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- 1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL:** The meeting was called to order by Rich Heidel at 6:00 pm. Those present recited the Pledge of allegiance. Roll call: David Dillenburg, Rich Heidel, Ed Kazik and Debbie Schumacher were present. Tim Carpenter was excused.
- 2. VERIFY/MODIFY/APPROVE MEETING AGENDA:** Motion made by Ed Kazik, second by Debbie Schumacher, to approve the agenda as presented. The motion passed unanimously.
- 3. PUBLIC COMMENT ON NON-AGENDA ITEMS:** There were no comments given.
- 4. PUBLIC HEARINGS AS PREVIOUSLY SCHEDULED AND NOTICED:** Rich Heidel opened the public hearing portion of the meeting to discuss the items listed. There were no comments from the public given on either item. The Planning and zoning commission has recommended approval of each of the items.
  - A. Public Hearing re: rezoning request for lot 2 of a proposed CSM, from B1- Community Business to R1-Single Family Residential for Mr. D. Jordan, Edgar Drive.
  - B. Public Hearing re: consideration of a request for a CUP for operation of a shingle recycling business at 3124 S. Pine Tree Road, parcels HB:859 and HB:859-9.
- 5. CONSENT AGENDA:** Rich Heidel asked to have item B removed and acted upon separately. Motion made by David Dillenburg, second by Ed Kazik, to approve items A, C, D, and E on this consent agenda. The motion passed unanimously. Motion made by David Dillenburg, second by Ed Kazik, to approve item B, minutes from August 16, 2016. Motion Carried 3-0- Rich Heidel recused himself as he was not at the meeting. Motion made by Rich Heidel, second by Debbie Schumacher, to approve item B, minutes from September 1, 2016. The motion passed unanimously.
  - A. Payment of Invoices – approved.
  - B. Village Board meeting minutes of August 16 and September 1, 2016 – Both sets approved.
  - C. Consideration of Beverage and Intoxicating Liquor Operator’s license as recommended by the Police Chief. Three operator’s licenses were approved.
  - D. Accept resignation of Rick Baye from Site Review Committee – approved.
  - E. Accept Resignation of Peter Burkel from Planning and Zoning Commission – approved.
- 6. COMMUNICATIONS:** Adam Ruechel reported that we have received the Recycling Grant Application. He is in the process of completing at this time. The deadline for submittal is October 3<sup>rd</sup>. Debbie Schumacher spoke to the Board members regarding a telephone call regarding the progress on the railroad trail issue.
- 7. REPORTS OF COMMITTEES/COMMISSIONS:**

**Discussion and Board action re:**

  - A. Recommendations from the Planning and Zoning Commission:
    - i. Change of zoning for parcel HB:350-1, 1049 Orlando Drive, from ER-Estate Residential to I1-Limited Industrial: The Board discussed the progress staff has made in the investigation of the complaints from neighbors to this business. Allyn Dannhoff, Director of Neighborhood Services, reported that the lighting could be tilted or shaded so it would possible be less glaring for the residents. He did use a light meter and it shows that the ½ foot candle is not being exceeded. Recommendation to move the antennas for the electronic door openers to the outside of the building to allow his employees to better access the doors without honking was also discussed. Mr. Dannhoff stated that the dust issue appeared to be less of a problem than the lighting and noise that the neighborhood experienced. The Board has 60 days from the time of the first hearing of the request to make a decision. Neighbors thanked the Board and staff for taking their concerns seriously. Mr. Bodart said he would install shields on the lights. Mr. Dannhoff suggested that two different types of lights might be used, one for security and one type that would be switched on so the employees could load and unload safely during the hours of darkness. Rich Heidel asked staff and Mr. Bodart to work on a compromise and come back to the September 20<sup>th</sup> Board meeting. Motion made by Rich Heidel, second by David Dillenburg, to table the decision on the zoning and the amendment of the future land use map until September 20<sup>th</sup>. The motion passed unanimously.
    - ii. Amendment of Future Land Use Map designating parcel HB:350-1, 1049 Orlando Drive as commercial use. Tabled to September 20<sup>th</sup>.

