

**VILLAGE BOARD AGENDA - AMENDED**  
**MONDAY, SEPTEMBER 26, 2022**  
**6:30 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

Call to Order

Roll Call

Pledge of Allegiance – Trustee Wallschlager

Public Comments: 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.

1. Consideration of Village Board minutes of September 12, 2022.
2. Consideration of items related to vouchers.
  - a. Consideration of vouchers for payment in the amount of \$373,548.58
3. Actions related to Licenses and Permits
  - a. Consideration of Operator's (Bartender) Licenses

Items referred from the September 19, 2022 Plan Commission Meeting

4. Items related to an amendment to the Zoning Code
  - a. Consideration of first reading of Bill for an Ordinance No. 09-26-2022 "An Ordinance to Amend Chapter 46 of the Village of Hartland Municipal Code Pertaining to Zoning Ordinance".
  - b. Consideration of setting the date of a Public Hearing on October 24, 2022 during the Regular Village Board meeting.

Other Items for Consideration

5. Consideration of a Special Events Permit Application for Hartland Ice Age Trail Community Committee for the IATC Moonlight Hike on October 8.
6. Discussion of retention ponds and safety concerns with them.
7. Discussion and consideration related to Hartbrook Park pedestrian bridge.
8. Consideration of Village Board, Commission and Committee appointments by Village President Pfannerstill.
9. Consideration of a motion for the Hartland Lakeside Representative to the Hartland Library Board as nominated by the Hartland Lakeside School Board President.

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10. 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.

11. Adjournment.

Ryan Bailey, Village Manager

Notice: Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Darlene Igl, Village Clerk, at 262-367-2714. The Municipal Building is handicap accessible.

To participate via Zoom in the Village of Hartland Board meeting, please dial 1 (312) 626-6799. The Meeting ID is 830 2869 5600.

Or participate online:

<https://us02web.zoom.us/j/83028695600?pwd=OTh2Ykk4dVFRQ0FPVGRHQ2lWNU5qdz09>

**VILLAGE BOARD MINUTES**  
**MONDAY, SEPTEMBER 12, 2022**  
**6:30 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

Call to Order

Roll Call

Present: Trustees Pfeiffer, Truttschel (zoom), Wallschlager, Conner, Hallquist, President Pfannerstill

Others Present: Village Manager Bailey, Clerk Igl, Police Chief Misko, Interim DPW Director Felkner, Library Director Gest, Fire Chief Jambretz, interested citizens.

Pledge of Allegiance – Trustee Conner

Public Comments: 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.

The following commented positively on the recent St. Charles Fallfest and thanked the Village Board/staff for working cooperatively with St. Charles.

Keith Van Der Laarschot, 641 W Capitol Drive  
T J Dougherty, W30N5585 Sunrise Court  
Alex Wantoch, 309 Hemlock Court  
Scott Sobstad, W300N6435 Lillian Drive

Tom Harder, W287N3103 Lakeside Road, commented that municipalities are experiencing divisiveness and that the number one problem in schools is bullying which he believes stems from parents setting a bad example. He asked that all keep that in mind during future deliberations particularly with Fallfest. He recited "How to Build a Community."

President Pfannerstill also commented that Fallfest had been a well-attended event.

1. Motion (Hallquist/Conner) to approve Village Board minutes of August 22, 2022. Motion carried.
2. Consideration of items related to vouchers.
  - a. Consideration of Contractor's Application for Payment No. 1 for the 2022 Paving Program to Payne & Dolan, Inc. in the amount of \$632,657.16.

Interim DPW Director Felkner stated that the contractor had submitted a request for the first payment for the 2022 paving program which includes work on Mary Hill, Woodland, Tenny, Imperial, Dundee, the municipal parking lot and path. He stated that staff recommends payment. Motion (Conner/Wallschlager) to approve Contractor's Application

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for Payment No. 1 for the 2022 Paving Program to Payne & Dolan, Inc. in the amount of \$632,657.16. Motion carried.

- b. Consideration of vouchers for payment in the amount of \$1,226,506.08.

Trustee Wallschlager asked about an invoice coded to cemetery that was for t-shirts and Interim DPW Director Felkner stated that these t-shirts were for part-time summer help. She asked about a \$3,000 expense for Dousman Transport for summer splash shuttle and Village Manager Bailey stated that this expense is included in the summer camp fees.

Motion (Wallschlager/Pfeiffer) to approve vouchers for payment in the amount of \$1,226,506.08. Motion carried.

3. Actions related to Licenses and Permits

- a. Motion (Pfeiffer/Hallquist) to approve Operator's (Bartender) Licenses as listed. Motion carried.

- b. Consideration of a Street Use Permit for River Reserve Subdivision Block Party on Sept. 24.

Applicant Katie Porubcan was present to answer any questions. Trustee Wallschlager asked whether there would be food trucks or music. Ms. Porubcan responded that there will be an ice cream truck for one hour, a face painter, bounce house and no outdoor music.

Trustee Hallquist asked Chief Misko if he felt that barricades are all that is necessary for closing the road. Chief Misko responded that traditionally barricades had been sufficient for this event but that cars could also be parked as an obstacle. Motion (Pfeiffer/Hallquist) to approve a Street Use Permit for River Reserve Subdivision Block Party on Sept. 24. Motion carried.

- c. Consideration of an application for a Fireworks Permit for Lake Country Lutheran High School

It was stated that Fire Chief Jambretz had approved the application and that the Police Department has been aware. Motion (Conner/Hallquist) to approve a Fireworks Permit for Lake Country Lutheran High School for September 23, 2022. Motion carried.

4. Consideration of a motion to approve Resolution No. 09/12/2022 "A Resolution Pledging That The Village Board Of The Village Of Hartland Will Expend Funds Necessary For The Hartland Public Library To Exempt The Village From The Waukesha County Library Levy".

Library Director Gest stated that adopting the resolution presented prohibits Waukesha County from taxing Village residents for library services in addition to the Village's tax levy which includes the library expenses. Motion (Conner/Pfeiffer) to approve Resolution No. 09/12/2022 "A Resolution Pledging That The Village Board Of The Village Of Hartland Will Expend Funds Necessary For The Hartland Public Library To Exempt The Village From The Waukesha County Library Levy". Motion carried.

5. Consideration of a Special Events Permit Application for Arrowhead High School Homecoming Parade on October 14.

Chief Misko stated that he had spoken to Principal Kurth regarding the application and stated that the request was to hold the parade on the traditional route that proceeds through the downtown area. He stated that despite the parade moving through town quickly, he wanted to be sure that the Village is taking proper security measures. He stated that parking would need to be restricted in the downtown for the entire day. Chief Misko stated that he had suggested an alternative route that would start on Lawn Street and turn north on North Ave. to Arrowhead. He reviewed options for consideration listed in his memo including bringing in DPW vehicles to create a hardened parade route.

Principal Adam Kurth and Associate Principal Becky Gordon advocated for the traditional route but understood the safety concerns. They stated that the parade is a point of pride and that the route benefits downtown businesses. Village Manager Bailey asked how many DPW staff would be needed for the event. Interim DPW Director Felkner stated that five staff members would be present on overtime.

Trustee Wallschlager asked what Arrowhead would do to increase safety. Principal Kurth stated that they could provide staff and trucks at intersections. Chief Misko stated that AHS vehicles would not be needed; DPW, Fire and Police are on the same radio channels for communications. It was stated that the road would not be closed until half an hour before the start of parade.

