

VILLAGE OF HARTLAND
VILLAGE BOARD MINUTES
MONDAY, JUNE 9, 2025 · 6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD

President Pfannerstill called the meeting to order at 6:32 pm.

Present: President Pfannerstill, Trustee Truttschel, Pfeiffer, Wallschlager, Conner, Hallquist

Excused: Trustee deBoer

Others Present: Village Manager Bailey, Fire Chief Jambretz, Kajil Sharp, Division Chief-Fire, Police Chief Misko, Deputy Chief DeBarge, DPW Director Jenson, Recreation Director Blonien, Clerk Policello

Public Comment: 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.

None

1. Approval of Minutes for May 27, 2025
Motion (Conner/Hallquist) to approve the May 27, 2025 minutes. Vote: Aye-3, Nay-0, Abstain-Wallschlager, Truttschel, Pfeiffer. This will go on the June 23rd agenda for approval.
2. Items related to vouchers
 - a. Consideration of vouchers for payment in the amount of \$2,222,385.38
Motion (Wallschlager/Truttschel) to approve payment of vouchers in the amount of \$2,222,385.38. All were in favor, **motion carried**, Abstain - Conner
3. 2024 financial audit presentation by Michelle Walter, Baker Tilly
Senior Manager at Baker Tilly, Michelle Walter, presented the audit and financial statements. They issued an unmodified opinion, which is the highest level of assurance that we can receive from our auditor. The financial statements are free from any misstatements, they include the required disclosures and accounting policies and principles are properly followed.
4. Review and consideration of items related to Licenses and Permits
 - a. Consideration of Restricted Species Permit Application, William Koehn, 274 Hickory Ct.
Mr. Koehn appeared in person; his ex-wife is temporarily moving in and she has 2 dogs and he has 1 dog.
Motion (Wallschlager/Pfeiffer) to approve the restricted species permit for William Koehn. All were in favor, **motion carried**.

- b. Consideration of Special Event Application for Hartland Children’s Business Fair, Nixon Park, date in August to be determined

Chloe Machajewski appeared via Zoom, this will be the second year of this event.

Children ages 6-14 create their own business, marketing, product and money handling. She would like the event to be on Thursday, August 14th adjacent to the Fine Arts Center, 5:30 pm – 8 pm.

Motion (Truttschel/Pfeiffer) to approve the event for August 14; pending park board approval. Trustee Hallquist would like a concrete date set for the event. Hallquist said that the participants will need to carry their stuff in from Park Ave – they can’t drive on the path. The Board encouraged a 4:30 pm set up time. Chloe will work with Village staff to assist in setting up. Chloe confirmed that she would like the event on August 14th – staff will confirm park availability. All were in favor, **motion carried.**

- c. Consideration of Special Event Application by Hartland Chamber of Commerce Street Dance, August 23, 2025

Scott Heyerdahl, current chairman of the board of the Chamber of Commerce presented. They would like the road to close at noon with the event taking place 3 pm – 11 pm. The road closure will be on E. Capitol from Church to Cottonwood. Heyerdahl said the set up will basically be the same as last year; they may move the children’s area moved from the US Bank lot to E. Capitol.

Motion (Pfeiffer/Wallschlager) to approve the Street Dance 2025 by Hartland Chamber of Commerce. All were in favor, **motion carried.**

- d. Consideration of Temporary Class “B”/”Class B” (Beer/Wine) Retailer’s license – Hartland Chamber of Commerce for Street Dance, August 23, 2025

Motion (Pfeiffer/Truttschel) to approve the temporary Class “B”/”Class B” (Beer/Wine) Retailer’s license for the Hartland Chamber of Commerce Street Dance, August 23, 2025. All were in favor, **motion carried.**

- e. Consideration of the annual renewal of Licenses and Permits for period July 1, 2025 to June 30, 2026

- i. Class “B” Beer/”Class B” Liquor
- ii. Reserve Class “B” Beer/”Class B” Liquor
- iii. Class “A” Beer/”Class A” Liquor
- iv. Class “B” Beer
- v. “Class C” Wine

Chief Misko said background checks were done on all agents; he said there is nothing to report on any of the establishments.

