

VILLAGE BOARD AGENDA
MONDAY, APRIL 22, 2024 ▪ 6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD

Call to Order

Roll Call

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. This meeting will be recorded and will be available online through the Village's website.

1. Proclamation honoring David Felkner for his 29 years of service to the Village of Hartland.
2. Presentation of \$1,000 check by the Woman's Club to the Village of Hartland.
3. Consideration of Village Board minutes
 - a. April 3, 2024
 - b. April 8, 2024
4. Items related to vouchers
 - a. Consideration of vouchers for payment in the amount of \$ 244,609.89.

Items referred from the April 15, 2024 Plan Commission meeting

5. Review and consideration of a request for Conditional Use Permit and Business Occupancy permit applications for SD Hartland, Inc., 805 Cardinal Lane (Mobile Gas Station).

Other Items for Consideration

6. Consideration of a Petition to annex property from the Town of Merton owned by Gideon Farms LLC (42.722 acres).
 - a. First reading of Bill for an Ordinance 04/22/2024, An Ordinance Annexing Territory to the Village of Hartland, Wisconsin Pursuant to Wis. Stat. § 66.0217(2).
 - b. Refer to Plan Commission for review of zoning and recommendation to Village Board.
7. Consideration of the 2025 Budget Preparation Schedule.
8. Consideration of Board, Commission and Committee appointments as presented by Village President Pfannerstill.

9. Discussion and consideration of rescheduling the May 27, 2024 Village Board meeting to May 28, 2024.
10. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regard 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. Closed Session – Pursuant to 19.85(1)(g) upon a motion duly made, may convene in a closed session to confer with legal counsel on strategy regarding pending or anticipated litigation arising out of or related to the claim filed by Erin Wells against the Village of Hartland.
12. Reconvene in open session, to take any action, if necessary, with respect to the preceding closed session.
13. 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 Sandee Policello, 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: 889 6552 0826 Passcode: 458387 Or participate online: <https://us02web.zoom.us/j/88965520826?pwd=TjQ2b0FtenJYWDU0UnVwOU9qcU93Zz09>

**VILLAGE OF HARTLAND
MINUTES FOR THE JOINT MEETING OF THE
JOINT ARCHITECTURAL BOARD/PLAN COMMISSION AND VILLAGE BOARD
WEDNESDAY, APRIL 3, 2024 ▪ 6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

Call to Order of the Joint Architectural Board/Plan Commission at 6:31 pm

Roll Call – Jeffrey Pfannerstill, Chip Schneeberger, Tim Hallquist, Jeff Bierman

Excused: David DeCourcy- Bauer, Dino Xykis, Ann Wallschlager

Others Present: Village Manager Bailey, Village Inspector Scott Hussinger, Trustee Truttschel, Trustee Pfeiffer, Trustee Conner, Village Engineer Ryan Amtmann, Attorney Hector de la Mora, Village Clerk Policello, Jon Ford-Three Leaf Development (via Zoom), Derek Taylor-Three Leaf Development

Public Comments: Please be advised the Joint Architectural Board/Plan Commission will receive comments from the public related to any item(s) for a three-minute time period per person, with time extensions per the Chair's discretion. This meeting will be recorded and will be available online through the Village's website. There was no public comment.

1. Plan Commission review and consideration of Hartland Quarry, a proposed PUD development ("Project") whose approval and rezoning is being sought by Three Leaf Partners LLC on property tax keys HAV0730981, HAV0730985, HAV0730986 and HAV0730987 located at 700, 701 W. Capitol Drive. The Plan Commission will review and consider:
 - a. Proposed rezoning and PUD Agreement for the Project

Village Manager Bailey said everything has been approved by the Plan Commission with the exception of the Planned Unit Development. This has been worked on for several months.

Ryan Amtmann said the slope management plan has been adequately addressed with a long-term maintenance plan; Capitol Drive improvements are being worked on with Kwik Trip; he has worked extensively with the group regarding the 18 exhibits attached to the PUD and he feels confident they are in good order.

Scott Hussinger said the underlying RM1 zoning supports this project with the PUD overlayed on top of it.

Attorney de la Mora told the Commission that he does not have any major legal issues to bring to their attention, however, he drew their attention to a policy decision they should consider. He referred them to the PUD lines 880 through the end of that section. He read this section, his understanding in the negotiations was that Three Leaf was in it for the duration, that it would build this out. He said at the 11th hour the request was made for their ability to transfer ownership interest before it was completed. He said this is not a legal issue, but it is a policy issue. What has

been difficult to analyze is whether this is a reasonable step to allow, given the complexity of this project. Attorney de la Mora read:

Transfer Restriction. Until the occurrence of Substantial Completion of the Apartment Project (defined as issuance of certificates of occupancy for buildings representing at least one hundred thirty-four (134) units of the Apartment Project), Developer will not sell, transfer, or assign the Apartment Project asset or the membership interests in Developer for the Apartment Project asset unless (a) to another owner, investor, developer, real estate investment trust, real estate manager, general contractor, or similar real estate operator or company which owns or has owned, developed or constructed multifamily apartment properties aggregating to at least two hundred sixty-seven (267) units or owns, is a primary investor in, or manages multifamily apartment properties aggregating to at least one thousand (1000) units, as to be certified in writing by Developer to the Village or (b) as required by federal, state, bankruptcy, or other law applicable to Developer or as otherwise required by Developer's construction lender's or other lender(s)' loan documents for the Apartment Project or membership interests in Developer serving as collateral for loan(s) made to finance the Apartment Project. For the avoidance of doubt, Developer will not be required to disclose the identity of the potential acquirer of the Apartment Project asset or the membership interests in Developer for the Apartment Project asset as part of Developer's written certification to the Village. Following either Substantial Completion or written certification from Developer to the Village described in this Section XVIII(A), at such time, this restriction shall automatically terminate without any further action required of the Village or Developer.

Attorney de la Mora said with the current language, even before they get the occupancy permit for half of the units that they are supposed to build, they could transfer ownership to another party if they fit the requirements. It is one thing to allow for the transfer, it's another thing to not have to disclose to the Village who they are transferring it to. He understands their not wanting the possible transfer of the project to be frustrated by the Village speculating who the buyer is, but this language does not obligate them to disclose who ultimately is the party that has the beneficial interest in this particular project. Again, this is not a legal concern of his, but is a concern with regard to the assignment he was given in undertaking representation of the village.

President Pfannerstill asked for an analogy of what could happen where you could say why this was a concern. Attorney de la Mora said this is a complicated project where we have brought in more consultants than we have ever involved in the past. If the developer has a party that is unsophisticated or pays the premium price for this project, he believes there will be a built-in incentive to try to economize in the continuation of the construction of the project. In this situation, we have insisted on and they have agreed, to put up cash or a letter of credit to address any problems associated with the slopes, to the tune of \$100,000, however, that is only good for 30 months and we have a provision that basically says that if there is a default by the developer, we cannot force them to go through with the construction. In other words, we have given up specific performance as a contract remedy. We did build in some mechanisms where we could impose a special charge, but that involves us chasing them and proving the amount, that it was reasonable, that it was for their benefit and there's a delay in recovery of those funds. At the same time, you have to weigh that there have been other potential developers that have looked at this project, have gone to certain stages and have backed off. That to me says that this is a difficult project and it takes the right kind of entity to manage it; he believes through Three Leaf's exposure

to the challenges by working with their designers and engineers, they are in the best position to deliver the project that the Village has been hoping for. And if they step out of those shoes, there is nothing in this agreement that assures us that the technical know-how, sophistication, or ability to marshal workforce is going to be in place.

Commissioner Bierman asked if all the technical improvements had to be done on the site; is that all to be put in before the first units are built, or is it to be done in phases? Attorney de la Mora said it will be done in phases. They are going to start with the demolition, the grading and the infrastructure installation. He understands they will do the first buildings and units and as they move on, they will move towards the back of the pit. Ryan Amtmann confirmed this.

Commissioner Hallquist asked if the comments in the margin of the PUD have been addressed. Attorney de la Mora said practically all of them have been addressed; the ones that haven't been addressed await the closing of the transaction, i.e. insurance.

Derek Taylor from Three Leaf Development appeared in person. Jon Ford from Three Leaf appeared via Zoom. Ford said they have 100% intent to develop this development. All they ask for from a legal standpoint in the PUD agreement is that, not unlike any other developer, they don't want to be restricted or handcuffed in economic times. They have agreed, in the section Attorney de la Mora referenced, that they have restriction until they have 50% of the units delivered. They would suggest that no one has ever agreed to this much of a restriction previously, which in addition to that, a future buyer would need to meet certain requirements and that should give the Village very much comfort in the sophistication of who that could be. He reiterated that Three Leaf has 100% intent to see this development through the end. They started this process in February of 2023. They have worked tirelessly throughout the last year with the Village and all Village staff and all of the consultants. They have done extra analysis, additional borings, to provide a design that is completely safe and will generate that impact for the Hartland Community. Mr. Ford thanked Village Manager Bailey and the Village staff for their collaborative efforts. He said Ryan Amtmann with Ruekert Mielke has been instrumental in the process, as well as Greg Johnson from Ehlers from a TIF standpoint, and certainly Attorney de la Mora as well. Mr. Ford said they continue to see very challenging economic times in the overall market. While he can't provide an exact date when they will commence construction, what he can say is that they continue to see strong interest and make very good progress on a variety of fronts to get to a point where they can commence construction. Earlier this year they closed on the land; last week they received DNR approval; from a design standpoint construction documents are well underway over the last couple months and progressing nicely. They are in regular communication with a general contractor that has budget priced this project; they have the 50% CD out for budget pricing now that they will have in the next week or two. They have had multiple debt lenders to the site with active conversations with them, as well as institutional and very large equity potential interested parties. Their goal is to close on financing this summer and commence site work immediately thereafter. Approval of the PUD tonight will afford the project another major step towards commencing that construction.