Concerns were raised by Trustee Conner regarding restricting parking for the entire day as this would keep handicapped patrons from parking in front of his business. Trustee Hallquist asked whether patron's generally follow the temporary parking signage. Trustee Truttschel asked whether parking could be restricted from 2 – 5 pm rather than all day and commented that he is favor of the traditional route. He further suggested that AHS talk with GFL for potential assistance with blocking roads/entry points.

President Pfannerstill stated that he also understands the Police Chief's concern for safety but would like to see parking restricted only in the afternoon. He stated that Arrowhead would need to get information delivered to businesses/residences along the parade route using volunteers to explain the situation. He stated that volunteers could also assist with getting cars moved as needed from the route prior to the parade. Chief Misko stated that it generally only takes 5-10 minutes to close the route after being sure the route is clear. Trustee Hallquist asked AHS representatives whether they would be willing to pay the costs and it was stated that they would if necessary. Trustee Pfeiffer agreed with the traditional route, wants to be sure it's a safe event yet is not in favor of shutting down business activity for the entire day.

Motion (Pfeiffer/Truttschel) to approve a Special Events Permit Application for Arrowhead High School Homecoming Parade on October 14 proceeding with the traditional route, restricting parking at 2 pm, closing streets for the parade route as advised by Chief Misko, utilizing 30 volunteers to go door to door to provide information to businesses/residents on the parade and not recovering the costs from AHS. Motion carried. Trustee Wallschlager opposed.

6. Discussion and consideration of an established truck route for the Industrial Park.

Interim DPW Director stated that the Village Board had previously discussed establishing truck routes prior to the repaving of HWY 83. He stated that R & M devised a map of the truck route. He stated that deliveries will still be allowed along the truck route but that the purpose of the truck route is to reduce truck traffic driving through the Village. One specific objective is to reduce truck traffic on Cottonwood south of Cardinal. Motion (Conner/Wallschlager) to approve the truck route for the Industrial Park as proposed on map provided with proper signage. Motion carried.

7. Discussion and consideration of a Memorial Plaque in Honor of Michael C. Meyers.

Interim DPW Director stated that staff has proposed a plaque in honor of Mike Meyers service to the Village be placed on the outside of the warming shed at Nixon Park. He stated that the dedication will be in conjunction with the family on a date to be determined. He stated that the cost of \$255 will be taken out of the community relations account. Motion (Hallquist/Conner) to approve a memorial plaque in honor Michael C. Meyers. Motion carried.

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.

Chief Jambretz stated that staff had been at a fire call the previous night and assisted with trees down due to the heavy rains over the weekend. He stated that the department continues to see a high call volume.

Interim DPW Director Felkner stated that there had been issues due to the rain event with 6 inches of rain falling in the Village. He stated that there were issues with lift stations due to significant infiltration. In addition, there was a power outage during the night. He had asked WE Energies for an explanation and they replied that it was due to tree branches hitting lines and blowing fuses. He stated that he has asked that they come out with a tree trimming crew to reduce the issue.

Library Director Gest stated that circulation volume has been high and that the library staff is happy to have the municipal parking lot paving project complete.

President Pfannerstill commented that St. Charles Fallfest had been well attended and brought a lot of people into Hartland. He commented that there are several vacancies on committees/boards and he anticipates having names for those positions at the next Village Board meeting. He commented on the availability of items such as zoo passes and Wi-Fi sticks at the library that are available to be checked out. President Pfannerstill recommended that schools, and particularly school board members, visit the library.

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9. Motion (Pfeiffer/Conner) to recess to closed session pursuant to State Statutes §19.85 (1)(e), deliberating of or negotiating for the purchase of public properties, investment of public funds, or conduct of other specified public business, whenever competitive or bargaining reasons require closed session regarding the garbage/recycling contract at 7:44 p.m. Roll call vote taken; motion carried. Adjourned to closed session at 7:44 p.m.
10. Consider and take any action deemed appropriate pursuant to the previously held closed session.

Reconvened in open session at 8:52 p.m. Motion (Wallschlager/Conner) to proceed with GFL following Hector's sanctions with a 2-6% annual increase desired by Village, no Friday collection, one day of pickup or two if necessary, with the pick-up area split at the train tracks if two days are necessary. The contract will be effective January 1, 2023. Motion carried.

11. Adjournment.

Motion (Hallquist/Wallschlager) to adjourn at 8:55 p.m.

Respectfully submitted,

Darlene Igl  
Village Clerk

TO: Village President & Board of Trustees

From: Tonia Smith, Fiscal Clerk

Date: September 20, 2022

RE: Voucher List

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Attached is the voucher list for the  
September 26, 2022 Village Board Meeting

September 26, 2022 Checks:	\$ 373,548.58
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Total Amount of all Checks:	<u>\$ 373,548.58</u>
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**VILLAGE OF HARTLAND**  
**VOUCHER LIST - SEPTEMBER 26, 2022**

Account Descr	Search Name	Comments	Amount
<b>EXPENSE Descr</b>			
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	ALESCI HOMES INC	1670 WHISTLING HILL OCCUPANCY DEPOSIT REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	ANDERSON HOMES	1639 UPLAND CT OCCUPANCY DEPOSIT REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	ASPEN HOMES	1688 WHISTLING HILL OCCUPANCY DEPOSIT REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	ASPEN HOMES	1602 WHISTLING HILL OCCUPANCY DEPOSIT REFUND	\$1,500.00
R 101-46740 RECREATION TRIPS	BUNCHKOWSKI, SHARON	WITHDRAWL FROM CRANBERRY FEST	\$47.61
G 101-21515 SALES TAXES PAYABLE	BUNCHKOWSKI, SHARON	WITHDRAWL FROM CRANBERRY FEST	\$2.39
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	DEMLANG BUILDERS	1641 UPLAND CT OCCUPANCY DEPOSIT REFUND	\$1,500.00
G 101-23000 SPECIAL DEPOSITS	ELITE HOOD CLEANING	700 ROSE DR OCCUPANCY REFUND	\$500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	ESPIRE HOMES	237 FOUR WINDS CT OCCUPANCY DEPOSIT REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	ESPIRE HOMES	255 FOUR WINDS CT OCCUPANCY DEPOSIT REFUND	\$1,500.00
R 101-46730 RECREATION CLASSES	GOMEZ, KATELYN	KIDS DRAWING	\$130.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	HALEN HOMES	1364 PANORAMA CT OCCUPANCY DEPOSIT REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	HALEN HOMES	1104 E SWEETBRIAR LN OCCUPANCY DEPOSIT REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	HALEN HOMES	1358 FOREST VIEW CT OCCUPANCY DEPOSIT REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	HALEN HOMES	1357 FOREST VIEW CT OCCUPANCY DEPOSIT REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	HARBOR HOMES	508 WILD OAK RD OCCUPANCY DEPOSIT REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	HARBOR HOMES	551 WILD OAK RD OCCUPANCY DEPOSIT REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	HARBOR HOMES	512 WILD OAK RD OCCUPANCY DEPOSIT REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	HARBOR HOMES	520 WILD OAK RD OCCUPANCY DEPOSIT REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	HARBOR HOMES	516 WILD OAK RD OCCUPANCY DEPOSIT REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	HARBOR HOMES	556 WILD OAK RD OCCUPANCY DEPOSIT REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	HARBOR HOMES	552 WILD OAK RD OCCUPANCY DEPOSIT REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	JEFF HORWATH FAMILY BLDRS.	1666 WHISTLING HILL CIR OCCUPANCY DEPOSIT REFU	\$1,500.00
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	WARRANT PAYMENT 3X80QQPGJ3	\$552.00
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	WARRANT PAYMENT BG984045-6	\$363.00
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	WARRANT PAYMENT BG984011-0	\$312.60
R 101-46735 TO THE POINTE DANCE PROGRAM	LEAHY, MARY	REFUND FOR CANCELED CLASS - HIP HOP	\$390.00
G 403-31898 STOR-IT RIGHT	RUEKERT & MIELKE	EROSION CONTROL INSPECTIONS	\$145.20
G 403-31753 ST CHARLES EXPANSION	RUEKERT & MIELKE	EROSION CONTROL/ CONSTRUCTION REVIEW & ADMIN	\$1,458.70
G 403-31890 PARADISE TRAILS CONDO	RUEKERT & MIELKE	CONSTRUCTION REVIEW	\$1,198.75
G 403-31891 HARTLAND EAST APARTMENTS LCL	RUEKERT & MIELKE	CONSTRUCTION REVIEW	\$2,500.07
G 403-31840 HOMESTEAD	RUEKERT & MIELKE	DESIGN/CONSTRUCTION REVIEW	\$538.95
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	WOLF PAVING CO INC	1320 WALNUT RIDGE, STE 100 OCC REFUND	\$500.00
<b>EXPENSE Descr</b>			<b>\$37,139.27</b>
<b>EXPENSE Descr AMBULANCE</b>			
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	AIRGAS USA LLC	OXYGEN CYL	\$95.71
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY MEDICAL PRODUCTS	VARIOUS MEDICAL SUPPLIES	\$104.74
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	HENRY SCHEIN INC.	VARIOUS MEDICAL SUPPLIES	\$217.60

