

VILLAGE OF HARTLAND
VILLAGE BOARD MINUTES
MONDAY NOVEMBER 10, 2025 · 6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD

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

Present: Trustees de Boer, Truttschel, Pfeiffer, Wallschlager, Conner (via Zoom), Hallquist

Others Present: Village Manager Bailey, Librarian Kristensen, Police Chief Misko, Fire Chief Jambretz, DPW Director Jenson, Recreation Director Blonien, Clerk Policello

Trustee Truttschel led the Pledge of Allegiance.

Public Comment:

Stacy Leflomme of 1017 Woods Drive – Requested RRFB’s (rectangular rapid flashing beacons) to the intersection of Lynnwood and Maple to improve safety at the intersection. She is thankful for the recently reduced speed from 45 to 35.

Alyssa Katy of 1001 River Reserve Dr. – She spoke in April about an incident at Lynnwood and Maple where her daughter was almost struck by a car. She is happy that the speeds have reduced to 35, however, she said that cars don’t stop for pedestrians at that intersection and they drive fast.

Trevor de Boer of 608 Oxford Dr. - He thanked the Village for recognizing the new military recruits from this area. He would like to wish a happy birthday to the marine corp. and happy Veterans Day tomorrow. He would like to work on honoring our veterans more and will be working on developing a veterans memorial in Hartland. de Boer is hosting an event Hyde Syte on Veterans Day and they will be collecting items for gift boxes for overseas military personnel until November 21st.

1. Consideration of approval of Minutes for October 27, 2025

Motion by Trustee Pfannerstill, seconded by Trustee Truttschel, to approve the minutes for October 27, 2025. **Motion carried unanimously;** abstention: Wallschlager

2. Items related to vouchers

a. Consideration of vouchers for payment in the amount of \$1,249,052.08

Motion by Trustee Wallschlager, seconded by Trustee Hallquist, to approve the vouchers for payment in the amount of \$1,249,052.08. **Motion carried unanimously.**

3. Actions related to Licenses and Permits

a. Consideration of Special Event Application for Holiday Train, December 10, 2025

Recreation Director Sam Blonien presented the request for the Holiday Train event scheduled for Wednesday, December 10, 2025. The plan is to follow the same format as the previous year, with Kiwanis and Epic Mortgage selling food with a request that their vendor application fees be waived. Food collection bins will be distributed starting tomorrow. The road will close at 3:30 PM, the train will arrive at 5:30 PM, performances will start at 5:45 PM, and the train is scheduled to depart by 6:15 PM.

Village Manager Ryan Bailey added that food donations would be delivered to food pantries earlier if a large amount is collected, noting the increased need due to economic conditions; the library has a food donation/pick up area outside the library.

Motion by Trustee Pfeiffer, seconded by Trustee Truttschel, to approve the special event application for the Holiday Train on December 10, 2025. **Motion carried unanimously.**

4. Discussion and consideration to increase field prep and rental fees

DPW Director Tom Jenson presented proposed changes to field preparation and rental fees. He explained that he had been asked to review the costs of field preparation and determine if increases were warranted. The provided documentation detailed costs for labor, chalk, paint, and equipment.

Jenson reported that after researching what neighboring communities charge, he found that many communities either have no base fee or include it within their preparation fee. Based on his analysis of actual costs and comparison with other communities, the Park Board voted to recommend increasing large field preparation fees by \$10 per preparation and small baseball field preparation fees by \$5 per preparation.

Trustee Hallquist added that when summer help performs the field preparation work, costs are significantly lower compared to when full-time staff must do it at the beginning and end of the season. He noted this factored into the decision to recommend a \$10 increase rather than a larger amount. Jenson confirmed that most preparations are done by summer help, with full-time staff only handling early and late-season work.

