



ADMINISTRATION  
210 COTTONWOOD AVENUE  
HARTLAND, WI 53029  
PHONE (262) 367-2714  
FAX (262) 367-2430  
www.villageofhartland.com

**PARK AND RECREATION BOARD AGENDA  
MONDAY MAY 7, 2018  
7:00 PM  
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

**Call to Order**

**Public comments for those items not included on this agenda:** (Please be advised the Park and Recreation Board will receive information from the public for a three minute time period per person with time extensions per the Park and Recreation Chairperson's discretion. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.)

1. Consideration of a Motion to Appoint a Park and Recreation Board Chairman for the upcoming year – duties involve running Park and Recreation Board meetings and being a member of the Jt. Architectural Board/Plan Commission.
2. Consideration of a motion to approve Park and Recreation Board minutes of the April 2, 2018 meeting.

**Public Works Items**

3. Discussion and consideration of pet waste stations, Cottonwood Wayside, Nixon Park and Centennial Park.
4. Discussion and consideration of use of Fine Arts Center by The Augustine Academy June 5<sup>th</sup>, 2018 and ability to sell concessions at event.

**Recreation Director Item**

5. Discussion and possible consideration of a proposal for Hartland's Neighborhood Night Out activities in Nixon Park on August 2, 2018.
6. Presentation of National Trails Day Event, June 2 at Nixon Park, Park & Recreation Director Kelli Yogerst.

**Other items for consideration**

7. Announcement of retirement- Mike Einweck, DPW Director - July 6, 2018.
8. Announcements: It is not contemplated that these matters will be discussed or acted upon and may include items for future consideration. The following individuals may provide announcements: Park and Recreation Board members or other Village Staff members.
9. Adjourn  
Deidre Bushéy  
Deputy Clerk

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.

**PARK AND RECREATION BOARD MINUTES**  
**MONDAY, APRIL 2, 2018**  
**7:00 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Present: Peggy Kallenberger, Dick Landwehr, Tim Hallquist, Duane Lawson, Curt Gundrum and Tina Bromberger (arrived at 7:14 p.m.)

Excused: Mike Cottrell

Others: Mike Gerszewski, Kelli Yogerst

**7:00 PM Call to Order**

**Public comments for those items not included on this agenda:** (Please be advised the Park and Recreation Board will receive information from the public for a three minute time period per person with time extensions per the Park and Recreation Chairperson's discretion. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.)

**1. Consideration of a motion to approve the Park and Recreation Board minutes of the March 5, 2018 meeting-**

Motion (Landwehr/Gundrum) to approve the March 5, 2018 Park and Recreation Board minutes. Carried (5-0).

**Public Works Items**

**2. Discussion and consideration of Ice Age Trail Kiosk at Nixon Park.**

Gerszewski stated no representative for Ice Age Trail was present, but he did meet with them and would be glad to answer any questions. Yogerst said this one is extremely similar to the one Jack Sullivan proposed originally. The Ice Age Trail Community Committee went out found Arrowhead engineering and they will build it for us. Staff has gone over the drawings, it will be made of cedar, have 6 panels and Public Works Dept. will do the concrete work. It will be constructed in 2 sections. DPW will supply the truck to transport it to the park and will help them lift it with one of DPW's pieces of equipment. The Ice Age Trail Alliance donated money towards the project and the BID is putting \$1500 towards it.

Motion (Kallenberger/Gundrum) to approve an Ice Age Trail Kiosk at Nixon Park. Carried (5-0).

**3. Discussion and consideration Eastern Wisconsin Slayers use of Centennial Park football field and field use agreement.**

Hallquist stated he received an email after the Slayers contacted the office about use of the field. He said he told them the Park Board probably wouldn't have problem with it as long as staff and DPW didn't have a problem with the tearing up the field because there will be 2 users at the same time. Gerszewski said that is our concern. The team is semi-pro and DPW has 2 concerns, one-that football will damage to the field to the point that the Lacrosse team wouldn't be able to play. He said they have had discussions with them and if the weather is in-climate they will adhere to our guidelines and not play. The second thing is at the end of the year if there is damage, how do we sort out who damaged the field. Gerszewski said he knows Lacrosse is youth and less likely to cause damage. Hallquist pointed out the damage from Lacrosse is localized especially around the goal. The question was asked if the 2 teams could split the cost. Gerszewski said they contend they want to have a good relationship with us and will take care of any damage. He said in the agreement drafted Mike Einweck has increased the deposit from \$500 to \$1000 in case we can't get performance we have enough to do seeding and fertilizing similar to what Lacrosse did last year on the field. Hallquist said he is always wants to give it a try, if it works great, if it doesn't it is a first come first serve basis for next year. Gerszewski said also in the agreement we have the ability to terminate the agreement during the season if damage becomes severe or there isn't compliance with our rules.

