

VILLAGE OF HARTLAND
VILLAGE BOARD MINUTES
MONDAY NOVEMBER 24, 2025 · 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, Police Chief Misko, Fire Chief Jambretz, Kajil Sharp Fire Division Chief, DPW Director Jenson, Recreation Director Blonien, Clerk Policello, Kim Schubert, Steve Osterndorf, Jim Siepmann

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.

Kim Schubert, President of the Arrowhead School Board, addressed the Village Board about the potential annexation of Arrowhead High School into the Village of Hartland. She explained that discussions began after two failed capital referendums, followed by facility workshops where Village President Pfannerstill and Village Manager Bailey made presentations to the Arrowhead board. She said this is relative to the school board's choices moving forward.

Schubert outlined three primary benefits of annexation:

- Community and school identity - creating a shared identity with contiguous boundaries
- Enhanced student and family services - better coordination between school and village recreational and youth development programs
- Support for both school and community facilities - including potential collaboration on future projects like an auditorium or pool

She highlighted Arrowhead's recent achievements, including their state football championship and the school's improved academic performance, receiving a "significantly exceeds expectations" rating on the DPI state report card for the first time in many years.

Schubert concluded by emphasizing Arrowhead's recent academic achievements, including receiving the highest DPI rating of "significantly exceeds expectations" for two consecutive years and being recognized as one of the top 10 schools in the state by both U.S. News and World Report and Niche. She expressed pride in the school's turnaround after years of academic decline, stating "we're a great quality school" and positioning Arrowhead as a valuable potential partner for the Village of Hartland.

President Pfannerstill suggested suspending the rules and possibly moving item 10 up to 1. Motion made by Trustee Pfeiffer to suspend the rules, seconded by Trustee Conner.

Motion carried unanimously.

Motion by Trustee Pfeiffer to move item 10 up to 1, seconded by Trustee de Boer. **Motion carried unanimously.**

See item 10 below for that discussion.

1. Consideration of approval of Minutes for November 10, 2025

Motion to approve the November 10, 2025 meeting minutes made by Trustee Truttschel, seconded by Trustee Conner. **Motion carried unanimously.**

2. Items related to vouchers

a. Consideration of project closeout payment in the amount of \$22,813.31 to Stark Pavement Corp. for the 2024 Paving Program

Village Manager Bailey explained this payment represented the final retainer payment for the 2024 paving project, which has been completed satisfactorily with all work signed off on. The retainer had been held for several months as standard procedure.

Motion to approve the closeout payment of \$22,813.31 to Stark Pavement Corp. for the 2024 paving program made by Trustee Conner, seconded by Trustee Hallquist.

Motion carried unanimously.

b. Consideration of vouchers for payment in the amount of \$101,343.32

Trustee Conner inquired about a "Creepy Crawl reimbursement" listed on page 1 under academic development. Manager Bailey clarified that this was related to Business Improvement District (BID) funds - explaining that the BID charged for wristbands during the event, with a portion going to local bars and a portion staying with the BID. He emphasized it was all BID money, not Village funds.

Motion to approve vouchers in the amount of \$101,343.32 made by Trustee Wallschlagel, seconded by Trustee Truttschel. **Motion carried unanimously.**

3. Actions related to Licenses and Permits

a. Consideration of Special Event Application for Tour of America's Dairyland on Wednesday, June 24, 2026

Steve Osterndorf of the Hartland Business Improvement District presented the special event permit application for the Tour of America's Dairyland cycling event. He noted they want to keep the same route as used in 2021, with the event times bumped up about a half-hour to an hour to finish earlier. The route would open between specific races to allow residents to enter and exit as needed.

