



MEETING MINUTES – VILLAGE BOARD (Regular)

Date/Time: Tuesday, October 18, 2022 (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 6:02pm. Rich Heidel, David Dillenburg, Tim Carpenter, Vanya Koepke, and Tammy Zittlow were present.

2. Certification of the open meeting law agenda requirements and approval of the agenda:

Motion by Rich Heidel, second by Tim Carpenter, to approve the agenda as presented. The motion passed unanimously.

3. Pledge of Allegiance:

Those present recited the Pledge of Allegiance.

4. PUBLIC HEARINGS:

A. Public Hearing to Consider a Conditional Use Permit for an Additional Accessory Building at HB-606-4 (743 Melanie Dr):

The public hearing was opened at 6:04pm.

The Director of Planning & Code Compliance, Todd Gerbers, presented the application.

The following residents made comments:

- Michael Dufek – 743 Melanie Lane
- Leroy Schlorf Jr – 1416 Riverdale Drive

The public hearing was closed at 6:08pm.

B. Action on Aforesaid Agenda Item:

Motion by Dave Dillenburg, second by Tim Carpenter, to approve a conditional use permit for an additional accessory building at HB-606-4 with the following conditions:

1. Maximum overall height of new accessory building shall not exceed 25 feet or height of primary structure on site, whichever is less;
2. The exterior finish shall be of residential materials which are substantially similar to those used in the principal structure with respect to texture, color, and general appearance.

The motion passed unanimously.

C. To Consider a Conditional Use Permit for an increase in square footage and height of a detached accessory building at HB-1490-15 (788 Brookwood Circle):

The public hearing was opened at 6:09pm.

The Director of Planning and Code Compliance, Todd Gerbers, presented the application.

The following residents made comments:

- Cameron Spinler – 788 Brookwood Circle
- Leroy Schlorf Jr – 1416 Riverdale Drive

The public hearing was closed at 6:17pm

D. Action on Aforesaid Agenda Item:

Motion by Rich Heidel, second by Tim Carpenter, to approve a conditional use permit for an increase in square footage and height of a detached accessory building at HB-1490-15 with the following conditions:

1. All four building elevations of the new structure are constructed of materials that closely resemble those on the existing residential dwelling on the property;
2. Vehicles that may be stored on site shall be limited to those that are customary and incidental to a single-family residence;
3. No exterior storing of vehicles, trailers, or other similar vehicles or equipment except for properly licensed and operable passenger vehicles;
4. Detached accessory building shall only be one story with a walk-up attic, not permitted to have a finished second floor/level;
5. Planting of a minimum of 24 arbor vitae trees to create a natural barrier to obscure the view from the street and abutting property.

The motion passed unanimously.

5. CONSENT AGENDA:

- A. Payment of Invoices
- B. Village Board: Minutes of October 4, 2022 and October 6, 2022
- C. Planning & Zoning Committee: Minutes of September 14, 2022

Motion by Tim Carpenter, second by Tammy Zittlow, to approve the consent agenda as presented. The motion passed unanimously.

6. ITEMS REMOVED FROM CONSENT AGENDA:

None.

7. CITIZEN COMMENTS, RESOLUTIONS, AND PRESENTATIONS:

A. Resolution 2022-15 (A Resolution Creating Special Revenue Fund 13 for the Purpose of Accounting for Funds, Donations, Grants, and Miscellaneous Revenue Received and Expenditures for the Hobart-Lawrence Police Department):

Motion by Rich Heidel, second by Vanya Koepke, to approve Resolution 2022-15 (A Resolution Creating Special Revenue Fund 13 for the Purpose of Accounting for Funds, Donations, Grants, and Miscellaneous Revenue Received and Expenditures for the Hobart-Lawrence Police Department) as presented. The motion passed unanimously

B. Presentation – Donations to the Hobart-Lawrence Police and Hobart Fire Departments:

Ron and Linda Hieronimczak held an open house fundraiser at Daydream Acres benefiting the Hobart-Lawrence Police Department and the Hobart Fire Department. Daydream Acres raised \$950 for the Hobart Fire Department and \$625 for the Hobart-Lawrence Police Department.

8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS:

There will be an informational meeting at the Park & Recreation Committee on October 27th at 5:00pm to discuss a petition requesting a walking trail connecting Trenty Trail and Brookwood Circle.

There may be a quorum of the Village Board at a ribbon cutting ceremony on Friday, October 21st. No action will be taken.

Staff plans on presented the first draft of the 2023 budget at the November 1st regular board meeting.