Motion by Trustee Truttschel, seconded by Trustee Pfeiffer, to approve the increase of field prep and rental fees as recommended by the Park Board. **Motion carried unanimously.**

5. Discussion and consideration of Resolution 11/10/2025 "Resolution Approving the Sewer Utility Rate Effective First Quarter 2026"

Village Manager Bailey explained that this annual item in the budget would increase sewer rates from \$8.78 per thousand gallons to \$9.22 per thousand gallons, representing approximately an \$8 quarterly increase for an average household. He clarified that this 5% increase is consistent with increases implemented in previous years. Bailey explained that sewer costs have risen significantly and that implementing small annual increases helps avoid larger increases later

Motion by Trustee Hallquist, seconded by Trustee Wallschlager, to approve Resolution 11/10/2025 "Resolution Approving the Sewer Utility Rate Effective First Quarter 2026." **Motion carried unanimously.**

6. Consideration of items related to the 2026 Village Budget as shown on Tab 1 Page 8 and Tab 31 Page 1 and 2 of the 2026 Budget Book.

a. Discussion of 2026 Budget

Village Manager Bailey briefly discussed what had changed since the previous budget meeting. He reported that state aid revenues were in line with expectations. The budget included an average 3% pay increase for staff based on performance evaluations, with police union members receiving a 4% increase per their contract, which Bailey noted was lower than what many neighboring communities' unions had requested.

President Pfannerstill added context about the Village's approach to staff compensation, explaining that unlike the former system of across-the-board increases, department heads now evaluate individual performance and allocate raises accordingly. This allows for greater rewards for outstanding performance while still providing reasonable increases for average performance.

- b. Consideration of a motion to approve the 2026 Municipal General Fund Budget in the amount of \$9,974,076 shown on Tab 1 Page 8 of the 2026 Budget Book

Motion by Trustee Pfeiffer, seconded by Trustee Truttschel, to approve the 2026 Municipal General Fund Budget in the amount of \$9,974,076 shown on Tab 1 Page 8 of the 2026 Budget Book. Roll call vote: Aye: 7, Nay: 0. **Motion carried.**

- c. Consideration of a motion to approve the 2026 Water Utility Budget in the amount of \$2,325,752 shown on Tab 1 Page 8 of the 2026 Budget Book

Motion by Trustee Truttschel, seconded by Trustee de Boer, to approve the 2026 Water Utility Budget in the amount of \$2,325,752 shown on Tab 1 Page 8 of the 2026 Budget Book. Roll call vote: Aye: 7, Nay: 0. **Motion carried.**

- d. Consideration of a motion to approve the 2026 Sewer Utility Budget in the amount of \$2,264,679 as shown on Tab 1 Page 8 of the 2026 Budget Book

Motion by Trustee Hallquist, seconded by Trustee de Boer, to approve the 2026 Sewer Utility Budget in the amount of \$2,264,679 as shown on Tab 1 Page 8 of the 2026 Budget Book. Roll call vote: Aye: 7, Nay: 0. **Motion carried.**

- e. Consideration of a motion to approve the 2026 TIF #4 Budget in the amount of \$328 as shown on Tab 1 Page 8 of the 2026 Budget Book

Motion by Trustee Pfeiffer, seconded by Trustee Hallquist, to approve the 2026 TIF #4 Budget in the amount of \$328 as shown on Tab 1 Page 8 of the 2026 Budget Book. Roll call vote: Aye: 7, Nay: 0. **Motion carried.**

- f. Consideration of a motion to approve the 2026 TIF #6 Budget in the amount of \$128,128 as shown on Tab 1 Page 8 of the 2026 Budget Book

Motion by Trustee Truttschel, seconded by Trustee Hallquist, to approve the 2026 TIF #6 Budget in the amount of \$128,128 as shown on Tab 1 Page 8 of the 2026 Budget Book. Roll call vote: Aye: 7, Nay: 0. **Motion carried.**

- g. Consideration of a motion to approve the 2026 TIF #7 Budget in the amount of \$18,000 as shown on Tab 1 Page 8 of the 2026 Budget Book

Motion by Trustee Wallschlager, seconded by Trustee Pfeiffer, to approve the 2026 TIF #7 Budget in the amount of \$18,000 as shown on Tab 1 Page 8 of the 2026 Budget Book. Roll call vote: Aye: 7, Nay: 0. **Motion carried.**

- h. Consideration of a motion to approve the 2026 Debt Service Budget in an amount of \$2,304,977 as shown on Tab 1 Page 8 of the 2026 Budget Book

Motion by Trustee Pfeiffer, seconded by Trustee Hallquist, to approve the 2026 Debt Service Budget in the amount of \$2,304,977 as shown on Tab 1 Page 8 of the 2026 Budget Book. Roll call vote: Aye: 7, Nay: 0. **Motion carried.**