Account Descr	Search Name	Comments	Amount
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	HENRY SCHEIN INC.	VARIOUS MEDICAL SUPPLIES	\$451.52
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	HENRY SCHEIN INC.	NAIL POLISH REMOVER	\$3.83
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	NEUSTADT, CONNER	ADVANCED EMT CLASS	\$678.20
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	PROHEALTH PHARMACY OCON	VARIOUS MEDICATIONS	\$210.63
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	WAUKESHA CTY EMERGENCY MAN	ID CARD	\$4.45
EXPENSE Descr AMBULANCE			<u>\$1,766.68</u>
EXPENSE Descr DUNDEE LANE			
E 401-70580-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN & CONSTRUCTION REVIEW/ ADMIN	\$4,018.59
EXPENSE Descr DUNDEE LANE			<u>\$4,018.59</u>
EXPENSE Descr E CAPITOL (NORTH TO MAPLE)			
E 401-70555-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW & ADMIN	\$124.32
EXPENSE Descr E CAPITOL (NORTH TO MAPLE)			<u>\$124.32</u>
EXPENSE Descr E INDUSTRIAL (S IND TO CTTNWD)			
E 401-70545-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW & ADMIN	\$124.31
EXPENSE Descr E INDUSTRIAL (S IND TO CTTNWD)			<u>\$124.31</u>
EXPENSE Descr ECONOMIC DEVELOPMENT			
E 804-56700-713 SIGN/AWNING/PAINTING GRANTS	LITTLE DIPPERZ	SIGN GRANT	\$601.00
E 804-56700-718 DISTRICT ADV & MARKET POSITION	MILLER, ELISE	CO-OP ADVERTISING GRANT- SIDEWALK SALE	\$300.00
E 804-56700-724 WEB SITE HOSTING & MAINT	OCREATIVE	WEBSITE HOSTING AUGUST	\$110.00
EXPENSE Descr ECONOMIC DEVELOPMENT			<u>\$1,011.00</u>
EXPENSE Descr FINANCIAL ADMINISTRATION			
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	FSA FEES	\$95.36
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	TECH SERVICES	\$184.50
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	CLOUD BACKUP/ SERVER BACKUP	\$40.00
E 101-51500-510 INSURANCES	R&R INSURANCE SERVICES INC	CYBER LIABILITY	\$54,146.00
E 101-51500-510 INSURANCES	R&R INSURANCE SERVICES INC	WORKERS COMP	\$52,801.00
E 101-51500-530 TAX BILLING/TAX ROLL	WAUKESHA COUNTY TREASURER	TAX BILLING	\$3,338.52
EXPENSE Descr FINANCIAL ADMINISTRATION			<u>\$110,605.38</u>
EXPENSE Descr FIRE PROTECTION			
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	TECH SERVICES	\$32.50
E 101-52200-255 BLDGS/GROUNDS	PIONEER SUPPLY LLC	PAPER TOWEL/ CANLINERS/ TOILET PAPER	\$273.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	XEROX CORPORATION	COPIER SERVICES	\$59.66
EXPENSE Descr FIRE PROTECTION			<u>\$365.16</u>
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-395 COMMUNITY RELATIONS	DEIDRE BUSHEY	REIMBURSEMENT FOR EMPLOYEE CELEBRATION	\$33.59
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	FOX BROS PIGGLY WIGGLY	WATER	\$22.72
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	TECH SERVICES	\$520.00

Account Descr	Search Name	Comments	Amount
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	PITNEY BOWES PRE-PAID POSTAGE	PRE PAID POSTAGE	\$3,000.00
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	LEGAL SERVICES	\$373.70
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	LEGAL SERVICES	\$11,185.46
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	LEGAL SERVICES	\$59.70
EXPENSE Descr GENERAL ADMINISTRATION			<u>\$15,195.17</u>
EXPENSE Descr INSPECTION			
E 101-52400-290 OUTSIDE SERVICES/CONTRACTS	WISCONSIN BUILDING INSPECTIONS	AUGUST PERMITS	\$17,584.80
EXPENSE Descr INSPECTION			<u>\$17,584.80</u>
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	KEYS	\$1.99
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	SHIRT AND EMBROIDERY	\$82.13
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	TM UNIFORM/ EQUIPMENT	\$816.85
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	CLIP ON TIE	\$18.47
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ#5 OIL CHANGE	\$47.18
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ#4 OIL CHANGE	\$47.18
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	LEXISNEXIS	AUGUST 2022 ACTIVITY	\$152.27
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	TECH SERVICES	\$162.50
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	PRECISION CARTRIDGE INC	380/95 RN TCJ, 223 REM 55GR FMJ	\$3,185.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE (LAB BILLING)	LEGAL LAB DRAWS	\$108.15
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	SHEA, MATTHEW	REIMBURSEMENT FOR WORK BOOTS	\$153.90
E 101-52100-360 VEHICLE MAINT/EXPENSE	SIGNS & LINES BY STRETCH	SPOT GRAPHICS #3	\$363.37
EXPENSE Descr LAW ENFORCEMENT			<u>\$5,138.99</u>
EXPENSE Descr LIBRARY			
E 101-55110-255 BLDGS/GROUNDS	HOME DEPOT	CABLE	\$71.94
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	JACK RUSSEL MEMORIAL LIBRARY	UNRETURNED BOOK	\$35.00
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	KIWANIS OF GREATER HARTLAND	FRIENDS OF KIWANIS ANNUAL DUES	\$50.00
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	TECH SERVICES	\$227.50
EXPENSE Descr LIBRARY			<u>\$384.44</u>
EXPENSE Descr MARY HILL SUBDIVISION			
E 401-70575-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN & CONSTRUCTION REVIEW/ ADMIN	\$4,018.58
EXPENSE Descr MARY HILL SUBDIVISION			<u>\$4,018.58</u>
EXPENSE Descr MISC STORM SEWER REPAIR			
E 401-74010-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	GIS DATA MAINTENANCE	\$392.75
EXPENSE Descr MISC STORM SEWER REPAIR			<u>\$392.75</u>
EXPENSE Descr MUNICIPAL BUILDING			
E 101-51600-255 BLDGS/GROUNDS	ALL WASHED UP WINDOW CLEANING	WINDOW CLEANING	\$500.00
E 101-51600-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	A23 BATTERY	\$4.31