- iii. Consideration of rezoning request for lot 2 of a proposed CSM, from B1- Community Business to R1- Single Family Residential for Mr. D. Jordan, Edgar Drive: The parcels involved are HB:45-1, 2 & 3. Mr. Jordan has been through granted a variance for the setbacks that need to be created on this new CSM. He is correcting several building placement errors by requesting the variance, and creating a new CSM splitting off the buildings onto its own parcel. The change of zoning is the last step he needs to complete to finalize this correction for the property. Motion made by Ed Kazik, second by Debbie Schumacher, to approve the change of zoning. The motion passed unanimously.
- iv. Consideration of a request for a Conditional Use Permit (CUP) for operation of a shingle recycling business at 3124 S. Pine Tree Road, parcels HB:859 and HB:859-9: Allyn Dannhoff, Director of Neighborhood Services, spoke to the Board regarding the screening condition remaining on this request. The operators would like to use plant materials rather than fencing. The screening plan is to be completed by August 30, 2017 with the installation by October 31, 2017. There is a one-year review on this Conditional Use Permit. The Planning and Zoning Commission has approved the plan for the business. Motion made by Ed Kazik, second by Debbie Schumacher, to approve the CUP for the shingle recycling business at 3124 S. Pine Tree Rd. The motion passed unanimously.

B. Verbal reports from other Committees having met- None.

## **8. MANAGEMENT STAFF ACTIVITY REPORTS:**

## **9. REMAINING VILLAGE BUSINESS:**

### **Discussion and Board action re:**

- A. Proposed 2017 Draft Capital Improvement Budget (CIB): Mr. Vickers spoke with the Board about the items both the CIB and the Capital Improvement Plan (CIP). The CIP is a 5-year plan that allows the Board to watch the large expenditure items and actually set a plan for the replacement or improvements required in an orderly fashion. The full plan will be brought to the Board in coming months. Adam Ruechel, went over the items in the CIB with the Board and explained the financing of each of the items. Jerry Lancelle and Allyn Dannhoff spoke about the road projects as well as the vehicle replacements for the DPW. The large project of the water loop and road reconstruction is included in this CIB but the cost will be borne through the TID funding. The trucks listed in the CIB are the on the regular rotation cycle started for vehicles. It is expected that the resale value for these vehicles will bring the cost to the village down. The repair to the vehicles that will be traded in has been very low as they are still under a portion of the warranty. This saves the village additional money as well. The DPW is asking to purchase a front end loader to replace the 32-year old backhoe. The front end loader would be used to load the salt into the trucks as well as for snow removal in the cul-de-sacs. Jerry Lancelle also spoke to the Board about the new fire truck that is part of this year's CIB. Mary Smith reviewed the request for the Express Vote machine which will replacement the Automark voting machine that is used at this time. The Automark is now 10 years old and the technology has changed a great deal. The new Express Vote machines may be used for any voter and would use plain paper rather than having to use a printed ballot. All ballots would still be placed into the DS200 machine for counting. Adam Ruechel presented the plan for all of the HVAC systems in village buildings. There are 23 units in total and if all of them would need to be replaced at one time the cost would be exceptionally high. Staff is asking to create a reserve HVAC replacement account and start to place funds into that account for eventual replacement of the older systems. The amount requested at this time is \$44,300.00 which is half of the estimated total replacement cost. The Board directed staff to place the \$44,300.00 into the HVAC reserve account at this time rather than waiting until the budget work is completed.
- B. Discussion on private development Site Review procedures and staff time allocation to the same: Allyn Dannhoff, Director of Neighborhood Services, spoke with the Board about the amount of time used by his office to continuously follow-up on contractors who are not self-performing. Reminders and follow-up for some do not seem to achieve compliance and it is possible that a citation will be necessary to gain this compliance. Hobart wants to be known as easy to work with but that should not mean that things that need to be corrected put off because we do not want to be known as too tough on contractors. Mr. Dannhoff will bring a plan back to the Board to assist the contractors and also keep the projects on time and completed properly. It is possible that we move to separate permits for the building/ plumbing/ and electric rather than continuing with the single permit system we now use.

## **10. MOTION TO CONVENE INTO CLOSED SESSION:**

There was no closed session for this meeting. The Board will consider moving into closed session pursuant to 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become

involved (fee-to-trust issues, abandoned railroad R-O-W, tax exempt status financial impacts), 19.85 (1)(e) to discuss development negotiation matters related to sale or acquisition of public property (Village Facilities Planning negotiation).

**11. RECONVENE TO OPEN SESSION PURSUANT TO WI STATS. 19.85 (2):**

There were no actions taken.

**12. MEETING ADJOURNMENT:** Motion made by Rich Heidel, second by Ed Kazik, to adjourn the Board meeting. The motion passed unanimously. The meeting adjourned at 9:15pm.