Motion (Hallquist/Wallschlager) to approve the annual renewal of Licenses and Permits for period July 1, 2025 to June 30, 2026. All were in favor, **motion carried.**

- f. Consideration of the annual renewal of Licenses expiring June 30, 2025
 - i. Amusement Device Licenses
 - ii. Cabaret Licenses
 - iii. Cigarette Licenses
 - iv. Weights and Measures Licenses

Motion (Pfeiffer/Truttschel) to approve the annual renewal of Licenses expiring June 30, 2025. All were in favor, **motion carried.**

Other Items for Consideration

- 5. Consideration of Second Reading for Ordinance No. 05/27/2025-A “An Ordinance Amending Sec. 46-801 of the Village of Hartland Code of Ordinances Regulating PUD Planned Unit Development Overlay District”

Trustee Wallschlager does not like this proposed amendment. Trustee Hallquist said this amendment is so that we have the availability to waive fees if we choose, for the senior facility or other future developments. Trustee Truttschel said this would give the Board the ability to waive fees if they would like. President Pfannerstill said sometimes there needs to be some give and take with developers. Trustee Pfeiffer said this would give us the ability to negotiate and decide on a case-by-case basis.

This completes the second reading.

- 6. Consideration of Second Reading for Ordinance No. 05/27/2025 – “An Ordinance Amending Sec. 22-168 through 22-173 and creating Sec. 174 of the Village of Hartland Code of Ordinances Regulating Mobile Food Vendors

President Pfannerstill said he is okay with trying food trucks out in the parks, limited to two trucks to start, in a designated area. The items that were discussed at the last meeting are redlined in the current draft. He does not think that food trucks should be allowed on beer garden days; we need to stand behind the beer garden contract and that can be re-evaluated in six months. Trustee Wallschlager asked if the maps indicate the only place the trucks can park in the park; this was confirmed, unless it is with a special event. She asked if a pushcart can be trailered to the park or must it be pushed to the park? Bailey said if you selling from the trailer it is a trailer; if the cart is removed from the trailer and sales take place from the cart, then it is considered a cart as long as it fits the weight and length limits defined in the ordinance. A food cart does count toward the limit of two mobile food vendors allowed in a park at a time.

Trustee Conner said he likes consistency; if food trucks are not allowed in Nixon Wednesday through Sunday, he doesn't think they should be allowed Monday - Wednesday.

Trustee Pfeiffer asked if we have had a food cart in the park other than Little Dipperz? That is the only pushcart that has applied to sell in the park.

This completes the second reading. This will go on the next agenda for third reading. Pfannerstill said the readings will go on as long as we are making adjustments to the draft, which can exceed three readings.

Pfeiffer said there are pushcarts that sell items other than ice cream, so we need to consider that. Conner said it complicates it when we are considering what type of food they are selling from a cart, it's either to consider whether we are going to allow it or we aren't. Trustee Truttschel said we are trying to do this so we don't have to revisit it. Pfannerstill said that any board member that wants to see amendments to the draft should send those to the village manager or the clerk so that they can be included in the next meeting packet.

7. Public Hearing and presentation of Draft Water Supply Service Area Plan

DPW Director Jenson introduced David Arnott, Ruekert & Mielke. Arnott reviewed the Draft Plan, it is meant to serve as a road map for the next 20 years, to make sure the Village has a sufficient water supply. The projected peak day water demand for the Village in 2045 is projected at 2.77 million gallons per day. Presently the reliable supply, which has a factor of safety factored in, the Village has 3.51 million gallons per day available. Our supply today is greater than the 20-year peak day demand. We are in a good position to provide water for the foreseeable future as development happens. Storage is also sufficient for the 20-year time period, which is important for firefighting.

The one issue that was recognized is the PFAS issue in well 6. The standards for PFAS are decreasing and right now we meet it, but in several years it will decrease to 4 ppt for 2 of the main compounds of PFAS. We have recently tested at 4.1 ppt. Jenson is consulting with vendors now regarding partial treatment options, if needed, in the future to come into compliance. We are minimally over the safe level. He recapped that our water supply, water mains and storage are in good shape.

Hallquist asked what the stop gap measure is to be in compliance? Dig another well? Dig deeper? Jenson said right now we are looking at filtration, which is a common solution. Another option is to dig an additional well next to well 6 that is deeper. We are getting numbers on both options; we would need to do a sample well and see what kind of PFAS

levels there are. This is part of the analysis to determine which would be the cheaper option. Jenson said the filtration systems are \$1-4 million.

The public hearing was opened at 7:51 pm. There was no public comment. The public hearing was closed at 7:52 pm.

