

**VILLAGE BOARD MINUTES**  
**MONDAY, MARCH 14, 2016**  
**7:00 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Roll Call

Pledge of Allegiance – President Lamerand

Present: Trustees Stevens, Meyers, Compton, Landwehr, Swenson, Wallschlager and President Lamerand

Others Present: Administrator Cox, Finance Director Bailey, Clerk Igl, DPW Director Einweck, Fire Chief Dean, Rec Director Yogerst, Deputy Chief Bagin Melissa Peterson, Elise Miller.

Public Comments: (Please be advised the Village Board will receive information from the public for a three minute time period, with time extensions per the Village President's discretion, per person. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.) None.

1. Motion (Swenson/Wallschlager) to approve Village Board minutes of February 22, 2016 and Special Joint Village Board/Park & Recreation Board minutes of March 7, 2016. Carried (6-0). Meyers abstained.
2. Motion (Landwehr/Swenson) to approve the vouchers for payment in the amount of \$548,882.52. Carried (6-0). Meyers abstained.
3. Consideration of actions related to Licenses and Permits
  - a. Motion (Compton/Stevens) to approve applications for Bartender's (Operator's) Licenses. Carried (7-0).
  - b. Motion (Landwehr/Wallschlager) to approve an application for a Temporary Class B Beer License for St. Charles Church Mission Ladies. Carried (7-0).
4. Presentation by representatives of Hartland Neighborhood Night Out.

Kelli Yogerst and Elise Miller were present to represent Hartland's Neighborhood Night Out. Ms. Miller stated that this is the third year for the event which is scheduled for August 4. The event will include an open house event for downtown businesses and a scavenger hunt. Rec. Director Yogerst stated that an outdoor concert is scheduled after the open house and scavenger hunt at Nixon Park. The concert will be followed by a family movie. It was stated that the Park & Rec Board was in favor of the event.

5. Consideration of a Park and Recreation Board endorsement for the use of Nixon Park for the 4th Annual Hartland Kids Day on July 27, 2016 from 9 am - 3 pm as presented by Melissa Peterson,

**VILLAGE BOARD MINUTES**  
**MONDAY, MARCH 14, 2016**  
**7:00 PM**  
**PAGE 2**

Owner of Lake Country Family Fun and consideration of continuing the Village's Primary Sponsorship in the amount of \$1,500.

Melissa Peterson stated that Hartland Kids Day is scheduled for Wednesday, July 27 to be held at Nixon Park. She stated that she is considering adding additional food vendors. Motion (Meyers/Swenson) to continue sponsorship in the amount of \$1,500. Carried (7-0).

6. Consideration of a motion to appoint additional Election Inspectors with terms to expire December 31, 2017.

Motion (Meyers/Wallschlager) to appoint additional Election Inspectors as requested. Carried (7-0).

7. Consideration of a motion to approve a reduction in the Letter of Credit for the Four Winds West development.

DPW Director Einweck stated that a reduction was requested due to work completed. The Village Engineer and staff agreed that the reduction is warranted. Motion (Wallschlager/Swenson) to approve the reduction in the Letter of Credit for Four Winds West in the amount \$645,191.89. Carried (7-0).

8. Consideration of a motion to approve a reduction in the Letter of Credit for the Sanctuary of Hartland development

Trustee Meyers raised concerns that there would be enough funds to cover the final grading and restoration work including that which is necessary behind properties along Maple Lane. DPW Director Einweck commented on the items that are not yet complete. It was discussed that the remaining balance is sufficient. DPW Director Einweck stated that the reduction requested includes the entrance street lighting and a reduction in the retainage from 10% to 4%.

Motion (Swenson/Landwehr) to approve the reduction in the Letter of Credit for the Sanctuary of Hartland in the amount of \$71,161.14. Carried (7-0).

9. Consideration of motion to approve award of a contract to Payne & Dolan, Inc. for the 2016 Paving Project in the amount of \$898,508.06.

Motion (Meyers/Wallschlager) to approve award of a contract to Payne & Dolan, Inc. for the 2016 Paving Project in the amount of \$898,508.06. Carried (7-0).

