

**VILLAGE BOARD MINUTES**  
**MONDAY, JUNE 10, 2019**  
**7:00 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order

Roll Call

Pledge of Allegiance – Trustee Wallschlager

Present: Trustees Anson, Dorau, Meyers, Wallschlager, Ludtke, Conner, President Pfannerstill

Others Present: Interim Administrator/Finance Director Bailey, Clerk Igl, Police Captain Kelsey, Operations Supervisor Gerszewski, Rec Director Yogerst, Fire Chief Dean, Utility Operations Supervisor Felkner, Tom Brass, Jerry and Marie Arenas.

Public Comments: (Please be advised the Village Board will receive information from the public for a three minute time period per person, with time extensions per the Village President'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.) None.

1. Motion (Meyers/Ludtke) to approve Village Board minutes of May 28, 2019. Carried (7-0).
2. Motion (Wallschlager/Conner) to approve vouchers for payment in the amount of \$632,403.32. Carried (6-0). Meyers abstained.
3. Consideration of actions related to Licenses and Permits
  - a. Consideration of the Annual Renewal of Licenses and Permits expiring June 30, 2020.
    - i. Consideration of motions to approve:
      1. Class "B" Beer/"Class B" Liquor – Motion (Ludtke/Wallschlager) to approve licenses as listed. Anson abstained for Hogger's Pub, LLC. Motion carried.
      2. Reserve Class "B" Beer/"Class B" Liquor – Motion (Wallschlager/Meyers) to approve licenses as listed. Carried (7-0).
      3. "Class A" Liquor – Motion (Meyers/Dorau) to approve license as listed. Carried (7-0).
      4. Class "A" Beer – Motion (Wallschlager/Ludtke) to approve license as listed. Carried (7-0).
      5. Class "A" Beer/"Class A" Liquor – Motion ((Dorau/Meyers) to approve licenses as listed. Carried (7-0).
      6. Class "B" Beer – Motion (Meyers/Dorau) to approve license for Hartland Athletic Advancement Association for Bark River Canteen. Ludtke abstained. Carried (6-0). Motion (Dorau/Wallschlager) to approve license for Hartland Athletic Advancement Association for Nixon Park Canteen. Ludtke abstained. Carried (6-0). Motion (Meyers/Dorau) to

- approve licenses for Board & Brush and Endter's Sports Grill. Carried (7-0).
7. "Class C" Wine – Motion (Conner/Meyers) to approve licenses as listed. Carried (7-0).
- b. Consideration of motions to approve annual licenses expiring June 30, 2020 not requiring a public hearing:
- i. Amusement Device Licenses – Motion (Conner/Dorau) to approve licenses as listed with the exception of Hogger's. Carried (7-0). Motion (Meyers/Ludtke) to approve license for Hogger's. Anson abstained. Carried (6-0).
  - ii. Operator's (Bartender) Licenses
    - 1. Motion (Anson/Ludtke) to approve Operator's Licenses with a term ending June 30, 2020. Carried (7-0).
  - iii. Cabaret Licenses – Motion (Wallschlager/Conner) to approve licenses as listed with the exception of Hogger's. Carried (7-0). Motion (Meyers/Dorau) to approve license for Hogger's. Anson abstained. Carried (6-0).
  - iv. Cigarette Licenses – Motion (Ludtke/Conner) to approve licenses as listed. Carried (7-0).
  - v. Weights and Measures Licenses – Motion (Conner/Dorau) to approve licenses as listed. Carried (7-0).
- c. Actions related to the consideration of the issuance of a Class "B" Beer/"Class B" (Intoxicating) Liquor License for the premises located at 560 S. Industrial Drive (Wisconsin Athletic Club – Lake Country, Chezare Misko, Agent)
- i. **Public Hearing** to receive comment on the liquor retailer's license application. President Pfannerstill opened the Public Hearing at 7:16 p.m. No comments heard. Public Hearing closed at 7:17 p.m.
  - ii. Consideration of an action related to issuance of a Class "B" Beer/"Class B" Liquor License for WAC – Lake Country. Motion (Dorau/Ludtke) to approve the issuance of a Class "B" Beer/"Class B" liquor license for WAC – Lake Country. Carried (7-0).
- d. Consideration of other licenses and permits
- i. Temporary Operator's (Bartender) licenses for Chamber of Commerce annual street dance. Motion (Meyers/Ludtke) to approve temporary operator's licenses. Dorau abstained. Carried (6-0).
4. Consideration of actions related to rezoning the property at 415 W. Capitol Drive to RS-5 Single-Family Residential Estate District.
- a. Second reading of Bill for an Ordinance No. 05-28-2019 "An Ordinance To Amend The Official Zoning Map Of The Village Of Hartland". President Pfannerstill stated that this was the second reading of the ordinance.
5. First reading of a Bill for an Ordinance 6/10/2019 "An Ordinance to Repeal and Recreate Sec. 2-26(B) Pertaining to Village President and Village Trustees Pay Schedule.

