

**VILLAGE OF HARTLAND
VILLAGE BOARD MINUTES
MONDAY, JANUARY 13, 2025 · 6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

Clerk Policello called the meeting to order at 6:30 pm.

Present: Trustees de Boer, Truttschel, Pfeiffer, Wallschlager, Hallquist

Excused: President Pfannerstill, Trustee Conner

Others Present: Village Manager Bailey, Clerk Policello, Police Lt. Jewell, Fire Chief Jambretz, Kajil Sharp – FD, DPW Interim Director Jenson, DPW Supervisor Jungbluth

Clerk Policello asked for a motion to name a chair pro tem

Motion (Pfeiffer/de Boer) nominating Trustee Hallquist as chair pro tem. All were in favor, **motion carried.**

1. Approval of Minutes
 - a. December 9, 2024
 - b. December 17, 2024

Motion (Truttschel/Wallschlager) to approve the minutes of December 9, 2024. All were in favor, **motion carried.**

Motion (Pfeiffer/Truttschel) to approve the minutes of December 17, 2024. All were in favor, **motion carried.**

2. Items related to vouchers
 - a. Consideration of contractor's application for payment no. 5 in the amount of \$153,168.00 to Mid-City Corporation relating to the STH 83 Water Main Rehabilitation project.

DPW Interim Director Jenson said Mid-City is seeking their final payment. This project is \$50,000 over budget, due to the proximity of the sewer to the water main, which was unknown prior to the project commencing. Staff recommends payment. The warranty is for 1 year, which is how long the retainage fee will be held. Jenson said the project otherwise went well, especially considering the difficult location.

Motion (Pfeiffer/Truttschel) to approve payment in the amount of \$153,168.00 to Mid-City Corporation. All were in favor, **motion carried.**

- b. Consideration of vouchers for payment in the amount of \$ 1,085,412.42

Motion (Wallschlager/Pfeiffer) to approve payment of vouchers in the amount of \$1,085,412.42. This amount includes the \$153,168.00 to Mid-City Corp. All were in favor, **motion carried.**

3. Actions related to Licenses and Permits
 - a. Consideration of Special Event Application - Ice Age Habitat Restoration, January 24-25, 2025 with request to waive fees

Trustee Hallquist said this was discussed at the Park Board meeting. Volunteers will be removing non-native brush; they will have lunch and will leave when the work is complete.

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Motion (Truttschel/Wallschlager) to approve the Special Event Application for Ice Age Habitat Restoration, January 24-25, 2025 with fees waived. All were in favor, **motion carried.**

- b. Consideration of Special Event Application - Hometown Celebration, June 26-29, 2025; with request for music Thursday, June 26 until 11 pm.

Motion (Pfeiffer/Truttschel) to approve the Special Event Application - Hometown Celebration, June 26-29, 2025; with request for music Thursday, June 26 until 11 pm. All were in favor, **motion carried.**

- c. Consideration of Hometown Celebration expenditures for 2025:
 - i. Not to exceed \$20,000 to Beer Capital due June 30, 2025.
 - ii. \$19,000 to Five Star Fireworks Co: \$4,095.93 due March 15, 2025, \$14,500 due July 29, 2025.
 - iii. \$16,383.72 to Area Rental: \$4,095.93 deposit, \$12,287.79 due May 23, 2025.
 - iv. \$9,000 to Bella Cain: \$1,000 deposit, \$8,000 due on June 28, 2025.
 - v. \$3,500 to Mt. Olive on June 27, 2025.
 - vi. \$3,105 to Port a John on June 26, 2025.
 - vii. \$1,508 to Home City Ice on June 4, 2025.

Village Manager Bailey said item 2 is actually \$4,500 due March 15th with the balance due July 29th. Motion (Pfeiffer/Wallschlager) to approve Hometown Celebration expenditures for 2025. All were in favor, **motion carried.**

- d. Consideration of bartender applications
 - i. Courtney Smith

Clerk Policello said Smith's offense is not drug or alcohol related. Lt. Jewel said her arrest in 2023 was a domestic dispute where impairment was possibly a factor. Chief Misko recommends approval.

Motion (Truttschel/Hallquist) to approve the bartender license for Courtney Smith. Trustee Pfeiffer asked Smith where she is currently bartending; she informed the Board she is in the Village and City of Pewaukee at Curly's Waterfront and For Keeps. **Motion carried.**

- ii. Shelli Dupras

Ms. Dupra appeared with one of the owners of Phoenix. Lt. Jewell said she was before the Board in June 2024. She has 3 convictions for OWI, with the most recent in 2022. In June 2024 Chief Misko recommended a 12-month waiting period as she had just completed her probation; President Pfannerstill recommended coming back in 6 months.