Osterndorf requested permission for up to 10 food vendors/trucks for the event, emphasizing their focus would be on highlighting Hartland businesses, restaurants, and bars rather than bringing in outside vendors. He stated that any Hartland business, not just BID members, would be welcome to participate in the event. The start/finish line would be at US Bank, where there would be room for businesses to set up tents. Police Chief Misko noted that when the Toad event came through last time, they assigned an officer to the event, and Fire had a gator with a fire crew and ambulance on standby, he recommended the same for this event. Fire Chief Jambretz confirmed they would secure the gator and position a crew with an ambulance, noting they worked well with the event's medical personnel.

Village Manager Bailey clarified that the event organizers would provide all barricades and handle street closures, with potential assistance from Public Works for some blockades.

Motion to approve the special event application for Tour of America's Dairyland on Wednesday, June 24, 2026, with up to 10 food vendors and the possibility of portable restrooms made by Trustee Hallquist, seconded by Trustee Conner. **Motion carried unanimously.**

4. Village Board first review of the Planned Unit Development amendment for the Sandhill Development and consideration of scheduling a public hearing on January 12, 2026

Jim Siepmann presented the proposed amendment to the Sandhill development. The project was originally approved as a PUD for 110 units, but the developer now wishes to reduce that to 92 total units, making phases 3 and 4 into a single-family condominium project that would be part of Sandhill. Siepmann stated they believe the value of these single-family homes would be greater than the two-family homes previously planned, maintaining tax value for the Village while creating a better overall project.

He noted they currently have 7 buildings yet to build in phases 1 and 2 (totaling 14 units), with construction on 2 buildings set to start within 45 days. They hope to build phases 3 and 4, consisting of 36 single-family condominiums, next summer.

Village Manager Bailey explained this was just the first reading, noting that the Plan Commission had no objections to the amendment. He indicated the proposal seemed to be a more marketable product that would likely be well received. He reminded the Board that a public hearing needed to be scheduled at least 30 days out, making January 12, 2026 the earliest possible date.

Motion to schedule a public hearing for the Planned Unit Development amendment for Sandhill for January 12, 2026 made by Trustee Pfeiffer, seconded by Trustee Hallquist.
Motion carried unanimously.

5. Village Board review and consideration of installation of a parking lot at 163 E. Capitol Drive

This item was forwarded from the Plan Commission with their recommendation for approval. Trustee Hallquist noted that the blacktop had already been installed on top of the gravel at the site. Village Manager Bailey confirmed the project had received approval from the Planning Commission and was now paved, expressing hope that the Board would approve it.

President Pfannerstill mentioned he had contacted the property owner, Mike, about removing equipment from the front yard, and the owner indicated it would be removed soon, possibly that day.

Motion to approve the installation of a parking lot at 163 East Capitol Drive made by Trustee Truttschel, seconded by Trustee Wallschlager. **Motion carried unanimously.**

6. Discussion and consideration of Fire Department's request to order MDC computers in 2025 for three fire trucks and two ambulances that are budgeted for in 2026

Fire Chief Jambretz presented the request to purchase Mobile Data Computers (MDCs) for three fire trucks and two ambulances. He explained that after the 2026 budget was approved, they did price checking for the new MDCs needed because the current units could not be upgraded to Windows 11. They budgeted \$3,400 per unit for a total of \$20,400.

The department received quotes from three vendors:

- TKK Electronics: \$3,323 per unit plus \$100 shipping fee for all units, totaling \$16,715
- On Tech (their IT service): \$3,999 per unit, totaling \$19,995
- Rugged Depot: \$3,050 per unit, totaling \$15,250

Chief Jambretz noted they initially planned to add a unit for the grass rig but discovered the mounting brackets for that model of truck are no longer available, so they would only be purchasing five units. All quotes came in under budget.

He requested permission to order the MDCs prior to January 1 to avoid a 5% price increase, recommending the purchase from Rugged Depot. The vendor indicated there would be a 6-8 week lead time, and the department would not be billed until after January 1, 2026.

Village Manager Bailey emphasized this was part of a pattern across departments to order items with long lead times early to ensure timely delivery, while noting this purchase was already approved in the 2026 budget and would come in under the budgeted amount.

