

**VILLAGE OF HARTLAND
VILLAGE BOARD MINUTES
MONDAY, DECEMBER 22, 2025 * 6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

President Pfannerstill called the meeting to order at 6:30 pm.

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

Others Present: Village Manager Bailey (via Zoom), Police Chief Misko, Assistant Chief DeBarge, Fire Chief Jambretz, Kajil Sharp Fire Division Chief, Clerk Policello

Public Comment: None

1. Consideration of approval of Minutes for December 8, 2025

Motion by Trustee Truttschel to approve the minutes for December 8, 2025. Motion seconded by Trustee de Boer and **carried unanimously**.

2. Items related to vouchers

a. Consideration of vouchers for payment in the amount of \$104,031.30

Motion by Trustee Wallschlager to approve the vouchers for payment in the amount of \$104,031.30. Motion seconded by Trustee Pfeiffer. **Motion carried unanimously**.

During discussion, Trustee Wallschlager asked several questions about specific vouchers. She inquired about a ProHealthcare medical service charge for \$980. Fire Chief Jambretz explained it was for firefighter physicals, specifically for three new hires who required physical examinations and drug screening. Trustee Wallschlager indicated she had additional questions for Ryan Bailey that she would ask at a later time.

Trustee Hallquist raised concerns about recurring legal fees, stating. Village Manager Ryan Bailey provided details about the legal expenses despite not having the invoices in front of him. He explained that approximately \$4,000 was for legal work related to the municipal building, including back-and-forth correspondence with Keller. Additional legal work included redoing the PUD for Sandhill, updating the PUD for the Quarry that the Board had recently amended, senior living matters, and general meetings with developers.

President Pfannerstill suggested that itemized legal invoices be sent to Board members, particularly for larger amounts. The Board reached consensus that having the invoices available would make discussions easier.

3. Actions related to Licenses and Permits

a. Consideration of bartender application for Dayna Strebe

Police Chief Misko provided background information. Ms. Strebe has three OWI's from 1997, 2007 and 2016 on her record. He added that he approved it after reviewing the background comparable to what they've done for others in the past, and the application was for employment at The Inn.

Motion by Tim Hallquist to approve the bartender application for Dayna Strebe. Motion seconded by Trustee Wallschlager. **Motion carried unanimously**.

b. Consideration of Special Event Application for Hartland Marsh Habitat Improvement on January 30th – 31st, 2026 by Ice Age Trail Alliance

Clerk Policello presented the special event application for habitat improvements that the Ice Age Trail Alliance was planning for January 30th and 31st. She explained they were expecting about 75 volunteers and would be serving food to their volunteers. The organization had requested that fees be waived.

Clerk Policello and President Pfannerstill questioned whether this truly qualified as a special event. Pfannerstill compared it to annual volunteer cleanups at ball fields, expressing concern about setting a precedent.

Trustee Wallschlager noted that the application mentioned portable restrooms and food service, which might be why they submitted it as a special event. Trustee Hallquist mentioned he thought they do this annually and noted they would be burning invasive species, asking if they would be in contact with the Fire Department. The Fire Chief confirmed they would coordinate regarding the burning activities.

Motion by Adam Pfeiffer to approve the special event application for the Hartland Marsh habitat improvement on January 30th and 31st, 2026 by Ice Age Trail Alliance, including waiving the fees. Motion seconded by Trustee Truttschel. **Motion carried unanimously.**

4. Discussion and consideration of Waukesha County Joint Powers 911 Agreement

Chief Misko presented the annual agreement from the dispatch center, explaining it was sanctioned under state statute 256.35 (9). He said the agreement is for when there is a joint dispatch center, when dispatch calls you for an emergency service, you will respond for that emergency service even if it is outside of your jurisdictional area. Misko noted this was a requirement under state statute and something the Board approves every year.

Trustee Hallquist asked about penalties if a participant doesn't sign the agreement. Chief Misko indicated he wasn't aware of any remedy under the statute and had never heard of an issue in his 22 years of policing.

Motion by Trustee Pfeiffer to move forward with continuing the Waukesha County Joint Powers 911 agreement. Motion seconded by Trustee Wallschlager. **Motion carried unanimously.**

5. Discussion and consideration to increase board and committee member pay from \$30 per meeting to \$40 per meeting

President Pfannerstill recalled the pay was \$30 per meeting about 15 years ago and emphasized that while no one joins committees for the money, he believes it's appropriate to compensate someone and to keep things in line when they're giving the time and their talents.

Pfannerstill outlined his reasoning, estimating it takes at least an hour to review agendas and potentially send emails to the Village Board, noting the committee members aren't getting paid like Board members are. He stated if they did \$50, that's \$25 an hour. Trustee Wallschlager agreed with \$50 as being reasonable.

Village Manager Ryan Bailey provided context about the financial impact, indicating the increase of \$20 a meeting for 7 people, 12 meetings, 4 boards is about \$7,000. Trustee Hallquist noted that if meetings get canceled, the payments wouldn't be made, so the \$7,000 was a maximum figure. When asked about the effective date, Bailey confirmed it would start January 1st, with boards and commissions being paid at the end of the year as usual.

Motion by President Pfannerstill to approve \$50 for people that are on committees, including trustees and board members. The motion was seconded by Trustee Pfeiffer and **carried unanimously**.

6. Presentation of conceptual drawings for proposed Police Department/Village Hall/Community Center and Fire Department buildings by Keller

Devin Flanigan from Keller presented conceptual drawings for the proposed buildings.