Pfannerstill said the Board would like to see Three Leaf handle the project through its conclusion. He asked what type of scenario would cause Three Leaf to turn it over to another party and not tell the Village who is actually doing it. Ford deferred to Taylor why disclosure can't be realistic. Ford said they don't want to restrict or handcuff their investors. He said from an economic

standpoint, if they are approached and if it's the best benefit to their investors, they need to make that decision. This is a challenging development. The restrictions they have agreed to should show the Board that they can't even sell it until it is 50% developed and 50% of the units have been delivered. Taylor said Three Leaf is committed to Hartland. They have actually brought another project forward to the community, and they have developed here before Three Leaf Partners came into existence, so they are very committed to the community. Taylor said they cannot disclose to the Village of Hartland who a potential buyer or buyers are without entering into the public domain and FOIA requests, which would wreck the market. They are bound to confidentiality when they engage, so to disclose that would waive that confidentiality with them and they wouldn't engage in a process if their identity was put out into the public domain. They fully intend to build this project; this is what they have sold to their investors. They are going to sign on for about \$80 million in debt and equity between the lender and their investors, so it would not be in their interest to transfer this development prior to completion. They never asked to sell it prior to completion; they were asked if they would agree that they can't transfer or sell until stabilization. What they have drafted is to the Village's benefit. No other community that they are doing TIF in right now has asked for this, so Hartland is getting something more than anybody else that they have done TIF developments with.

Trustee Truttschel said it seems like there are a lot of cross checks on this PUD. He is in approval of the PUD. Truttschel left the meeting at this point.

Taylor said the PUD will be recorded in its entirety and run with the land. If someone did ever buy the development before completion or before stabilization, or even after, they will still be bound the agreements in the PUD and the exhibits that will be recorded. He confirmed that after a sale, the buyer would be disclosed to the Village, in fact, once they had an agreement and they start to work on closing on the acquisition, they will probably ask for some sort of an estoppel from the Village about some of the things in the agreement that may not be relevant anymore. They can't be the ones that disclose the buyer; the buyer would need to come forward.

Attorney de la Mora said the most recent agreement he has done for another municipality is the Mandel School Sisters project in Elm Grove and that is an \$87 million downstroke. What you are not told by Mr. Taylor is that in that recorded agreement, there is a personal guarantee by Barry Mandel that the structure, which they pegged at a minimum value of \$40 million for purposes of assessment to generate the revenue needed to pay off obligations of the Village of Elm Grove, were personally guaranteed. Nobody is guaranteeing anything here. They don't have an obligation to disclose it to you. What Mr. Taylor fails to tell you is that under Wisconsin public records law, certain confidentiality agreements can be entered into on a but for basis. If you read the language that's been proposed for this section, there's no obligation on their part. He is concerned about the Village not ever knowing and conceivably under that language, they could sell memberships in the LLC and on the legal surface nothing changes from the perspective of the Village, except that the operating arrangements can be drastically modified. That's the concern that he has. The language reads that if they complete 50% or if they find a buyer that qualifies in terms of having developed 267 units or owns an interest in 1000 units, they could take that route. Profit could motivate them to do this and there is nothing wrong with that. But the thing that holds him back is they talk about an \$80 million equity in investment; \$16 million of those dollars are coming from the taxpayers, the people who will not see the tax revenue for 27 years. Their

desire to have the option to transfer is not in any way inappropriate or undesirable, it's just that the people that we have been dealing with could be gone.

Mr. Bailey is in agreement with this PUD. He said the Village of Elm Grove is fronting the developer, Mandel, \$8.466 million, so without a personal guarantee from Barry Mandel, they could walk from the \$8.4 million and not develop and never get that money back. They are also doing \$3.9 million of long-term debt, \$865,000 of infrastructure costs. Here, this is 100% pay go TIF, so by this development they will have their three condo buildings developed, their rec center developed and 134 units of apartments developed. There is no money outlay for the Village, except for the \$868,000, which if that is developed, we will get all of that back. We get the first crack at the first \$35,000. This is a pay go TIF. What you are doing compared to what Elm Grove did is much safer. Elm Grove gave \$9 million up front, plus \$9.8 million in pay go, they are giving \$23.2 million in TIF. Some of that is upfront, some of that is pay go. Ours is 100% pay go. Bailey said he is 100% in agreement with this PUD.

Pfannerstill said our attorney is not hired to make sure that the developer is protected or to be their friend, he is hired to make sure that Hartland is in the best situation under any situation that we go with. Attorney de la Mora said he yields to Mr. Bailey's analysis and that was the mechanism that was used to cover Elm Grove's exposure. Pfannerstill asked Attorney de la Mora if later in the project a developer could change the materials. Scott Hussinger said they are obligated to develop the projected per the approved site and building plans. Taylor said those plans and specifications are explicitly referenced in the PUD agreement. Taylor said line 883 protects the Village from membership in the LLC being sold. Taylor said lines 578 through 581 where prior to them getting a building permit they will show the Village that they have executed a completion guarantee with their lender. He said this is their number one project and top of mind for them.

Attorney de la Mora said they do have to show us paperwork about their loan, but if they sell, it doesn't say in the PUD that the same financing arrangements continue or are transferrable to their buyer, that could be a separate arrangement. If they transfer, there is uncertainty.

Trustee Pfeiffer referred to line 883. He asked about the word "unless" which would not force the developer to build 134 units before they sell if the buyer met the criteria in (a) or (b). Bailey suggested putting a period after the word "project" in line 882. Taylor said they carefully went through this language. To protect the Village they added the language that the buyer would need to have developed a project of this size or they own or invest in 1000+ units to assure the Village that the buyer would be a sophisticated buyer. He said if they were required to divest in the property due to bankruptcy or their lender makes them because they are not paying them, they have to have the ability to do that. Bailey said line 884 says "owner" and not "developer", so they could sell it to another owner. Taylor said they could strike in (a) all possible buyers and limit it to "developer". Attorney de la Mora agreed that changing the comma to a period and the elimination of passive owners in that sentence, that it would get us closer to the situation that we would like to be in.

Pfannerstill understands both sides of this. Taylor said it would make it illegal to replace the comma with a period. They could further qualify (a) about who the developer is. If they were limited in selling the development, it would make it worse for the Village.

Attorney de la Mora recommends inserting the period and delete the reference to the federal law – a federal court can nullify the contract and sell it; the trustee in bankruptcy can sell it to whoever it nominates.

Hussinger and Amtmann both said that they support the project.

Pfannerstill said this property sat for a long time. It would be wonderful to see it developed. There is limited risk because of the pay go. As with anything of this magnitude there is risk on both sides.

Bailey asked Taylor if in line 884 they got rid of “owner investor” – what other language would he get rid of? Pfeiffer said he would only keep “developer” in (a). Taylor said he would be comfortable in (a) if they had it say “to another comparable developer who has developed”

Trustee Conner said if a period were put after “project”, this would not be a complete sentence. Bailey said in 884 it would say “for the Apartment Project asset unless (a) to another comparable developer who has owned, developed or constructed ...” Bailey asked if Taylor was ok with that. Taylor said they would be okay with that, so it would say “... to another comparable developer which owns or has owned, developed or constructed ...”

Pfannerstill wants to be sure that the word is right and it is on the record.

Pfeiffer asked if they want to limit it to “developer” rather than include a “developer who owns or has owned” ...

Bailey said if we get to a motion, we want to be sure that we clean up the language.

Pfannerstill said it may seem like he is pushing for the developer, but it does continue to read and says “which owns or has owned, developed or constructed multifamily apartment properties aggregating to at least 267 units or owns, is a primary investor in, or manages multifamily apartment properties aggregating to at least 1,000 units ...” Pfannerstill says he feels with this wording the buyer would have the money to complete the project.

Taylor said he made adjustments – “unless (a) to another comparable developer which has developed multifamily apartment properties aggregating to at least 267 units or another owner, investor, developer, real estate investment trust, real estate manager, general contractor, or similar real estate operator or company which owns, is a primary investor in, or manages multifamily apartment properties aggregating to at least 1,000 units ...”

Pfeiffer said he likes the first half of it better than the second half. He doesn’t like that the “owner, investor, real estate investment trust, real estate manager” back into the language. Taylor said those are the types of companies that would not be developers, but own 1000+ units. Pfeiffer said that’s not who they want to take over a project that is incomplete. Bailey said this is even talking about once it’s completed. Taylor said MLG Capitol owns billions of dollars of multi-family and they have never developed. But if they said they were going to develop this, they would be qualified to do it, perhaps more qualified than Three Leaf, because of who they are.

Pfeiffer said he thinks this just moves the language and says the same exact thing. Pfannerstill said if this is half built and it is sold to someone that is worth a billion dollars, but all they do is own,

they don't develop, the Village does still have the remedy to take them to court if they don't complete the development. They still have to abide by the agreement.

Taylor referred to line 768 which deals with this. The Village can seek specific performance against their successors or assigns – the Village could go to court and say build the thing.

Attorney de la Mora said it all depends on the transfer vehicle that is used. If there is a sale of the membership, it's the same shell entity and we can't get specific performance. We are getting closer to closing the gap, but the gap is still there.