President Pfannerstill confirmed with Chief Jambretz that the MDCs were for existing vehicles, not for future purchases.

Motion to approve the purchase of five MDC units from Rugged Depot for the price of \$3,050 per unit, totaling \$15,250 made by Trustee Pfeiffer, seconded by Trustee de Boer. **Motion carried unanimously.**

7. Consideration of Resolution No. 11/24/2025, approving the 2026 Municipal Court Budget with Lake Country Municipal Court

Police Chief Misko explained that the annual resolution approving the Lake Country Municipal Court budget must be approved by all 21 communities that use the court. The proposed budget is \$482,663, which is funded entirely by court revenues from citations, not by municipal tax dollars.

Chief Misko explained that the court's biggest expenditure is staff (two full-time and two part-time employees), and the budget is self-funded through a percentage of court costs from each citation issued. The administrative committee, with representatives from each municipality, had already reviewed and approved the 2026 budget.

Motion to approve Resolution 11/24/2025 approving the 2026 Municipal Court Budget with Lake Country Municipal Court made by Trustee Truttschel, seconded by Trustee Hallquist. **Motion carried unanimously.**

8. Consideration of the Hartland Business Improvement District 2026 Budget

Village Manager Bailey explained that the BID approved their budget the previous Tuesday, after the Village had already approved its own budget. He clarified that this was a formal approval of the BID's \$74,800 budget, noting it involved no village taxpayer money as it is funded entirely by business assessments. The Village Board serves as the approving authority for the BID's budget.

Motion to approve the Hartland Business Improvement District 2026 budget for \$74,800 made by Trustee Conner, seconded by Trustee Pfeiffer. **Motion carried unanimously.**

9. Consideration of First Reading of Bill for an Ordinance No. 11/24/2025 "An Ordinance to Amend Sec. 66-12 of the Village of Hartland Code of Ordinances Regulating Residency Restrictions for Sex Offenders"

The Board held a preliminary discussion on the proposed ordinance amendment regarding sex offender residency restrictions. Village Manager Bailey noted this was just the first reading and the item would come back at the next meeting for further discussion and potential action.

Trustee Hallquist expressed concern about potential lawsuits resulting from the restrictions. Manager Bailey clarified that there was no specific footage that had been

determined legally "safe" from challenge - even 750 feet or 100 feet could be subject to legal challenge, as it was ultimately a business decision for the Village.

Trustee Pfeiffer stated he would prefer stronger restrictions, suggesting the 1,500-foot restriction shown on the provided maps would still leave sufficient housing options while better protecting larger subdivisions where many children live.

President Pfannerstill acknowledged this was a difficult balancing act, as they needed to represent residents' concerns while also considering legal risks. He noted that the Village's attorney had advised them that while more restrictive distances might increase legal exposure, any distance could potentially be challenged. He emphasized that they could control the restrictions they implement but should be aware that legal challenges are always possible.

Chief Misko clarified that the ordinance would only apply to new residency situations and could not be retroactively applied to existing residents. He also mentioned that the property in Four Winds that had generated recent community concern would not be affected by the restrictions unless they were set at approximately 2,000 feet.

The Board agreed to further research the issue and continue the discussion at the second reading at the next meeting.

10. Discussion of Arrowhead Union High School Board letter of intent regarding possible Arrowhead High School annexation

This item was moved to the beginning of the meeting after public comments through a suspension of the rules.

President Pfannerstill explained the letter of intent that was received by the Village from the school district. He said we cover them for fire as they fall under the Western Lakes blanket, in which we are contracted to cover that area. The school has SRO's through Waukesha County Sheriff's Department. Chief Misko said the Town of Merton now contracts with Lac La Belle for police services, so 2nd shift for the school is covered by that police department. Misko met with Arrowhead's business services director, Jeff Gross, where Misko provided the costs to the school if Hartland were to provide SRO services. Misko said Waukesha County subsidizes some of the 2nd shift SRO cost; Misko provided Gross the cost for 100% reimbursement for two SRO's, including vehicle and equipment costs. He told Gross any split on the cost would have to be approved by the Village Board. During the school year there is a 1st and a 2nd shift SRO; during the summer there is only a 1st shift SRO. Village Manager Bailey stated that the SRO's would be at Arrowhead for their entire shift and not patrolling the Village.

