



MEETING MINUTES – VILLAGE BOARD (Regular)

Date/Time: Tuesday June 20th 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, Vanya Koepke, Tim Carpenter and Tammy Zittlow were present.
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: Dillenburg SECOND: Zittlow. VOTE: 5-0
3. Pledge of Allegiance - Those present recited the Pledge of Allegiance.

4. PUBLIC HEARINGS - None

5. CONSENT AGENDA - A. Payment of Invoices; B. VILLAGE BOARD: Minutes of June 6th 2023 (Regular); C. PUBLIC WORKS AND UTILITIES ADVISORY COMMITTEE: Minutes of May 15th 2023; D. PLANNING AND ZONING COMMISSION: Minutes of May 10th 2023; E: APPOINTMENT – Cynthia Silvers to the Park and Recreation Commission (for a term ending May 1st 2026); F. 2023-2024 LIQUOR AND CIGARETTE LICENSE APPLICATIONS. MOTION: Carpenter SECOND: Dillenburg VOTE: 5-0

6. ITEMS REMOVED FROM CONSENT AGENDA – None

7. CITIZENS' COMMENTS, RESOLUTIONS AND PRESENTATIONS (NOTE: Please limit citizens' comments to no more than three minutes)

Donna Severson (362 Crosse Point Court) addressed the Board with questions on the citizen's comments portion of the agenda.

8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS

A. INFORMATION – Monthly Investment Report

B. INFORMATION – May 2023 Hobart-Lawrence Police Department Report

Administrator Kramer informed the Board that the Site Review Committee will meet on Wednesday June 28th. He also said he was considering closing the Village office on Monday July 3rd due to the Independence Holiday and the number of available staff.

9. COMMITTEE REPORTS - None

10. OLD BUSINESS

A. DISCUSSION AND ACTION – Little Free Library Form (Park and Rec Commission) - The Park and Recreation Commission asked staff to create a form for residents to fill out requesting permission to place a free little library on their property. The form, as presented, was recommended to the Board by the Commission at its most recent meeting. ACTION: To approve the form MOTION: Heidel SECOND: Zittlow VOTE: 5-0

11. NEW BUSINESS

A. DISCUSSION AND ACTION - Hillcrest Elementary School Resource Officer (SRO) – Under this proposal, a Hobart-Lawrence Police Department officer will provide SRO services to Hillcrest Elementary School, commencing with the 2023-2024 school year. This officer will provide limited services to Lannoye Elementary School, located in the Town of Pittsfield. The officer will provide an estimated 40 hours per week of service, while school is in session, after January 1st 2024. The Lawrence Town Board has approved the proposal at their recent meeting. Police Chief Renkas presented a Power Point proposal to the Board. ACTION: To approve the proposal, by Police Chief Mike Renkas, to have a Hobart-Lawrence Police Officer provide School Resource Officer services to Hillcrest and Lannoye Elementary Schools in the Pulaski School District MOTION: Heidel SECOND: Koepke VOTE: 5-0

B. DISCUSSION AND ACTION – Resolution 2023-11 (A RESOLUTION APPROVING THE COMPLIANCE MAINTENANCE ANNUAL REPORT FOR THE YEAR 2022) – ACTION: To approve Resolution 2023-11 **MOTION:** Carpenter **SECOND:** Zittlow **VOTE:** 5-0

C. DISCUSSION AND ACTION – Authorization to Bid Out Pedestrian Trail Project (Birch Drive-North Overland Road-Four Seasons Park) - This project, recommended by the Park and Recreation Commission, would consist of a 10-foot-wide trail (480 linear feet paved/500 LF gravel) from Birch Drive to Four Seasons Park. **ACTION:** To authorize bidding out the project **MOTION:** Heidel **SECOND:** Carpenter **VOTE:** 5-0

D. DISCUSSION AND ACTION – Cleaning Services with Thario Building Services (Green Bay) - This contract, to provide cleaning services to the Village Office, Fire Station #1 and #2, and the Public Works Building, would replace the previously approved contract, which the Board approved last month. **ACTION:** To approve the contract with Thario Building Services **MOTION:** Zittlow **SECOND:** Carpenter **VOTE:** 5-0

E. DISCUSSION AND ACTION – New Carpeting and Painting for Village Office - Clerk-Treasurer Katrina Bruecker presented the recommended bids for review and approval (Perock Flooring LLC – Carpeting, CertaPro Painters – Painting). Funding will come from the 2023 Contingency and Capital Projects Funds. **ACTION:** To approve the carpeting bid from Perock Flooring LLC (\$6,118.40), with funding to come from the Village’s ARPA (50 percent) and Contingency (50 percent) Funds **MOTION:** Zittlow **SECOND:** Koepke **VOTE:**5-0 **ACTION:** To approve the painting bid from CertaPro (\$6,786.30), with funding to come from the Village’s ARPA (50 percent) and Contingency (50 percent) Funds **MOTION:** Koepke **SECOND:** Zittlow **VOTE:**5-0

*** F. DISCUSSION AND ACTION – Change Order for New Fire Station Project -** The cost to extend electrical and gas service to the new fire station on South Pine Tree Road has been established at \$220,497.43 by Wisconsin Public Service. Staff recommended approval, so the work can commence immediately and keep the project on schedule. **ACTION:** To approve the contract with WPS to bring electric and gas service to the new fire station (\$220,497.43), to be paid out of the project’s bond proceeds **MOTION:** Heidel **SECOND:** Dillenburg **VOTE:** 5-0

G. DISCUSSION - Items for future agenda consideration or Committee assignment – Kramer said that the Board will receive a proposal to implement a Room Tax at its July 18th meeting.

ACTION: To go into a 10-minute recess prior to closed session (7:56 PM) **MOTION:** Heidel **SECOND:** Carpenter **VOTE:** 5-0

H. ADJOURN to CLOSED SESSION (8:06 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:** Carpenter **VOTE:** 5-0

I. CONVENE into open session (10:20 PM) – **MOTION:** Dillenburg **SECOND:** Zittlow **VOTE:** 5-0

J. ACTION from closed session - None

12. ADJOURN (10:21 PM) – **MOTION:** Carpenter **SECOND:** Koepke **VOTE:** 5-0

Submitted by Aaron Kramer, Village Administrator