Taylor said he doesn't think there is a gap. Line 883 states they will not sell, transfer, or assign the Apartment Project asset *or the membership interests in the Developer* and your rights to enforce specific performance are to our successors and assigns.

Hallquist doesn't have a problem with the language after (a) because we are defining what (a) is underneath.

Pfannerstill feels this is an extremely valuable opportunity for the Village.

Bailey said there is risk no matter what. The risk we mitigated by a TIF. If this project gets half developed, we are not out any money. We will build the infrastructure and we will get the first pack of money back; he doesn't have concerns about that. If it is sold, we want to be sure they are qualified. Both parties will not be 100% satisfied any agreement.

Taylor repeated language - "unless (a) to another comparable developer which has developed multifamily apartment properties aggregating to at least 267 units or another owner, investor, developer, real estate investment trust, real estate manager, general contractor, or similar real estate operator or company which owns, is a primary investor in, or manages multifamily apartment properties aggregating to at least 1,000 units ..."

Pfannerstill asked that the Clerk, once the recording is transcribed, send to the Village Board and Plan Commission what was just read so everyone is on the same page. This was confirmed.

Motion (Hallquist/Schneeberger) to approve the proposed PUD agreement and rezoning sought by Three Leaf Partners LLC on property tax keys HAV 0730981, HAV 0730985, HAV 0730986 and HAV 0730987 located at 700, 701 W. Capitol Drive. This also will include the \$80,000 letter of credit and revision to the PUD line 884 (a) as stated by Mr. Taylor, and the exhibits, with final review and approval by staff and Attorney de la Mora. All were in favor, **motion carried**.

2. Adjournment of Joint Architectural Board/Plan Commission

Motion (Hallquist/Schneeberger) to adjourn. All were in favor, **motion carried**.

IMMEDIATELY FOLLOWING THE ADJOURNMENT OF THE ARCHITECTURAL BOARD/PLAN COMMISSION THE VILLAGE BOARD MEETING WILL BE CALLED TO ORDER

Roll Call: President Pfannerstill, Trustees de Boer (via Zoom), Pfeiffer, Hallquist, Conner
Excused: Trustees Truttschel and Wallschlager

1. Village Board review and consideration of Hartland Quarry, a proposed PUD development ("Project") whose approval and rezoning is being sought by Three Leaf Partners LLC on property

tax keys HAV0730981, HAV0730985, HAV0730986 and HAV0730987 located at 700, 701 W. Capitol Drive. The Village Board will review and consider:

- a. Proposed rezoning and PUD Agreement for the Project

President Pfannerstill said what the Village Board needs to review is a proposed rezoning and PUD Agreement for the Quarry Project. He added that a motion and vote of approval was taken by the Plan Commission just prior to this meeting, in which they approved the rezoning and the PUD Agreement, that the language needs to include that there is a \$80,000 letter of credit, line 884 needs to reflect the new language that was approved at the Plan Commission meeting, with exhibits, with the stipulation that staff gets a final review of the exhibits.

Motion (Conner/Hallquist) to approve Hartland Quarry, a proposed PUD development ("Project") whose approval and rezoning is being sought by Three Leaf Partners LLC on property tax keys HAV0730981, HAV0730985, HAV0730986 and HAV0730987 located at 700, 701 W. Capitol Drive, for the proposed rezoning and PUD Agreement for the project, including a \$80,000 letter of credit, line 884 (a) as stipulated by Mr. Taylor and that exhibits are finalized and approved by staff after review. All were in favor, **motion carried.**

2. Motion (Pfeiffer/Conner) to adjourn the meeting.

Respectfully submitted,

Sandee Policello
Village Clerk

**VILLAGE OF HARTLAND
VILLAGE BOARD MINUTES
MONDAY, APRIL 8, 2024 • 6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

The Village President called the meeting to order at 6:30 pm

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

Others Present: Village Manager Bailey, Clerk Policello, Police Chief Misko, Fire Chief Jambretz, DPW Director Felkner, DPW Operations Leadman Jenson

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. This meeting will be recorded and will be available online through the Village's website.

1. Consideration of Village Board minutes of March 25, 2024.

Motion (Conner/Hallquist) to approve the March 25, 2024 minutes. All were in favor, **motion carried.** (Abstain: de Boer, Truttschel)

2. Items related to vouchers

- a. Consideration of vouchers for payment in the amount of \$ 732,634.41

Motion (Wallschlager/Truttschel) to approve vouchers in the amount of \$ 732,634.41. All were in favor, **motion carried.**

3. Actions related to Licenses and Permits

- a. Consideration of operator/bartender license – Micah Landcaster

Chief Misko recommends approval of this application. The applicant has two alcohol related incidents on his record from 2018 and 2019.

Motion (Wallschlager/Hallquist) to approve Special Class B Application by Hartland Chamber of Commerce for Street Dance, July 20, 2024. All were in favor, **motion carried.**

4. Discussion and consideration of awarding contract for the salt dome repair to Structurewerks

DPW Director Felkner provided information regarding the needed structural repairs to the salt dome. The wall repairs were budgeted for in 2024 with the roofing budgeted for in 2025. Two companies bid on the structural repairs. We budgeted \$80,000 and the low bid was for \$77,000 by Structurewerks out of Brookfield. The work will take three weeks.

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Motion (Pfeiffer/Wallschlager) to award the salt dome repair to Structurewerks for \$77,000. All were in favor, **motion carried.**

5. Discussion and consideration of SCIT Agreements
 - a. Mutual Aid Agreement with SCIT and Brookfield Fire Department
 - b. Mutual Aid Agreement with SCIT and Lake Country Fire Department
 - c. SCIT Mutual Aid Agreement – 9 Agencies

Chief Misko said the agreements are brought forward due to the agreements with the fire departments and the TEMS, Tactical Emergency Medical Services. They are specially trained EMS/Paramedic personnel that will go with law enforcement on calls. They will provide emergency care to anyone in the incident prior to when general EMS/Paramedic personnel would be able to administer care. Language in Section 5 Expenses, was cleaned up. Agencies in the agreement do not bill other agencies, however, if something catastrophic or unusual were to occur, state statute allows us to recoup those costs. Currently, Hartland Fire does not have a member on this team, but may in the future.

Motion (Pfeiffer/Hallquist) to approve the Mutual Aid Agreement with SCIT and Brookfield Fire, Mutual Aid Agreement with SCIT and Lake Country Fire and SCIT Mutual Aid Agreement – 9 Agencies, as read by President Pfannerstill. All were in favor, **motion carried.**

6. Presentation of Fire Strategic Plan by Five Bugle Training & Consulting, LLC

Bruce Fuerbringer, Five Bugle Training & Consulting, LLC presented the 2024 – 2027 Strategic Plan Report. See the report for details. The Hartland Fire Department was a completely volunteer fire department until it began evolving into a part-time paid department in November 1978 and hired its first full-time fire chief in 2014. Steady growth, both in terms of population and business development, has resulted in an accompanying increase in demand for Village fire department services, primarily emergency medical services (EMS), not unlike other fire departments across the state and nation. The Hartland Fire Department now includes full-time firefighter/paramedics in addition to a full-time fire chief and administrative assistant. The Village has made continued efforts to ensure the HFD has excellent equipment and tools with which to respond to emergencies and a Capital Improvement Plan (CIP) has been developed to ensure that equipment is updated before it becomes ineffective or obsolete. Increasing the number of full-time professional firefighters/emergency medical personnel increases the stability of the workforce and reduces the on-boarding costs and training of new part-time personnel.

Through extensive interviews with both internal and external stakeholders, and in-house leadership process development training, the following strategic goals for 2024-2027 were developed:

VILLAGE BOARD MINUTES

MONDAY, APRIL 8, 2024

6:30 PM

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I. In 2024, complete a Strategic Human Resource Management Plan (SHRMP) based on 90-day, 1-year, and 3-year goals that include addressing staffing, retention, and succession planning; Identify payroll and fiscal strategies to support the SHRMP.

II. Review and reorganize department positions as needed to maximize resources to increase operational and administrative effectiveness and help make the HFD the fire department of choice in recruiting efforts.

III. Develop a Social Outreach Program that addresses current and future Department recruiting efforts as well as community service needs based on increasing candidate/customer diversification and changing population demographics.

IV. Continue to investigate opportunities for the regional sharing of services that will improve the Department's ability to meet increased service demands.

V. Identify EMS trends and related broad-based deliverables to help address the community's current and future medical needs.

VI. Conduct a thorough inventory and review of the HFD capital fleet and response equipment to determine appropriateness, practicality to meet response and mitigation needs, age, quality, and practical investment.

The greatest challenge the HFD continues to face is adequate and consistent staffing to avoid relying on mutual aid to respond to calls that occur concurrently or within a short timeframe. The Village was able to hire two (2) additional personnel in early 2024 due to an increase in State provided funding for emergency services.

The Hartland Fire Department is facing four (4) fundamental operational challenges:

- I. Staffing challenges to meet both current service demands and growing future demands.
- II. Recruitment and retention of high-quality job candidates.
- III. Facilities to accommodate current operational and administrative needs, as well as any future demand created by staffing increases.
- IV. Financial resources to implement the solutions to meet the challenges.

The details for each challenge were provided in the report.

The report indicates providing 24/7 full-time staffing of one ambulance and one fire engine would require approximately 18 line personnel, working a 3-shift, 24 hour shift model and considering personal time off benefits.

The following are the Strategic Goals resulting from the 2024-2027 strategic planning process:

Note: Each strategic goal should be evaluated to determine the need for, and practicality of, considering the potential for transitioning to a career fire department within the next 21 months. Some of the goals will be appropriate for the current situation and will benefit

current operations, while others will be impacted by where the HFD finds itself 12 months from now. They may be taken on at that time, or wait until a career fire chief is hired, who can provide guidance on how to best address those strategic goals.