Account Descr	Search Name	Comments	Amount
E 101-51600-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	BLADE	\$12.57
E 101-51600-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	BATTERY/ REMOVER/ TAPE/ TAPE MEASURE	\$92.57
E 101-51600-255 BLDGS/GROUNDS	CA LIGHTING LENSES INC	EXIT SIGN	\$22.95
E 101-51600-255 BLDGS/GROUNDS	HOME DEPOT	LIGHT BULBS	\$56.98
E 101-51600-255 BLDGS/GROUNDS	HOME DEPOT	LIGHT BULBS/ CLR	\$78.58
E 101-51600-255 BLDGS/GROUNDS	HOME DEPOT	HOSE	\$12.98
EXPENSE Descr MUNICIPAL BUILDING			<u>\$780.94</u>
EXPENSE Descr MUNICIPAL PARKING LOT REPAIRS			
E 401-79155-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN & CONSTRUCTION REVIEW/ ADMIN	\$4,018.59
EXPENSE Descr MUNICIPAL PARKING LOT REPAIRS			<u>\$4,018.59</u>
EXPENSE Descr NORTH AVE (CAPITOL TO 16)			
E 401-70550-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW & ADMIN	\$124.31
EXPENSE Descr NORTH AVE (CAPITOL TO 16)			<u>\$124.31</u>
EXPENSE Descr PARKS			
E 101-55200-800 CAPITAL OUTLAY	ARMSTRONG ENTERPRISES	RESURFACE PENBROOK TENNIS/PICKLEBALL COURTS	\$78,976.00
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	NUTS AND BOLTS	\$11.48
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	PAINT	\$46.46
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	PARTS FOR OUTLET COVERS	\$51.12
E 101-55200-350 EQUIPMENT PURCHASE	MENARDS- PEWAUKEE	SEALBEST/ DISCHARGE HOSE	\$292.36
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	PORT-A-JOHN	PORTABLE RESTROOMS	\$260.00
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	RUNDLE-SPENCE MFG CO	CHICAGO FAUCET PARTS	\$168.13
EXPENSE Descr PARKS			<u>\$79,805.55</u>
EXPENSE Descr PUBLIC WORKS			
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	HYD/COMP ND 30W	\$13.98
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	SOCKET	\$26.69
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	D RING	\$149.97
E 101-53000-360 VEHICLE MAINT/EXPENSE	CERTIFIED LABORATORIES	PREMALUBE	\$461.37
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	PDF FUEL	\$961.48
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	PDFD	\$1,287.16
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	NO LEAD REFORM	\$1,093.79
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	NO LEAD REFORM	\$2,165.94
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	PDF FUEL	\$2,916.97
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	NO LEAD REFORM	\$911.59
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	NO LEAD REFORM	\$1,131.16
E 101-53000-420 STORM SEWER	GEO-SYNTHETICS	SEDIMENT SOCK	\$341.37
E 101-53000-420 STORM SEWER	GEO-SYNTHETICS	SEDIMENT SOCK	\$100.00
E 101-53000-420 STORM SEWER	HOME DEPOT	LUMBER FOR CURB WORK	\$109.64
E 101-53000-420 STORM SEWER	HOME DEPOT	PLYWOOD	\$131.80
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	LAUNDRY SERVICES	\$136.11

Account Descr	Search Name	Comments	Amount
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	LAUNDRY SERVICES	\$108.30
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	LAUNDRY SERVICES	\$108.30
E 101-53000-360 VEHICLE MAINT/EXPENSE	KIMBALL MIDWEST	DEGREASER	\$441.36
E 101-53000-360 VEHICLE MAINT/EXPENSE	KRIETE GROUP	REPLACEMENT OF SIEZED AIR COMPRESSOR DISCHAR	\$5,794.56
E 101-53000-420 STORM SEWER	LANGE ENTERPRISES INC	CONES/ WAVE BOARD	\$5,331.60
E 101-53000-360 VEHICLE MAINT/EXPENSE	MID-STATE EQUIPMENT	SEALS FOR 4520	\$870.25
E 101-53000-420 STORM SEWER	OKAUCHEE REDI-MIX INC	6 BAGS MIX HARTRIDGE AND OXFORD	\$670.00
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	TECH SERVICES	\$130.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	POMPS TIRE SERVICE INC	TIRES FOR MOWER	\$184.00
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	MUNICIPLE ECONOMICS AND PLANNING SERVICES	\$313.25
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	KNOB/ PP-CCM IN, H-V, 160, C7, H	\$405.74
E 101-53000-350 EQUIPMENT PURCHASE	WELDERS SUPPLY CO	SAW BLADES	\$83.56
EXPENSE Descr PUBLIC WORKS			<u>\$26,379.94</u>
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	AMERICAN LITHO	HARTLAND FALL CATALOG PRINTING	\$3,962.00
E 101-55300-312 SPLASHPAD EXPENSES	COMMERCIAL RECREATION SPECIALI	PRESS N PLAY ACTIVATOR KIT	\$605.50
E 101-55300-302 TO THE POINTE DANCE PROGRAM	CZEKALSKI, VALERIE	DANCE CLASSES	\$736.67
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	FARMER-TIEFENTHALER, SUSAN	ART STUDIO FOR ADULTS	\$2,400.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	HOOVER HANDS BASKETBALL AC	SPORTY SHORTY SOCCER	\$1,584.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	TECH SERVICES	\$130.00
E 101-55300-312 SPLASHPAD EXPENSES	WAHLEN WORKS	CLEAN SPLASH PAD	\$550.00
EXPENSE Descr RECREATION PROGRAMS/EVENTS			<u>\$9,968.17</u>
EXPENSE Descr S INDUSTRIAL (E IND-CARDINAL			
E 401-70015-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW & ADMIN	\$124.31
EXPENSE Descr S INDUSTRIAL (E IND-CARDINAL			<u>\$124.31</u>
EXPENSE Descr SEWER SERVICE			
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	FSA FEES	\$14.67
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	CLOUD BACKUP/ SERVER BACKUP	\$40.00
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	DESKTOP COMPUTER	\$1,386.00
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	DRAFTING/ DESIGN & BIDDING/	\$1,852.00
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	SCADA SERVICES	\$375.00
E 204-53610-380 MAINTENANCE-SEWAGE SYSTEM COLL	VISU-SEWER, INC.	STRONG SEAL MANHOLES WITH MS2A	\$10,465.00
EXPENSE Descr SEWER SERVICE			<u>\$14,132.67</u>
EXPENSE Descr ST CHARLES INFIL POND IMPROVE			
E 401-74125-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	ST CHARLES STORM DIVERSION	\$382.50
EXPENSE Descr ST CHARLES INFIL POND IMPROVE			<u>\$382.50</u>
EXPENSE Descr STORM SWR CATCH BASIN REPAIR			
E 401-74075-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	MISC CATCH BASIN REPAIRS	\$912.00