Motion (Pfeiffer/Truttschel) to approve the bartender license for Shelli Dupras. All were in favor, **motion carried.**

Referred from Park Board January 6, 2025 Meeting

- 4. Discussion and consideration for an update to the Special Event Permit Application

Trustee Hallquist said the application has the addition of indicating whether the event is new or a repeat event. Also, language was added indicating if the application is submitted less than 60 days prior to the event, it is subject to denial.

Motion (Pfeiffer/de Boer) to approve the changes to the Special Event Application as provided. All were in favor, **motion carried.**

5. Discussion and consideration of budgeted electrical contract for Nixon Park's new scoreboard and the flagpole light.

Public Works Interim Director Jenson said Hartland American Legion Post 294 and Arrowhead Youth Baseball have donated a scoreboard to the Village for use at Nixon Park. The current scoreboard has wire buried with no conduit. The new board will need a CAT5 to allow communication. They will run 2 separate conduits from the hardball canteen out to the new scoreboard for power and a CAT5 cable. From the scoreboard to the flagpole, power will be run for a new light. Four contractors were contacted for pricing. The lowest bidder was Southeast Electrical Service with their bid of \$15,752.66. Staff recommends awarding the wiring of the Nixon scoreboard and flagpole to Southeast Electrical Service for their low bid.

Village Manager Bailey asked if the power supply will be ample for future planning; Jenson will inquire as to what can be done in that regard. There will be a power box at the scoreboard and an outlet at the flagpole. Trustee Wallschlager asked if the old scoreboard could be sold; Jenson said there are issues with the board and parts are obsolete, so it has no value. Trustee Pfeiffer asked if the conduit will be large enough to run future power. Jenson will inquire if this can be upsized.

Motion (Pfeiffer/Truttschel) to approve the electrical contract for Nixon Park's new scoreboard and the flag pole light with looking into conduit size, and if that can be upsized do that too. All were in favor, **motion carried.**

Other Items for Consideration

6. Consideration of First Reading of Bill for an Ordinance No. 01/13/2025 "An Ordinance Amending Article VII. of the Village of Hartland Code of Ordinances Regulating Mobile Food Vendors".

Village Manager Bailey presented. This change would give the village manager the authority to approve food vendors outside of the park. This will be advantageous for short notice requests. There are not many applications. He asked that the Board read through the amendment and if they have concerns, questions or comments, to reach out. First reading complete.

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.

Public Works Interim Director Jenson said they have started recruiting for summer help at \$16.00/hour; applicants must be 18 years old with a driver's license. There is a 43" burr oak in Nixon Park that is declining in health and is becoming a hazard; the tree will need to come down. Extensive buckthorn removal has taken place at the Cottonwood Wayside; when approved by the Fire Department the brush will be burned. The ice rink opened last week Monday; the Thursday Kiwanis events will take place. DPW has been recognized with the Hartland Chamber of Commerce Ovation award for their work primarily on The Wall That Heals.

Chief Jambretz said the Fire Department received 1167 calls for service in 2024, the most ever by 30 calls. December had the most calls in one month ever, 126 calls for service. Three firefighter medics have been given conditional job offers and are currently in the academy. Their

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first shift will be the beginning of February. Letters of recognition from US Representative Fitzgerald went to the 3 firefighters that were previously recognized for helping save a woman and her dog at a Delafield apartment fire. Chief Jambretz will be out with surgery for approximately 2 weeks starting January 30th. DC Sharp and his other two deputy chiefs will be covering. DC Sharp said starting January 1st there was a protocol transition to a county-based system. The protocols are reviewed by a group of medical directors; this provides consistency throughout the county. This helps with employees that work in multiple municipalities. The protocols are updated in real time through a phone app. There were minimal changes in the scope of practice.

Lt. Jewell said today Officer Nick Hendriksen started. He has 15 years of experience with City of Waukesha PD with a lot of specialized training. The department started the background check process for an officer to replace Officer Bagin, who is leaving January 20th. They are in the process of outfitting the squads with new laptops. They finished the transition to taser 10's. A drone policy is being finalized.

Trustee Pfeiffer told residents to enjoy the ice rink with the cold weather we are having. Trustees Truttschel and de Boer congratulated DPW for the recognition they received; we have the best DPW in the state.

Steve Pence, Ice Age Trail Alliance. He is their land restoration specialist. His position focuses on restoration along the Ice Age Trail. Their January project will focus on buckthorn removal as well. He offered the Trail's resources, experience and partnership to the Village DPW. This Alliance Chapter has over 16,000 volunteer hours that have been invested. He will contact the Fire Department after a snow to burn brush piles.

8. Adjournment.

Motion (Pfeiffer/Truttschel) to adjourn at 7:02 pm. All were in favor, **motion carried.**

Respectfully submitted,

Sandee Policello
Village Clerk