- i. Consideration of a motion to approve the 2026 Capital Improvements, Impact Fee and Special Revenue and other funds, in the amount of \$4,029,670 for a total Village Expenditure budget in the amount of \$21,045,610

Motion by Trustee Truttschel, seconded by Trustee Pfeiffer, to approve the 2026 Capital Improvements, Impact Fee and Special Revenue and other funds, in the amount of \$4,029,670 for a total Village Expenditure budget in the amount of \$21,045,610. Roll call vote: Aye: 7, Nay: 0. **Motion carried.**

- j. Consideration of a motion to authorize a Downtown Business Improvement District Tax assessment of \$74,800 as requested by the BID Board

Village Manager Bailey reminded the board that this assessment is applied only to businesses within the downtown district boundaries and not to residential properties.

Motion by Trustee de Boer, seconded by Trustee Hallquist, to authorize a Downtown Business Improvement District Tax assessment of \$74,800 as requested by the BID Board. Roll call vote: Aye: 7, Nay: 0. **Motion carried.**

- k. Consideration of a motion to approve a Property Tax Levy in the amount of \$7,392,828

Motion by Trustee Hallquist, seconded by Trustee Pfeiffer, to approve a Property Tax Levy in the amount of \$7,392,828.

During discussion, Village Manager Bailey explained that this would increase the tax rate from \$3.85 to \$3.88 per thousand dollars of assessed value, representing a 3-cent per thousand increase. For a \$300,000 home, this would mean less than a \$9 annual increase. President Pfannerstill clarified that this was approximately a 0.07% or 0.08% increase, not even 1% of the current rate.

President Pfannerstill emphasized that residents should carefully review their tax bills, as they include separate lines for Arrowhead schools (or Lake Country/Hartland Lakeside School District), Waukesha County Technical College, and Waukesha County. He noted that while the village's portion was increasing minimally, other entities might have more substantial increases.

Roll call vote: Aye: 7, Nay: 0. **Motion carried.**

- l. Consideration of a motion to approve the 2026 Payroll Matrix/Job Classification List on Tab 31 Page 1 and 2

Village Manager Bailey explained that he had reorganized the payroll matrix to make it clearer. Previously, there were pay grades 1 through 12, but now positions are organized by department, making it easier to locate specific positions. He noted that police officers and detectives are under a union contract, and the Village Manager position is under a separate contract, but all pay ranges by department are listed for transparency to both the public and board members.

Motion by Trustee Pfeiffer, seconded by Trustee de Boer, to approve the 2026 Payroll Matrix/Job Classification List on Tab 31 Page 1 and 2. Roll call vote: Roll call vote: Aye: 7, Nay: 0. **Motion carried.**

Following the budget approvals, Village Manager Bailey indicated that the full budget of several hundred pages would be uploaded to the Village website within a few days. Board

members would receive paper copies, while others would receive electronic versions unless they specifically requested paper.

7. Discussion and consideration of Police Department's request to order two squads in 2025 that are budgeted for in 2026

Village Manager Bailey explained this was a customary request made annually to place orders for vehicles that would be paid for in the following year's budget. Ordering early allows the department to lock in current year pricing while ensuring timely delivery, as lead times for police vehicles can be several months.

Chief Misko explained that the department's main patrol squads run 24/7, with four marked vehicles in rotation. The department replaces vehicles on a four-year cycle, alternating between replacing squads 1 and 3, then 2 and 4. By the time of replacement, vehicles typically have between 80,000-100,000 miles. He noted these are "rougher miles" due to idling time and the heavy electrical demands from squad cameras, computers, and emergency equipment.

When asked about vehicle resale, the Chief indicated that retired police SUVs typically sell for between \$10,000-\$15,000 at auction, even with high mileage and after equipment removal, which he considered a good return on investment.

Motion by Trustee Truttschel, seconded by Trustee de Boer, to approve the Police Department's request to order two squads in 2025 that are budgeted for 2026.

Motion carried unanimously.

8. Consideration of Appointment of Mike Demet to the Joint Architectural Board and Plan Commission by Village President Pfannerstill

President Pfannerstill presented his nomination of Mike Demet to the Joint Architectural Board and Plan Commission, noting that Mr. Demet is frequently seen walking around town and visiting local businesses. The President expressed confidence that Demet would be an outstanding addition to the Commission, helping to preserve the Village's character while also looking toward future development.

