



MEETING MINUTES – VILLAGE BOARD (Regular)

Date/Time: Tuesday January 21st 2025 (6:00 P.M.)

Location: Hobart 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 6:07 pm. Dave Dillenburg, Vanya Koepke, Tammy Zittlow, and Rich Heidel were present. Excused: Melissa Tanke.
2. Certification of the open meeting law agenda requirements and approval of the agenda - ACTION: To certify the open meeting law agenda requirements and approve the agenda. MOTION: Dillenburg SECOND: Zittlow VOICE VOTE: 4-0.
3. Pledge of Allegiance - Those present recited the Pledge of Allegiance.

4. PUBLIC HEARINGS – None.

5. CONSENT AGENDA (These items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Board President if you would prefer separate discussion and action.)

A. Payment of Invoices; B. VILLAGE BOARD: Minutes of January 7th 2025 (Regular); C. POLICE COMMISSION: Minutes of October 14th and October 21st 2024; D. PUBLIC WORKS AND UTILITIES ADVISORY COMMITTEE: Minutes of November 11th 2024. ACTION: To approve the Consent Agenda as presented to include the manual checks presented. MOTION: Dillenburg SECOND: Zittlow. VOICE 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) --No one spoke.

8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS

A. INFORMATION

1. 2024 Humane Officer Report- Administrator Kramer presented the report.
2. December 2024 Budget Update- Administrator Kramer reviewed the December 2024 Budget.

Administrator Kramer and Planning & Code Compliance Director Gerbers met with Pulaski leaders regarding Commercial Building Inspection Services.

9. COMMITTEE REPORTS AND ACTIONS – The Public Works & Utilities Advisory Committee will meet in February.

10. OLD BUSINESS - None

11. NEW BUSINESS

A. DISCUSSION AND ACTION – Awarding of Utility and Street Reconstruction (Contract 2320-24-03) – South Pine Tree Road, Schuering Road, TID #2 Bids were received from seven (7) contractors, ranging in total cost from \$3,331,435.00 to \$3,991,652.79 for the base bid and Alternate 1. The apparent low bidder was MCC, Inc., Appleton, WI, with a total bid amount of \$3,331,435.00. The Village borrowed \$4,630,889 for these projects back in the spring of 2024. -- Director Lancelle reviewed the bid with the board.

ACTION: To award the 2024 Utility and Street Reconstruction bid (Contract 2320-24-03) to MCC, Inc. (Appleton, WI) with a total bid amount of \$3,331,435.00, to be financed with the proceeds of the 2024 Tax Increment District #2 borrowing (G.O. Promissory Notes, Series 2024A). MOTION: Dillenburg SECOND: Koepke. VOICE VOTE: 4-0.

B. DISCUSSION AND ACTION – Welcome to Hobart Signage (Centennial Centre)

In March 2024, the Board approved two infrastructure projects in TID #1 (Centennial Centre) – the reconstruction and upgrade of Sunlite Drive and the extension of Founders Terrace. The Village had borrowed \$1,846,181 for the projects, resulting in an unallocated balance of \$517,472. One of the projects recommended to be funded with the unspent proceeds was the installation of two (2) Welcome to Hobart signs for Centennial Centre. The Village received one (1) quote for the work – from Appleton Sign Company – for \$10,320. --Director Lancelle and Administrator Kramer explained the project.

ACTION: To approve the installation of two (2) Welcome to Hobart signs in Centennial Centre, one in the North Overland roundabout, the other in the Triangle Road roundabout, with the construction and installation of the signs being done by the Appleton Sign Company, for \$10,320.00, with funding coming from the 2024 Tax Increment District #1 borrowing (G.O. Promissory Notes, Series 2024A). **MOTION:** Heidel **SECOND:** Koepke. **VOICE VOTE:** 4-0.

C. DISCUSSION AND ACTION – Refuse and Recycling Collection Request for Proposals

The Village of Hobart's current refuse/recycling collection services contract is scheduled to expire on August 31st 2025. We are soliciting proposals for consideration of a potential replacement contract. Proposals are due by Tuesday April 1st 2025 at 1:00 pm. Interested parties will provide quotes for weekly automated curbside refuse collection and multiple options (weekly and bi-weekly) for recycling collection for single family homes (one or two units). As of January 1st 2025, the Village's Refuse and Recycling Program had 2,705 customers. The Village will be seeking a contract for a minimum of ten (10) years. --The RFP was presented to the Board by Administrator Kramer.

ACTION: To approve the Refuse and Recycling Collection Request for Proposals as presented with the addition of an option of the Village Logo stamped on the bin and with the addition of bi weekly refuse to Section 5B. **MOTION:** Heidel **SECOND:** Koepke. **VOICE VOTE:** 4-0.

D. DISCUSSION AND ACTION – Job Description (Village Deputy Clerk)

The role of this position is providing clerical service to the Village as part of the administrative support staff. The Deputy Clerk assists the Village Clerk for the Village of Hobart and is expected to be able to carry on the functions of the Clerk in their absence.

ACTION: To approve the Job Description for Village Deputy Clerk as presented. **MOTION:** Dillenburg **SECOND:** Zittlow. **VOICE VOTE:** 4-0.

E. DISCUSSION AND ACTION – Reduction in Number of Election Inspectors for February Primary

The Village Clerk is requesting that the Board reduce the number of inspectors for the February Spring Primary at the Fire Station #1 polling site (2703 South Pine Tree Road) from seven to five, as allowed in Municipal Ordinance 33-3.

ACTION: To reduce the number of inspectors for the 2025 Spring Primary at the Fire Station #1 polling site (2703 South Pine Tree Road) from seven to five, as allowed in Municipal Ordinance 33-3. **MOTION:** Heidel **SECOND:** Dillenburg. **VOICE VOTE:** 4-0.

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

G. ADJOURN to CLOSED SESSION (6:47 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 or Purchase 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, and 3) Under Wisconsin State Statute 19.85 (1) (c): Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility RE: Personnel. **MOTION:** Heidel **SECOND:** Koepke **ROLL CALL VOTE:** 4-0.

H. CONVENE into open session (8:10 PM) – MOTION: Heidel **SECOND:** Zittlow **ROLL CALL VOTE:** 4-0

I. ACTION from closed session - None

12. ADJOURN (8:11 PM) – MOTION: Heidel **SECOND:** Dillenburg **VOICE VOTE:** 4-0

Respectfully submitted by Lisa Vanden Heuvel, Clerk