

VILLAGE BOARD MINUTES
MONDAY, AUGUST 11, 2014
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

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

Others Present: Administrator Cox, DPW Director Einweck, Finance Director Bailey, Clerk Igl, Fire
Chief Wilde, Police Chief Rosch, Reporter Steve Martinez, Chris Miller,
interested citizens

Roll Call

Pledge of Allegiance – Trustee Stevens

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. Consideration of a motion to approve Special Village Board minutes of July, 28, 2014, Village Board minutes of July 28, 2014 and Special Village Board minutes of August 6, 2014

Trustee Wallschlager stated that she felt it was important to have on record in the minutes who made specific comments on a topic rather than only what was said. She stated that should a citizen review Board minutes, they would want to know who said what at the meetings. Trustee Meyers agreed that he would like more detail included as he often receives phone calls from residents asking what his position is on an issue. He stated that he felt that the position of Board members should be noted in the minutes.

President Lamerand stated that he felt that it was unnecessary to include names with specific comments in the minutes and that the way minutes have been prepared are more than sufficient. He stated that minutes are intended to capture overall points discussed at a meeting and that the group acts as a Board.

Trustee Compton stated that in her experience as Clerk, Boards did not want this level of detail and that minutes legally only require motions. She stated that she personally doesn't want to include this level of detail but would rather minutes capture the general discussion.

President Lamerand stated that technically minutes must include motions and recording of votes.

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Motion (Swenson/Landwehr) to approve the Special Village Board minutes of July, 28, 2014, Village Board minutes of July 28, 2014 and Special Village Board minutes of August 6, 2014. Carried (7-0).

2. Motion (Landwehr/Swenson) to approve the vouchers for payment in the amount of \$314,280.15. (Carried 6-0-1). Meyers abstained.
3. Consideration of Licenses and Permits

BARTENDER (OPERATOR) LICENSES – expires June 30, 2016

Joanne Arlene Kuehn
Anthony J. Torke
Lauren Eileen Ashley Hebbe
Charles O'Dwyer

The Police Chief recommends approval of the license applications. The Village Clerk recommends approval. Applicants have successfully completed the Responsible Beverage Servers Course.

Motion (Swenson/Compton) to approve Operator (Bartender) Licenses with terms ending June 30, 2016.

Items referred from the July 23 Plan Commission Meeting

4. Items and actions related to the proposed Sanctuary of Hartland subdivision (Caestecker property)
 - a. Review of the Preliminary Plat of Subdivision and development plans for the Sanctuary of Hartland.

Trustee Meyers stated that he is concerned about the development of the proposed walkway. He also stated concerns that a fire lane is proposed rather than an exit and stated that he feels multiple entrances may be necessary for the development. President Lamerand clarified that the area in which the walkway is proposed is not an easement but privately owned property and that the purpose of the emergency access is to provide for access in the event that the entrance off of Maple is blocked and impassable. Trustee Landwehr asked what width would be required for emergency vehicles. Chris Miller stated that the updated plan includes a 10 foot wide path which would weave in an attempt to save trees.

Trustee Meyers asked whether most other subdivisions in the Village have two entrance/exit roadways. It was stated that Chestnut Ridge only has one. It was stated that the emergency access would be gated consisting of pillared bollards that could be folded down and that the Fire Department would have keys. Chief Wilde stated that

fire and ambulance vehicles would require 8 ½ to 9 feet.

Placement of the access on the parcel was discussed. Chris Miller stated that the proposed plan was designed to save as many trees as possible. He further stated that the large clump of trees will be saved and that additional architectural landscape features will be added to increase aesthetics. There is no plan to install signage related to the emergency access roadway.

Administrator Cox stated that the matter of an eastern access to the development is a policy choice of the village. Discussions during the development of the initial proposal included plans that a full-fledged road be available as a complete roadway access to the subdivision but because of the challenges of an existing subdivision that hasn't had a back way out for its entire existence and because of the five corners intersection, it was determined that this may not be the best option for an access point. It was stated that the reason there is a need for any access in the area proposed is that the cul-de-sac in The Sanctuary is too long by public safety standards as is the Woodlands cul-de-sac. The emergency access was proposed by staff to deal with this concern.

Trustee Meyers stated concerns regarding the traffic volume on Maple and felt that a second access point should be considered.

