

**VILLAGE BOARD MINUTES
TUESDAY, MAY 26, 2020
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order
Roll Call

Pledge of Allegiance – Trustee Conner

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

Others Present: Administrator Rhode, Finance Director Bailey, Clerk Igl, Police Chief Misko, Interim Fire Chief Jambretz, Operations Supervisor Gerszewski, Rec Director Yogerst, Tom Ludtke, Mike Badani, Jerry and Marie Arenas

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) on the agenda for a three minute time period per person, with time extensions per the Village President's discretion.

Tom Ludtke, President of the Hartland Athletic Advancement Association, commented on the opening of parks and the impact on baseball/softball. He stated that the organization has an agreement with the Village to operate the concession stands which allows HAAA to generate income to cover expenses of providing baseball/softball. He stated that the agreement includes a provision that the Village will provide the building and will clean restrooms once a day. He stated that due to the virus this year the bathrooms are not yet open so they cannot start baseball or operating the concession stand. He stated that one portable toilet has been delivered however he stated that he doesn't feel they can start their season without the normal restroom facilities being open. He commented that the Village had not communicated that the facilities would not be opened.

President Pfannerstill responded that June 1 is the proposed opening date for the parks which will include the restroom facilities. He stated that the portable toilet was provided to offer a short term solution while the park was closed. President Pfannerstill asked that Mr. Ludtke contact the Village Administrator to work out the details. Administrator Rhode stated that the Village Board will need to take action to authorize opening of the parks. DPW will then take action to fully open the parks facilities and communicate to the user groups.

1. Motion (Meyers/Ludtke) to approve Village Board minutes of May 11, 2020. Carried (7-0).
2. Motion (Conner/Dorau) to approve vouchers for payment in the amount of \$200,613.36. Carried (6-0). Meyers abstained.
3. Consideration of actions related to Licenses and Permits.
 - a. Consideration of an application for an Operator's License recommended for denial

VILLAGE BOARD MINUTES

TUESDAY, MAY 26, 2020

7:00 PM

PAGE 2

Mike Badani, Citgo Village Mart, stated that his employee had held a license for the last 12 years, stated that this must have been an oversight in the approval process but has concerns that it was approved previously but now denied.

Chief Misko stated that staff runs background checks bi-annually for renewal bartender licenses and in this particular case, found a felony conviction on the applicant's application. He referenced a memo from the Village Attorney that confirmed that a convicted felon "shall not" be issued a bartender's license. He stated that records as far back as 2008 indicate that the applicant had been approved for renewal.

Motion (Dorau/Wallschlager) to deny the license as recommended. Carried (7-0).

- b. Items related to the Chamber of Commerce annual street dance, Saturday, July 19, 2020
 - i. Street Use Permit – Motion (Meyers/Wallschlager) to approve the Street Use Permit. Carried (6-0). Dorau abstained.
 - ii. Temporary Class "B" Beer/Wine Permit – Motion (Conner/Wallschlager) to approve with date on license to be July 17 for purposes of taking delivery of alcohol. Carried (7-0).
 - iii. Public Dance License – Motion (Meyers/Wallschlager) to approve. Carried (6-0). Dorau abstained. It was clarified that there was no fee charged for the public dance license application.
 - iv. Temporary Operator's (Bartender) Licenses – Motion (Wallschlager/Anson) to approve. Carried (7-0).
- c. Motion (Meyers/Ludtke) to approve an application for a street use permit for Honor Our Heroes, LLC. Carried (7-0).

Items referred from the May 18, 2020 Plan Commission meeting

- 4. Consideration of a motion to approve plans for construction of a new church facility for St. Charles Church, 313 Circle Drive.

It was stated that the Joint Architectural Board/Plan Commission recommended approval. St. Charles has indicated that the project will not start until after their Fallfest event. Motion (Meyers/Ludtke) to approve plans for construction of a new church facility for St. Charles. Carried (7-0).

- 5. Motion (Conner/Ludtke) to approve an Extraterritorial Certified Survey Map in the Town of Delafield. Carried (7-0).

Other items for consideration

Item #10 was moved up on the agenda.

- 10. Discussion and consideration of permanent curbside pickup signs in the downtown.

VILLAGE BOARD MINUTES

TUESDAY, MAY 26, 2020

7:00 PM

PAGE 3

Jerry Arenas thanked the Village Board for authorizing the reduction of the liquor license fees this year. He stated that he believes that curbside pickup business will continue and believes the curbside pickup signage will still be needed. It was clarified that this request was not solely for Palmer's purposes and was not intended to permanent necessarily. He stated that the best location for his business to have curbside pickup is the first parking stall off of the driveway.

Trustee Ludtke stated that she sees designating curbside pickup parking stalls as an opportunity to help the businesses move forward. President Pfannerstill commented that businesses were asked to vote on which sign option they preferred by BID. Trustee Anson suggested that the curbs in these designated areas be painted.

