



MEETING MINUTES – VILLAGE BOARD (Regular)

Date/Time: Tuesday November 7th 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, Tammy Zittlow and Vanya Koepke were present. Tim Carpenter was excused.
2. Certification of the open meeting law agenda requirements and approval of the agenda - Kramer noted that the Board would be using the amended agenda published on November 6th. ACTION: To certify the open meeting law agenda requirements and approval of the agenda MOTION: Dillenburg SECOND: Heidel VOTE: 4-0
3. Pledge of Allegiance - Those present recited the Pledge of Allegiance.

4. PUBLIC HEARINGS

A. PUBLIC HEARING – To consider the 2024 General Fund, Capital Projects and Debt Service Funds – Heidel opened the public hearing at 6:03 PM. Village Administrator Kramer said there have been several changes since the budget was originally proposed October 17th. He said the State General Transportation Aid payment for FY2024 will be \$534,473.30. This is an increase of \$69,713.91 over the FY2023 amount. A portion of the additional money was allocated as follows in the General Fund: 1) Increase in Public Works-Sign repair and replacement of \$7,500 (\$30,000), 2) Increase in Public Works-Repair and preventative maintenance of \$10,000 (\$60,000), 3) Increase in Public Works-Stone of \$10,000 (\$20,000), and 4) Increase in Public Works-Right-of-way maintenance of \$5,000 (\$25,000). The contingency fund was reduced \$3,984.58 to \$150,000. The General Fund tax levy was reduced to \$2,029,674.51 and the Capital Projects fund tax levy was increased to \$777,560 (increase of \$41,000 from the original proposed FY2024 budget) to provide additional flexibility when the 2024 Capital Projects are bid out (specifically South Overland Road). He said the new tax levy is \$3,426,604.51, a decrease of \$1,198.49 from the original proposed budget. Under the proposed budget, the assessed mill rate will decline \$0.02 from \$3.86 to \$3.84. The following people spoke during the public hearing:

- Donna Severson (362 Crosse Point Court)
- Glen Severson (362 Crosse Point Court)

Heidel closed the public hearing at 6:45 PM.

D. ACTION on aforesaid agenda item – ACTION: To approve the FY2024 General Fund, Capital Projects Fund, and Debt Service Fund as, and set the 2024 General Fund tax levy at \$3,426,604.51 MOTION: Heidel SECOND: Dillenburg VOTE: 4-0

C. 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 – Heidel opened the public hearing at 6:51 PM. Kramer said an email had been received from Monika Pynaker (4597 Forest Road) and handed out to Board members prior to the meeting. Todd Gerbers (Director of Planning and Code Compliance) outlined the request for the CUP for the final plan of the Planned Development Overlay District (PDD) on the property located 4758 Forest Rd. (parcel HB-550-3). The PDD is proposed to include five (5) separate lots for detached single-family dwellings and one (1) outlot for stormwater management along with a private drive from Forest Rd. to serve the development. This property received the R-1: Residential District base zoning with the R-7: Planned Development Overlay District back in September 2022 with the preliminary plans being reviewed back in June 2023. The following people spoke during the public hearing.

- Jennifer Coss Konger (4690 Forest Road)
- Tom Pynaker (4597 Forest Road)
- Laura Lear (672 Winding Trail)
- Roberta Rather (697 Mapleview Court)
- John Rather (697 Mapleview Court)
- Monika Pynaker (4597 Forest Road)
- Donna Severson (362 Crosse Point Court)

Heidel closed the public hearing at 7:35 PM.

D. ACTION on aforesaid agenda item – The Board continued discussion on the proposed CUP. ACTION: To approve the Conditional Use Permit (CUP) on parcel HB- HB-550-3, 4758 Forest Rd. for the final plan for the Planned Development Overlay District MOTION: Heidel SECOND: Zittlow VOTE: 3-1 (Koepke opposed)

5. CONSENT AGENDA - A. Payment of Invoices; B. VILLAGE BOARD: Minutes of October 17th 2023 (Regular); C. SITE REVIEW COMMITTEE: Minutes of September 20th 2023; D. PARK AND REC COMMITTEE: Minutes of May 9th 2023; E. APPOINTMENT: Kassie Freckman to the Park and Recreation Committee to fill a vacancy (Term ending May 1st 2025) - ACTION: To approve the consent agenda MOTION: Koepke SECOND: Heidel VOTE: 4-0

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

A. DISCUSSION AND ACTION – Resolution 2023-13 (A RESOLUTION NAMING THE FINANCIAL CUSTODIAN FOR THE COLLECTION AND DISTRIBUTION OF ROOM TAX REVENUES WITHIN THE VILLAGE OF HOBART) - This resolution designates Associated Trust Company, N.A., as the Financial Custodian of the Room Tax revenue collected in the Village, and assigns the powers of collection and distribution, as prescribed in the recently-passed Ordinance. ACTION: To approve Resolution 2023-13 MOTION: Heidel SECOND: Koepke VOTE: 4-0

8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS - Administrator Kramer informed the Board that the Planning and Zoning Commission and Police Commission would meet on November 8th. The Public Works and Utilities Advisory Committee will meet next week. He discussed the open house for the new Fire Station, that would be held on November 11th. Police Chief Renkas informed the Board of a new scheduling plan for the Police Department command staff.