Gerszewski said they were playing in West Bend but it wasn't very conducive because there were no bleachers and it was in a flood plain. He said they had wanted to charge admission but were told since it is a park so they can't do that. They will ask for donations though. They also have asked to be able to sell concessions and Gerszewski said this board will have to decide that. Peggy Kallenberger asked if the ability to sell concessions had to be decided tonight or if this was something preliminary. Gerszewski said we need to do something here, because they want to start playing, so after the Park Board approves the agreement or make changes, it will need to go the Village Board most likely at the next meeting. Questions were asked how they found out about the football field and if any coaches or players live in the area. Gerszewski said he didn't have that information, they were given the opportunity to come tonight but obviously they didn't make it. Hallquist asked if all the games are on Saturdays and Gerszewski said yes. Hallquist asked who would monitor immediately after each use, and Gerszewski said Public Works. Hallquist asked if it would be Sunday morning, immediately after their game or Monday morning. Gerszewski said probably Monday morning unless there is a rain event or some other reason we need to be out there in the morning Saturday to close the field. Landwehr said didn't we have the pro football team previously. Gerszewski said yes. He said they will be paying a prep fee to line the field. Hallquist asked because they are adults would they mind if the grass was kept a little higher, Gerszewski said they usually try to keep it at about 3 inches. Landwehr asked if the Board has ever approved a field use by a group with no affiliation, and the answer was yes. Gerszewski said in the agreement it is stated they have to coordinate with the chiefs for use of the scoreboard and there is a prep fee of \$49.50 for each time we line the field as well as \$100 per use. Hallquist pointed out that this is the first time we have had 2 users on the same field at the same time. Gerszewski said in his discussions with them, they want to be

good stewards so if the weather is bad or saturated they will not play. Tina Bromberger arrived at 7:14 p.m. and was brought up to speed on what had been discussed so far. Gerszewski said in the agreement the Park Board has the right to terminate the agreement mid-season if we feel they are damaging the field excessively, and it would go directly to Village Board. The reason for that is because the next time the Park Board meeting would come around their season would be done. Landwehr said he didn't remember having much problems with the last semi-pro team. Hallquist said there was damage and had some trouble collecting the money and Gerszewski said that is the reason the deposit was increased. Condition #14 was discussed regarding advertising. Hallquist said regarding #20 if they want to set up a table and sell concessions that may be a way for them to make money. Gerszewski said we could make that change in the agreement and it would be subject to them getting the proper approvals required with staff working out the wording.

Motion (Bromberger/Kallenberger) to approve Eastern Wisconsin Slayers use of Centennial Park football field and field agreement with the change in condition #20- they will be allowed to sell concessions however they will need to work with staff to get the appropriate approvals. Carried (6-0).

**4. Presentation by Recreation director Kelli Yogerst of Hometown Celebration Activities in Nixon Park on June 29<sup>th</sup>-July 1<sup>st</sup>, 2018.**

Hallquist said he had been asked to change the entry on the flyer for the Beer Garden to Lake Country Beer Garden instead of Endter's. Yogerst said the only big difference is we will have our usual Friday Arts & Crafts, the Hartland Community Band play and Montage will play after them. There will be a 5K on Saturday and then Sunday will be the parade. Tina Bromberger suggested that the Beer Garden be listed on Friday and Sunday too on the Flyer. Yogerst said she will pass that suggestion on.

**Other items for consideration**

**5. Announcements: It is not completed that these matters will be discussed or acted upon and may include items for future consideration. The following individuals may provide announcements: Park and Recreation Board members or other Village Staff members.**

**6. Adjourn**

Motion (Landwehr/Bromberger) to adjourn. Carried (6-0). Meeting adjourned at 7:33 PM.

