



## **MEETING MINUTES – VILLAGE BOARD (Regular)**

**Date/Time: Tuesday June 6<sup>th</sup> 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 and Tammy Zittlow were present. Tim Carpenter was 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: Koepke SECOND: Dillenburg. VOTE: 4-0
3. Pledge of Allegiance - Those present recited the Pledge of Allegiance.

### **4. PUBLIC HEARINGS** - None

**5. CONSENT AGENDA** - A. Payment of Invoices with two additions to the Register - Kitty Melchert (refund of park deposit and rental fee with credit card fees - \$292.13) and WPS for various invoices (\$12,347.34); B. VILLAGE BOARD: Minutes of May 16<sup>th</sup> 2023 (Regular); C. PUBLIC WORKS AND UTILITIES ADVISORY COMMITTEE: Minutes of April 17<sup>th</sup> 2023; D. BOARD OF REVIEW: Minutes of June 2<sup>nd</sup> 2022; E. APPOINTMENT – James Kubalak to the Public Works and Utilities Advisory Committee (Alternate), for a term ending May 1<sup>st</sup> 2026. MOTION: Dillenburg; SECOND: Koepke. VOTE: 4-0

### **6. ITEMS REMOVED FROM CONSENT AGENDA** - None

NOTE: HLPD Chief Renkas was delayed due to responding to a police call. Item 7 on the agenda was passed over until he was back in attendance.

### **8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS**

**A. INFORMATION – April 2023 Hobart-Lawrence Police Department Monthly Report** - Rich Heidel commended HLPD Chief Renkas and HLPD Captain Olson on their clear and concise monthly report with excellent attention to detail.

### **9. COMMITTEE REPORTS:**

**A. DISCUSSION: Little Free Library Form (Park and Rec Commission)** - A new form for residents to request permission to place a free little library on their property was presented to the Board. ACTION: To postpone this item to the June 20<sup>th</sup> 2023 Board meeting. MOTION: Heidel; SECOND: Zittlow. VOTE: 4-0.

### **10. OLD BUSINESS** - None

### **11. NEW BUSINESS:**

**A. DISCUSSION AND ACTION - CTH EE-21 Municipal Agreements** - Original approval by the Board to approve Hobart's participation in the Intergovernmental Agreement with a ceiling of \$62,057.00 to contribute to the proposed roundabout at CTH EE and CTH EB (Grant & Packerland) was significantly reduced with the finalization by Brown County. The Village of Ashwaubenon is now requesting the Board's approval for a cost to the Village of Hobart of \$20,479.00. ACTION: To approve the Village of Hobart's share of the cost of \$20,479.00. MOTION: Dillenburg SECOND: Zittlow. VOTE: 4-0

**B. DISCUSSION AND ACTION – Request for Donation to Discover Green Bay Hospitality Center** - After discussion of the various donation amounts and the recognition for the Village of Hobart that would be received at the Green Bay Visitor's Center, it was decided to approve a \$1,000 donation for an Outdoor Wall Tile. MOTION: To approve a \$1,000 donation to the Green Bay Visitor's Center. MOTION: Koepke SECOND: Heidel VOTE: 4-0

NOTE: Renkas arrived at the meeting after his delay. The Board addressed Item #7 for Chief Renkas' presentation.

## **7. CITIZENS' COMMENTS, RESOLUTIONS AND PRESENTATIONS**

**A. PRESENTATION – Hillcrest Elementary School Resource Officer Presentation** - HLPD Chief Renkas presented the Board with a proposal to place a Hobart-Lawrence Police Department Officer in Hillcrest Elementary School, commencing with the 2023-2024 school year. Action for this proposal will be placed on the June 20<sup>th</sup> 2023 agenda. Public comments by the following residents:

- Donna Severson, 362 Crosse Point Court, Hobart, WI 54155
- Corey Juelich, 612 Pebblestone Circle, Hobart, WI 54155