9. COMMITTEE REPORTS

A. INFORMATIONAL - New 2,760 square foot commercial building and associated site improvements (Cyrus Dr., Portion of HB-194) (Site Review Committee) - This portion of property located along Cyrus Dr., adjacent to 1035 Cyrus Dr., is currently undeveloped and utilized as farmland. The proposed project will consist of a new 2,760 square foot, single story, manufacturing/storage facility. Access to the site will be through two new driveways from Cyrus Dr. that provide access to both the loading/unloading area and the employee/visitor parking areas. No formal action was taken as this was an informational item.

B. INFORMATIONAL - New 2,950 square foot Clubhouse Building and a 784 Square Foot Mail Room/Garage and associated site improvements (Lear Ln., Portion of HB-L159-2) (Site Review Committee) - This portion of property, located along Lear Ln. at the intersection of Packerland Dr., is currently undeveloped and the proposed project will consist of a new 2,950 square foot Clubhouse building and a 784 square foot Mail Room/Garage. Access to the site will be through a new driveway from Lear Ln. that provides access to both proposed buildings. No formal action was taken as this was an informational item.

10. OLD BUSINESS - None

11. NEW BUSINESS

A. DISCUSSION AND ACTION – School Resource Officer Agreement between the Hobart-Lawrence Police Department and the Pulaski School District - This agreement will place an HLPD officer in Hillcrest Elementary School and Lannoye Elementary School. ACTION: To approve the School Resource Officer Agreement between the Hobart-Lawrence Police Department and the Pulaski School District, contingent on concurrent approval from the Town of Lawrence and Pulaski School Board MOTION: Heidel SECOND: Dillenburg VOTE: 4-0

B. DISCUSSION AND ACTION – Resignation of Trustee Tim Carpenter - Trustee Carpenter has submitted his resignation from the Village Board to the Village Clerk, effective November 20th 2023. ACTION: To accept and place on record the resignation of Trustee Tim Carpenter MOTION: Heidel SECOND: Dillenburg VOTE: 4-0

C. DISCUSSION AND ACTION – Authorization to Bid out 2024 Capital projects - Staff is seeking authorization to bid out a number of road and infrastructure projects. Heidel asked that Gypsy Lane be added to the list of projects. ACTION: To bid out the following projects: 1) South Overland from Orlando Drive (CTY EE) to Nathan Drive – General Fund, 2) Sunbeam from North Pine Tree Road to Gypsy Lane – General Fund, 3) Quiet Court – Alternate General Fund, 4) Sunlite Drive – North Overland Road to Centennial Center Boulevard – TID #1, 5) Founders Terrace Extension – Centerline Drive to 400 feet north –TID #1, 6) Pedestrian Trail (Packerland to

Lawrence Municipal Limit via Orlando, South Pine and Schuering) – TID #2, and 7) Gypsy Lane, and send the question of upgrading South Pine Tree from Orlando (CTY EE) to Schuering to the Public Works and Utilities Advisory Committee for review and recommendation MOTION: Dillenburg SECOND: Zittlow VOTE: 4-0

D. DISCUSSION AND ACTION – Village Front Office Remodeling - Staff is seeking approval to expend \$34,081.49 (see attached invoice) to remodel the front offices of the Village Office. The work is being done by Atmosphere Commercial Interiors. Funds will come from the 2023 Contingency Fund (\$30,000) and the ARPA fund (\$4,081.49). ACTION: To approve the Village Office front office remodeling for \$34,081.49, to be allocated to the 2023 Contingency Fund (\$30,000) and the ARPA fund (\$4,081.49) MOTION: Dillenburg SECOND: Zittlow VOTE: 4-0

*** E. DISCUSSION AND ACTION – Village IT Services** – Kramer said a committee had reviewed the four Request for Proposals (RFP) that had been received for the IT services. He said the committee interviewed two of the firms in addition to the RFPs. The unanimous recommendation was that the Village contract with Amplitel. ACTION: To approve Amplitel as the Village's IT service provider, and direct the staff to bring back a contract to the Board for review MOTION: Heidel SECOND: Dillenburg

F. DISCUSSION - Items for future agenda consideration or Committee assignment – Koepke asked that the Board consider the creation of two committees: 1) Standing committee on the 2025 NFL draft, and 2) Permanent committee on the History of Hobart.

ACTION: To recess before going into closed session (8:55 PM) MOTION: Heidel SECOND: Koepke VOTE: 4-0

G. ADJOURN to CLOSED SESSION (9:13 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: Zittlow VOTE: 4-0

H. CONVENE into open session (10:04 PM) – MOTION: Dillenburg SECOND: Koepke VOTE: 4-0

I. ACTION from closed session - None

12. ADJOURN (10:05 PM) – MOTION: Heidel SECOND: Zittlow VOTE: 4-0

Submitted by Aaron Kramer, Village Administrator