8. Discussion and consideration to award the 2025 Asphalt Rehabilitation Contract to Fahrner Asphalt Sealers Inc. for the sum of \$22,600

DPW Director Jenson said we are trying to prolong the life of the roads to save on construction costs. GSB-88 is an oil sealant that is sprayed on a roadway and dries in 2 hours. He said this is estimated to give another 7 – 8 years of life to a roadway. We received one bid. Staff recommends approval. This will cover 17,500 sq yards; it is an oil base that dries. The Windrush roads are 10 years old.

Motion (Truttschel/Hallquist) \$22,660. All were in favor, **motion carried.**

President Pfannerstill asked that announcements be heard prior to #9.

Motion (Pfeiffer/Conner) to move up #9. All were in favor, **motion carried.**

10. Announcements

Recreation Director Blonien said volunteers are still needed for Hometown. Summer camp starts next week.

DPW Director Jenson said W. Capitol paving is completed; striping was done today and the project went well. He has 1 open full-time position.

Fire Chief Jambretz said for May there were 101 calls for service. We are at over 500 calls for service this year. One of his full time employees gave his 2 week notice; the position has been posted.

President Pfannerstill said August 22 is the Fire Department golf outing; contact the Village to participate. Street Dance is on August 23. Hometown June 26-28 with the parade on Sunday, June 29. He asked for prayers for Ben Askren due to his health situation.

The meeting went into recess at 8:04 pm and returned to session at 8:11 pm.

9. Discussion and possible action on presentation by Keller, Inc. regarding space needs study

President Pfannerstill asked Chief Misko if he had anything for the Board before the discussion started, since they are the department that is most strained on space. Misko said the presented plan makes sense and puts the department in a good position.

Devin Flanigan said the next step would be to get construction documents and get engineers involved. When a board is comfortable with the financial piece, that would be the next step. That is why Ehlers is here tonight. If we are going to spend money on construction documents, you should be prepared to finish the construction projects.

Greg Johnson, Ehlers, presented a preliminary financial plan summary for 2 construction options. Keller provided a range for construction estimates. Option 1 is \$25 million in total project cost. Option 2 is \$29.5 million. The payments would be the same year-over-year. The debt service payment for the \$25 million would be \$1,917,000 per year; for \$300,000 of value that cost is about \$3,200 over 20 years, just for the debt service for that amount. We are limited to the general obligation debt we can have by state law; our existing debt plus project costs takes us to 35% of that limit. Option 2 has a debt service payment would be about \$2,270,000 per year for 20 years. That cost is about \$3,800 for every \$300,000 of value over 20 years. The debt limit capacity reaches 39% for the option 2 borrowing amount. Village Manager Bailey said the current Village tax rate is \$3.85 per thousand; option 1 would take it to \$4.86. Option 2 would take it to \$5.05. We would be able to refinance if interest rates decrease. We could change the remaining repayment schedule as well. The forecasted interest rate figured for 2026 is 4.5%. Bailey said the current administration building would be torn down and hopefully developed and added to the tax base.

Flanigan asked if the Board is comfortable with the expenses. Pfannerstill asked if Flanigan is comfortable with the total cost estimate of \$29.5 million. Flanigan said he is. The cost estimate is for furnished buildings. Chief Misko is supportive of the construction plan. Chief Jambretz said he has made initial contacts for living space and a location to keep the trucks during construction. He feels comfortable they will find a place for their equipment.

President Pfannerstill suggested a public hearing to present to the residents. Trustee Wallschlager said she will not be at the next meeting. Bailey said a public hearing/open house will be held. Flannigan said we should move to construction documents now and that will allow for more detailed information for the public hearings. Pfannerstill said it can be a community engagement event where people can receive

information and ask questions. Chief Misko said tours of the police department can be given.

Motion (Pfannerstill/Conner) that based on how tight the Police Department is, that we should move forward to begin the ball rolling on the next steps that needs to be done can take place, including rolling it out to the public, for the greater good of Hartland for the next 50-75 years. All were in favor, **motion carried.**

10. Announcements

Blonien we still need volunteers for Hometown. Summer camp starts next week.

Jenson said W. Capitol is done; striping was done today; project went well. He has 1 open full time position.

Jambretz – May 101 calls for service. We are over 500 calls for service this year. One of his full-timers gave his 2 week notice; the position has been posted.

Pfannerstill August 22 is the Fire Department gold outing; contact the Village to participate. Street Dance is on August 23. Hometown June 26-28; parade on Sunday. Asked for prayers for Ben Askren due to his health situation.

11. Adjourn

Motion (Pfeiffer/Truttschel) to adjourn 8:49 pm. All were in favor, **motion carried.**

Respectfully submitted,
Sandee Policello
Village Clerk