President Pfannerstill stated Arrowhead is already on our water and sewer. There are some roads by them that are Merton roads and county roads. He thinks annexation is a good idea historically as well as collaborating from a recreation perspective. Hartland is associated with the school now regarding school sports. He said this is a judgment call for the Village Board. We provide backup police services now for the school.

Trustee Truttschel is supportive of annexing Arrowhead into the Village. He envisions potential collaboration for a sports complex.

Trustee Conner said he is not opposed to it, but he would like to know what annexation would mean financially for the Village.

Bailey said the water and sewer is already connected to the Village. Annexation may create an island for a residential neighborhood and it would be subject to approval by the

WI Department of Administration. He said he would like to see how the Town of Merton and Western Lakes Fire would react to it; they currently pay us by contract to provide services to the school and with an annexation that would then become part of Hartland, which may decrease the compensation that the Village receives through that contract. He said they were meeting with the Village attorney tomorrow to discuss the letter of intent.

Trustee Hallquist asked if their infrastructure would become the Village's responsibility if there were an annexation. Bailey said it would be under their road and still their responsibility and would stay private. He said there is an opportunity to have a shared space sports complex; the Village has the ability to do that without a referendum, if the Village and school board ever decides to do something like that.

Trustee Wallschlager asked if there are still storm sewer pipes running under South Campus. She said that was not installed to Village specs. She said during the last failed annexation attempt, the school district could not come up with the plans for the utilities and infrastructure to know what was where and that was a real issue for some on the board. She doesn't see why we would do the annexation and have the possible costs. We can collaborate now for shared programs without the annexation.

Schubert said they have gone through extensive site assessments and should be able to provide infrastructure information now.

No formal vote was taken on this discussion item, but the consensus was to continue exploring annexation possibilities and consulting with legal counsel.

11. Announcements

Police Chief Misko reported that the recent drug take-back event collected 538 pounds of unused medications, tying for fourth place in Waukesha County with the City of New Berlin, which has approximately four times Hartland's population. Waukesha County as a whole collected 5,348 pounds of medications.

Fire Chief Jambretz announced that a full-time candidate had passed the physical portion of the hiring process and was currently completing the psychological assessment. If all goes well, the new hire should start the week of January 15, 2026.

Division Chief Sharp mentioned two donation initiatives at the firehouse: a food drive and a toy drive in cooperation with Girl Scouts through the Hartland Lakeside School District at Hartland North.

Recreation Director Blonien announced that winter/spring program registration would open the following week, with resident registration on Wednesday and non-resident registration on Thursday. She also reminded everyone about the ongoing food drive for the Holiday Train, with collection bins at ten different sites through December 10.

Trustee Wallschlager noted that the Village's road sign needed to be updated, as the day of the week was incorrect although the dates were right for the Hartland Lights event. The BID has made arrangements to correct this and it will be fixed as soon as possible.

President Pfannerstill made several announcements:

- Village Manager review will be conducted at the next meeting
- Hartland Lights event will be held on December 5, including a drone show
- The Holiday Train will arrive on December 10 at approximately 5:30 PM
- Property tax bills would be mailed on December 4, with the village portion increasing by only 0.77% (less than 1%)
- Congratulations to both Arrowhead and Lake Country Lutheran football teams on their successful seasons

Motion to adjourn made by Trustee Pfeiffer, seconded by Trustee Conner. **Motion carried unanimously.** Meeting adjourned at 8:00 pm.

Respectfully submitted,
Santee Policello
Village Clerk