

**VILLAGE BOARD MINUTES  
MONDAY, SEPTEMBER 8, 2014  
7:00 PM  
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

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

Others: Administrator Cox, Clerk Igl, Police Chief Rosch, Fire Chief Wilde, DPW Operations  
Supervisor Gerszewski, Library Director Massnick, Reporter Steve Martinez, Chris Miller  
Ralph Gerber

Roll Call  
Pledge of Allegiance – Trustee Swenson

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. Motion (Meyers/Swenson) to approve Village Board minutes of August 25, 2014. Carried (7-0).
2. Motion (Landwehr/Swenson) to approve the vouchers for payment in the amount of \$441,276.51. There was a question regarding payment to Silver Leash for snow removal. It was stated that the Village pays one third of the cost for snow removal for the alley between buildings which is used to access the municipal parking lot. Carried (6-0-1). Wallschlager abstained.
3. Consideration of a motion to approve the Licenses and Permits

**Bartender (Operator's) License – expires June 30, 2016**

Zacary Sanders  
Kyle Whitney  
Caroline Bauknecht

The Police Chief recommended approval. The Village Clerk recommended approval. All applicants successfully completed the Responsible Beverage Servers Course.

Motion (Landwehr/Swenson) to approve the licenses. Carried (7-0).

**Street Use Permit**

Applicant: Arrowhead High School, Trina Bower

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Event: Annual Homecoming Parade  
Date: Sunday, September 28  
Time: Line-up at 4:30 p.m., parade begins at 5:00 p.m.  
Route: Church St. to E. Capitol Dr. to North Ave. to High School

The Police Chief will staff this event. The Fire Chief recommended approval. The DPW recommended approval with the notation that the applicant be required to clean up the right-of-way. Traffic control will be provided as requested by the Police Department. The Village Clerk recommended approval.

Motion (Meyers/Stevens) to approve the Street Use Permit. Carried (7-0).

**Temporary Class B Beer/Wine License**

Applicant: St. Charles Parish Community  
Location: St. Charles Parish, 313 Circle Drive  
Event: St. Charles Harvest Luncheon  
Date: Sunday, October 5

Motion (Landwehr/Wallschlager) to approve the Temporary Class B Beer/Wine License. Carried (7-0).

4. Motion (Compton/Landwehr) to approve Village President Lamerand's appointment of Michael Cottrell to the Park and Recreation Board for a term ending April 2015 to fill a vacancy. Carried (7-0).
5. Consideration of a motion to approve a Development Agreement for The Sanctuary of Hartland subject to final completion and approval by the Village Attorney.

Administrator Cox pointed out that language regarding Board actions related to the pathway and sidewalk limiting the width and hours of use was included in the draft. Additionally it was noted that language was added preserving the right for the Village to give further consideration to installation of the pathway with a final determination as to whether the path will be installed or further modified by March 31, 2015. Snow removal for the pathway will be addressed in the agreement.

Language was included to suggest that a conservation easement be created over the outlots and that a third party would be hired to manage and maintain the easement area. The costs associated with the third party provider would be paid by the Homeowner's Association. This provision is intended to provide property owners in the development and surrounding area some assurance that the forest area would be maintained properly.

Developer Chris Miller stated that he believes that the intent of the language is good but has suggested some modifications and is continuing to work with the Village to come to an

agreement on the provisions. He stated that he is comfortable with the idea that the details of the language will be worked out with the Village.

Trustee Wallschlager asked if plans for the path were modified whether this change would require Board approval. It was stated that if plans for the path were changed, modified plans would be submitted to the Board for consideration.

Administrator Cox noted that the draft language includes changes to the way that the Village will deal with securities for the subdivision based on recent state law changes.

Trustee Compton commented that she noted language regarding yard lights in the agreement. It was stated that the intent is for these lights inside the subdivision to replace street lights. The requirement for a yard light will be a deed restriction on the properties. It was stated that an occupancy permit will not be issued unless the required yard light is in place.

Administrator Cox stated that the Village has had some difficulty with the establishment of street trees in other developments. The draft agreement provides that the Village will plant the street trees in the development with payment from the property owner being required prior to occupancy. The street trees will be installed by the Village after construction is complete. Property owners will receive notice from the Village informing them that they are responsible for watering.

Motion (Swenson/Landwehr) to approve a Development Agreement for The Sanctuary of Hartland subject to final completion and approval by the Village Attorney. Carried (7-0).

6. Consideration of a motion to approve the Kiwanis River Bank Clean Up Project on Village property adjacent to the Library/Village Hall parking lot including Village disposal of removed debris.

Trustee Meyers asked whether this project would require DNR approval. The proposed clean up project will be conducted above the ordinary high water mark and therefore does not require DNR approval.

Motion (Meyers/Landwehr) to approve the Kiwanis River Bank Clean Up Project on Village property adjacent to the Library/Village Hall parking lot including Village disposal of removed debris.

7. Consideration of a motion to authorize staff to proceed with the site review process and lease negotiations for the proposed cell tower at the Coventry Lane water tower site.

Administrator Cox stated that the Village was approached by a carrier that wishes to expand their service to the area that would like to attach an additional antenna to the water tower. Based on staff discussions, it was suggested to the carrier that they construct a tower on this site. It was stated that the Village would lease the property to the tower owner.

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Motion (Meyers/Stevens) to authorize staff to proceed with the site review process and lease negotiations for the proposed cell tower at the Coventry Lane water tower site. Carried (7-0).

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.

Library Director Massnick announced that September is National Library Card month and that there is a campaign underway including local celebrities posters hung throughout the Village. In celebration of National Library Card month, the library was gifted with a Packer game day football. Patrons that open a library card or update their card will be entered into a raffle to win the football.

Residents were reminded that the Public Works Department is conducting hydrant flushing on the water system.

9. Motion (Stevens/Wallschlager) to adjourn. Carried (7-0). Meeting adjourned at 7:32 p.m.

Respectfully submitted,

Darlene Igl  
Village Clerk