President Pfannerstill stated that this was a first reading of the ordinance.

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6. Discussion and consideration of actions related to the review process for proposals received for the administrator search.

Interim Administrator Bailey stated that one response had been received after the deadline. Motion (Dorau/Conner) to accept the late response. Carried (7-0).

It was the consensus of the board that each of the firms would be asked to provide a 40 minutes presentation and allow 20 minutes for questions/answers. The presentations are to be scheduled with the full Village Board. Motion (Conner/Dorau) to direct staff to send out responses received to the Village Board and to schedule presentations. Carried (7-0).

7. Discussion related to a draft banner policy.

Interim Administrator Bailey stated that a draft of the policy had been included in the info pack. Factors were discussed such as whether there would be a fee to hang a banner, whether the work could be subcontracted out at the discretion of the Village, what organizations would be allowed to hang banners, the length of time that a banner is allowed in place and that the Village would need to approve designs of banners. Tom Brass, representing BID, stated that the policy should remain general and urged the Board to move forward with allowing banners.

Motion (Dorau/Conner) to allow a "pilot" banner be allowed for the Hometown Celebration on a one-time trial basis. Carried (7-0).

Village Board members were asked to provide comments on the policy to Interim Administrator Bailey. This item will be placed on the next Village Board agenda.

8. Discussion and possible action related to relocation of a portion of the Ice Age Trail.

Rec Director Yogerst stated that Ice Age Trail Community Committee had discussed a potential reroute of the trail and recommended that the trail stay unchanged through the downtown. The second choice of the committee was to move the trail to pass between Zesti's and Sam Emanuele's building. Tom Brass, representing BID, agreed that the trail stay as is.

There was discussion regarding the alley which is owned jointly by Palmer's, Silver Leash and the Village. Mr. Arenas (Palmer's) stated that he had repaired large holes in the parking lot and commented that he felt the Village failed to bring the owners into the conversations regarding the alley over the years. There was discussion regarding the lighting of the bridge with Mr. Arenas offering to cover the lighting costs if the Village gets wires run from his pole to the bridge. Mr. Arenas commented that the area is not an alley but rather a driveway and main walkway. He stated that he would like to enclose the dumpsters however paving is part of the overall project. Mr. Arenas commented that Village staff had contacted him regarding paving without prior discussions when the expense was not in his budget. He also questioned why the Village had recently torn up the sidewalk in front of his business.

President Pfannerstill commented that the bids for paving that were received were much higher than received in 2007-2009. Tom Brass commented that a lot of people use that back parking

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lot and that it would be nice to have the bridge and parking lot lit with decorative lighting. Chief Dean suggested painting of murals on the sides of the buildings. Utility Operations Supervisor Felkner stated that the new bridge is being built and that the warranty would be void if holes are drilled into the bridge for lighting. He stated that lighting is not out of the question but that clamps would have to be used. He responded to Mr. Arenas stating that the sidewalk had been torn up because the curb stops didn't work at that location and that this type of work is always done prior to road construction. Felkner stated that a memo had been sent to businesses stating that the bridge will be out of commission for two days. Mr. Brass commented that there had been no dialogue with BID or business owners before ordering the replacement bridge.

