

VILLAGE BOARD MINUTES
MONDAY, AUGUST 22, 2022
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD

Call to Order

Roll Call

Present: Trustees Pfeiffer, Truttschel, Wallschlager, Conner, Hallquist, President Pfannerstill

Others Present: Village Manager Bailey, Clerk Igl, Police Chief Misko, Officer Soboniak, Interim DPW Director Felkner, Police Department staff, members of the Hartland PD, family members of Mike Meyers, Joseph Thom (We Energies), Representatives of WCLC, interested citizens.

President Pfannerstill commented on the passing of Trustee Mike Meyers and that the Village is in a state of mourning through Friday, August 26. There was a moment of silence to remember Trustee Meyers.

Pledge of Allegiance – led by Scott Meyers, son of Trustee Mike Meyers

Scott Meyers thanked the Village for the outpouring of support. He commented that Mike had enjoyed the relationships built as a Village Trustee over the years and that he felt Mike left the Village in good hands with the Village Board.

President Pfannerstill conducted the swearing in of Lieutenant Conrad Soboniak. Lieutenant Soboniak introduced his family. Chief Misko provided information on Lieutenant Soboniak's experience and the many assets that he has brought to the department.

Presentation and acceptance of grant to Hartland Fire Department from WE Energies. Joseph Thom, We Energies, presented a \$2,000 grant award to the Hartland Fire Department to be used for helmets and boots. Mr. Thom stated that We Energies has granted a total of \$100,000 to first responder agencies this year.

President Pfannerstill suggested a suspension of the rules to allow the St. Charles update listed as item number seven on the agenda to be taken up. Motion (Pfeiffer/Conner) to suspend the rules. Motion carried.

President Pfannerstill provided an update from a meeting held between Village and St. Charles staff. Interim DPW Director Felkner provided information included in an update memo including that the new parking lot was to be completed on August 19, 90% parking compliance within two months was requested, the project is set to be complete in June of 2023, construction traffic should be done soon, and street sweeping will be conducted regularly. Further he stated that St. Charles was advised that the Building Inspector could intervene and shut down the project if significant parking issues continue. He stated that he had driven by St. Charles on Sunday and reported that there were minimal cars on the roads and the lots were being utilized.

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Mike Cattani, St. Charles, stated that the parking lot was completed as promised and will be moving forward with striping. He stated that compliance at recent services averaged 89.5%. He stated that everything is now hard surface which will eliminate the dust issue. Tom Shannon, St. Charles, added that staff will be required to use the parking lot and outlined communication methods used to gain compliance. President Pfannerstill thanked St. Charles and staff for working together to address the issues.

Public Comments: The following individuals commented on parking in the neighborhood around St. Charles.

Charles Kvoool, 208 Hazel Lane
Laura Groonwald, 273 Hazel Lane
David Grevenkamp, 618 Renson Road
Darcy Sobczak, 223 Meadow Lane
Alexus Banauch, 212 Hazel Lane
Ann Grevenkamp, 618 Renson Road

Comments included thanking the Village and St. Charles for working toward solutions, concerns about traffic flow with the start of the school year, unsafe driving in the area including not obeying stop signs, and other safety related concerns.

1. Motion (Conner/Hallquist) to approve Village Board minutes of August 8, 2022. Motion carried.
2. Consideration of items related to vouchers.
 - a. Consideration of closeout of 2021 Paving Program and payable for \$18,995.82.

Interim DPW Director Felkner stated that staff recommended approval. Motion (Wallschlager/Conner) to approve closeout of the 2021 Paving Program in the amount of \$18,995.82. Motion carried.

- b. Consideration of contractor's application for payment No. 2 – 2022 Utilities program to Wood Sewer and Excavating in the amount of \$17,242.16.

Interim DPW Director Felkner stated that retainage of \$8,269 will remain throughout the one-year warranty period but recommends payment of application number 2. Motion (Truttschel/Hallquist) to approve payment of contractor's application for payment No. 2 – 2022 Utilities program to Wood Sewer and Excavating in the amount of \$17,242.16. Motion carried.

- c. Consideration of vouchers for payment in the amount of \$278,058.88.