Administrator Rhode stated that if the Board agreed to move forward, staff would design a sign, map out the locations for the signs, work out the times for their use and present to the Village Board at the June 8 meeting. He stated that the signs could be installed and reevaluated in 90 days.

Motion (Ludtke/Conner) to postpone consideration of permanent curbside pickup signs until a full plan is prepared by staff. Carried (7-0).

6. Presentation of Hartland Fire Department Annual Report.

Interim Chief Jambretz provided a recap of fire department activities in 2019 including increased numbers of calls for the year, putting the newest vehicle into service in February, review of fundraisers and public events, memorable calls of 2019 and an update on staffing. Additionally he presented a document related to the future of the department. Motion (Ludtke/Dorau) to accept the report as presented. Carried (7-0).

7. Consideration of a motion to authorize the disposal of a 2015 Chevy Impala from the Fire Department as surplus.

It was stated that this vehicle was previously a squad car so has high mileage. It was stated that this vehicle will be replaced with a Police Department Explorer that is being replaced. Motion (Meyers/Wallschlager) to authorize the disposal of a 2015 Chevy Impala from the Fire Department as surplus. Carried (7-0).

8. Consideration of a motion to adopt Resolution No. 05/26/20 "A Resolution Adopting the Compliance Maintenance Annual Report (CMAR)".

Operations Supervisor Gerszewski stated that this report is filed annually with the Department of Natural Resource and looks at maintenance procedures for the Village's collection system. Motion (Meyers/Ludtke) to approve Resolution No. 05/26/20 "A Resolution Adopting the Compliance Maintenance Annual Report (CMAR)". Carried (7-0).

9. Consideration of a motion to approve the Final Payment for the 2019 Crack Sealing Program to Thunder Road in the amount of \$41,933.

VILLAGE BOARD MINUTES

TUESDAY, MAY 26, 2020

7:00 PM

PAGE 4

It was stated that this work which could not be completed last fall due to weather has now done. Motion (Conner/Dorau) to approve the Final Payment for the 2019 Crack Sealing Program to Thunder Road in the amount of \$41,933. Carried (7-0).

10. Discussion and consideration of permanent curbside pickup signs in the downtown.

This item addressed earlier in the meeting following item number 5.

11. Discussion and consideration related to upcoming Village events and opening of Village facilities.

Administrator Rhode stated that parks could open fully on June 1 (restrooms, courts) with the caveat that the shelters around the splash pad not be open to the public as they would be used for the recreation department camp. It was recommended that shelter rentals for those shelters be restricted Monday through Friday during camp operation hours. Camp being held at the park is due to the school facilities being closed until July.

Additionally, Administrator Rhode stated that the splash pad water is not chlorinated, the splash pad will likely attract large numbers of people and there is no area of containment to provide for social distancing. He stated that he is waiting for more recommendations that would impact opening of the splash pad and is hopeful that more guidance will be provided soon. He recommended the Village Board reconsider the opening date for the splash at the June 8 meeting to allow staff to gather more information and to better define camp participation.

Motion (Meyers/Wallschlager) to open the parks, concession stands, restroom facilities on June 1 with the splash pad opening to be determined at a later date. Carried (6-0). Ludtke abstained.

President Pfannerstill commented that he doesn't agree with keeping the splash pad closed and doesn't want to see the parade and fireworks cancelled. It was stated that parade registrations and donations are down over previous years. Finance Director Bailey raised potential concerns about the parade route and crowds of people being present. It was clarified that parade units would be asked to refrain from handing or throwing out any items.

Motion (Meyers/Anson) to approve proceeding with the fireworks and parade as planned. Carried (7-0).

12. Consideration of Board, Commission and Committee appointments as presented by Village President Pfannerstill.

No appointments for consideration at this time.

13. 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.

VILLAGE BOARD MINUTES

TUESDAY, MAY 26, 2020

7:00 PM

PAGE 5

Administrator Rhode thanked Ben Nelson for the work he did to facilitate zoom meetings and stated that Ben will be exploring options if we have to use remote meetings in the future. Administrator Rhode stated that he appreciates the patience of the board and staff as changes are happening daily.

Trustee Dorau thanked staff for the great work that is done behind the scenes, stated that she appreciates the parks being open including signs stating the equipment should be used with caution and commending the DPW for their work in the area behind the fire department as it looks great.

Trustee Ludtke commended the Library for their efforts in reopening. She also thanked the Village President and Board members for nominating her to the Library Board and Del-Hart Commission.

President Pfannerstill commented that all are asked to stay home if they have symptoms and to help others during this unprecedented time.

14. Adjournment.

Motion (Ludtke/Conner) to adjourn at 8:40 p.m.

Respectfully submitted,

Darlene Igl
Village Clerk