Account Descr	Search Name	Comments	Amount
EXPENSE Descr STORM SWR CATCH BASIN REPAIR			\$912.00
EXPENSE Descr TENNY (WOODLANDS TO HIGHLAND)			
E 401-70565-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN & CONSTRUCTION REVIEW/ ADMIN	\$4,018.58
EXPENSE Descr TENNY (WOODLANDS TO HIGHLAND)			\$4,018.58
EXPENSE Descr TERRACE LANE			
E 401-70570-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN & CONSTRUCTION REVIEW/ ADMIN	\$4,018.58
EXPENSE Descr TERRACE LANE			\$4,018.58
EXPENSE Descr TIF FUND EXPENSES			
E 215-58300-555 DEVELOPER REIMBURSEMENT	G HOWE LAKE COUNTRY LLC	REFUND OF DEBT PAYMENT PER DEVELOPER AGREEME	\$14,945.74
EXPENSE Descr TIF FUND EXPENSES			\$14,945.74
EXPENSE Descr UNBUDGETED			
E 401-57300-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DPW SERVICES	\$726.75
E 401-57300-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	GENERAL SERVICES	\$3,900.00
EXPENSE Descr UNBUDGETED			\$4,626.75
EXPENSE Descr WATER UTILITY			
E 620-53700-623 PUMPING - SUPPLIES/EXPENSES	BATTERY PRODUCTS INC	2 UPS BATTERIES	\$68.80
E 620-53700-623 PUMPING - SUPPLIES/EXPENSES	BATTERY PRODUCTS INC	AA INSUSTRIAL BATTERIES	\$9.60
E 620-53700-651 MAINTENANCE OF MAINS	CORE & MAIN LP	GREASE/ VALVE BOX	\$972.60
E 620-53700-923 OUTSIDE SERVICES	DIVERSIFIED BENEFIT SERVICES	FSA FEES	\$36.68
E 620-53700-651 MAINTENANCE OF MAINS	LANGE ENTERPRISES INC	10 SOLAR BARRACADES	\$1,198.00
E 620-53700-923 OUTSIDE SERVICES	ONTECH SYSTEMS, INC	CLOUD BACKUP/ SERVER BACKUP	\$40.00
E 620-53700-923 OUTSIDE SERVICES	ONTECH SYSTEMS, INC	TECH SERVICES	\$1,386.00
E 620-53700-673 TRANS&DIST MAINS	RUEKERT & MIELKE	MISC WATER VALVE REPAIRS	\$501.00
E 620-53700-678 HYDRANTS	RUEKERT & MIELKE	MISC HYDRANT REPAIRS	\$1,220.25
E 620-53700-923 OUTSIDE SERVICES	RUEKERT & MIELKE	CORROSION CONTROL TREATMENT STUDY	\$1,989.00
EXPENSE Descr WATER UTILITY			\$7,421.93
EXPENSE Descr WOODLANDS CT			
E 401-70560-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN & CONSTRUCTION REVIEW/ ADMIN	\$4,018.58
EXPENSE Descr WOODLANDS CT			\$4,018.58
			\$373,548.58

VILLAGE OF HARTLAND  
LICENSES AND PERMITS  
September 26, 2022

**Bartender (Operator's) Licenses - New**

Julianna Belova Hitchcock  
Sarah L. Hoelt

The applicants have successfully completed the Responsible Beverage Servers Course. The Chief of Police has reviewed the applications and approves them after deeming the requests to be in compliance with Wis. Stats. § 125.04(5).

VILLAGE OF HARTLAND  
ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND CHAPTER 46  
OF THE VILLAGE OF HARTLAND MUNICIPAL CODE  
PERTAINING TO ZONING ORDINANCE

THE VILLAGE BOARD OF THE VILLAGE OF HARTLAND DO ORDAIN AS FOLLOWS:

**Section 1:** Section 46-494 of the Village of Hartland Municipal Code of Ordinances pertaining to Conditional Uses permitted in the B-3 district is hereby amended to create Sec. 46-494(15).

**Sec. 46-494. – Conditional Uses in the B-3 District are as follows:**

(15) Mixed use developments with multi-family residential must have the following:

First floor commercial use(s) fronting a Village street providing goods or services to the public on a daily basis.

Appropriate residential density and building height as determined by the Village Board after recommendation from the Planning Commission.

**Section 2:** If any section, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of such ordinance.

**Section 3:** This Ordinance shall take effect and be in full force after adoption and proper publication.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

VILLAGE OF HARTLAND

ATTEST:

By: \_\_\_\_\_  
Jeffrey Pfannerstill, Village President

\_\_\_\_\_  
Darlene Igl, MMC, WCPC, Village Clerk



**Village of Hartland  
Administration**

210 Cottonwood Ave, Hartland, WI 53029  
[www.villageofhartland.wi.gov](http://www.villageofhartland.wi.gov)

<b>Committee: Village Board</b>	<b>Date:</b> September 16, 2022
<b>Village Board Item Number:</b>	<b>Date:</b> September 26, 2022
<b>Submitted By: Tonia Smith, Recreational Clerk</b>	
<b>Subject:</b> Ice Age Trail Community Committee Night Hike Event	

**Details:** The Hartland Ice Age Trail Community Committee would like to host a night hike on October 8, 2022. They have submitted the required Special Event Permit Application and burn permit. All department heads have approved with minor notes regarding parking from the Police Department and the Department of Public Works.



210 Cottonwood Avenue  
 Hartland WI 53029  
 262-367-2714 FAX: 262-367-2430  
[www.villageofhartland.wi.gov](http://www.villageofhartland.wi.gov)

## SPECIAL EVENT PERMIT APPLICATION

Permit approved	_____	Date	_____
Permit fees paid	NA	Date	_____
Deposit paid	NA	Date	_____
Deposit returned	NA	Date	_____

**FEES ARE NON-REFUNDABLE**

**APPLICATION AND PERMIT FEES ARE DUE 60 DAYS PRIOR TO YOUR EVENT**

ORGANIZATION INFORMATION				
Name of Organization HARTLAND ICE AGE TRAIL COMMUNITY COMMITTEE				
Street Address		City	State	Zip
Phone Number		Are you a 501(c)3 Organization?		Yes No
Event Contact Person (First & Last Name) JAMES MUENZENBERGER				
Address 182 WARREN AVE		City HARTLAND	State WI	Zip 53029
Email drjimsteam@hotmail.com	Phone Number 262-844-3266 (C)		Day of Event Phone Number SAME	
If applicant is a partnership, provide names, addresses and phone numbers for all partners. Provide names, addresses and phone numbers for all officers and directors if corporation or members if applicant is a limited-liability company. OTHER IATC COMMITTEE MEMBERS (ON FILE)				

EVENT INFORMATION	
Name of Event IATC MOONLIGHT HIKE	Date(s) of Event OCTOBER 8, 2022
Event Start Time 7:00 PM	Event End Time 9:00 PM.
Location of the Event* COTTONWOOD WAYSIDE	
Will your event take place in a Village of Hartland Park?	<input checked="" type="radio"/> Yes <input type="radio"/> No
<p><b>You MUST attach a detailed map/diagram of your event indicating the specific location and layout for event including vendors, generators, parking, proposed road closures, structures and portable toilets.</b></p> <p><b>*If you are using a Village Park, you must complete the Park Facility Reservation Application and reserve the park facility prior to getting your special event permit approved by the Village Board.</b></p> <p>WE WILL BE HIKING THE COTTONWOOD LOOP AND UTILIZING THE SHELTER AND CHIMNEY</p>	