1. Prepare fiscally and logistically to hire 13 additional personnel to staff an ambulance with 2 EMT-P's and an engine with 4 firefighter-EMT's (which includes one officer) for a total of 18-line staff. Personnel to staff a 3-shift, 24-hour schedule. Goal to include a public education component supporting the fiscal initiative.
2. By 2025, complete a Strategic Human Resource Management Plan based on 90-day, 1-year, 2-year and 3-year goals that include addressing HFD communications, training, retention, health and safety needs, and succession planning (as appropriate).
3. Reorganize positions to maximize resources to increase operational and administrative effectiveness and help make the HFD the fire department of choice in recruiting efforts.
4. Develop a Social Outreach Program that addresses current and future department recruiting/onboarding efforts for part-time and POP personnel as well as community service needs based on increasing candidate/customer diversification and changing population demographics.
5. Identify EMS trends and related broad-based deliverables to analyze the community's current and future medical needs.
6. Conduct a thorough inventory and review of the HFD capital fleet and response equipment to determine appropriateness, practicality to meet response and mitigation needs, age, quality, and practical investment.

There is a point at which municipalities experiencing growing emergency services needs must decide if the current needs, and recognizing probable increasing future needs, warrants transitioning from a combination professional fire department to a career professional fire department. The Village of Hartland has reached that point. The strategic goals within the plan provide the Village and HFD with guidance on strategies for transitioning to a career fire department and improving organizational management now. There is flexibility in how the goals are managed and achieved, whether the Village chooses to move forward with change or not.

7. Announcements

Chief Misko attended the dedication mass at St. Charles, which went well. St. Charles paid for the additional security provided by the Police Department. He said Village Manager Bailey has received emailed complaints regarding the bells, which are supposed to be set from 7 am to 6 pm and they may be having a programming issue; their programmer will make sure the fix is permanent.

Fire Chief Jambretz said calls have been steady, 14 since Friday.

VILLAGE BOARD MINUTES

MONDAY, APRIL 8, 2024

6:30 PM

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Public Works Director Felkner said the Bristlecone water tower will be emptied for paint maintenance on the inside starting on Friday. Letters were sent to area residents to inform them that the water service will be slightly disturbed.

DPW Operations Leadman Jenson said they hired Lance Weber, who comes from the private construction field. Monday brush pick up starts, they will make one pass through the Village.

President Pfannerstill said he was at the St. Charles dedication mass; the renovation is beautiful. Our Wisconsin State Assembly map has changed; we will continue to be District 99. Residents can go to maps.legis.wisconsin.gov to see the new map.

8. Adjournment

Motion (Pfeiffer/Conner) to adjourn the meeting at 7: 19 pm.

Respectfully submitted,

Sandee Policello
Village Clerk

To: Village President & Board of Trustees

From: Tonia Smith, Fiscal Clerk

Date: April 17, 2024

RE: Voucher List

Attached is the voucher list for the
April 22, 2024 Village Board Meeting

April 22, 2024 Checks:	\$ 244,609.89
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Total Amount of all Checks:	<u><u>\$ 244,609.89</u></u>
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VILLAGE OF HARTLAND
VOUCHER LIST- APRIL 22, 2024

04/17/24 9:30 AM

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Account Descr	Search Name	Comments	Amount
G 101-23000 SPECIAL DEPOSITS	AT&T MADISON	CURB CUT REFUND CAMPUS DRIVE	\$1,000.00
G 101-31620 FINE ARTS CENTER DONATIONS	AVALON GRAPHICS LLC	THURSDAY NIGHT CONCERT BANNERS	\$579.00
G 101-31630 HOMETOWN CELEBRATION DONATIONS	BELLA CAIN INC	HOMETOWN CELEBRATION HEADLINING BAND	\$1,000.00
G 101-12110 PROPERTY TAX REFUNDS	LECLAIR, JAMES & LYNNETTE	REISSUE 2022 PROPERTY TAX REFUND 0757110	\$1,870.49
G 101-12110 PROPERTY TAX REFUNDS	LECLAIR, JAMES & LYNNETTE	REISSUE 2023 PROPERTY TAX REFUND 0757110	\$1,615.19
G 101-23000 SPECIAL DEPOSITS	ROZGA PLUMBING CORP	CURB CUT BOND REFUND	\$1,000.00
G 403-31896 KWIK TRIP	RUEKERT & MIELKE	EROSION CONTROL	\$194.33
G 403-31890 PARADISE TRAILS CONDO	RUEKERT & MIELKE	CONTRUCTION REVIEW	\$1,020.50
G 403-31753 ST CHARLES EXPANSION	RUEKERT & MIELKE	EROSION CONTROL INSPECTIONS	\$149.58
G 403-31840 HOMESTEAD	RUEKERT & MIELKE	DESIGN CONSTRUCTION REVIEW	\$120.33
G 403-31896 KWIK TRIP	RUEKERT & MIELKE	CONSRUCTION REVIEW	\$971.00
			\$9,520.42
AMBULANCE			
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	AIRGAS USA LLC	OXYGEN CYLINDER	\$65.26
E 101-52300-360 VEHICLE MAINT/EXPENSE	BADGER TRUCK CENTER INC	AMBO REPAIRS	\$6,464.51
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$140.56
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	HENRY SCHEIN INC.	VARIOUS MEDICAL SUPPLIES	\$98.29
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	HENRY SCHEIN INC.	VARIOUS MEDICAL SUPPLIES	\$172.81
E 101-52300-360 VEHICLE MAINT/EXPENSE	JX ENTERPRISES INC	BODY WORK	\$24.66
E 101-52300-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$37.50
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	PROHEALTH PHARMACY OCON	VARIOUS PHARMACEUTICALS	\$103.28
AMBULANCE			\$7,106.87
CABLE TELEVISION			
E 101-55370-290 OUTSIDE SERVICES/CONTRACTS	MILLER, JOEL R	TRAINING ON NEW EQUIPMENT	\$295.00
CABLE TELEVISION			\$295.00
CORPORATE RESERVE EXPENSES			
E 402-59900-850 PARKS EXPENSE	MID-STATE EQUIPMENT	SCAG MOWER	\$13,149.00
E 402-59900-850 PARKS EXPENSE	MID-STATE EQUIPMENT	MOWER DECK	\$6,569.59
E 402-59900-840 PUBLIC WORKS EXPENSE	TRUCK COUNTRY OF WISCONSIN	FREIGHTLINER 114SD	\$130,523.00
CORPORATE RESERVE EXPENSES			\$150,241.59
COTTONWOOD - ALL			
E 401-70520-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMIN	\$595.84
COTTONWOOD - ALL			\$595.84
DEBT SERVICE			
E 301-58000-305 EXPENSES-OTHER	BOND TRUST SERVICES CORP	GENERAL OBLIGATION CORPORATE PURPOSE BONDS	\$400.00

Account Descr	Search Name	Comments	Amount
E 301-58000-305 EXPENSES-OTHER	BOND TRUST SERVICES CORP	GENERAL OBLIGATION REFUNDING BONDS	\$400.00
E 301-58000-305 EXPENSES-OTHER	BOND TRUST SERVICES CORP	GENERAL OBLIGATION CORPORATE PURPOSE BONDS	\$400.00
E 301-58000-305 EXPENSES-OTHER	BOND TRUST SERVICES CORP	GENERAL OBLIGATION CORPORATE PURPOSE BONDS	\$400.00
DEBT SERVICE			<u>\$1,600.00</u>
ELECTIONS			
E 101-51440-300 OPERATING SUPPLIES/EXPENSES	CONLEY MEDIA LLC	PUBLIC NOTICES	\$22.42
ELECTIONS			<u>\$22.42</u>
ENVIRONMENTAL SERVICES			
E 101-53635-460 LANDSCAPE MANAGEMENT	GOOD TREE CARE COMPANY LLC	TREE REMOVAL BEHIND 238 WILLOW CT	\$750.00
ENVIRONMENTAL SERVICES			<u>\$750.00</u>
FINANCIAL ADMINISTRATION			
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	APRIL FSA FEES	\$94.67
E 101-51500-110 SALARIES	ONTECH SYSTEMS, INC	IT SERVICES	\$647.73
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	CLOUD BACKUP	\$40.00
FINANCIAL ADMINISTRATION			<u>\$782.40</u>
FIRE PROTECTION			
E 101-52200-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	SMOKE ALARMS	\$91.66
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	MACQUEEN EMERGENCY	VARIOUS LETTER PATCHES	\$511.25
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$37.50
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	STAPLES	LAMINATING POUCHES	\$27.74
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	WI DEPT OF JUSTICE	RECORD CHECKS	\$7.00
E 101-52200-255 BLDGS/GROUNDS	WIL-KIL	PEST CONTROL	\$73.90
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	XEROX CORPORATION	COPIER SERVICES	\$103.95
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	XEROX CORPORATION	REISSUE COPIER SERVICES	\$160.45
FIRE PROTECTION			<u>\$1,013.45</u>
GENERAL ADMINISTRATION			
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	CONLEY MEDIA LLC	PUBLIC NOTICES	\$94.06
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	CONLEY MEDIA LLC	PUBLIC NOTICES	\$131.80
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$337.50
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	RHYME BUSINESS PRODUCTS LLC	COPIER SERVICES	\$1,912.03
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	WI DEPT OF JUSTICE	RECORD CHECKS	\$63.00
GENERAL ADMINISTRATION			<u>\$2,538.39</u>
IMPACT FEE STUDY			
E 401-79235-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	IMPACT FEES	\$1,386.25
IMPACT FEE STUDY			<u>\$1,386.25</u>
INSPECTION			
E 101-52400-290 OUTSIDE SERVICES/CONTRACTS	WI BUILDING INSPECTIONS	MARCH PERMITS/ INSPECTIONS	\$6,727.69