Trustee Dorau asked Mr. Arenas whether it would be possible to relocate the dumpsters to the other side of the bridge to eliminate the concern of the weight of the garbage trucks on the pavement. Mr. Arenas stated that it would not. Trustee Anson stated that he felt the bid received for paving was ridiculous and asked Mr. Arenas whether he has foundation issues because of the weight of the garbage trucks. Mr. Arenas stated that the building has foundation issues but not caused by the heavy vehicle traffic on the driveway.

Trustee Ludtke asked Rec Director Yogerst about marketing materials for the Ice Age Trail and what the impact of changing the trail would have. Yogerst stated that a change would not be an easy process, that there may be a cost to the Village but assumed more of the associated costs would impact the Ice Age Trail Alliance. Trustee Ludtke raised concerns regarding relocating the trail after heavily publicizing the trail.

Motion made by Pfannerstill to direct Interim Administrator Bailey to meet with businesses (and include Trustee Anson), reference historical documents related to paving the alley and move the project forward. Motion died for lack of a second.

Trustee Ludtke asked whether a decision should be made by the board related to the relocation of the trail. Trustee Dorau commented that perhaps the relocation issue be postponed until the specifics of the alley project are determined.

President Pfannerstill asked Interim Administrator Bailey to reach out to the businesses to discuss project.

9. Discussion and possible action related to the composition of the Plan Commission.

Trustee Meyers stated that the previous Village President had taken steps to remove the village engineer from the Plan Commission and replaced with a citizen member. He stated that with the most recent development having issues, he would prefer to have the village engineer as a voting member of the Plan Commission.

The Village Board took a recess at 8:14 p.m.

The Village Board returned from recess at 8:18 p.m.

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President Pfannerstill stated that in 2017 the Village Board changed the composition of the Plan commission to remove the Village engineer as a voting member. Additionally, he stated that he found out within the last six months that the engineer was instructed that he didn't need to attend the Plan Commission meetings. The Village Engineer has now been regularly attending the meetings. President Pfannerstill stated that the citizen members' term in question expires in April.

Trustee Anson voiced concerns about the individual that currently is seated as the citizen member that replaced the Village engineer as a voting member. President Pfannerstill stated that the board had approved the appointment of the individual and there is only 10 months before the end of the term. Motion (Anson/Wallschlager) to move the citizen member that replaced the Village engineer as a voting member and replace with the Village engineer as a voting member. Roll call taken; motion failed (2-5). President Pfannerstill stated that the Village engineer will be asked to continue to attend all Plan Commission meetings.

10. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.

President Pfannerstill stated that there had been a tragic motorcycle accident in the Village and asked that all pray for those involved.

All were invited to a dedication and renaming of the Village Hall in honor of Dick Landwehr on Sat., June 20 at 11:30 a.m.

Trustee Ludtke stated that maps from the recent Comprehensive Plan citizen engagement meeting are available to the public. Those interested in viewing the maps should reach out to staff or the Village Board. She also stated that the recent library event, Party in the Park, was great!

Trustee Dorau announced that there will be Children's Parade on June 30 at 1:15 p.m. with details on the Village website. She thanked Hometown Pharmacy for sponsoring the event.

11. Upon passage of a duly made motion to convene in closed session pursuant to Wis. Stat. § 19.85(1)(e), for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or *conducting other specific public business*, whenever competitive or bargaining reasons require a closed session with respect to the contracted position of Building Inspector/Zoning Administrator.

Motion (Dorau/Anson) to adjourn to closed session. Roll vote taken; all ayes. Adjourned to closed session at 8:37 p.m.

12. May reconvene in open session to take action, if any, related to the closed session.

Reconvened in open session at 9:15 p.m.

President Pfannerstill stated that the Village Board discussed beginning a Request for Proposal process for building inspection services as this contract has not been reviewed by the Board for at least ten years.

Motion (Pfannerstill/Ludtke) to authorize staff to send letter to the current building inspection firm to notify them that the Village may or may not end the contract with them in 60 days and to invite them to participate in the Request for Proposal process. Carried (7-0).

13. Motion (Dorau/Ludtke) to adjourn at 9:17 p.m. Carried (7-0).

Respectfully submitted,

Darlene Igl  
Village Clerk