

MEETING MINUTES – VILLAGE BOARD (Regular)

Date/Time: Tuesday October 3rd 2023 (6:00 P.M.)

Location: Village Office, 2990 South Pine Tree Road

ROUTINE ITEMS TO BE ACTED UPON

1. Call to order/Roll Call - The meeting was called to order by Rich Heidel at 6:00 pm. Rich Heidel, David Dillenburg and Vanya Koepke were present. Tammy Zittlow and Tim Carpenter were excused.
2. Certification of the open meeting law agenda requirements and approval of the agenda – ACTION: To certify the open meeting law agenda requirements and approval of the agenda MOTION: Heidel SECOND: Koepke VOTE: 3-0
3. Pledge of Allegiance - Those present recited the Pledge of Allegiance.

4. PUBLIC HEARINGS

A. PUBLIC HEARING – Ordinance 2023-15 (AN ORDINANCE TO CREATE A SECTION OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN, SPECIFICALLY ARTICLE IV (HOTELS, MOTELS AND ROOM TAX ORDINANCE) OF CHAPTER 40 (FINANCE AND TAXATION)) – Heidel opened the public hearing at 6:03 PM. The purpose of this Ordinance is to create a room tax in the Village of Hobart, and establish the collection process, use of funds by the Village and the penalties for evading the tax. No one from the public spoke. Heidel closed the public hearing at 6:04 PM.

B. ACTION of aforesaid agenda item – The consensus of the board was to move the item to a second reading on the October 17th agenda. No formal action was taken.

5. CONSENT AGENDA - A. Payment of Invoices; B. VILLAGE BOARD: Minutes of September 19th 2023 (Regular) and September 25th 2023; C. SITE REVIEW COMMITTEE: Minutes of August 16th 2023 – Village Administrator Kramer said one additional check, for Ashley Furniture, for furniture at the new Fire Station, being paid for out of Fire Department donations. ACTION: To approve the consent agenda with the additional check as indicated MOTION: Dillenburg SECOND: Koepke VOTE: 3-0

6. ITEMS REMOVED FROM CONSENT AGENDA – None

7. CITIZENS' COMMENTS, RESOLUTIONS AND PRESENTATIONS (NOTE: Please limit citizens' comments to no more than three minutes) – None

8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS

Administrator Kramer informed the Board that the Planning and Zoning Commission and Site Review Committee would need to meet this month. He said it appears likely the open house for the new Fire Station would be held on November 11th.

A. INFORMATION – August 2023 Hobart-Lawrence Police Department Report – No action was taken.

9. COMMITTEE REPORTS

A. DISCUSSION AND ACTION – Request for a 14,000 sf., building addition to the contractor shop building and associated site improvements (1113 Orlando Dr., HB-348) (Site Review Committee) – Todd Gerbers (Director of Planning and Code Compliance) provided the information on this project. This property, located at 1113 Orlando Dr., is currently developed and utilized as a contractor shop and storage yard. The property owner is proposing a 14,000 square foot addition to the existing building along with minimal site improvements to serve the building expansion. No action was taken.

B. DISCUSSION AND ACTION – Request for a 14,437 sf., building addition for shop/storage and associated site improvements (3168 S. Pine Tree Rd., HB-859-2) (Site Review Committee) – Gerbers explained that this property, located at 3168 S. Pine Tree Rd.,

is currently developed and utilized as a commercial/manufacturing facility. The property owner is proposing a 14,437 square foot addition to one of the existing buildings along with the site improvements to serve the building expansion. No action was taken.

10. OLD BUSINESS - None

11. NEW BUSINESS

A. DISCUSSION AND ACTION – Contract with MuniCRM (Municipal Citizen Relationship Management) – Gerbers explained that MuniCRM (Municipal Citizen Relationship Management) is a multi-function web-based software product that allows municipalities to more effectively track interactions with citizens. ACTION: To approve the contract with MuniCRM MOTION: Koepke SECOND: Heidel VOTE: 3-0

B. DISCUSSION AND ACTION – Proposed Change to the Hobart-Lawrence Police Department Salary Schedule - To attract more experienced candidates for existing and current open positions in the Hobart-Lawrence Police Department, staff is proposing changes in the starting wage policy currently in place. Police Chief Renkas explained the need for the salary changes. Kramer said a policy would need to be drafted for the Board to officially adopt the changes. ACTION: To support the proposed changes and have Chief Renkas propose the changes to the Town of Lawrence Board MOTION: Heidel SECOND: Dillenburg VOTE: 3-0

C. DISCUSSION AND ACTION – Establishing a public hearing to consider a Conditional Use Permit (CUP) on parcel HB- HB-550-3, 4758 Forest Rd. for the final plan for the Planned Development Overlay District – ACTION: To schedule the public hearing for the November 7th Board meeting MOTION: Heidel SECOND: Koepke VOTE: 3-0

D. DISCUSSION - Items for future agenda consideration or Committee assignment - None

ACTION: To recess for ten minutes (6:49 PM) MOTION: Heidel SECOND: Koepke VOTE: 3-0

E. ADJOURN to CLOSED SESSION (6:59 PM) – ACTION: To go into closed session 1) Under Wisconsin State Statute 19.85 (1) (e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session RE: Sale of Property/TID Projects/Development Agreements, and 2) Under Wisconsin State Statute 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. RE: Tribal Affairs; Potential Litigation MOTION: Heidel SECOND: Koepke VOTE: 3-0

F. CONVENE into open session (8:27 PM) – MOTION: Dillenburg SECOND: Koepke VOTE: 3-0

G. ACTION from closed session – None

12. ADJOURN (8:28 PM) – MOTION: Heidel SECOND: Koepke VOTE: 3-0

Submitted by Aaron Kramer, Village Administrator