Account Descr	Search Name	Comments	Amount
INSPECTION			\$6,727.69
JAMES DRIVE			
E 401-70585-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMIN	\$595.84
JAMES DRIVE			\$595.84
LAW ENFORCEMENT			
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	BAYCOM, INC.	IMPRESS BAT- APX	\$329.20
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	GALLS	VARIOUS UNIFORM PIECES	\$1,259.88
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	GALLS	RAINCOAT	\$151.99
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ#4 OIL CHANGE	\$55.20
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ#1 OIL CHANGE	\$55.20
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ#7 OIL CHANGE	\$88.99
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	LEXISNEXIS	PHONE SEARCHES	\$157.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$787.50
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE (LAB BILLING)	LAB DRAWS	\$76.48
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	WAUKESHA CTY EMERGENCY MAN	ID CARDS	\$1.80
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY TREASURER	PRISONER HOUSING	\$21.51
LAW ENFORCEMENT			\$2,984.75
LIBRARY			
E 101-55110-255 BLDGS/GROUNDS	FLEMINGS FIRE 1, INC.	EXTINGUISHER SERVICES	\$304.60
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	BOOKS	\$24.60
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	BOOKS	\$22.10
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	BOOKS	\$133.20
E 101-55110-310 BOOKS & MATERIALS	MIDWEST TAPE	DIGITAL MEDIA	\$628.23
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$262.50
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	CLOUD BACKUP	\$50.00
E 101-55110-355 JANITORIAL SUPPLIES	PIONEER SUPPLY LLC	CLEANING SUPPLIES	\$322.50
E 101-55110-310 BOOKS & MATERIALS	PLAYAWAY PRODUCTS	AUDIOBOOKS	\$89.94
LIBRARY			\$1,837.67
LONG MEADOW DRIVE			
E 401-70620-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN AND BIDDING	\$514.97
E 401-70620-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMIN	\$291.75
LONG MEADOW DRIVE			\$806.72
MISC STORM SEWER REPAIR			
E 401-74010-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	STORM SEWER REPAIRS	\$591.04
MISC STORM SEWER REPAIR			\$591.04
MUNICIPAL BUILDING			
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	MAT SERVICES	\$242.11

Account Descr	Search Name	Comments	Amount
E 101-51600-255 BLDGS/GROUNDS	HOME DEPOT	PODIUM PARTS	\$16.20
E 101-51600-255 BLDGS/GROUNDS	MENARDS- PEWAUKEE	LIGHT BULBS	\$194.85
E 101-51600-355 JANITORIAL SUPPLIES	PIONEER SUPPLY LLC	CLEANING SUPPLIES	\$322.50
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	WIL-KIL	PEST CONTROL	\$75.00
MUNICIPAL BUILDING			\$850.66
NIXON PARK PARKING LOT			
E 401-79290-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMIN	\$595.85
NIXON PARK PARKING LOT			\$595.85
PARKS			
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	FAUCET/ CONNECTOR	\$26.52
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	PASTE/ BRUSH	\$8.56
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	WEED PREVENTER	\$52.06
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	GRAINGER	DIAPHRAGM ASSEMBLY MANUAL	\$45.58
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	TABLES FOR COMMUNITY CENTER	\$416.20
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	PLIERS	\$14.97
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	KIMBALL MIDWEST	VARIOUS HARDWARE	\$542.89
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	REINDERS INC	FOUNTAIN MAINTENANCE	\$215.00
PARKS			\$1,321.78
PUBLIC WORKS			
E 101-53000-225 STREET LIGHTING	BIEBELS TRUE VALUE	ADAPTORS	\$13.42
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	BALL CONNECTOR	\$70.91
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	TAPE/ SEALANT	\$16.12
E 101-53000-360 VEHICLE MAINT/EXPENSE	BOBCAT PLUS INC	STUMP GRINDER BLADES	\$763.04
E 101-53000-345 STAFF EDUCATION/TRAINING	BUCHHOLZ, AUSTIN	TRAINING EXPENSES REIMBURSEMENT	\$225.68
E 101-53000-225 STREET LIGHTING	CA LIGHTING LENSES INC	BULBS AND ADAPTORS	\$970.50
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	NO LEAD FUEL	\$1,471.14
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	NO LEAD FUEL	\$1,008.83
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	PDFD FUEL	\$755.06
E 101-53000-430 SNOW & ICE REMOVAL	ERNSTER, PAUL	MAIL BOX REPLACEMENT	\$75.00
E 101-53000-180 OTHER BENEFITS	FISCHER, TIM	CLOTHING ALLOWANCE	\$200.00
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	CORD ENDS	\$90.51
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORM SERVICES	\$107.37
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORM SERVICES	\$136.89
E 101-53000-360 VEHICLE MAINT/EXPENSE	JENSON MOTORS	JOHN DEERE 4520 SERVICE	\$447.00
E 101-53000-410 STREETS GEN MAINT	KAESTNER AUTO ELECTRIC CO	RAKES FOR BRUSH PICK UP	\$153.94
E 101-53000-360 VEHICLE MAINT/EXPENSE	KAESTNER AUTO ELECTRIC CO	STROBE LIGHT	\$339.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	KIMBALL MIDWEST	SWITCHES/ DRAWER	\$141.27
E 101-53000-360 VEHICLE MAINT/EXPENSE	MACQUEEN EQUIPMENT GROUP	NOZZLE REPAIR	\$1,933.51
E 101-53000-430 SNOW & ICE REMOVAL	MS LANDSCAPING LLC	SNOW REMOVAL	\$871.50
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE MEDICAL ASSOC	DRUG SCREENS	\$90.00

Account Descr	Search Name	Comments	Amount
E 101-53000-360 VEHICLE MAINT/EXPENSE	PROVEN POWER INC	V-BELT	\$104.39
E 101-53000-360 VEHICLE MAINT/EXPENSE	PROVEN POWER INC	H-VALVE AND O RINGS	\$1,211.27
E 101-53000-420 STORM SEWER	WAUKESHA CTY TREASURER	STORM WATER EDU	\$2,931.00
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	WI DEPT OF JUSTICE	RECORD CHECKS	\$7.00
PUBLIC WORKS			<u>\$14,134.35</u>
RECREATION PROGRAMS/EVENTS			
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	COWLES, ALLYSON	NOVEMBER ZUMBA REISSUE	\$24.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	COWLES, ALLYSON	SEPTEMBER ZUMBA REISSUE	\$24.00
E 101-55300-312 SPLASHPAD EXPENSES	GRUNAU	BACKFLOW PREVENTOR/ HYDRANT	\$769.75
E 101-55300-302 TO THE POINTE DANCE PROGRAM	HECKEL DANCE LLC	KELSEY - DANCE CLASSES	\$775.04
E 101-55300-302 TO THE POINTE DANCE PROGRAM	HECKEL DANCE LLC	LORI - DANCE CLASSES	\$76.80
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	HOME DEPOT	TABLES FOR COMMUNITY CENTER	\$416.20
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	HOOPER HANDS BASKETBALL AC	BASE BATTERS	\$584.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$187.50
RECREATION PROGRAMS/EVENTS			<u>\$2,857.29</u>
REPLACE HARTBROOK BRIDGE			
E 401-76160-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMIN	\$626.50
REPLACE HARTBROOK BRIDGE			<u>\$626.50</u>
RICHARDS ROAD			
E 401-70595-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMIN	\$595.84
RICHARDS ROAD			<u>\$595.84</u>
RIVER RESERVE DRIVE			
E 401-70600-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMIN	\$291.75
E 401-70600-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN AND BIDDING	\$514.97
RIVER RESERVE DRIVE			<u>\$806.72</u>
SEWER SERVICE			
E 204-53610-305 EXPENSES-OTHER	BIEBELS TRUE VALUE	OVERPAYMENT 179877	-\$2.13
E 204-53610-300 OPERATING SUPPLIES/EXPENSES	BLACKBURN MFG COMPANY	WATER/ STORM SEWER FLAGS	\$119.76
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	APRIL FSA FEES	\$14.56
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	CLOUD BACKUP	\$40.00
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$187.50
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	CONSTRUCTION ADMINISTRATION INSPECTION	\$418.00
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	SANITARY SEWER REPAIRS	\$623.50
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	DESIGN AND BIDDING	\$1,698.75
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	SCADA SERVICES	\$1,379.75
SEWER SERVICE			<u>\$4,479.69</u>
STORM SWR CATCH BASIN REPAIR			