Chief Misko indicated there is some room for future growth in the proposed police department. He mentioned that Arrowhead has requested annexation, which could potentially mean two additional school resource officers that would take one of the planned future office spaces.

Regarding the building's exterior design, discussion touched on signage. President Pfannerstill suggested considering having just "Municipal Building" signage rather than listing all departments, to create a campus-like feel where people are directed once inside.

Ryan Bailey noted changes to the front design to make it more walkable, with a pathway allowing people to walk between Lake Country Pets and Biebels and other nearby businesses.

Discussion moved to the fire station rendering. Fire Division Chief Kajil Sharp explained design elements including the station number 43 visible on the building. The hose tower was explained as serving dual purposes - drying hoses to prevent mold and providing training opportunities with a stairwell and doors for ladder practice.

President Pfannerstill raised concerns about the illuminated "43" sign and residential lighting restrictions, noting they'd need to work with Plan Commission on keeping it lit at night. He suggested having "Hartland Fire" more prominently displayed.

Fire Chief Jambretz expressed satisfaction with the design, noting they had four extra areas initially for storage that could be converted to bunks if the department expanded to a more full-time model. He also mentioned preferring the current orientation with the building backed to the south property line. Division Chief Sharp added that the building placement would help with noise mitigation, as they'd had some resident complaints about late-night training noise from trucks running.

Flanigan addressed the timeline and said we initially wanted to be roughly a month into drawing construction documents by this time. Flanigan admitted he had underestimated timelines and that the process of working through contracts had taken considerable time. He laid out a realistic timeline: if everything wrapped up by February, they'd start construction documents shortly after, probably wouldn't bid until June, wouldn't approve anything until July, and wouldn't break ground until August. For the police department, starting in September would mean moving in January or February 2028. He noted the challenge of starting construction right before winter.

President Pfannerstill asked if there was anything the Board could do to help move things along. Flanigan responded that clarity, clear expectations, and clear direction were needed. Pfannerstill said he had only found out about the delays about a month or month and a half ago. He explained there was a state law creating some constraints on municipal construction projects that are designed to protect communities. Ryan Bailey clarified the core issue: Keller wanted to provide both design and general contracting services, but the village attorney said they couldn't under state law. This fundamental disagreement was causing the delays. Trustee Pfeiffer said he would like to see a contract for the plans so that the architects can start working on those to avoid further delays. We can then continue to work on any other issues.

Various Board members expressed desire to move forward. Bailey indicated they hoped to have this resolved at the January 12th meeting, where the Board would need to listen to perspectives from legal counsel, staff, and Keller to make a decision.

Chief Misko added the possibility of including a firearms range in the police facility. He explained they currently use outdoor ranges at Oconomowoc Lake (which they've been told will close) and WCTC (which is increasingly difficult to book). He detailed how they need about 16 days per year of range time for quarterly training. The preliminary cost estimates for a range came in around half a million dollars, including ventilation systems and sound deadening. President Pfannerstill expressed surprise at the cost, saying he had hoped it would be much less. Various alternatives were discussed, including mobile gun ranges in containers that Trustee Pfeiffer found online, and the possibility of partnering with private businesses in the Village. Chief Misko emphasized that while it wasn't getting easier to find range time, he wanted to explore the option while building rather than miss the opportunity.

7. Announcements

Fire Chief Jambretz said the department had made an offer to one candidate for the full-time position, but it didn't work out. They subsequently made an offer to another candidate who had previously worked for Hartland about 15 years ago before moving to Pewaukee; this individual accepted the offer and would start in February. The Chief also reported a major breakdown of their 25-year-old gear washer. They were unable to get parts so they ordered and installed a new one so firefighters could properly wash their gear again. He noted they were about 10 calls away from matching last year's call volume with just a few days left in the year.

Division Chief Sharp announced that January 1st the department would switch to a new national fire reporting data system that provides better analysis capabilities. He had been working with Julie at the station and their reporting system vendor to ensure readiness for the transition.

Chief Misko followed up on earlier questions from the joint powers agreement discussion. He confirmed the statute requires annual signing of the agreement. Regarding penalties, he clarified there's no remedy if an agency doesn't respond to calls, but there is a remedy if they don't enter into the agreement - the Department of Justice would commence judicial proceedings to enforce compliance.

When Board members offered their announcements, all extended Christmas and New Year wishes to fellow Board members and staff.

President Pfannerstill made several announcements. He noted the successful collection of food and donations from the holiday train for local food pantries. Someone from Hartland food pantry had told him that support from the Village, community organizations, clubs, and schools over the years had made a huge difference in their collections. The President expressed confidence they would get the holiday train again, emphasizing to organizers that Hartland was the first stop in southeast Wisconsin.

He acknowledged the excellent work by recreation, fire, and DPW staff on the ice rink, noting the weather challenges with fluctuating temperatures.

Pfannerstill offered thanks to Village staff for all that they do. He continued with praise for the community and Board stating that it's been a good year for Hartland.

President Pfannerstill contrasted Hartland's success with other communities experiencing problems with frozen leaf-ice blocks that hadn't been collected before the snow, noting Hartland didn't have these issues. He wished everyone a Merry Christmas and Happy New

Year. He said he is honored to serve with the Board and is looking forward to the year ahead.

8. Adjournment

Motion by Trustee Pfeiffer to adjourn. The motion was seconded by Trustee de Boer and carried unanimously. Meeting adjourned at 8:00 pm.

Respectfully submitted,
Santee Policello
Village Clerk