerk Policello presented this ordinance. Wisconsin state statutes allow a governing body to enact an ordinance designating the clerk with the authority to issue an operator (bartender) license. Background checks would continue to be completed by the Police Department with the Police Chief's recommendation for approval or denial. Applications with a background check indicating a drug or alcohol offense will be brought before the Village Board for consideration. The Board was supportive of this change.

The first reading is complete.

13. Schedule public hearing February 12, 2024 for an Ordinance Amending § 50-232 of the Village of Hartland Municipal Code Pertaining to Impact Fees

At the last meeting a public hearing was scheduled for tonight's meeting, however, state statutes require a 20 day notice prior to an amendment of impact fees. This was not possible within that timeframe. It is requested that a public hearing be scheduled for February 12, 2024 to allow for the 20 day notice.

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Motion (Truttschel/Conner) to move the public hearing for an Ordinance Amending § 50-232 of the Village of Hartland Municipal Code Pertaining to Impact Fees. All were in favor, **motion carried.**

14. Announcements – Chief Misko said Taylor Weiss was hired to fill one of their vacancies; she has prior experience and he is hopeful she will be accelerated through the field training process. They have 1 vacancy.

Chief Jambretz said both full time firefighters started this week.

Tom Jenson said there was a lot of snow the last weekend; staff worked 5:30 am to 9:30 pm plowing; they returned at 3:00 am the next morning to clean up streets. This was a wet, heavy snow which caused down limbs that required trimming. There were power outages throughout the village that affected well houses and lift stations, requiring staff effort. The ice rink is open.

Trustee Truttschel thanked DPW staff for their work clearing the streets, they did a great job. Trustee Conner agreed.

15. Adjournment

Motion (Conner/Truttschel) to adjourn at 7:45 pm. All were in favor, **motion carried.**

Respectfully submitted,

Sandee Policello
Village Clerk