

**VILLAGE OF HARTLAND
VILLAGE BOARD MINUTES
MONDAY, AUGUST 26, 2024 • 6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

President Pfannerstill called the meeting to order at 6:30 pm

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

Others Present: Village Manager Bailey, Clerk Policello, Police Chief Misko, Fire Chief Jambretz, Public Works Interim Director Jenson, Library Director Kristensen

Pledge of Allegiance – Trustee Hallquist

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 August 12, 2024.

Motion (Conner/Wallschlager) to approve the August 12, 2024 minutes. All were in favor, **motion carried.**

2. Items related to vouchers

- a. Consideration of payment to Stark Pavement Corp. for payment no. 1 for the 2024 Paving Program in the amount of \$ 454,293.94

Motion (Truttschel/Hallquist) to approve payment to Stark Pavement Corp. for payment no. 1 for the 2024 Paving Program in the amount of \$ 454,293.94. All were in favor, **motion carried.**

- b. Consideration of vouchers for payment in the amount of \$ 556,256.39

Motion (Wallschlager/Conner) to approve payment of vouchers for payment in the amount of \$556,256.39. All were in favor, **motion carried.**

3. Actions related to Licenses and Permits

- a. Consideration of an application for a Fireworks Permit for Lake Country Lutheran High School

Chief Jambretz confirmed that they will attend the event. He said it is 5 – 10 minutes of ground displays.

Motion (Pfeiffer/Hallquist) to approve application for a Fireworks Permit for Lake Country Lutheran High School for September 27th. All were in favor, **motion carried.**

b. Consideration of an application for Weights and Measures – Kwik Trip

Motion (Conner/Wallschlager) to approve the application for Weights and Measures for Kwik Trip. All were in favor, **motion carried.**

4. Consideration of a motion to approve Resolution No. 08/26/2024 “A Resolution Pledging That The Village Board Of The Village Of Hartland Will Expend Funds Necessary For The Hartland Public Library To Exempt The Village From The Waukesha County Library Levy”.

Library Director Kristensen said exempting library municipalities must levy and expend an amount equal to or greater than the mill rate set by Waukesha County in the preceding year. The minimum expenditure for 2025 is \$421,327 to obtain exemption from the 2024 county library levy for 2025 purposes. This prevents property owners from being double taxed for library services. Village Manager Bailey said this also makes us eligible for the county aid grant which is approximately \$310,000.

Motion (Pfeiffer/Hallquist) to approve Resolution No. 08/26/2024 “A Resolution Pledging That The Village Board Of The Village Of Hartland Will Expend Funds Necessary For The Hartland Public Library To Exempt The Village From The Waukesha County Library Levy”. All were in favor, **motion carried.**

Items referred from the August 19, 2024 Plan Commission Meeting

5. Village Board first reading for proposed PUD development (“Project”) whose approval is being sought by Three Leaf Development on property tax key HAV 0423981056 located on Campus Drive. The Village Board will review:
- a. Proposed preliminary site and building plans for senior living development (120 units);
 - b. Proposed preliminary certified survey map;
 - c. Proposed rezoning to RM-1 in conjunction with a PUD Agreement for the Project;
 - d. Proposed petition for a Planned Unit Development
 - e. Proposed land use amendment and Resolution
 - f. Consideration of setting a date for a Public Hearing for October 14, 2024

John Ford, Chief Development Officer with Three Leaf Developers presented the senior living project to the Board. There will be 118 units; the facility will provide continuum of care for seniors, including independent living, assisted living and memory care. Ford shared a third-party market study that supports this type of development. They anticipate collaboration and enjoyment between seniors attending Lake Country Lutheran School events and students coming over to collaborate and engage with the seniors.

Mark Bahr, Chief Growth Officer of the Lutheran High School Association and also the founding principal of Lake Country Lutheran High School in 1999 spoke. This project has been in the works for a couple decades that would impact the school and the community.