Account Descr	Search Name	Comments	Amount
E 401-74075-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CATCH BASIN REPAIRS	\$309.75
STORM SWR CATCH BASIN REPAIR			\$309.75
STORM WATER MGMT PLAN			
E 401-74097-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	MS4 ASSISTANCE	\$2,134.00
STORM WATER MGMT PLAN			\$2,134.00
TRAILS EDGE COURT			
E 401-70615-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN AND BIDDING	\$514.98
E 401-70615-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMIN	\$291.75
TRAILS EDGE COURT			\$806.73
UNBUDGETED			
E 401-57300-290 OUTSIDE SERVICES/CONTRACTS	ACE REDI-MIX INC	CONCRETE FOR PICKLEBALL COURTS	\$1,340.00
E 401-57300-290 OUTSIDE SERVICES/CONTRACTS	MENARDS- PEWAUKEE	REINFORCING MESH	\$188.73
E 401-57300-290 OUTSIDE SERVICES/CONTRACTS	MENARDS- PEWAUKEE	RETURN CLIFTON STRAIGHT	-\$1,150.56
E 401-57300-290 OUTSIDE SERVICES/CONTRACTS	MENARDS- PEWAUKEE	LANDSCAPE BLOCK	\$1,463.46
E 401-57300-290 OUTSIDE SERVICES/CONTRACTS	MENARDS- PEWAUKEE	CLIFTON BEVELED	\$655.18
E 401-57300-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	GENERAL SERVICES	\$7,858.71
UNBUDGETED			\$10,355.52
WALNUT RIDGE DRIVE			
E 401-70590-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMIN	\$595.84
WALNUT RIDGE DRIVE			\$595.84
WATER UTILITY			
E 620-53700-921 OFFICE SUPPLIES & EXPENSES	BLACKBURN MFG COMPANY	WATER/ STORM SEWER FLAGS	\$119.76
E 620-53700-923 OUTSIDE SERVICES	DIVERSIFIED BENEFIT SERVICES	APRIL FSA FEES	\$36.41
E 620-53700-923 OUTSIDE SERVICES	GRUNAU	BACKFLOW PREVENTOR/ HYDRANT	\$384.88
E 620-53700-631 WATER TREATMENT - CHEMICALS	MARTELLE WATER TREATMENT	WELLHOUSE CHEMICALS	\$1,924.50
E 620-53700-631 WATER TREATMENT - CHEMICALS	MARTELLE WATER TREATMENT	WELLHOUSE CHEMICALS	\$630.53
E 620-53700-674 METERS	MIDWEST METER INC	METERS	\$2,540.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WATER SAMPLE TESTING	\$112.20
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WATER SAMPLE TESTING	\$82.50
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WATER SAMPLE TESTING	\$82.50
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WATER SAMPLE TESTING	\$27.53
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WATER SAMPLE TESTING	\$110.00
E 620-53700-923 OUTSIDE SERVICES	ONTECH SYSTEMS, INC	CLOUD BACKUP	\$40.00
E 620-53700-923 OUTSIDE SERVICES	ONTECH SYSTEMS, INC	IT SERVICES	\$187.50
E 620-53700-923 OUTSIDE SERVICES	RUEKERT & MIELKE	GIS MAINTENANCE	\$342.50
E 620-53700-673 TRANS&DIST MAINS	RUEKERT & MIELKE	VALVE REPAIRS	\$358.00
E 620-53700-673 TRANS&DIST MAINS	RUEKERT & MIELKE	SURVEY, DRAFTING AND DESIGN	\$6,520.50
E 620-53700-678 HYDRANTS	RUEKERT & MIELKE	HYDRANT REPAIRS	\$358.00

Account Descr	Search Name	Comments	Amount
E 620-53700-923 OUTSIDE SERVICES	WI DEPT OF NATURAL RESOURCES	AUSTIN BUCHHOLTZ WATER EXAM	\$50.00
E 620-53700-923 OUTSIDE SERVICES	WI STATE LABORATORY OF HYGIENE	FLUORIDE	\$29.00
WATER UTILITY			\$13,936.31
WOODS DRIVE			
E 401-70610-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMIN	\$291.75
E 401-70610-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN AND BIDDING	\$514.97
WOODS DRIVE			\$806.72
			\$244,609.89



Pd 2/13/24
Recpt 25373

PETITION FOR CONDITIONAL USE
■ \$150 REVIEW FEE DUE AT TIME OF APPLICATION
PLUS \$300 PROFESSIONAL FEE DEPOSIT

Property Owner Sarwan Singh	
Business Name SD HARTLAND INC	
Business Owner Sarwan Singh	
Address 1109 1st Center Ave, Brodhead, WI 53520	
Contact Person Manvir Singh	Phone 847-650-0104
Key No. HAV	Email ruhi@pdaloan.com

The Plan Commission meets on the third Monday of the month at 7:00 PM in the Village Board Room of the Hartland Municipal Building located at 210 Cottonwood Avenue, Hartland.

The deadline for filing is a minimum of fifteen (15) working days before the meeting.

All of the requested information must be received prior to the deadline in order to be placed on the agenda. Village Plan Review Staff has been directed to delay placement on the Plan Commission Agenda based on incomplete submittals.

State present use of property and basic information on the intended use:

We would like to operate gas station with convenience store.

Additional documents and materials must be submitted addressing the requirements described in Article IV of the Hartland Zoning Code regarding Conditional Uses.

All applications for consideration by the Plan Commission are subject to the policies described in this document.

Petitioner Signature 	
Print Name Sarwan Singh	Date 02/13/2024

OFFICE USE ONLY:

Date Applied:	Date of Meeting:	Return Comments by:
---------------	------------------	---------------------

Hartland Plan Commission
Application Review Policies

All applicants and applications are subject to the following policies in order to be considered by the Plan Commission.

1. The deadline for filing any application is a minimum of fifteen (15) working days before the meeting
2. All applicants are encouraged to communicate with or meet with either the Building and Zoning Official or the Village Administrator prior to submission of an application.
3. All requested or required information, including the application and appropriate fees, must be received prior to the deadline in order to be placed on the agenda. Village Staff has been directed to delay placement on the Plan Commission Agenda based on incomplete submittals.
4. Four (4) sets of bound site plans or application materials and one (1) electronic copy (PDF) of all application materials must be submitted by the deadline.
5. Applications that include site plans must depict the following existing and proposed information plus other information as appropriate or as requested:
 - a. Complete dimensions (lot, building, setbacks, parking, drives, etc.)
 - b. Scale and north arrow
 - c. All structures (include building elevations and height)
 - d. Drainage and grades (include design calculations for drainage)
 - e. Storm Water Management Plan
 - f. Utilities and easements (sewer, water, storm etc.)
 - g. Calculation of lot coverage
 - h. Parking stalls (stalls to be minimum 180 s.f., driving lanes minimum 24 ft. wide and 30 ft. maximum at street right-of-way, asphalt to be minimum 3 ft. from lot lines)
 - i. Grading and erosion control
 - j. Landscaping, including a Tree Protection Plan
 - k. Exterior lighting details
 - l. Exterior HVAC equipment location
 - m. Dumpster location (screening required)
 - n. Street right-of-way
 - o. Miscellaneous items including, but not limited to, 100 year floodplain, wetland boundary, environmental corridor
6. Additional information may be requested by the Plan Commission or Staff.
7. The Applicant must complete and submit the required Professional Services Reimbursement Form along with any required deposit at the time of application.
8. The Applicant or a representative of Applicant able to make representations on behalf of the Applicant shall attend the meeting at which the matter will be discussed. Failure to have representation will result in tabling of the request to the next meeting.

Permit Fee:	\$75
Refundable Occupancy Deposit:	\$500
(Refundable Deposit Returned Upon Release by Building Inspector)	
Total Due:	\$575
Date Paid:	2-13-24
Receipt No.:	2531731

VILLAGE OF HARTLAND
BUSINESS OCCUPANCY
PERMIT APPLICATION

- Please Note that operation of business is not allowed until occupancy permit application has been approved.
- Allow approximately 5 working days for review.

After an occupancy permit application has been received and an occupancy inspection has been completed by the building inspection department, an occupancy letter will be sent to the applicant listing all violations. **An occupancy permit will be issued when all violations have been corrected.**

A conditional occupancy permit can be requested by the prospective occupant, if no life-safety violations exist as determined by the building inspection department.

If the conditional occupancy permit is issued, the applicant agrees to have all violations corrected within forty five (45) days. A reinspection will be scheduled after 45 days to check for compliance. If any violations exist, a penalty of \$25.00 per day will be assessed until all violations are corrected.

The \$500 Refundable Occupancy Deposit will be returned upon release by the Building Inspector.

VILLAGE OF HARTLAND
BUSINESS OCCUPANCY
PERMIT APPLICATION
PAGE 2

BUSINESS:

SD HARTLAND INC

Name:

Address: 805 Cardinal Lane, Hartland, WI 53029

Unit/Suite No.

Phone No: 574-904-2221

FAX No.

