

VILLAGE BOARD MINUTES
MONDAY, NOVEMBER 28, 2022
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD

Call to Order

Roll Call

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

Others Present: Village Manager Bailey, Clerk Igl, Lieutenant Soboniak, Interim DPW Director Felkner, DPW Operations Supervisor Jungbluth, DPW Leadman Jenson, Fire Chief Jambretz, Attorney de la Mora, Village Engineer Amtmann, Shawn Hoppe, Jennie Wolf

Pledge of Allegiance – President Pfannerstill

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. This meeting will be recorded and will be available online through the Village's website.
None heard.

1. Motion (Wallschlager/Pfeiffer) to approve Village Board minutes of November 14, 2022. Motion carried. Conner abstained.
2. Motion (Conner/Truttschel) to approve vouchers for payment in the amount of \$132,480.09. Motion carried.
3. Actions related to Licenses and Permits
 - a. Motion (Pfeiffer/Wallschlager) to approve Operator's (Bartender) Licenses as listed. Motion carried.

Village Manager Bailey requested that item #4 be delayed pending the arrival of the Village Attorney. Motion (Pfeiffer/Wallschlager) to suspend the rules to move item #4 to later in the agenda. Motion carried.

4. Items related to development of two single family residences under condominium ownership on the property located at 1112 Lisbon Ave.
 - a. **PUBLIC HEARING** to hear comments about the proposed Planned Unit Development Agreement.
President Pfannerstill opened the Public Hearing at 7:07 p.m. No comments were heard and the Public Hearing was closed at 7:08 p.m.
 - b. Discussion of the Planned Unit Development Agreement between the Village of Hartland and Eagle Reserve, LLC.
Village Manager Bailey stated that the property owners were present to answer any questions. Village Attorney de la Mora explained that this development is a two-unit

condominium development with utilities to be serviced by private laterals. He stated that this development will include a condominium plat and condominium declarations. He stated that the cul-de-sac was necessary to allow for snow removal as there is one access point for the two condominiums.

President Pfannerstill raised concerns that a large outbuilding structure could be built on the property with a business running out of it. Attorney de la Mora stated that the declarations will address this issue and that the plat includes the maximum size that would be allowed for an outbuilding.

The final Planned Unit Development Agreement will come back to the Village Board for consideration.

5. Discussion and consideration of a banner for Lake Country Children's Theater.

Village Manager Bailey stated that the applicant was not present and stated that the applicant was made aware of the policy but wanted to move forward with the request. Interim DPW Director Felkner stated that another business not listed as approved in the policy was allowed to have a banner hung over Capitol and was charged \$150 for installation. Trustee Wallschlager voiced concerns that allowing the banner may set a precedence for all public events. President Pfannerstill agreed that it could become difficult to decide who is granted permission for banners. Trustee Wallschlager asked whether Lake Country Children's Theater could put a banner on the side of their building. It was stated that they could do so as a temporary sign with approval of the Building Inspector. Motion (Wallschlager/Conner) to deny hanging the banner as requested by Lake Country Children's Theater. Motion carried.

Item #4 was addressed following this item.

6. Discussion and consideration of an Outside Food Vendor Application for Dough Nation Mini Donuts for the Holiday Train event.

Amy Fanning, Dough Nation Mini Donuts, requested an Outside Food Vendor Permit to sell during the Holiday Train event. President Pfannerstill commented that the CP Railroad does not want businesses to profit from this event as their focus is on raising funds for the local food pantries. It was stated that Dough Nation had offered to give 10% of their proceeds to the food pantries. There was discussion about where she could set up and it was recommended that she set up on private property.

It was discussed that if Dough Nation was granted the permit to operate on public property, all profits should be donated to the food pantries. After discussion, motion (Conner/Pfeiffer) to approve the Outside Food Vendor Application with the stipulation that all profits be donated to the food pantries for the Holiday Train event. Motion carried.

7. Discussion and consideration of Resolution 11/14/2022-02 "Resolution Amending Appendix A of the Code of Ordinances for the Village of Hartland Concerning the Schedule of Municipal Fees and Charges".

President Pfannerstill provided background on the Village's food truck ordinance and stated that there hasn't been a problem with food trucks on private property. He recommended an annual fee of \$150 and a single use permit fee of \$25. Trustee Hallquist stated that consistency should be considered as the Park & Recreation Board set a fee for food trucks in the parks of \$75 for a one time use. Trustee Pfeiffer agreed that the fee should be consistent. Trustee Conner asked what the annual cost of permits is for restaurants. Trustee Wallschlager asked whether a business could pay for an annual fee and have multiple food trucks. President Pfannerstill stated that an annual fee would allow multiple food trucks but only one at a time. Village Manager Bailey stated that he would discuss adding a fine to the ordinance and would discuss with Chief Misko.

Motion (Pfeiffer/Truttschel) to set the single use per food truck on private property at \$25 and the annual fee at \$150 beginning January 1, 2023 and to revisit the fees annually. Trustee Conner stated that he felt these fees were too low. Village Manager Bailey stated that the fees can be modified later if desired. President Pfannerstill requested that this be reviewed June 1. Motion carried. Trustees Conner and Hallquist opposed.

8. Discussion and consideration of Resolution 11/28/2022-01 "A Resolution Approving Municipal Court Budget".

Village Manager Bailey stated that the budget had increased significantly due to moving a part-time clerk position to a full-time position although the employee has declined health benefits which was not reflected in the proposed budget. Motion (Wallschlager/Hallquist) to approve Resolution 11/28/2022-01 "A Resolution Approving Municipal Court Budget". Motion carried.

9. Discussion and consideration of the December 26 Village Board meeting.

Village Manager Bailey stated that if the December 26 meeting were cancelled, a payable run would be done on Dec. 29 for approval at the Jan. 9 Village Board meeting. Motion (Wallschlager/de Boer) to cancel the December 26 meeting due to the holiday. Motion carried.

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.

Interim DPW Director Felkner provided an update on a previously approved Eagle Scout project stating that 2 picnic tables and 4 benches were built and that the scout did an outstanding job.

Lieutenant Soboniak stated that 587 pounds were collected in the Village for the fall drug take back event. He stated that the department is prepared for the train event and that Cottonwood will remain open throughout the event.

Fire Chief Jambretz stated that the department continues to see a high call volume and had assisted with a structure fire in Oconomowoc recently.

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President Pfannerstill stated that Kiwanis had held a fundraiser at the Piggly Wiggly to benefit the fire victims and will be selling at the Holiday Train event to benefit the food pantries. He reminded residents that Hartland Lights is set for Dec. 2 with activities planned at several businesses. He stated that the Grist Mill had held a benefit for the fire victims as well and that the Legion had also donated to each family. The Holiday Train is scheduled for Dec. 9 with the train arriving at approximately 5:30 p.m.

11. Adjournment.

Motion (Wallschlager/Pfeiffer) to adjourn at 8:01 p.m.

Respectfully submitted,

Darlene Igl
Village Clerk