**OTHER INFORMATION**

Generally describe your event and its purpose

PROVIDE A NIGHT HIKE OPPORTUNITY ON OUR ICE AGE TRAIL SYSTEM, AND SUPPORT THE MAMMOUTH TRAIL HIKE WE WOULD LIKE TO USE THE ONSIGHT CHIMNEY IF POSSIBLE

Estimated Number of Participants 50	Spectators —	Vendors —
--	-----------------	--------------

Will alcohol be sold/served? *If yes, liquor and bartender licenses are necessary under separate application.* Yes  No

Will you be selling/serving food? FREE BEVERAGES PROVIDED - CIDER Yes  No

Will you have food trucks? *If yes, you will need to obtain Outside Food Vendor Permits under separate application.* Yes  No

If yes, how many food trucks will be at the event?

Will you be selling merchandise? *If yes, you will need to obtain a Solicitor's Permit under separate application.* Yes  No

Does the event involve fireworks? *If yes, you will need to obtain a Fireworks Permit under separate application.* Yes  No

Does the event involve amplified music? Yes  No

If yes, will the amplified music be a: ~~Band~~ DJ

Hours of amplified music: NA

**Noise is regulated within the Village of Hartland. The Village ordinance states that no person shall make loud noise such as may tend to unreasonably annoy or disturb the peace and quiet of another in the vicinity. Music for special events shall terminate at 9:00 p.m. if the event held Sunday through Thursday and at 11:00 p.m. if the event is held on a Friday, Saturday or holiday weekend.**

Is street closure requested? Yes  No

Hours of street closure:

Diagram for Street Closure Provided? Yes  No

Will you need barricades provided by the Village for your event? Yes  No

How many barricades needed for your event?

"Road Closed" signs requested? Yes  No

Will you be erecting any tents, canopies or other temporary structure(s)? *If yes, You will need to provide a plan for their proposed locations and the Department of Public Works will need to inspect these structures prior to the start of your event. Tents over 400 sq. feet will require inspection by the Building Inspector.* Yes  No

Will you be providing portable restrooms and wash stations? Yes  No

**OTHER INFORMATION CONTINUED**

*If yes, how many will you provide and where will they be located? Also how will solid waste be disposed of?*

Will you provide parking for participants?	Yes	No
--	-----	----

*If yes, where will parking be available?*

AT THE COTTONWOOD WAYSIDE LOT AND STREET PARKING ON COTTONWOOD

Will you provide a dumpster/clean-up services?	Yes	No
--	-----	----

*If yes, please describe your clean-up and refuse collection plan.*

Will the event require additional security?	Yes	No
---	-----	----

Will you have an emergency plan in the event of severe weather?	Yes	No
---	-----	----

Will the event require first aid and/or emergency responders?	Yes	No
---	-----	----

**INSURANCE REQUIREMENTS**

The Special Event Sponsor will obtain liability insurance for the event. Proof of this insurance with coverage no less than \$1,000,000, must list the Village of Hartland as an additional insured party and is due no later than 20 days before the event.

Are you able to provide these insurance documents? VILLAGE COMMITTEE	Yes	No
--	-----	----

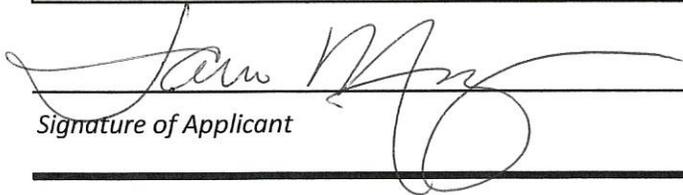
**DEPOSIT REQUIREMENTS**

For events to held in a Village Park: The applicant may be required to submit to the Village a refundable deposit based on number of attendees (see Park Facility Reservation Application). The deposit shall be refunded to applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within twelve (12) hours after the conclusion of the event.

**TERMINATION OF AN EVENT**

The Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Hartland Police Department and/or Fire Department and/or there is a violation of Village Ordinances, State Statutes or the terms of the Applicant's permit. The Village Administrator and/or his/her designee may revoke an approved Special Events Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

By signing this form, the applicant certifies authorization to act on behalf of their organization and hereby agrees to hold the Village, its officers, employees, agents and contractors, harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney's fees) incurred by the Village for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires Village approval. The applicant is responsible for obtaining all necessary reservations, permits and licenses.

  
 \_\_\_\_\_  
 Signature of Applicant

9/8/22  
 \_\_\_\_\_  
 Date

**For staff use only**

Park/Rec. Board approval, if necessary, on:  
 \_\_\_\_\_

Application forwarded to:

- Administrator
- Building Inspector
- Fire Chief
- Police Chief
- Public Works Director
- Rec Director

Village Board approval, if necessary, on:  
 \_\_\_\_\_

Date: \_\_\_\_\_

DEPT.	APPROVE	DENY	BY	REASON (if denied)
Clerk	NA			
Fire	DF		Dave Julets	
Police	TSM		Miska	No Parking Signs posted on Cottonwood
Public Works	DF		DF	If parked on Cottonwood. Needs to be posted on Lindenwood
Rec				

**Fees**

\_\_\_\_\_ Outside Food Vendors      \_\_\_\_\_ Special Event Permit  
 \_\_\_\_\_ Park Facility Fees      \_\_\_\_\_ Temp. Bartender's  
 \_\_\_\_\_ Solicitor's Permit(s)      \_\_\_\_\_ Temp. Class B

**TOTAL FEES**  
NA

All requirements for this special event have been met.

**Village Administrator approval**      **Date**  
 \_\_\_\_\_



# RECREATIONAL OUTDOOR BURNING PERMIT

Name THE AGE TRAIL COMMUNITY COMMITTEE  
C/O JIM MUENZENBERGER

Address/Location of burning: COTTONWOOD WAYSIDE

Phone: 262-844-3266  Home  Cell CHIMNEY

Name of responsible party on site during burning:  
JIM MUENZENBERGER

FEE: \$20	Cash _____
	Check _____
	Initials _____
DATE ISSUED: _____	
EXPIRATION DATE: _____	
(2 years from date issued)	

- A burning permit issued under this section shall require compliance with all applicable provisions of this ordinance and any additional special restrictions deemed necessary to protect public health and safety.
- Any violation of the conditions of a burning permit shall be deemed a violation of this Chapter. Any violation of this ordinance or the burning permit shall void the permit.
- When weather conditions warrant, the Fire Chief or the Department of Natural Resources may declare a burning moratorium on all open burning and temporarily suspend previously issued burning permits for open burning.
- Recreational burning permits issued under this section shall be effective for a period of two (2) years from the date of inspection and approval by the Fire Chief, or the Fire Chief's designee, of the applicant's compliance with the applicable provisions of this Ordinance for recreational fires.
- All persons burning without a permit shall assume liability for damage that may result from such burning.
- Wind speed at time of burning must be nine miles per hour or less.
- Responsible party must be on site with water hose
- The licensee must keep safe control of such fire, and all resultant embers and ashes shall be removed or extinguished by wetting down at the close of such fire.