Respectfully submitted  
By Recording Secretary,

Deidre Bushey  
Deputy Clerk

**MEMO**

**TO:** Park and Recreation Board

**FROM:** Michael Einweck, Director of Public Works *ME*

**DATE:** May 3, 2018

**SUBJECT:** Request for the installation of Pet Waste Stations  
in Village Parks

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The Park and Recreation Board is asked to consider a request from Ms. Caroline Brown to have the Village install pet waste stations to remind pet owners to be responsible in making sure the pet waste is properly cleaned up and disposed of. Staff has discussed the matter with a Village Board member, consulted with the requester on the issue and researched various types of installs. In addition, the recently completed Village Storm Water Management/TMDL Plan Update included a discussion on pet waste stations to assist with water quality.

The considerations for the pet waste stations included that they should be located in high traffic areas where there is currently a high use by park patrons and their pets. These locations should provide informational signage, a single bag dispenser and a trash can that can be easily accessible for the DPW staff. Given this criteria, the proposed locations are; Cottonwood Wayside at the top of the trail heading into the marsh, Nixon Park adjacent to the parking lot near the south end of the pond, and Centennial Park along the Ice Age Trail just south of CTH K.

The attached material has the original request, the reply from a Village Board member, the information from the Storm Water Plan Update, and a sample pet waste station that could be used. The costs for providing these 3 stations would be \$360 for the post, signage and initial bag quantity, \$120 for the 3 trash barrels, and DPW staff time to install the stations. On-going cost would be \$100 for replacement disposal bags (3200 bags in bulk), replacement trash can liners and the staff time to change out the trash can liners and dispose of the waste.

Staff will be available to address any questions the Board may have.

cc: Ross Collura, Interim Police Chief  
Mike Gerszewski, Operations Supervisor

# River Reserve HOA concern

familybrown4@comcast.net

Wed 1/31/2018 10:03 AM

To: Richard Landwehr <richardl@VillageofHartland.com>; Randy Swenson <randys@VillageofHartland.com>; Ann Wallschlager <annw@VillageofHartland.com>; Karen Compton <karenc@VillageofHartland.com>; Rick Stevens <ricks@VillageofHartland.com>; Michael Meyers <michaelm@VillageofHartland.com>; Jeffrey Pfannerstill <jeffreyp@VillageofHartland.com>;

Good Morning,

My name is Caroline Brown and I am the current president of the River Reserve HOA and following our quarterly meeting the following issue was raise and would be interested in your response to this issue.

*Our residents are very concerned about the amount of dog waste not picked up on and around the Ice Age Trail that is part of the River Reserve Subdivision path. It is unsightly, smelly and harmful to our community. The most abuse seems to be coming from the Cottonwood wayside area and the Hwy E and Lindenwood Drive area. Would the village be willing to place signage, garbage bins, along with dog waste bags like I have seen in other communities? We are looking for your help with a solution as this issue that has become even worse. The mile path behind the Cottonwood Wayside also is filled with dog waste as well and would benefit from proper signage, doggy do-do bags as well. Proper placement of garbage cans and signage about picking up dog waste, along with doggy dodo bags would help our Village of Hartland community lead the way as we are an Ice Age Trail community.*

Please let me know how you can help us with this ever growing problem.

Caroline Brown

# River Reserve Concern

Ann Wallschlager

Thu 2/1/2018 12:12 PM

To: Jeffrey Pfannerstill <jeffreyp@VillageofHartland.com>; David Cox <davidc@VillageofHartland.com>; familybrown4@comcast.net <familybrown4@comcast.net>;

 1 attachment

Village Dog Waste stations.pdf;

First I would like to thank Ms. Brown for bringing this issue to the village. Being a dog owner and lover, the easier we can make it for dog walkers to clean up after their pets, the less mess there should be.

I had my assistant do research yesterday on Pet Waste Stations and quality issues. Attached you will find the information that we went over. I feel that these stations would be good to have, not only along the ice age trail but throughout the village and parks.

The apartment complex in which my son lived in Florida was a pet friendly complex and had one of these for each building. There was also a fenced in exercise area for the dogs. In the 3 years he lived there, I did not see any issues with people not picking up after their dogs.

With this being said, I would like to request that is issue be put on the next Village Board agenda for discussion and/or vote. I would be willing to donate \$200 towards a waste station.