BUSINESS OWNER:

Name: Sarwan Singh

Address: 1109 1st Center Ave, Brodhead, WI 53520

Day Phone: 574-532-7858

Evening Phone:

Emergency Phone:

BUILDING OWNER:

Name: WRE One LLC

Address: 1109 1st Center Ave, Brodhead, WI 53520

Day Phone: 574-904-2221

Evening Phone:

Emergency Phone:

2ND EMERGENCY CONTACT:

Name: Manvir Singh

Address: 1109 1st Center Ave, Brodhead, WI 53520

Emergency Phone: 574-904-2221

CONTACT FOR FIRE DEPARTMENT TO MAKE ARRANGEMENT FOR INSPECTION:

Name: Sarwan Singh

Phone: 574-904-2221

DETAILED DESCRIPTION OF BUSINESS OPERATION: Gas station with convenience store and Car Wash

Hours and days of operation: 6:00 AM - 12:00 AM

Number of full and part time employees on site during each shift (count working owner as an employee): 2 full time and 1 part time

Estimated max. total of customers/clients/visitors on site at one time: 5

Number of total off-street parking stalls provided on site: 19

Number of above parking stalls dedicated for use by this business: 19

Describe anticipated method and frequency of deliveries to/from the site, and location on site where

loading/unloading/parking of shipping vehicle is to occur: Parking in the back of the store

Loading/unloading: Front and back door entrance

Describe any activities that may occur outside the building but still on-site such as dumpster, outside storage, equipment, accessory buildings, etc. (Please attach site plan showing these items): Dumpster, car Wash, Air Machine, and car Vacuum cleaner and Gas Pump

Detailed description of any equipment, operation, device, or process that may emit noise, vibration, or odors from the site:

Vacuum cleaner

BUSINESS OCCUPANCY
PERMIT APPLICATION
PAGE 3

The names and amounts of any noxious or hazardous substances or fumes that may be created, stored, or used on the site: _____

N/A

Describe or sketch area for storage of above substances and any other high fire hazard areas: _____

Fire extinguisher size, type, and quantity: AMEREX - 1 OUTSIDE AND 2 INSIDE 16LB EACH

Is there a fire sprinkler system: NO

Is there an alarm system: YES

Heating type and location: Natural Gas and Location - On the Roof

Describe or sketch gas shut off location: Behind the cash register on the wall and one every pump and outside of building

Describe or sketch electric shut off location: Back Storage South side of building

Describe or sketch fire sprinkler shut off location: _____

Attach a sketch of the area of the building to be used for this business unless all of building is to be used. _____

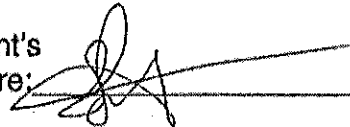
Please note that operation of a business is not allowed until the occupancy permit application has been approved.

You may need to attach additional pages to this application.

If you have questions call Building Inspector at 262-367-4744.

Incomplete applications will not be approved.

Applicant's
Signature: _____



Date: 02/13/2024

FOR OFFICE USE ONLY

ZONING DEPARTMENT/BUILDING INSPECTION DEPARTMENT

Zoning Classification: _____

Zoning Approved: _____

By: _____

Application Approved: _____

Permit Number: _____

Notes/Conditions: _____

FIRE DEPARTMENT

Site Approved: _____

By: _____

Notes/Conditions: _____

The Hartland Police Department is updating our records for all the businesses in the Village of Hartland. Please provide the information below needed for emergency and after hours contacts for your business. Feel free to add any other pertinent information that would better assist us in dealing with your business needs.

HARTLAND POLICE DEPARTMENT BUSINESS/KEY HOLDER UPDATE

BUSINESS NAME: SD HARTLAND INC
ADDRESS: 805 Cardinal Lane, Hartland, WI 53029
PHONE: 574-904-2221

EMERGENCY AFTER HOURS KEY HOLDERS:

NAME: Sarwan Singh
ADDRESS: 1109 1st Center Ave, Brodhead, WI 53520
PHONE:
CELL PHONE: 574-532-7858

NAME: Manvir Singh
ADDRESS: 1109 1st Center Ave, Brodhead, WI 53520
PHONE:
CELL PHONE: 574-904-2221

NAME:
ADDRESS:
PHONE:
CELL PHONE:

Please complete and return to the Hartland Police Department by mail:
210 Cottonwood Avenue
Hartland, WI 53029

Or by FAX: 262-369-2224

Thank you for your cooperation.

Revised 4-18-24

Permit Fee:	\$75
Refundable Occupancy Deposit:	\$500
(Refundable Deposit Returned Upon Release by Building Inspector)	
Total Due:	\$575
Date Paid:	2-13-24
Receipt No.:	253731

VILLAGE OF HARTLAND
BUSINESS OCCUPANCY
PERMIT APPLICATION

- Please Note that operation of business is not allowed until occupancy permit application has been approved.
- Allow approximately 5 working days for review.

After an occupancy permit application has been received and an occupancy inspection has been completed by the building inspection department, an occupancy letter will be sent to the applicant listing all violations. An occupancy permit will be issued when all violations have been corrected.

A conditional occupancy permit can be requested by the prospective occupant, if no life-safety violations exist as determined by the building inspection department.

If the conditional occupancy permit is issued, the applicant agrees to have all violations corrected within forty-five (45) days. A reinspection will be scheduled after 45 days to check for compliance. If any violations exist, a penalty of \$25.00 per day will be assessed until all violations are corrected.

The \$500 Refundable Occupancy Deposit will be returned upon release by the Building Inspector.

VILLAGE OF HARTLAND
BUSINESS OCCUPANCY
PERMIT APPLICATION
PAGE 2

BUSINESS:

Name: SD HARTLAND INC

Address: 805 CARDINAL LN HARTLAND WI 53029 Unit/Suite No. _____

Phone No: 574-904-2221

FAX No. _____

BUSINESS OWNER:

Name: SARWAN SINGH

Address: 1109 1st CENTER AVE BROOKHEAD WI 53520

Day Phone: 574-532-3859 Evening Phone: _____ Emergency Phone: _____

BUILDING OWNER:

Name: WIRE ONE LLC

Address: 1109 1st CENTER AVE BROOKHEAD WI 53520

Day Phone: 574-904-2221 Evening Phone: _____ Emergency Phone: _____

2ND EMERGENCY CONTACT:

Name: MANVIR SINGH

Address: 1109 1st CENTER AVE BROOKHEAD WI 53520

Emergency Phone: 574-904-2221

CONTACT FOR FIRE DEPARTMENT TO MAKE ARRANGEMENT FOR INSPECTION:

Name: MANVIR SINGH

Phone: 574-904-2221

DETAILED DESCRIPTION OF BUSINESS OPERATION: GAS STATION w/ convenience store & car wash

Hours and days of operation: 24/7

Number of full and part time employees on site during each shift (count working owner as an employee): 3 FULL TIME 1 PART TIME

Estimated max. total of customers/clients/visitors on site at one time: 5

Number of total off-street parking stalls provided on site: 19

Number of above parking stalls dedicated for use by this business: 19

Describe anticipated method and frequency of deliveries to/from the site, and location on site where loading/unloading/parking of shipping vehicle is to occur: PARKING IN THE BACK OF THE STORE

Describe any activities that may occur outside the building but still on-site such as dumpster, outside storage, equipment, accessory buildings, etc. (Please attach site plan showing these items): DUMPSTER, CAR WASH, AIR MACHINE, and CAR VACUUM CLEANER

Detailed description of any equipment, operation, device, or process that may emit noise, vibration, or odors from the site: VACUUM CLEANER

BUSINESS OCCUPANCY
PERMIT APPLICATION
PAGE 3

The names and amounts of any noxious or hazardous substances or fumes that may be created, stored, or used on the site: N/A

Describe or sketch area for storage of above substances and any other high fire hazard areas:

Fire extinguisher size, type, and quantity: AMEREX - 1000 PSI AND 2100 PSI 1600 EACH

Is there a fire sprinkler system: NO

Is there an alarm system: YES

Heating type and location: NATURAL GAS AND LOCATION - ON THE ROOF

Describe or sketch gas shut off location: BEHIND THE CASH REGISTER, ON THE WALL AND ONE EVERY PUMP

Describe or sketch electric shut off location: BACK STAIRS OUTSIDE OF BUILDING

Describe or sketch fire sprinkler shut off location:

Attach a sketch of the area of the building to be used for this business unless all of building is to be used.

Please note that operation of a business is not allowed until the occupancy permit application has been approved.

You may need to attach additional pages to this application.

If you have questions call Building Inspector at 262-367-4744.

Incomplete applications will not be approved.

Applicant's
Signature: [Signature]

Date: 04-18-2024

FOR OFFICE USE ONLY

ZONING DEPARTMENT/BUILDING INSPECTION DEPARTMENT	
Zoning Classification:	
Zoning Approved:	
Application Approved:	By:
Permit Number:	
Notes/Conditions:	

FIRE DEPARTMENT	
Site Approved:	
Notes/Conditions:	By:

The Hartland Police Department is updating our records for all the businesses in the Village of Hartland. Please provide the information below needed for emergency and after hours contacts for your business. Feel free to add any other pertinent information that would better assist us in dealing with your business needs.

HARTLAND POLICE DEPARTMENT BUSINESS/KEY HOLDER UPDATE

BUSINESS NAME: JD HARTLAND INC
ADDRESS: 805 CARDINAL LN HARTLAND WI 53029
PHONE: 574-904-2221

EMERGENCY AFTER HOURS KEY HOLDERS:

NAME: MANVIR SINGH
ADDRESS: 1109 FIRST CENTER AVE BRODHEAD WI 53029
PHONE: _____
CELL PHONE: 574-904-2221

NAME: _____
ADDRESS: _____
PHONE: _____
CELL PHONE: _____

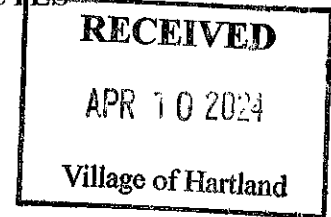
NAME: _____
ADDRESS: _____
PHONE: _____
CELL PHONE: _____

Please complete and return to the Hartland Police Department by mail:
210 Cottonwood Avenue
Hartland, WI 53029

Or by FAX: 262-369-2224

Thank you for your cooperation.

**PETITION FOR DIRECT ANNEXATION BY UNANIMOUS APPROVAL PURSUANT
TO SECTION 66.0217(2), WISCONSIN STATUTES**



To: Village Board of Trustees, Village of Hartland
Waukesha County, Wisconsin
c/o Sandee Policello, Village Clerk
Village Hall
210 Cottonwood Avenue, Second Floor
Hartland, Wisconsin 53029

1. I, the undersigned, on behalf of Gideon Farms, LLC, which constitutes all of the electors and all of the owners of real property in the following territory of the Town of Merton, Waukesha County, Wisconsin, lying contiguous to the Village of Hartland, hereby petition the Village Board of Trustees of the Village of Hartland to annex the territory described in Exhibits A and B attached hereto and incorporated herein and shown on the Scale Map attached hereto as Exhibit C and incorporated herein to the Village of Hartland, Waukesha County, Wisconsin:

2. The legal description of the proposed territory to be annexed is attached hereto as Exhibits A ("Farmland Parcel") and B ("Corner Parcel") and incorporated herein (collectively "Subject Territory").

