

**VILLAGE BOARD MINUTES**  
**MONDAY, OCTOBER 27, 2025 • 6:30 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD, HARTLAND, WI**

President Pfannerstill called the meeting to order at 6:31 pm.

Present: Trustee de Boer, Truttschel, Pfeiffer, Conner (arrived at 6:35 pm), Hallquist, President Pfannerstill.

Excused: Trustee Wallschlager

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

**1. Approval of Minutes – October 13, 2025**

Motion by Trustee Pfeiffer to approve the minutes from October 13, 2025; Seconded by Trustee Truttschel. Motion carried with one abstention (de Boer).

**2. Items related to vouchers**

- a. Consideration of vouchers for payment in the amount of \$61,668.95

Motion by Trustee Truttschel to approve the payment of vouchers in the amount of \$61,668.95; Seconded by Trustee de Boer. All were in favor, **motion carried**.

**3. Review and consideration of items related to Licenses and Permits**

**a. Restricted species permit application by Terry Pardun for 3 dogs at 202 Glenowen Drive**

Terry Pardun appeared before the Board in person. Chief Misko provided background information on the application, noting that the Police Department had contact with Mr. Pardun on October 13th after a neighbor called to report concerns about the dogs. An officer confirmed that Mr. Pardun has an electric fence on the property and that while the dogs run within the yard, they do not leave the property. The only other incident in police records was from December 3, 2018, involving a barking complaint when a new caregiver unfamiliar with the dogs was present.

Mr. Pardun explained that his three dogs include Oakley (8 years old), Remy (4 years old), and Oliver (2 years old).

Motion by Trustee Truttschel to approve Mr. Pardun's request for 3 dogs at 202 Glenowen Drive; Seconded by Trustee Pfeiffer. All were in favor, **motion carried**.

President Pfannerstill encouraged Mr. Pardun to consider using actual leashes when the dogs are unattended, explaining that while the electric fence may keep the dogs in the yard, people walking by might be frightened when they see dogs running toward them, especially children or elderly individuals who may not understand that an invisible fence is present.

**b. Special event application by Birch & Banyan Coffee for MindfulMe: Mental Health Resource Fair on Saturday, May 16, 2026**

Jesse from Birch and Banyan Coffee approached the podium to discuss the application. She explained that she had previously started the conversation with the Village Board and was now seeking permission to extend the event to the road. She had spoken with nearby businesses and hadn't received any pushback regarding the street closure, noting that most

businesses in the area wouldn't be affected as it would take place on a weekend, and those with evening hours wouldn't be impacted.

Jesse indicated that she anticipated having 60-80 booths for the event, with the need to expand beyond her parking lot to accommodate all participants. She mentioned that she had 40 participants last year with 12-13 on a waitlist.

Chief Misko recommended that if the road were to be closed, it should be closed at intersections (from Goodwin to Church Street) to allow for proper traffic flow. He also advised against using private property like the bank's parking lot as a turnaround area without proper permission. Chief further recommended placing vehicles across the road in addition to barricades to prevent people from trying to drive around them.

Motion by Trustee Conner to approve the application of Birch and Banyan Coffee for the Mindful Me Mental Health Resources Fair on Saturday, May 16, 2026; Seconded by Trustee Pfeiffer. All were in favor, **motion carried.**

#### **4. PUBLIC HEARING on the proposed 2026 Village Budget**

At 6:49 pm President Pfannerstill opened the public hearing regarding the 2026 Village Budget, including the General Fund, Water and Sewer Utility Funds, Debt Service and all other Revenue and Expenditure Funds.

No members of the public came forward to speak. President Pfannerstill closed the public hearing at 6:49 pm, noting that consideration of adoption of the budget would take place at the November 10, 2025 Village Board meeting.

#### **5. Consideration of a Resolution No. 10/27/2025 Authorizing the Issuance and Sale of \$5,005,000 General Obligation Promissory Notes, Series 2025A**

President Pfannerstill noted that the agenda had listed the amount as \$5,075,000, but the actual amount was \$5,005,000 due to lower cost of issuance expenses.

Greg Johnson with Ehlers, presented the results of the note sale conducted that morning. He reported that eight bids were received, which was considered a strong number. The final true interest cost came in at 3.5625 percent. The total net principal and interest for the notes over the 20-year term was \$632,304 less than the estimate provided to the Village Board the previous month. The amount being borrowed was reduced to \$5,005,000 while maintaining the same amount for project costs.

Johnson highlighted that Moody's Investor Services had affirmed the Village's Aa2 rating, which he described as excellent. He directed the Board to review the bid tabulation showing bids submitted by all eight bidders from throughout the country, as well as the final amortization schedule and tax impact analysis.