Ann Wallschlager  
Village Trustee  
Village of Hartland

- **Install Pet Waste Stations in Parks and Popular Dog-Walking Pathways:** Storm water runoff from urban areas includes excess nutrients and bacteria from pet waste. Rain and snow melt from areas where owners repeatedly walk their dogs, but don't pick up after them, can run off during rain events into the storm sewers and ditches, ultimately reaching nearby lakes, rivers and wetlands. These contaminants contribute to the excessive phosphorus levels in the river, excessive aquatic plant growth and algae blooms, and low DO levels. Pet waste stations are becoming more common in parks and along popular dog-walking routes around the state, especially in areas where the local waterways are impaired due to excessive nutrients. Pet waste stations typically include a garbage can and a source of bags for owners to pick up after their pets. The Village of Hartland currently has an ordinance in place requiring pet owners to pick up and properly dispose of pet waste; the installation of dedicated pet waste stations would encourage pet owners to follow these rules. In addition, pet waste stations also provide information to the general public on the impacts of excessive nutrients to water quality, especially when installed in parks and subdivisions that drain directly to the Bark River and its tributaries.



Figure: Illustration of a Typical Pet Waste Station

- **Implement / Participate in a River Monitoring Program:** The success of the efforts to improve the Bark River and remove the river from the State's Impaired Waters List will be proven through actual in-stream monitoring. The Village of Hartland could develop a monitoring protocol to collect information such as TSS and phosphorus levels throughout the year, to evaluate the impact of the various pollutant reduction measures as they are implemented over time. Setting up monitoring stations upstream and downstream of the Bark River wetland complex west of Cottonwood Avenue and east of STH 83 would provide site-specific information about the impacts of the wetlands on the phosphorus levels in the river throughout the year. New monitoring activities should be coordinated with data collection efforts by WDNR, Waukesha County and the citizen-based Water Action Volunteers network, the Southeast Wisconsin Regional Planning Commission (SEWRPC), and other wastewater and MS4 permittees upstream and downstream of the Village. The data collected over a multi-year period would provide better information for decision makers and biologists regarding which pollutant reduction efforts have more of an immediate impact on the Bark River and its tributaries versus projects that would be better to implement at a

**MINI DOG WASTE STATION w/ONEpul® BAG SYSTEM - DEPOT-023**

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**Mini Dog Waste**

**Station with ONEpul® Bag System** is the

same as our Full Stations, except it does **NOT** come with a waste can. Great for locations that have a nearby trash can.

**Comes with:**

- Sign
- Post
- Bag Dispenser
- 400 ONEpul® Bags
- **Installation Instructions**
- Hardware

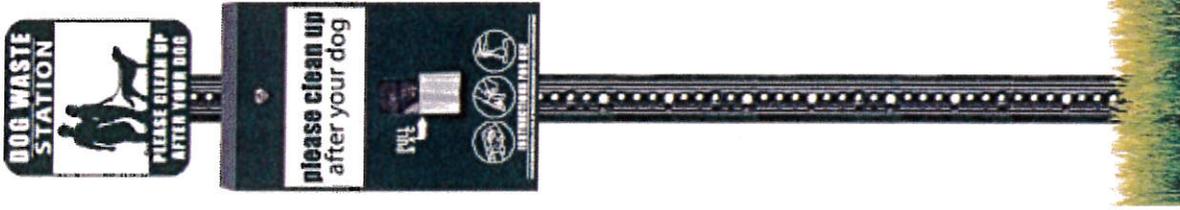
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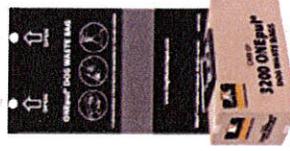


**ONEpul@ DOG WASTE BAGS - BOX of 800 - DEPOT-020**

2 reviews  
**List: \$49.99**  
**Price: \$39.99**

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**ONEpul@ DOG WASTE BAGS - Case of 3200 - DEPOT-021**

1 reviews  
**List: \$168.00**  
**Price: \$99.99**

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**The MittN BAG™ HEADER DOG WASTE BAGS - Case of 2000 - DEPOT-999**

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**VILLAGE OF HARTLAND**  
**FINE ARTS CENTER RESERVATION APPLICATION**  
~~2017~~ 2018

210 Cottonwood Avenue Hartland, WI 53029 Phone 262-367-2714 FAX 262-367-2430

Organization or Individual's Name: The Augustine Academy

Name of Person In Charge: Erika Marcott

emarcott@augustineacademy.com

Telephone Number:(Home) \_\_\_\_\_ (Work) 262-361-3322 (EMAIL) \_\_\_\_\_

Address: N65 W28217 Hickory Hill Drive, Merton, WI  
Street/Mailing Zip Code

If Above Person Cannot Be Reached: Rebecca Good

Telephone Number:(Home) 713-408-4679 (Work) \_\_\_\_\_ (EMAIL) rgood@augustineacademy.com

