

**VILLAGE BOARD MINUTES**  
**MONDAY, SEPTEMBER 28, 2020**  
**6:30 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order  
Roll Call

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

Others Present: Administrator Rhode, Finance Director Bailey, Clerk Igl, Police Chief Misko, Operations Supervisor Gerszewski, Utility Operations Supervisor Felkner, Interim Fire Chief Jambretz, Tim Hallquist, Heather Boundy, Mike Kusch (Hartland Service), Jim and John Siepman, Brett Heikkila and Chris Walgren (BSI), residents of the Walnut Grove development.

Pledge of Allegiance – Trustee Conner

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. No comments received.

1. Motion (Meyers/Conner) to approve Village Board minutes of September 14, 2020. Carried (7-0).
2. Motion (Wallschlager/Anson) to approve vouchers for payment in the amount of \$561,160.14. Carried (7-0).
3. Consideration of actions related to Licenses and Permits.
  - a. Motion (Dorau/Conner) to approve Operator’s (Bartender) License. Carried (7-0).
  - b. Consideration of a motion to approve an application for a Restricted Species Permit

Heather Boundy stated that they are requesting a Restricted Species Permit to allow them to have 4 dogs. She stated three of their dogs are elderly and they are interested in rescuing a dog. She stated that she is home with the dogs and is a very responsible pet owner.

Trustee Wallschlager stated that four dogs is a lot for the size of the property and suggested that the owner stick with the dogs they currently have and not add any more until one of the existing dogs passes. Trustee Wallschlager stated that there is a reason the Village has the ordinance but that she wouldn’t want the family to have to get rid of any existing pets. Ms. Boundy commented that she knows of several neighbors that have more than the allowed two dogs which is against the ordinance.

Motion (Wallschlager/Meyers) to allow the three dogs that the family currently owns but that when one passes they are to stay within the guidelines of the Village ordinance. Trustee Ludtke asked for clarification of the ordinance. President Pfannerstill stated that the ordinance allows only two of any one species with a total of five animals allowed. Motion (Anson/Ludtke) to amend the motion to allow the family to have the three existing dogs as well as the additional dog subject to them all being spayed or neutered and that when one of the dogs passes, the applicant is to request another permit. Vote to amend motion carried (6-1). Wallschlager opposed. Vote on amended motion (6-1). Wallschlager opposed.

- c. Consideration of a motion to approve a Street Use Permit

Administrator Rhode stated that AHS is seeking permission to hold Trunk or Treat during Business Trick or Treat in conjunction with the Chamber. The DECA students typically hold their event at AHS but due to COVID-19 they are looking for an alternate location and are asking to use the municipal parking lot for the event. Motion (Meyers/Ludtke) to approve the Street Use Permit as requested. Carried (7-0). Trustee Dorau asked if fees were being waived. Administrator Rhode stated that the fees were donated. Trustee Ludtke asked whether the Library has been informed of the event and it was stated that the Library participates in the Business Trick or Treat event.

4. Consideration of a motion to approve Contractor's Application for Payment No. 1 in the amount of \$198,963.75 to Soper Grading & Excavating LLC for the E. Industrial Drive and Progress Drive Bioretention Project.

Utility Operations Supervisor Felkner stated that this project was an effort to improve the quality of the water going into the marsh and the Bark River. He stated that the Village had received a grant from the DNR in the amount of \$150,000 to offset costs. He stated that staff is satisfied with the progress on the project and recommend payment. Motion (Conner/Wallschlager) to approve Contractor's Application for Payment No. 1 in the amount of \$198,963.75 to Soper Grading & Excavating LLC for the E. Industrial Drive and Progress Drive Bioretention Project. Carried (7-0).

5. Consideration of a motion to approve Contractor's Application for Payment No. 1 (final) in the amount of \$30,393.60 to Struck & Irwin Paving, Inc. for the 2020 Slurry Seal Program.

Operations Supervisor Gerszewski stated that this final pay request will close out the project. He stated that the work has been completed and inspected. He stated that this payment will begin the one year warranty timeframe. Motion (Meyers/Anson) to approve Contractor's Application for Payment No. 1 (final) in the amount of \$30,393.60 to Struck & Irwin Paving, Inc. for the 2020 Slurry Seal Program. Carried (7-0).

6. Discussion and consideration of a conceptual site plan for the Sandhill East Multi-Family development (Siepmann Realty Corporation) located east of CTH KE and north of CTH K.

Jim Siepmann introduced a conceptual condo project seeking feedback from the Village Board. He stated that they are proposing a low density cluster development on the property based on

what they feel is marketable and needed in the Village. He stated that instead of 46 single family lot, Siepmann is proposing 33 2-family buildings and 11 4-family buildings. It was stated that they have an agreement with Kingsway Homes for the construction as they have had success with similar projects. Mr. Siepmann stated that private roads for the development will be proposed and they will not connect to the Walnut Grove development (Town of Lisbon). He stated that a condo association will be put in place. He stated that the site plan is the same as the original plan with 46 units but was changed to duplexes. He stated that the units will be approximately \$500,000 per condo with either a 2 or 3 car garage. He stated that many will have exposed basements to allow for finished basements. He stated all materials will be high quality and natural finishes used.