## **11. NEW BUSINESS:**

**C. DISCUSSION AND ACTION – Memorandum of Agreement – Weights and Measures (Wisconsin Department of Agriculture, Trade and Consumer Protection)** - Staff recommended approval of the Agreement. ACTION: Approve the Memorandum of Agreement – Weights and Measures (Wisconsin Department of Agriculture, Trade and Consumer Protection. MOTION: Koepke SECOND: Heidel VOTE: 4-0

**D. DISCUSSION AND ACTION – Policy 2023-04 (Background Check Policy)** - Chief Renkas presented the Background Check policy to the Board. ACTION: To approve Policy 2023-04 (Background Check Policy). MOTION: Heidel SECOND: Zittlow VOTE: 4-0

**E. DISCUSSION AND ACTION – Policy 2023-05 (Four Seasons Park Shelter Key Policy)** - Katrina Bruecker, Clerk-Treasurer presented the policy to the Board for a policy to ensure the renters of the park shelter have a clear set of instructions if they should forget to pick up the key or lose the key prior to their rental date. ACTION: To approve Policy 2023-05 (Four Seasons Park Shelter Key Policy) MOTION: Heidel SECOND: Zittlow VOTE: 4-0

**F. DISCUSSION AND ACTION – Policy 2023-06 (Social Media Policy)** - Staff created a policy to establish guidelines and use of Village social media websites. MOTION: To approve Policy 2023-06 (Social Media Policy) MOTION: Koepke SECOND: Heidel VOTE: 4-0

**G. DISCUSSION AND ACTION – Village Office Camera Upgrade (ARPA)** - Staff recommended the purchase of thirteen (13) cameras to replace the existing camera system at the Village office and expand the camera coverage inside and outside of the building. The purchase (\$6,929.03) would be funded by the ARPA account. ACTION: Approve the purchase of security cameras for the Village office for the price of \$6,929.03 from ARPA account. MOTION: Koepke SECOND: Zittlow VOTE: 4-0

**H. DISCUSSION AND ACTION – Reallocation of ARPA Funds (Hobart-Lawrence Police Department)** - Police Chief Renkas requested a reallocation of ARPA funds (\$3,418) that were earlier assigned to certain HLPD expenditures, but those expenditures came in lower than estimated. There is no request for additional ARPA funds for these purchases. ACTION: Approve the reallocation of ARPA funds for the Hobart-Lawrence Police Department of \$3,418. MOTION: Dillenburg SECOND: Zittlow VOTE: 4-0

**I. DISCUSSION AND ACTION - Miscellaneous Part-Time and Summer Employee Compensation** - Staff requested a new starting salary of \$18.00 per hour for summer employees and winter snow plowers. ACTION: To approve starting wage of \$18.00 per hour for summer employees and winter snow plowers MOTION: Dillenburg SECOND: Koepke VOTE: 4-0

**J. DISCUSSION - Items for future agenda consideration or Committee assignment** - Village Trustee, Vanya Koepke, asked the Board for consideration of developing a 2025 NFL Draft Hobart Ad-Hoc committee to attract tourists attending the 2025 NFL Draft being held in Green Bay and showcase all that Hobart has to offer.

ACTION: To go into a 10-minute recess prior to closed session (7:31 PM) MOTION: Heidel SECOND: Koepke VOTE: 4-0

**K. ADJOURN to CLOSED SESSION (7:54PM)** - 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. 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: Zittlow VOTE: 4-0

**L. CONVENE into open session (8:28PM)** – MOTION: Heidel SECOND: Koepke VOTE: 4-0

**M. ACTION from closed session** – ACTION: To approve all necessary documents, as presented to the Board, for the process of providing utility service to the Gateway Estates subdivision MOTION: Heidel SECOND: Dillenburg VOTE: 4-0

**12. ADJOURN (8:29PM)** – MOTION: Dillenburg; SECOND: Koepke. VOTE: 4-0.

Submitted by Katrina Bruecker, Clerk-Treasurer