9. COMMITTEE REPORTS AND ACTIONS:

A. Consider a single-lot Certified Survey Map dividing one parcel into two separate parcels of 2.53 acres and 35.886 acres at HB-315 (630 Orlando Drive) (Planning & Zoning Committee):

Motion by Dave Dillenburg, second by Tim Carpenter, to approve a single-lot certified survey map dividing one parcel into two separate parcels of 2.53 acres and 35.886 at HB-315 (630 Orlando Drive) with the following conditions:

1. New proposed lot be rezoned to an appropriate residential district to comply with the minimum lot size;
2. Payment of the required park fee of \$300.00.

The motion passed unanimously.

10. OLD BUSINESS:

None.

11. NEW BUSINESS:

A. Village Tree Planting Program:

Village Administrator, Aaron Kramer, presented the proposed program and the grant opportunity from NEW Water. Motion by Rich Heidel, second by Tammy Zittlow, to approve the Village Tree Planting Program as proposed by Village staff to encourage the planting of approved tree species in the Village right-of-way by Village Public Works Staff. The motion passed unanimously.

B. Approval of Amended 2022 General Fund, Debt Service and Capital Projects Fund:

Motion by Tim Carpenter, second by Vanya Koepke, to approve the amended FY2022 General Fund, Debt Service and Capital Projects Fund as presented. The motion passed unanimously.

C. Approval of ARPA Funds Expenditure:

Motion by Dave Dillenburg, second by Tim Carpenter, to approve the purchase of 5 laptops for the Village Board for \$5,496.24 with funding to come from the ARPA fund. The motion passed unanimously.

D. ARPA Funds Update:

Staff presented an update on the current allocated ARPA funds and remaining funds available.

E. Approval of Water Rate Study with the Public Service Commission:

Motion by Rich Heidel, second by Vanya Koepke, to approve a water rate study with Public Service Commission. The motion passed unanimously.

F. Amendment to Contract between Village and Bayland Buildings for construction of a new fire station:

Motion by Tim Carpenter, second by Vanya Koepke, to approve the amendment to the contract between Village and Bayland Buildings for the construction of a new fire station as presented. The motion passed unanimously.

G. Establish a Public Hearing on the proposed 2023 Budget:

Motion by Rich Heidel, second by Tim Carpenter, to schedule a public hearing on November 15, 2022 at 6:00 pm to consider the proposed 2023 Budget. The motion passed unanimously.

H. Establish a Public Hearing to Consider a Conditional Use Permit for an Additional Accessory Building at HB-1338 (122 Riverdale Drive):

Motion by Rich Heidel, second by Tammy Zittlow, to schedule a public hearing on November 15, 2022 at 6:00 pm to consider a conditional use permit for an additional accessory building at HB-1338 (122 Riverdale Drive). The motion passed unanimously.

I. Establish a Public Hearing to Consider Modifications/Amendments to the Zoning Ordinance, Chapter 295, 295-8 Definitions:

Motion by Dave Dillenburg, second by Tim Carpenter, to schedule a public hearing on November 15, 2022 at 6:00 pm to consider modifications/amendments to the zoning ordinance, Chapter 295, 295-8 Definitions. The motion passed unanimously.

J. Establish a Public Hearing to Consider a request to rezone a portion of parcel HB-315 (630 Orlando Drive) from A-1: Agricultural District to ER: Estate Residential District:

Motion by Rich Heidel, second by Tammy Zittlow, to schedule a public hearing on November 15, 2022 at 6:00 pm to consider a request to rezone a portion of parcel HB-315 (630 Orlando Drive) from A-1: Agricultural District to ER: Estate Residential District. The motion passed unanimously.

K. Items for future agenda consideration or committee assignment:

None.

Motion by Rich Heidel, second by Dave Dillenburg, to recess at 7:06pm.

The Board reconvened at 7:22pm.

L. ADJOURN TO CLOSED SESSION:

- i. Under Wisconsin State Statute 19.85 (1) (c): Considering employment, promotion, or compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. RE: Personnel
- ii. 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: TID Projects/Development Agreements
- iii. 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 by Rich Heidel, second by Vanya Koepke, to adjourn to closed session at 8:22pm. Roll call vote. The motion passed unanimously.

M. CONVENE INTO OPEN SESSION:

Motion by Dave Dillenburg, second by Tim Carpenter, to convene into open session at 8:45pm. Roll call vote. The motion passed unanimously.

N. ACTION FROM CLOSED SESSION:

Motion by Rich Heidel, second by Tim Carpenter, to approve the severance package for Police Chief Randy Bani, who retires on January 3, 2023, retaining him as a transitional consultant through July 3, 2023, pending concurrent approval by the Lawrence Town Board. The motion passed unanimously.

12. ADJOURN

Motion by Tim Carpenter, second by Vanya Koepke, to adjourn at 8:46pm. The motion passed unanimously.