[Signature]  
Property Owner's Signature

[Signature]  
Fire Chief or Authorized Personnel Issuing Permit

Recreational fires shall mean small campfires on private property, small fires confined to pits, or outdoor cooking fires not otherwise permitted under Sec. 38.112(a)(1) of this Ordinance that are conducted not less than 15 feet from any building, structure, shed, garage, tree, shrub, bush, fence or any combustible material and must be surrounded by non-combustible material such as concrete, rock or cement block. Recreational fires shall have a maximum diameter of three feet (3') and flames that do not reach a height greater than three feet (3') from the base of the fire.

Hartland Fire Department  
150 Lawn Street  
Hartland, WI 53029  
Phone: 262-367-6878  
FAX: 262-367-4881

**IN CASE OF EMERGENCY CALL 9-1-1**

**From:** [Ryan Bailey](#)  
**To:** [Darlene Igl](#)  
**Subject:** FW: Retention ponds  
**Date:** Thursday, September 8, 2022 10:52:31 AM

---

Darlene,

On the next Village Board meeting we will have an agenda item to “discuss retention ponds and safety concerns with them”. Please include Ann’s email below in the packet.

Thank you,

*Ryan S. Bailey, CPA*

Village Manager

Village of Hartland

210 Cottonwood Avenue

Hartland, WI 53029

Phone (262) 367-2714

email: [ryanb@villageofhartland.wi.gov](mailto:ryanb@villageofhartland.wi.gov)

[www.villageofhartland.wi.gov](http://www.villageofhartland.wi.gov)

---

**From:** Ann Wallschlager <[annw@villageofhartland.wi.gov](mailto:annw@villageofhartland.wi.gov)>

**Sent:** Wednesday, September 7, 2022 7:11 PM

**To:** Ryan Amtmann ([RAmtmann@ruekert-mielke.com](mailto:RAmtmann@ruekert-mielke.com)) <[RAmtmann@ruekert-mielke.com](mailto:RAmtmann@ruekert-mielke.com)>; Ryan Bailey <[ryanb@villageofhartland.wi.gov](mailto:ryanb@villageofhartland.wi.gov)>; Dave Felkner <[dfelkner@villageofhartland.wi.gov](mailto:dfelkner@villageofhartland.wi.gov)>; Leo Jungbluth <[leoj@villageofhartland.wi.gov](mailto:leoj@villageofhartland.wi.gov)>

**Subject:** Retention ponds

Hi,

This memo is regarding my concerns regarding the village's open retention ponds. I understand we have dry and wet ponds. Why do we not put fencing around both kinds? Little children are naturally curious and can wonder close to these. The sides are mucky and weed filled which could suck a small child under water.

We mandate that all in-ground pools must put up an all-inclusive fence as soon as water is put in the pool. Yet, the retention ponds that developments must construct have no fencing and are just as dangerous, if not more so, than a neighbor's pool.

I would like to have the village investigate the need and cost to enclose our village retention ponds. Even a small fence, 3 feet, would help detour a small child from immediately accessing a pond.

Thank you for helping with this concern.

Ann Wallschlager

Village Trustee

Village of Hartland

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**Village of Hartland  
Administration**

210 Cottonwood Ave, Hartland, WI 53029  
[www.villageofhartland.com](http://www.villageofhartland.com)

<b>Committee:</b> Village Board	<b>Date:</b> 9/20/2022
<b>Village Board Item Number:</b>	<b>Date:</b> 9/26/2022
<b>Submitted By:</b> Dave Felkner, Interim DPW Director	
<b>Subject:</b> Discussion and Consideration of Replacement of Hartbrook Park Pedestrian Bridge	

**Details:** Every two years the Village has our pedestrian and vehicular bridges inspected by an engineering company.

Two years ago, the engineer stated this bridge would last another two to three years if we would replace the decking on this pedestrian bridge.

This year's engineering report stated that the bridge is unsafe and needed to be closed immediately. The DPW closed off this bridge in May.

In order to replace the bridge, the village would require soil boring, DNR permitting, design and engineering of the new bridge. The cost to replace this bridge would be \$205,000.00.

Note, this bridge is in demand for kids going from River Meadow and Hilger subdivisions to get Arrowhead. This is also part of the ice age trail.

**Financial Remarks:** This would come out of the CIP fund balance.

**Options & Alternatives:** There are two options for this bridge. First option: replace this bridge for \$205,000.00. Second option: vote to close and remove the bridge permanently.

**Executive Recommendation:** Staff would recommend replacement of this bridge for the \$205,000.00



Replace abutments  
New bridge structure

<u>Item No</u>	<u>Description</u>	<u>Unit</u>	<u>QTY</u>	<u>Unit Price</u>	<u>Total Price</u>
	Erosion Control	LS	1	\$ 10,000.00	\$ 10,000.00
	Remove Existing Bridge & Footings	LS	1	\$ 15,000.00	\$ 15,000.00
	8" Crushed Aggregate Base Course (Trail)	TON	40	\$ 50.00	\$ 2,000.00
	3-Inch Asphalt Surface (Trail)	SY	90	\$ 30.00	\$ 2,700.00
	Abutment Design & Construction	LS	1	\$ 37,000.00	\$ 37,000.00
	50-FT Pedestrian Bridge	LS	1	\$ 70,000.00	\$ 70,000.00
	Restoration	SY	400	\$ 18.00	\$ 7,200.00
	Crane to Set Bridge		2	\$ 10,000.00	\$20,000.00
					\$ 163,900.00
				Administration, Engineering & Contingencies (25%)	\$ 40,975.00
					<b>\$ 204,875.00</b>

## Bridge Inspection Report

Hartbrook Park  
Pedestrian Bridge



Prepared for:

Village of Hartland, WI

June 22, 2022

# **Bridge Inspection Report**

## **Hartbrook Park Pedestrian Bridge**



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## Description of Structure

The pedestrian bridge is steel thru truss with a timber plank deck. The structural steel elements are composed of unpainted weathering steel. The stringer, floor beams, chords, vertical members, diagonal members, and lower diagonal bracing are structural steel tubes. The longitudinal truss low chord tubes have structural steel deck support angles attached to the inside sides of the tubes to support the timber plank deck. The ends of the timber planks are held in place by angles above and below the planks. The top angle is bolted to the bottom angles that are attached to the truss low chord. The timber plank deck was overlaid with timber planks that span between the trusses. Space boards were used to raise the new timber plank deck above the existing timber plank deck. The new timber planks are 1 1/8" deep and 5 1/2" long. The truss bearing plates at each abutment are structural steel. The abutments and wingwalls are composed of timber backing planks and structural steel wide flange piles and pile cap. The approaches are bituminous. The railings at the ends of the bridge are made of timber planks and posts. The overall width of the bridge is 4'-7" and the length is approximately 44'-9".

It appears that the approaches are heavily salted in the winter months. This is causing significant deterioration in the weathering steel at the ends of the bridge. The trusses themselves do not look to be deteriorating as quickly as the other members, but that is probably because they are exposed to the elements and are washed off by rain and snow more easily. The covered elements under the bridge deck are deteriorating badly.

## Condition of Structure

**Deck:** The planks contain surface checks up to 1/8" wide in various locations.

At various locations mostly near the ends of the bridge the original deck plank ends are not supported because the bottom support angle has deteriorated away. The west end stringer also has a section that has 100% section loss under the west end deck plank. However, the remaining 'ends' of the stringer on each side of the section with 100% section loss still support the west end timber deck plank. One of the bolts that hold the angles that support the deck planks in the NW corner has pulled thru the top angle. This was probably caused by the bottom support angle in the NW corner deteriorating away, which is causing movement in the deck planks at the west end.