Mr. Demet addressed the Board, thanking President Pfannerstill for the nomination. He stated he has lived in Hartland for approximately 13 years and considers it one of the finest places in the United States. He described himself as pro-growth, but only if it makes sense and is in keeping with the character of the community, and expressed alignment with the President's vision for the Village.

Motion by Trustee Pfeiffer, seconded by Trustee Truttschel, to approve the appointment of Mike Demet to the Joint Architectural Board and Plan Commission.

Motion carried unanimously.

9. Discussion and consideration regarding registered sex offender residency restriction

President Pfannerstill introduced the topic by stating it was appropriate to periodically review the Village's sex offender residency restrictions. He suggested it was time to broaden the base a little bit regarding these restrictions.

Trustee Pfeiffer, after reviewing maps and speaking with Village residents, including some recently affected by the current restrictions, expressed support for increasing the restriction distance from the current 750 feet to 1,250 feet. He noted the 1,250-foot restriction would still allow residency in most parts of the Village.

Village Manager Bailey clarified that the Board's direction would initiate the process of updating the ordinance, which would require three readings at future meetings to implement any changes.

President Pfannerstill mentioned that the closure of Zion School has opened up properties previously unavailable for residency, which influenced his support for increasing the restriction distance to 1,250 feet.

Trustee Conner inquired about a cost estimate for determining the percentage of properties affected by different restriction distances. Manager Bailey reported that obtaining such detailed analysis would cost approximately \$3,000, which the Village opted not to pursue. He explained the difficulty in accurately counting affected units in multi-family buildings.

Trustees Truttschel and Conner both expressed support for expanding the restriction distance, with Trustee Hallquist adding that any expansion should avoid opening the Village to potential lawsuits.

Motion by Trustee Pfeiffer, seconded by Trustee de Boer, to bring back the sex offender residency restriction ordinance to the Village Board for review and to begin the three-reading process to update the restriction distance. **Motion carried unanimously.**

10. Announcements

Police Chief Misko announced:

- The department has submitted an application for a federal body-worn camera grant
- A "Stuff the Squad" event will be held at Piggly Wiggly on December 4 to collect food for the Holiday Train food drive
- The food collection bins at Piggly Wiggly will be available from November 14 through December 10
- The annual administrative committee meeting for Lake Country Municipal Court was scheduled for Wednesday

Fire Division Chief Sharp reported:

- The department had 85 calls for service the previous month
- November had already seen 26 calls, including a structure fire that was the department's 1,000th call of the year
- Annual pump maintenance had been completed with only minor repairs needed
- A full-time applicant interview was scheduled for the following day
- The department has begun an internal officer promotional process to fill an assistant chief position and two lieutenant positions

DPW Director Jenson announced:

- Highway 83 had finally reopened that day
- Leaf pickup was continuing, with a reminder to keep leaves in the gutter line and not to include sticks, branches, pumpkins, rocks, or landscape materials
- Annual performance evaluations were underway
- Preparations for Hartland Lights were beginning, including setting up donation bins for food pantries
- November 25 will be the last day for yard waste collection at the DPW shop

Recreation Director Blonien reminded everyone that Hartland Lights would be held on Friday, December 5, with the department helping to run horse-drawn carriages.

Library Director Kristensen added:

- The library will serve as a warming area during Hartland Lights, with sugar plum fairy performances by the Dance Conservatory
- Three donation drives were currently underway: Holiday Train food collection, a "little free pantry" along the Ice Age Trail that has seen significant use, and the annual giving tree supporting Hawes in Waukesha and several Hartland North families

Trustee de Boer thanked the residents who had come to express concerns about crosswalk safety.

President Pfannerstill made several announcements:

- Veterans Day events will be held the following day at 10:30 AM at the American Legion
- The Board will be conducting its annual review of the Village Manager
- Hartland Lights will be held on December 5, with the Holiday Train on December 10
- Residents can dispose of recycling and garbage (but not yard waste) on the first Tuesday of each month at the GFL site by showing proof of residency
- He expressed wishes for a wonderful Thanksgiving and Christmas season

11. Adjournment

Motion by Trustee Pfeiffer, seconded by an unidentified trustee, to adjourn. Motion carried unanimously.

Respectfully submitted,
Sandee Policello
Village Clerk