3. No electors reside in the Subject Territory. The current population of the Subject Territory is zero (0).

4. Within five (5) days of the filing of this Petition, the Petitioner will cause this Petition, the legal description, and the scale map of the Subject Territory to be annexed to also be filed with the Clerk of the Town of Merton and the State of Wisconsin, Department of Administration.

5. Petitioners request the Subject Territory to be temporarily zoned A-1 for the Farmland Parcel and B-2 for the Corner Parcel.

I, the undersigned, on behalf of Gideon Farms, LLC, request that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation, or consolidation proceedings, if any.

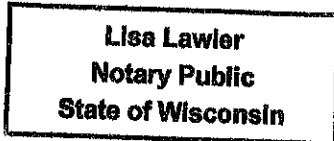
OWNER:

GIDEON FARMS, LLC

By:  4-10-24
Jill C. Gehl, Managing Member (Date)
6196 State Road 83, Hartland, WI 53092

STATE OF WISCONSIN)
) ss.
WAUKESHA COUNTY)

Personally came before me this 10th day of April, 2024 the above-named Jill C. Gehl, to be known to be the Managing Member of Gideon Farms, LLC, and the person who executed the foregoing instrument in such capacity and acknowledge the same.



* [Signature]
Notary Public Waukesha County, Wisconsin.
My Commission is permanent. (If not, state
expiration date: march 10, 2028)

EXHIBIT A

Farmland Parcel Legal Description

THAT PART OF THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SECTION 27,
TOWNSHIP 8 NORTH, RANGE 18 EAST, TOWN OF MERTON, WAUKESHA
COUNTY, WISCONSIN MORE FULLY DESCRIBED AS FOLLOWS;

COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTHEAST 1/4 OF
SAID SECTION 27; THENCE N89°45'33"E, 273.90 FEET ALONG THE SOUTH
LINE OF SAID SOUTHEAST 1/4 OF SECTION 27 TO THE POINT OF
BEGINNING OF LANDS HEREINAFTER DESCRIBED;
THENCE N00°44'19"E, 784.30 FEET ALONG THE EASTERLY LINE OF
LANDS AS DESCRIBED IN VOLUME 110 OF DEEDS ON PAGE 261
RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS FOR
WAUKESHA COUNTY, WISCONSIN, TO THE SOUTHERLY LINE OF
FOUR WINDS SUBDIVISION WEST DESCRIBED IN DOCUMENT NO
4230732 RECORDED IN SAID REGISTRY; THENCE N89°45'34"E, 2373.64
FEET ALONG SAID SOUTHERLY LINE TO THE EASTERLY LINE OF SAID
SOUTHEAST 1/4 OF SECTION 27; THENCE S00°48'59"W, 784.31 FEET TO
THE SOUTHEAST CORNER OF SAID SOUTHEAST 1/4; THENCE
S.89°45'33"W, 2372.58 FEET TO THE POINT OF BEGINNING; EXCEPTING
THEREFROM CERTIFIED SURVEY MAP NO. 7611, RECORDED IN SAID
REGISTRY ON FEBRUARY 21, 1995, IN VOLUME 65 OF CERTIFIED
SURVEY MAPS, PAGES 80 TO 82, AS DOCUMENT NO. 2024307.

EXHIBIT B

Corner Parcel Legal Description

THAT PART OF THE SOUTHEAST 1/4 OF SOUTHEAST 1/4 OF SECTION 27,
TOWNSHIP 8 NORTH, RANGE 18 EAST, TOWN OF MERTON, WAUKESHA
COUNTY, WISCONSIN MORE FULLY DESCRIBED AS FOLLOWS;

CERTIFIED SURVEY MAP NO. 7611, RECORDED IN THE OFFICE OF THE
REGISTER OF DEEDS FOR WAUKESHA COUNTY, WISCONSIN ON
FEBRUARY 21, 1995, IN VOLUME 65 OF CERTIFIED SURVEY MAPS,
PAGES 80 TO 82, AS DOCUMENT NO. 2024307.

EXHIBIT C

Scale Map

EXHIBIT C

SCALE MAP

E 1/4 COR SEC 27
T8N, R18E

CTH "E"

VILLAGE of HARTLAND

TOWN of MERTON S00°48'59"W 784.31'

SE COR SEC 27
T8N, R18E

FOUR WINDS WEST SUBDIVISION

VILLAGE of HARTLAND

TOWN of MERTON

2373.64'

N89°45'34"E

VILLAGE of HARTLAND

TOWN of MERTON

VILLAGE of HARTLAND

TOWN of MERTON

CSM 7611
CORNER PARCEL
(Exhibit B)
9.852 AC GROSS
TAX # MRTT0396999002

UNPLATTED LANDS
FARMLAND PARCEL
(Exhibit A)
32.870 AC GROSS
TAX # MRTT0396999006

N00°44'19"E 784.30'

MONCLAIRE RD 33' V110, P261

719.75'

2372.58'

1652.83'

S89°45'33"W

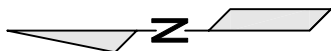
TOWN of MERTON

240.90'

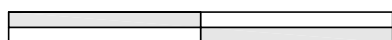
273.90'

CTH "K"

S 1/4 COR SEC 27
T8N, R18E



0 400 800



1"=400'

1) Refer to Exhibit A & Exhibit B for legal descriptions.
2) All adjoining lands except Four Winds Subdivision
are within the Town of Merton
This map drafted by Timothy A. Hayes, PLS 3143
April 11, 2024

ORDINANCE NO. _____

AN ORDINANCE ANNEXING TERRITORY TO
THE VILLAGE OF HARTLAND, WISCONSIN
PURSUANT TO WIS. STAT. § 66.0217(2)

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

SECTION 1. Territory Annexed. In accordance with sec. 66.0217(2) of the Wisconsin Statutes and the Petition for Direct Annexation by Unanimous Approval filed with the Village Clerk on the 10th of April, 2024 unanimously signed by the owners of all of the land in the area in the territory within the Town of Merton, Waukesha County, Wisconsin described in Exhibits A, B and C, which are attached hereto and incorporated by reference, is annexed to the Village of Hartland, Wisconsin. The current population of such territory is zero (0).

SECTION 2. Effect of Annexation. From and after the effective date of this Ordinance the territory described in Section 1 shall be a part of the Village of Hartland for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the Village of Hartland.

SECTION 3. Ward designation. The territory described in Section 1 of this Ordinance is hereby made a part of Ward 14 of the Village of Hartland, subject to the ordinances, rules and regulations of the Village of Hartland governing wards.

SECTION 4. Severability. If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION 5. Effective Date. This ordinance shall take effect upon and be in full force after adoption and the date of proper publication or the full execution of the Planned Unit Development Agreement in this matter. In the event the Planned Unit Development Agreement has not been executed by _____, this ordinance shall be null and void and without effect.

Passed and approved this _____ day of
_____, 2024.

VILLAGE OF HARTLAND

By: _____
Jeffrey Pfannerstill, Village President

ATTEST:

Santee Policello, Village Clerk

2024 BUDGET CALENDAR FOR 2025 BUDGET

<i>Fri</i>	<i>Jul 26</i>	<i>Budget Books Distributed to Dept Heads {Develop Revenue Projections}</i>
<i>Wed</i>	<i>Aug 14</i>	<i>Departmental Budgets including budget narratives are returned to Village Manager {Budgets may be turned in before the 9th if completed earlier.}</i>
<i>Mon</i>	<i>Aug 19</i>	<i>Budget Reviews all this Week with Department Heads (Village Manager meet with them if needed/desired)</i>
<i>Tue</i>	<i>Sep 3</i>	<i>Distribute Budget Books to Board Members during this week</i>
<i>Wed</i>	<i>Sep 11</i>	<i>Village Board - Budget Workshop (Police, Fire Department and Public Works, 5:00 PM Start Time)(Departments subject to change)</i>
<i>Thur</i>	<i>Sep 12</i>	<i>Village Board - Budget Workshop (All Remaining Departments and Funds, 5:00 PM Start Time)(Departments subject to change)</i>
<i>Mon</i>	<i>Sep 16</i>	<i>Send Budget Summary to Waukesha Freeman</i>
<i>Thurs</i>	<i>Oct 3</i>	<i>Publish Proposed Budget</i>
<i>Mon</i>	<i>Oct 28</i>	<i>Village Board - Budget Meeting Budget Public Hearing</i>
<i>Mon</i>	<i>Nov 11</i>	<i>Village Board - Budget Meeting Motion to Approve 2025 Budget</i>

BOARD OR COMMISSION		
Architectural Board		
David de Courcy Bower		
Jeffrey Pfannerstill		
Ann Wallschlager		
Board of Review		
One Trustee required		
Citizen Member		
Del-Hart Commission		
David Lamerand		
Adam Pfeiffer		
Linda Hallquist		
Ann Wallschlager		
Library Board		
Lee Bromberger - President		
Linda Hallquist		
Park & Recreation Board		
Rick Conner		
Randy Ferrell		
Kathleen Van Thiel		
Police & Fire Commission		
Joe Leisemann		