**Deck Support Angles:** There are angles that are attached to the low chords of the truss that support the timber deck planks.

The support angles have heavy corrosion throughout. Major section loss was noted in various locations with up to 100% section loss of the entire top leg throughout the structure. The areas with the worst section loss are near the ends of the structure. Throughout the rest of the structure the top angle leg supporting the original timber plank deck has approximately between 60% and 80% section loss with spot areas of 100% section loss.

**Stringer:** There is one stringer that runs in the middle of the bridge that is supported by the floor beams and diagonal bracing.

The stringer has heavy corrosion throughout. Major section loss was noted in various locations, with several areas having holes thru the tube. Most of the holes were concentrated near the ends of the structure. The rest of the tube throughout the structure is thin and was easily deformed when struck with a hammer. In other locations the tube was able to be punctured when struck with a hammer.

The west end of the stringer also has a section that has 100% section loss under the west end deck plank. The east end of the stringer has an area of nearly 100% section loss with just a paper thick

section of the top flange and each leg remaining.

**Floor Beams:** Significant corrosion with flaking and lamellar corrosion has formed on the steel. Major section loss was noted in various locations throughout.

The floor beam tubes have open ends. This allows the tubes to be filled with debris, which holds moisture and helps accelerate the deterioration.

There are 11 floor beams on the structure. The floor beams are numbered 1 thru 11 starting at the east abutment. The condition of the floor beams is as follows:

- Floor Beam 1 – Major deterioration with significant corrosion, major section loss, and large areas with 100% section loss. This floor beam no longer supports the steel stringer along the centerline of the structure and the diagonal bracing attached to it is no longer functional.
- Floor Beam 2 – Major deterioration with significant corrosion, major section loss, and large areas with 100% section loss along the bottom of tube and along the sides.
- Floor Beam 3 – Major deterioration with significant corrosion, major section loss, and large areas with 100% section loss along one side of the tube.
- Floor Beam 4 – Major deterioration with significant corrosion, major section loss, and large areas with 100% section loss along one side of the tube.
- Floor Beam 5 – Major deterioration with heavy corrosion and major section loss.
- Floor Beam 6 – Major deterioration with heavy corrosion and major section loss.
- Floor Beam 7 – Major deterioration with heavy corrosion and major section loss.
- Floor Beam 8 – Major deterioration with significant corrosion, major section loss, and large areas with 100% section loss along one side and bottom of the tube.
- Floor Beam 9 – Major deterioration with significant corrosion, major section loss, and large areas with 100% section loss along one side and bottom of the tube.
- Floor Beam 10 – Major deterioration with significant corrosion, major section loss, and large areas with 100% section loss along one side and bottom of the tube.
- Floor Beam 11 – Major deterioration with heavy corrosion and major section loss.

The floor beams act more as angles or bars now instead of tubes due to the advanced deterioration

**Bottom Diagonal Cross Bracing Members:** Significant deterioration and heavy corrosion is present in the members. During the inspection when struck with a hammer lamellar corrosion was removed. None of the braces punctured when struck, but sounded soft indicating advanced deterioration.

The brace at the west end of the bridge has 100% section loss over the pile cap.

**Truss Top Chords:** Surface patina with a slightly granular texture has formed on the steel. No section loss was noted.

**Truss Bottom Chords:** Surface patina with a moderately granular texture has formed on the steel. Less than 5% section loss was noted in various locations.

**Truss Vertical Members:** Surface patina with a slightly granular texture has formed on the steel. Less than 5% section loss was noted in various locations.

The 5<sup>th</sup> vertical from the east end on the south side of the bridge has a deteriorated area that has developed a hole in the bottom of the vertical near the diagonal connection. The hole is approximately 4" tall and ½" wide.

**Truss Diagonal Members:** Surface patina with a slightly granular texture has formed on the steel. Less than 5% section loss was noted in various locations.

**Truss Longitudinal Members:** There are angles on the outside of the trusses that act as a railing. Surface patina with a slightly granular texture has formed on the steel. Less than 5% section loss was noted.

**Bearing Plates and Anchor Bolts:** Moderate surface corrosion and some pitting have formed on the plates and bolts. Less than 5% section loss was noted. The anchor bolts are in satisfactory condition.

**Abutments:** The timber backing planks have checks and splits. Heavy lamellar corrosion has formed on the steel abutment cap. There is section loss in the abutment caps with 30% section loss of the bottom flange, 50% section loss of the web, and 20% section loss of the top flange. Surface corrosion with lamellar and flaking corrosion have formed on the steel pile sections. 10% section loss was noted in the piles.

**Wingwalls:** The timber backing planks have checks and splits. The bottom timber plank at the SW wing is beginning to rot.

Surface corrosion and pitting have formed on the steel pile sections. No section loss was noted. The piling in all of the corners of the bridge are all tipped forward.

**Railing:** The approach rails have splits and checks up to ¼" wide. There is a piece of a post broken off in the southeast quadrant. The paint has deteriorated in various locations.

**Approach Slab:** The approaches are in fair condition. The west approach is settled 1". The east approach has been wedged.

**Channel:** Both embankments have moderate erosion but appear to be stable overall.

## Conclusions

The bridge is in severe condition. The structural elements under the deck have significant deterioration. Heavy corrosion with lamellar and flaking corrosion have formed on the unpainted (weathering) steel members with major section loss in various locations. The floor beams are nearly non-existent. The truss will continue to deteriorate, but most likely at a slower rate than floor beams.

The diagonal cross bracing below the deck connects to the floor beams. Concerns exist with regards to the structural adequacy of the structure under a design load (i.e. fully loaded with people) scenario given the lack of lateral restraint offered by the floor beams and cross braces under the bridge. In addition, the new timber plank deck boards are only 1 1/8" thick and are spanning the width of the bridge without support offered by the longitudinal tube along the centerline of the bridge due to deterioration of the floor beams and longitudinal tube.

## Recommendations

The bridge should be closed.

## Inspection Team Summary

Inspection Date: 06/22/2022

Inspector: Joseph L. Bluma, PE, CBI

Equipment: waders, hammer, tape measure

**Appendix A**  
**Inspection Photos**



South Profile



East Approach Looking West



Typical Timber Plank Deck



West Approach Settled 1"



4" Hole in 5<sup>th</sup> Vertical from East South Rail



Damage to Timber Rail in SE Quadrant



Floor Beam 1 Condition



Floor Beam 2 Condition



Floor Beam 3 Condition



Floor Beam 4 Condition



Floor Beam 5 Condition



Floor Beam 6 Condition



Floor Beam 7 Condition



Floor Beam 8 Condition



Floor Beam 9 Condition



Floor Beam 10 Condition



Floor Beam 11 Condition



Stringer Near East Abutment



Stringer West of Floor Beam 1



Stringer West of Floor Beam 11



Typical Angle Support Condition In-Span



Angle Support Condition Near West Abutment



Angle Support Condition Near West Abutment



Angle Support Condition Near West Abutment



Angle Support Condition Near West Abutment



Broken Lateral Brace Near West Abutment



Broken Stringer Near West Abutment



West Abutment



Southwest Wingwall Rot of Bottom Board



Side View of Timber Plank Overlay