It was stated that the walkway is proposed as 6 feet wide and will be landscaped including decorative fencing to provide privacy to property owners along path. President Lamerand stated that proper screening will be required.

Trustee Compton questioned whether the path would run down the middle of the property as there are a number of trees in that area. Chris Miller stated that in order to provide landscaping and management on both sides of the path it will likely be necessary to remove some of the trees.

A resident raised concerns whether the retention ponds in the area will be landscaped, fenced and maintained and asked who will maintain the path. He stated concerns that the walkway would invite loitering and vandalism, and that property owners are concerned about the lack of lighting. Other concerns about traffic on Maple Avenue were cited such as cars not stopping at the pedestrian walkway at the intersection of Maple and Warren.

President Lamerand stated that Hartridge has extensive walkways throughout the development. The homeowners association is responsible for maintenance of the paths, they are plowed in winter, are safe and do not experience vandalism.

Another resident raised concerns regarding privacy, noise from barking dogs in the area of the path, safety and theft. She raised concerns that it may take years before the landscape materials grow to a size to provide adequate screening.

Chris Miller stated that there will be a retention pond near the entrance and an infiltration pond. There will be 5-6 foot berms created around the ponds which will include evergreens in an attempt to provide privacy and to shield the neighbors from headlights. Chris Miller stated that efforts are being made to retain as many trees as possible. It was stated that a maintenance agreement will be in place that will require the homeowners association to maintain the retention ponds.

Updated plans will be reviewed at the next Plan Commission meeting. It is anticipated that the plans may be approved in September or October. A Public Hearing on the rezoning application is scheduled for August 25th.

- b. Consideration of Second Reading of Bill for an Ordinance No. 07/28/2014-01 "An Ordinance to Amend the Official Zoning Map" to rezone the Caestecker property from A -1 to RS-4 Single-family Residential Zoning District.

Ordinance carried over to the next meeting.

5. Items and Actions Related to Proposed Updates to the Floodplain Regulations in Article X of Chapter 46 of the Code of Ordinances
 - a. Consideration of Second Reading of Bill for an Ordinance No. 07/28/2014-02 "An Ordinance to Amend Article X of Chapter 46 of the Village of Hartland Municipal Code Pertaining to Floodplain Zoning".

Ordinance carried over to the next meeting.

Other items for consideration

6. Discussion and consideration of 2015-2020 Capital Improvement Plan

Administrator Cox provided an update to the Capital Improvements Plan. It was stated that staff had primarily focused on Quiet Zone related improvements. Options were reviewed including the addition of pedestrian gates and the addition of four way vehicle gates. It was stated that \$215,000 was left in the CIP for 2015 for projects related to the Quiet Zone including dividing the lanes, moving pedestrian routes outside of the gates and signaling improvements.

DPW Director Einweck stated that supplemental enhancements will determine whether the crossings meet safety standards set by FRA and that the easiest and most economical enhancements are to install raised concrete curbs with object markers and to relocate the pedestrian path outside the gate system. Staff will begin to further evaluate whether the crossings will qualify for Quiet Zones with these enhancements so that construction could be a part of roadway work next summer.

Motion (Swenson/Landwehr) to accept the draft 2015-2020 Capital Improvement Plan. Carried (7-0).

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Administrator Cox stated that there are approximately \$2.5 million of capital improvement expenses in the plan over the next two years and that staff has identified about \$1.4 million in offsets. Therefore, with funding in place to cover the costs of the 2015 CIP projects it was recommended that the no borrowing for capital improvements take place this year.

7. Consideration of a motion to accept the resignation of Matt Carrico from the Park and Recreation Board.

Motion (Meyers/Stevens) to accept the resignation of Matt Carrico from the Park and Recreation Board. Carried (7-0). The Village Clerk was directed to send a letter to Mr. Carrico thanking him for his service.

8. **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.

President Lamerand reminded everyone of the August 12, 2014 election. Voting for Wards 1-6 will take place in the Community Center and Wards 7-13 will take place at St. Charles Parish. Polls will be open from 7 AM - 8 PM.

9. Consideration of a motion to recess to closed session pursuant to SS 19.85 (1)(e), 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 regarding refuse contract and to adjourn thereafter without reconvening into open session pursuant to SS 19.95 (2).

Motion (Swenson/Landwehr) to adjourn into Closed Session. Roll Call Vote was taken. Motion Carried (7-0).

Respectfully submitted,

Darlene Igl
Village Clerk