Trustee Wallschlager asked several questions on invoices including an invoice related to updates to LaserFiche software and alarm monitoring in multiple locations. Additionally, two invoices were identified as being incorrectly coded. An invoice to the County for pavement marking was questioned and Interim DPW Director Felkner stated that the Village contracts with the County for this work. Trustee Hallquist clarified that the approval of the payment to Wood Sewer and Excavating was listed on the voucher list. It was stated that it was included on the voucher list as separate invoices rather than the total. Motion

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(Wallschlager/Conner) to approve invoices for payment in the amount of \$278,058.88.
Motion carried.

3. Actions related to Licenses and Permits
 - a. Consideration of Operator's (Bartender) Licenses

President Pfannerstill stated that one applicant, Kevin Matzak, had withdrawn his application for an Operator's License. Motion (Pfeiffer/Conner) to approve the Operator's Licenses as listed. Motion carried.

4. Consideration of a Special Events Permit for Waukesha County Land Conservancy, September 24, 2022.

Interim DPW Director Felkner presented the Special Events Permit application outlining details of the event including: 1) event will be held at the Cottonwood Wayside, 2) no liquor permit is required as a state licensed brewery will be serving, 3) a band will be playing from noon to 2, 4) WCLC will be selling items as fundraisers. It was stated that the PD had raised concerns about parking on the road. WCLC contacted Dorner Manufacturing and was given permission to use their lot for the event. The representatives were reminded that they need to call Digger's Hotline, that no stakes are allowed in the parking lot and that the lot will be closed off with barricades.

Representatives stated that the event is celebrating 30 years of the organization. It was requested that fees be waived. Trustee Wallschlager questioned the application being marked that they would not be selling items. The Executive Director stated that there had apparently been a miscommunication as she was told by Rec Director Yogerst that they would not need a solicitor's permit so the form was marked that they would not be selling items. It was agreed that staff would make the modification on the application in house for future reference.

Trustee Hallquist asked whether a deposit had been paid as a deposit is required for shelter rentals. Felkner stated that it appeared that no deposit was collected for this event. Trustee Hallquist questioned the application date of July 18 and why this event was not placed on the Park & Rec Board agenda. He stated that the event was only presented as an announcement which did not allow Park & Rec Board members an opportunity to review or comment on the event.

Trustee Truttschel asked the representatives how much they are hoping to raise at the event and they responded that they hope to raise \$10,000. Motion (Pfeiffer/Truttschel) to approve the Special Events Permit for Waukesha County Land Conservancy. Trustee Hallquist commented that if they are anticipating \$10,000 in proceeds, he didn't feel the fees should be waived. It was clarified with Trustees Pfeiffer and Truttschel that they intended to charge the fee. Motion carried.

5. Consideration of adoption on third reading of Ordinance No. 06/27/22-1 "An Ordinance Adopting an Amendment to the Village of Hartland Comprehensive Development Plan: 2045 Regarding Future Land Use Designations."

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Interim DPW Director Felkner stated that the Plan Commission had recommended approval. He clarified that option one is suggested which designates the Vilter farm as all residential. Trustee Wallschlagler asked whether the new owners of that property have contacted the Village. Felkner stated that staff had met with them two months ago to discuss plans for the property but there has been no contact since. It was stated that the zoning may be changed in the future if desired. Motion (Conner/Hallquist) to adopt Ordinance No. 06/27/22-1 "An Ordinance Adopting an Amendment to the Village of Hartland Comprehensive Development Plan: 2045 Regarding Future Land Use Designations." Motion carried.

6. Consideration of a request for Letter of Credit Reduction for the Sandhill Condos.

Interim DPW Director Felkner stated that Village staff and the Building Inspector had conducted inspections and recommended approval of the reduction as requested. Motion (Truttschel/Pfeiffer) to approve the Letter of Credit Reduction for the Sandhill Condos by \$677,401.15 as requested. Motion carried.

7. Update and possible discussion related to parking issues at St. Charles.

This item was taken earlier in the agenda.

8. 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.

Interim DPW Director Felkner stated that he had learned that the water truck ordered should arrive this year.

Chief Misko stated that Officer Kennedy is nearing completion of the road training program soon. He also stated that the shift transition of Lieutenant DeBarge is going great.

Trustees Pfeiffer, Truttschel and Hallquist expressed their thanks for the training program held on Saturday, August 20, stating that it was very informative.

President Pfannerstill asked all to keep the Meyers family in their thoughts and prayers.

9. Motion (Pfeiffer/Conner) to adjourn at 7:41 p.m.

Respectfully submitted,

Darlene Igl, Village Clerk