Trustee Landwehr raised concerns about disruption to neighborhoods if a paving project is prolonged over a period of time. DPW Director Einweck stated that the paving has been divided into two distinct areas. The contractors will be instructed to finish one area before moving onto the other area. It is anticipated that the paving will be done before school starts.

10. Consideration of motion to approve award of a contract to American Sewer Services, Inc. for the 2016 Utility Project in the amount of \$337,543.60.

DPW Director Einweck stated that minor utility work will be done prior to paving and will begin work in early April. Motion (Meyers/Swenson) to approve award of a contract to American Sewer Services, Inc. for the 2016 Utility Project in the amount of \$337,543.60. Carried (7-0).

11. Consideration of a motion to authorize the purchase of meter reading software and related equipment from Midwest Meter in the amount of \$16,550 plus annual licensing.

Trustee Stevens asked whether this system will be compatible with the existing equipment. DPW Einweck stated that it will be. It is anticipated that all water meters will be able to be read in one day. The old system is no longer supported so conversion will be necessary and is planned for 2017. It was clarified that the annual licensing will be a new expense in the 2017 budget.

Motion (Compton/Stevens) to authorize the purchase of meter reading software and related equipment from Midwest Meter in the amount of \$16,550 plus annual licensing. Carried (7-0).

12. Consideration of First Reading of Bill for an Ordinance No. 03/14/2016-01 "An Ordinance To Amend Chapter 38 Of The Village Of Hartland Municipal Code Pertaining To Fire Protection And Prevention"

Fire Chief Dean stated that changes to the fire code are proposed. Trustee Meyers raised concerns about Section 3(g) which references fees related to fire inspections and whether businesses would be charged to conduct fire inspections. Chief Dean explained that the department is considering the purchase of software to track fire inspection information. Fees would not be charged directly to the local business but rather the fee would be charged to the contractors servicing fire prevention equipment. The software would require contractors to provide the fire department with compliance information. Trustee Meyers commented that it would be likely that the contractor would pass along the additional fee to the business owners raising their costs of operating.

Administrator Cox stated that the inclusion of Section 3(g) related to fees is intended to allow the Village to charge a fee if the department changes the way that it tracks fire inspection information. The department is considering the purchase of software for which the provider covers the cost of the annual licensing through the fee concept that individuals filing a fire inspection report are charged a fee. It was stated that Hartland has never charged for required fire inspections.

President Lamerand stated that this matter is related to the safety and protection of the Village and its residents. The proposed system would require businesses that have fire protection equipment to file a report so that compliance is verified. It was stated that the fire inspector has the authority to cite a business that does not comply after a violation is noted.

Chief Dean stated that the software program includes the ability to create a database of preplans which would include key holder information, emergency contact numbers, system contacts, hydrant locations etc. This information would then be available on a laptop in the fire truck at the scene of an incident. It was stated that the fee would be per report and is proposed as \$8.99 per fire suppression system.

Administrator Cox stated that the department will continue to research the system and one possibility is that the fee may be paid directly by the Village rather than charging the businesses. This item will be placed on a future agenda for further discussion.

13. Staff Report: Recreation Department 2015 Participation

Rec Director Yogerst provided the Board with participation information stating that in 2015 there was an increase of over 500 more participants than in 2014. She provided an update on program offerings. She stated that she will be providing an update to the Hartland/Lakeside school District on the ongoing partnership.

14. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.

President Lamerand reminded residents of the Presidential Preference & Spring Election scheduled for Tues., April 5<sup>th</sup>. Residents may vote at the Community Center from 7 a.m. to 8 p.m.

Residents were also reminded of the next County-wide electronic recycling program date which is April 9<sup>th</sup> from 9 am to noon to be held at the Village's DPW garage, 701 Progress Drive.

15. Adjournment.

Motion (Stevens/Wallschlager) to adjourn. Carried (7-0). Meeting adjourned at 7:50 p.m.

Respectfully submitted,

Darlene Igl  
Village Clerk