Comments were received from residents of the Walnut Grove development stating concerns about high density development and traffic concerns with the speed limit of 45 mph. Concerns were also raised about water run-off as it was stated that a number of the homes in the development have existing water problems. Mr. Pond stated that he purchased an abutting property a year ago and is concerned with the lack of greenspace proposed between the neighborhoods. Additionally, Mr. Pond stated that the greenspace along Walnut Grove does not appear to be uniform. He suggested that perhaps shifting away from the property lines or reducing the size of the units could resolve the issue.

President Pfannerstill stated that this proposal is conceptual only at this point for the Village Board to voice concerns or refer to the Plan Commission. Trustee Ludtke voiced concerns that the units are only two bedrooms at the proposed price point and stated that she wants the Village to find ways to offer more affordable homes for more families to come to the area. Mr. Siepmann stated that the only way this project could be more affordable is with Village assistance through TIF but it is difficult with the current market. Trustee Ludtke stated that she feels the board needs to do their due diligence by looking at the situation. Trustee Wallschlager asked for clarification on square footage with the average in the 4 unit building at approximately 2,000 square feet.

Motion (Dorau/Meyers) to send the proposed development to the Plan Commission for consideration. Carried (6-1) Ludtke opposed.

7. Discussion and possible consideration of the sale or donation of a surplus vehicle to Arrowhead High School.

Mike Kusch, Hartland Service, stated that he has donated equipment to AHS in an effort to modernize the shop program. He stated that he learned of the opportunity of an old squad being available and requested that the board donate the car to AHS as it would be a tool for auto shop for 10 years. Finance Director Bailey stated that this vehicle would normally sell on the auction site for between \$5,000 and \$9,000. He stated that other municipalities that feed into AHS would also receive benefit from the Village's donation.

Trustee Conner spoke in favor of the idea to give back to AHS and assist students in their career paths. President Pfannerstill commented that perhaps there could be a fundraising effort so that taxpayer funds are not used. Mike Kusch stated that Hartland Service would be willing to donate toward the purchase. Trustee Meyers stated that it may be difficult to raise money at

this time. Trustee Ludtke commended Hartland Service for their support to the community and to the students stating that she liked the idea of asking other municipalities if they are willing to support this venture for the AHS students. Trustee Meyers stated that another organization had recently asked for financial support and was denied by the board and he further stated that it would be difficult to give away tax dollars. There was discussion as to whether the sale should be postponed until year end in the event that people want to donate to the effort. It was agreed to move forward with listing the vehicle for sale on the public auction site.

8. Discussion and consideration of revised plans for remodeling the Village Board room by BSI Project Team.

The BSI project team provided a resubmittal for remodeling of the board room including design drawings and budget numbers stating that there were no changes to the AV proposal, the addition of three exterior windows had been removed and the black chairs incorporated. A proposal to update interior signage to meet ADA compliance was provided. An allowance for a new Village logo to be used as a backdrop was included in the proposal.

Trustee Wallschlagger expressed concerns about the addition of windows/doors as she feels the room should be secure and stated concerns about spending tax dollars on the project. Trustee Meyers stated agreement that the AV equipment needs to be updated but raised concerns as she feels the room is only used twice a month. Staff stated that the room is used regularly for multiple purposes. Administrator Rhode stated that the plans would include removal of the large wooden table and would include the addition of smaller tables which could be readily reconfigured to facilitate a multi-purpose room. Trustee Conner raised concerns about the long term functionality of the building and inquired how serious the board is about the discussion of a public safety building, what type of timeline that would be on and whether that would be a better alternative than renovating the current space.

President Pfannerstill commented that he feels the board room is a representation of the Village. Trustee Dorau suggested that if the room were updated, it could be offered to other groups for their use. President Pfannerstill stated that he liked the idea that the proposed plan focuses on transparency.

Trustee Ludtke stated that the motion made previously related to the project had included asking staff to consider financing options. Finance Director Bailey provided a memo with financing options including the option to use corporate reserves and repaying \$7,500 each year for 20 years. Trustee Wallschlagger commented further on whether funds should be spent on the aging municipal building.

Administrator Rhode stated that the project team was present to receive feedback so they can understand what the Board is looking for. He stated that if the design is agreeable to most, it may be placed on a future agenda to determine whether the project moves forward. Trustees Ludtke and Dorau commented that the allowance for a logo sign seemed high. Brett Heikkila, BSI, commented that there are several ways to further refine the budget.

Motion (Ludtke/Dorau) to move forward with the revised plans subject to further consideration of removing additional windows if it would result in significant cost savings. Carried (7-0).

9. 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.

Utility Operations Supervisor Felkner provided project status updates

Finance Director Bailey stated that a meeting is being scheduled with several groups to discuss possibilities in generating donations to the area food pantries this year as the train event will be virtual.

Chief Misko stated that the department will be following the winter parking ordinance to the letter of the law moving forward. He stated that the ordinance states that there is no parking on streets from 2 a.m. to 8 a.m. from Nov. 1 through March each year. He stated that the department was trying to restrict parking based on weather events but it was a problem to predict the future with certainty. The ordinance was never changed and the police department was trying to meet people halfway but it wasn't working well. He stated that the department will not issue tickets right away in November but rather will issue a notice the first week or two. He stated that this information will be put out to the residents through Facebook and the Village website.

Interim Chief Jambretz provided an update on the many training activities scheduled including a burn down on October 10.

10. Adjournment.

Motion (Anson/Wallschlager) to adjourn at 8:27 p.m.

Respectfully submitted,

Darlene Igl  
Village Clerk