Address: PO Box 180066 Delafield, WI 53018  
Street/Mailing Zip Code

Name of Group, Performer: The Augustine Academy 3-8 grades

Description of Entertainment: A Midsummer Night's Dream - our annual Shakespeare festival

Is Sponsor Classified as Non-Profit: yes

Other Permits Required: Beer  Shelter  Other

Date Paid: \_\_\_\_\_ Fee Paid \_\_\_\_\_ Deposit Paid \_\_\_\_\_ Receipt Number \_\_\_\_\_

FEES	Resident	0 – 50	51 – 100	101 – 200	201 +	
			\$66.00+ 3.37	\$84.15+ 4.30	\$108.35+ 5.54	\$126.50+ 6.46
	Non Resident	0 – 50	51 – 100	101 – 200	201 +	
		\$78.10+ 3.99	\$114.00+ 5.85	\$150.70+ 7.70	\$180.95+ 9.25	
<i>Note: Deposit to be paid by all users</i>		0-50	51-100	101-200	201-300	300+
<b>Refundable Deposit Amounts</b>		\$50.00	\$100.00	\$200.00	\$300.00	\$400.00

(Office Use Only)

Permit Number	Date of Use	Time of Use	Resident/ Non-Resident	Estimated Attendance	Insurance Certificate Required as Determined by Village (y or n)	Electricity Needed (y or n)	TOTAL FEE/DEPOSIT	Date Issued	Issued By
Fine Arts Center (FAC)	6/5/18	4:30-9pm	NR	100	Yes	y	\$100		
Food/Beverage Sales at Concession Window?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No								
Sales of Other Items? Describe Items and Point of Sale	We were wondering if a food truck would be allowed at the event in the parking lot. Do they need a special permit to serve there?								

I verify the documented information and agree to abide by the Park Board's Policy and Village Ordinances regarding Park Usage.

Erika Marcott  
 Signature

PLEASE BRING THIS PERMIT WITH YOU TO THE PARK

## **HARTLAND's NEIGHBORHOOD NIGHT OUT (HNNO)**

Thursday, August 2nd, 2018

We are looking to get approval to host a business open house in the Business Improvement District. We are in the beginning stages of planning this event. A rough outline of the night's activities are below:

5:30-8:30 pm Business open house(downtown)

Dousman Transport Company is to provide a shuttle to take people to new locations (route & stop TBD)

7-9:00 pm Classic rock band in park

8-9:30 pm Family movie at Hartland Fire Station

### Organizers responsibilities

- Notify PD of event
- Notify the Village

### Village/Park & Rec responsibilities

- Booking and coordinating the live music
- Organizing and setting up Movie at Fire Station
- Provide Cones for Shuttle Stops.

### **Contact:**

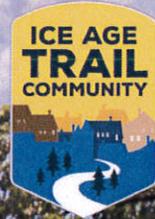
Elise Miller

Owner of Lake Country Bed Barn

epmiller104@gmail.com

262-349-0034

# HIKE-a-HULA



Mammoth art compliments  
of Seek Dry Goods

**Saturday, June 2, 2018**  
(National Trails Day)

Join hikers, friends and family to hike part of the Ice Age Trail celebrating the 60th anniversary of the Ice Age Trail Alliance (and the hula hoop too, just for fun).

## Choose from 3 hikes

- |                    |   |
|--------------------|---|
| 7.5 miles<br>9 am  | Ride shuttle from Nixon Park (Hartland) to Delafield, hike back to Nixon Park.  |
| 4.5 miles<br>10 am | Guided hike through the Hartland Marsh on improved trails and boardwalks. Designated a Class 1 Wildlife Habitat. (leashed dogs allowed) |
| Tyke Hike<br>10 am | Discover the Trail through service and play. This hike is accessible and paved.   |

## After hike activities-Nixon Park

Splash pad, hula hoop games, music, plus food and refreshments available for purchase (beer garden), all at Nixon Park.

## Stay and Play in Hartland

Enjoy restaurants, bars, gift shops and more to explore.

**More info at: [www.iceagetrail.org/events](http://www.iceagetrail.org/events)**

**Sponsored and conducted by the Waukesha/Milwaukee County Chapter of the IATA**