Ford said the site is 8.88 acres. There is a quit claim deed that bifurcates the site; the building is allowed, but must be east of this line. Lot 2 of the CSM draft is 3.76 acres. The surface parking will be in front of the building on an outlot that they would have a cross-access easement agreement for with the Lutheran High School Association. That outlot is 1.77 acres, for a total of 5.53 acres. The plan provides for 78 independent living units, 20 assisted living units and 20 memory care units. The building will be 2 – 4 stories. There will be 144,000 square feet of space, 39,000 square feet of indoor parking, for a total of 183,000 square feet. The common area will be a 1 ½ story, very welcoming area at the entrance with a bistro, chapel, salon, spa, restaurant, bar, courtyard areas, outdoor decks and patio.

32% of the materials used will be stone with a warm color palette similar to Lake Country Lutheran. The Phase 1 environmental study has been completed with no further investigation needed on this site based on those results. The soils have been tested and are proven to support the project. They have worked with Village staff to confirm that a fire truck will have the ability to make it all the way around the building.

Keith Biscoban, architect, presented the project to the Board. He went through the detail of each floor and exterior plans.

Ford said they are working with an experienced senior living operator. They feel the project will be a tremendous benefit to the community. Staffing will be 36 – 40 employees with 20 to 24 on any one shift. They hope to break ground by end of this year and expect 16 – 17 months of construction with completion in spring 2026.

First reading was completed.

Motion (Hallquist/Conner) to set the public hearing for October 14, 2024. All were in favor, **motion carried.**

Other Items for Consideration

6. Village Board second reading for a proposed annexation and PUD development (“Project”) whose approval is being sought by Gideon Farms LLC on property tax keys MRTT0396999006 and MRTT039699902 located at N56W30020 County Road K, Town of Merton. The Village Board will review:
 - a. **Public Hearing** to hear comments on the request for the petitioned rezoning with PUD Overlay, proposed petition for direct annexation, proposed Planned Unit Development Agreement and proposed land use amendment.
 - b. Proposed petition for direct annexation
 - c. Proposed temporary rezoning to A-1 for the farmland parcel and B-3 for the corner parcel, in conjunction with petition for Planned Unit Development Overlay Zoning
 - d. Proposed site and architectural plans
 - e. Proposed Comprehensive Land Use Map amendment and Resolution

VILLAGE BOARD MINUTES
MONDAY, AUGUST 26, 2024
6:30 PM
PAGE 4

President Pfannerstill opened the public hearing at 7:02 pm. Public hearing was closed at 7:02 pm.

Andy Gehl appeared. His hope is to break ground this fall. He will forward the PUD once the review is completed. Trustee Hallquist inquired as to what condition the barn is in; Gehl said the barn is suitable for livestock, but not suitable for a business/restaurant. Village Manager Bailey said the PUD will only include Phase 1. Gehl said the goal for what they wanted to do in the barn is the same and would be included in a future phase. Trustee Pfeiffer said the project has been well received from the surrounding neighbors.

The second reading was completed.

7. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regard 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 Manager or other Village Staff members.

Library Director Kristensen gave a staffing update. He has 2 new employees that have started. He is working with Parks and DPW to plan a fall fest type of event; smaller this year and larger next year.

Public Works Interim Director Jenson said Wolf Paving has laid the first layer of asphalt today and will hopefully have the surface layer down by the end of the week on W. Capitol.

Fire Chief Jambretz said the golf outing was last Friday with 146 golfers; they brought in approximately \$25,000 in revenue. October 12 will be the pancake breakfast at the fire house. They did the final inspection at Kwik Trip and everything looked good.

Police Chief Misko said they are recruiting for their part-time administrative assistant position. They will be posting the deputy chief recruitment; applications with internal review and go before the PFC in October. Deputy Chief Collura will be retiring December 13th. Their mock accreditation assessment went well. This will be 3 full days, November 5 – 7.

Village Manager Bailey said all department heads have submitted their budgets to him; he asked them for a bare bones budget. The budget will be presented September 11th and 12th.

Recreation class registration starts tomorrow for residents and the following day for non-residents.

A building needs analysis will be presented next month.

**VILLAGE BOARD MINUTES
MONDAY, AUGUST 26, 2024
6:30 PM
PAGE 5**

8. Adjournment

Motion (Pfeiffer/Truttschel) to adjourn the meeting at 7:15 pm. All were in favor, **motion carried.**

Respectfully submitted,

Sandee Policello
Village Clerk