Motion by Trustee Truttschel to approve Resolution Number 10/27/2025 authorizing the issuance and sale of \$5,005,000 in general obligation promissory notes series 2025A; Seconded by Trustee de Boer, all were in favor, **motion carried.**

#### **6. Village Board review and consideration of T-Lon Products addition at 1110 Richards Road**

Daniel Ayala with Oliver Construction, representing T-Lon Products, provided an overview of the proposed 7,600 square foot shipping and receiving warehouse addition on the south side of the property. He explained that the addition would be built on what is currently an asphalt parking lot and would match the finishes of the existing building with concrete brick masonry. The project would include minor landscaping to meet zoning requirements for plantings at the building and in the parking lot.

Motion by Trustee Pfeiffer to approve the T-Lon Products addition at 1110 Richards Road; Seconded by Trustee Hallquist, all were in favor, **motion carried.**

## **7. Consideration of acceptance of Westrock Apartments public infrastructure Improvements**

Village Manager Bailey explained that this item concerned only the public infrastructure that Westrock Apartments had installed, not everything on the property. The public infrastructure pieces are located out by the road.

DPW Director Jenson confirmed that a walk-through inspection had been conducted, and the meter pit and connection points into the sanitary system had been inspected and approved by Ruckert and Mielke. President Pfannerstill confirmed that R & M had provided a letter of approval.

Motion by Trustee Hallquist to approve the acceptance of Westrock Apartments public infrastructure improvements; Seconded by Trustee Pfeiffer, all were in favor, **motion carried.**

Director Jenson clarified that this acceptance only covered the public infrastructure near the edges of the property line, not the interior infrastructure which still had to meet guidelines but would remain private.

## **8. Discussion and possible recommendation regarding registered sex offender residency restriction**

Village Manager Bailey presented maps showing how different footage restrictions throughout the Village would affect where registered sex offenders could reside. He explained that this was for discussion purposes only, with no vote scheduled for this meeting.

President Pfannerstill noted that he believed the current 750-foot restriction was helping to reduce the number of registered sex offenders in the Village, estimating a reduction of 1-2 every three years. He stated that even increasing the restriction to 1,000 feet would not have prevented the most recent placement in the Village.

Residents from the Four Winds neighborhood were present to discuss concerns about a sex offender who had recently moved into their neighborhood. Josh Neeb, Tony Sarnecki and Drew Baumgartner requested consideration of an exception for their neighborhood due to the lack of school bus service, which requires children to walk to school. All three had concerns about the registered sex offender that resides in their neighborhood. Pfeiffer suggested that they talk to the school about the possibility of bussing for their neighborhood.

Chief Misko explained that the police department currently tracks 21 registered sex offenders in the village, with only three under active supervision. He noted that the individual in the Four Winds neighborhood is under federal supervision, which has different requirements than state supervision.

The Board discussed gathering more information about the percentage of housing that would be available at different restriction distances (750 feet, 1,250 feet, etc.) and whether exceptions could be made for specific neighborhoods. They agreed to continue looking into these matters, potentially consulting with the village attorney about the legality of neighborhood exceptions.

Chief Misko assured residents that the Police Department would conduct extra patrols in the Four Winds neighborhood during upcoming Halloween activities, though he cautioned that officers might be called away for emergencies. He also explained the difference between

state and federal supervision requirements, noting that state-supervised offenders have more restrictions during events like trick-or-treating.

President Pfannerstill encouraged residents to stay engaged with the issue and to contact board members with further concerns or suggestions.

## **9. Announcements**

Chief Misko announced that the police department was seeking a federal grant for body cameras to complement their existing squad cameras. The estimated cost for the GTAC system would be about \$43,000, which they hoped to cover entirely with grant funding. He noted there would be ongoing annual license costs of approximately \$10,000 for storage and redaction software.

Chief Jambretz reported that the Fire Department's three heavy vehicles would undergo annual service and pump testing on Thursday and Friday. He also mentioned that the department had started an officer promotion process, looking to promote two lieutenants and an assistant chief.

Fire Division Chief Sharp added that they were interviewing a full-time applicant from out of state who would be visiting on November 7th for testing.

Recreation Director Blonien announced that the winter/spring recreation guide would be going to the printer soon, with registration opening in early December. She was also securing locations for food donation bins for the upcoming holiday train event.

DPW Director Jenson reported that leaf pickup operations were underway. He also mentioned they were awaiting parts ordered in May for lift station upgrades at Arlene, Rustic, and Shadow Ridge. Director Jenson explained that while the official end date for leave collection is November 16th, they typically continue pickup for an additional week or more as needed.

Chief Misko reminded everyone that winter parking restrictions (no parking on Village streets from 2-8 AM) would be in effect from November 1st through March.

Trustee Pfeiffer reminded everyone that trick-or-treating would be on Friday from 6-8 PM.

President Pfannerstill announced upcoming events including Hartland Lights on December 5th and the Holiday Train on December 10th. He also mentioned an information session regarding the new village buildings was scheduled for the following day at 6 PM.

## **10. Adjourn**

Motion by Trustee Pfeiffer to adjourn the meeting; Seconded by Trustee Conner. All were in favor, **motion carried.**

The meeting was adjourned at 7:55 pm.