



MEETING MINUTES – VILLAGE BOARD (Regular)

Date/Time: Tuesday September 5th 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 not present and 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: Heidel SECOND: Koepke 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; B. VILLAGE BOARD: Minutes of August 15th 2023 (Regular) and August 28th 2023 (Special); C. POLICE COMMISSION: Minutes of June 22nd 2023; D. SITE REVIEW COMMITTEE: Minutes of March 15th 2023 and June 28th 2023 – Village Administrator Kramer noted that a correct copy of the August 15th Board minutes had been handed out to Board members prior to the meeting. ACTION: To approve the consent agenda MOTION: Dillenburg SECOND: Koepke 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

8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS

Administrator Kramer informed the Board that the Planning and Zoning Commission (September 13th) and Public Works and Utilities Advisory Committee (September 19th) would be meeting. He also said there would likely be a joint meeting of the Village Board and the Lawrence Town Board the evening of September 25th to discuss the FY2024 Police budget and other related topics.

1. **Village Population Estimates** - The most recent estimate of the Village's population from the Department of Administration shows Hobart has an estimated population of 10,808, as of January 1st 2023. This is a one-year increase of 322 residents (3 percent) and 597 residents (5.9 percent) over the 2020 census.
2. **2023 Budget Update (through August 1st)** – No action taken
3. **Village Cell Phone Provider** - No action taken
4. **Fire Station Construction Project Update** – Kramer said the project remains on schedule. An October 28th ribbon cutting and open house is tentatively scheduled, but has not been confirmed due to the timing of some final closeout items. He noted that Item 9-B on the agenda is the new sign for the Fire Station, and is being paid for completely with donated funds.
5. **June 2023 Hobart-Lawrence Police Department Report** - No action taken
6. **July 2023 Hobart-Lawrence Police Department Report** - No action taken.

9. COMMITTEE REPORTS

A. INFORMATIONAL - Request for a 58,047 sf., school addition and associated site improvements (4193 Hillcrest Dr., HB-712) (Site Review Committee) - This property located at 4193 Hillcrest Dr. is currently developed and utilized as Hillcrest Elementary School for the Pulaski Community School District. The property owner is proposing a 58,047 square foot addition and the site improvements to serve the building expansion. No action taken.

B. INFORMATIONAL - Request for new ground mount monument sign (2703 S. Pine Tree Rd., HB-83-1; Village of Hobart Fire Department) (Site Review Committee) - The Village of Hobart Fire Department, located at 2703 S. Pine Tree Rd., is currently under

construction and is submitting for review and approval of the proposed new ground mount monument sign. The sign as proposed will have an internally illuminated cabinet and an electronic message center. The proposed sign will be located along S. Pine Tree Rd. near the driveway access to the equipment bays. The proposed monument sign will be a total of 3'-5" x 10'3" (35 square feet) with an overall height of 5'-11". The sign will contain an internally illuminated sign cabinet and an electronic message center. The proposed sign complies with the Village Sign Code which allows for a maximum of 50 square feet per side and a maximum height of 20'. No action taken.

10. OLD BUSINESS

A. DISCUSSION AND ACTION – Ordinance 2023-14 (AN ORDINANCE TO RE-CREATE A SECTION OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN, SPECIFICALLY ARTICLE III (POSSESSION OR PURCHASE OF CIGARETTES AND TOBACCO PRODUCTS BY MINORS) OF CHAPTER 197 (MINORS) AND TO AMEND ARTICLE IV (HARBORING MINOR) OF CHAPTER 197 (MINORS)) - The purpose of this Ordinance is to re-create the current ordinance addressing the possession of cigarettes and other tobacco-related products by minors, and adopting the state smoking ban. As a result of the proposed changes, Article IV (Harboring Minor) needs to be renumbered, but the substance and intent of that section of the Chapter is not being altered. This is the second reading of the Ordinance. ACTION: To approve Ordinance 2023-14 MOTION: Heidel SECOND: Zittlow VOTE: 4-0

11. NEW BUSINESS

A. DISCUSSION AND ACTION – Ordinance 2023-15 (AN ORDINANCE TO CREATE A SECTION OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN, SPECIFICALLY ARTICLE IV (HOTELS, MOTELS AND ROOM TAX ORDINANCE) OF CHAPTER 40 (FINANCE AND TAXATION)) - The purpose of this Ordinance is to create a room tax in the Village of Hobart, and establish the collection process, use of funds by the Village and the penalties for evading the tax. No action was taken.

B. DISCUSSION AND ACTION – Establishing a Public Hearing to Consider Ordinance 2023-15, establishing a Room Tax in the Village of Hobart – ACTION: To schedule a Public Hearing on Ordinance 2023-15 at the October 3rd Board meeting MOTION: Heidel SECOND: Koepke VOTE: 4-0

C. DISCUSSION AND ACTION - Simplified Rate Case (SRC) Application (Water Utility) - According to the Wisconsin Public Service Commission, the Simplified Rate Case (SRC) is a simple and convenient means for municipal utilities to increase water rates. This is an inflationary type of increase that helps utilities maintain rate continuity so that customers benefit from smaller, more frequent rate increases. The SRC process includes an SRC application and a notice to customers, but does not require a public hearing. As of March 1st 2023, the rate increase factor is 8.0 percent. ACTION: To authorize application of a Simplified Rate Case MOTION: Dillenburg SECOND: Koepke VOTE: 4-0

D. DISCUSSION AND ACTION – Approval of Snowplow Bid - Funds for the complete plow truck are designated in the 2023 capital budget for \$290,000. The Freightliner Chassis was previously approved and purchased for \$123,780.00. The remaining \$166,220.00 is available for the purchase of the plow package. ACTION: To award the bid to Olsen Trailers (\$158,544) for the 2023 plow package MOTION: Dillenburg SECOND: Koepke VOTE: 4-0

E. DISCUSSION AND ACTION - Employee Retention and Recruitment Proposals - Village Administrator Kramer outlined a series of proposals, aimed at enhancing the retention of current employees, increasing employee accountability, creating a more targeted environment of professional growth, and increasing the attractiveness of Hobart as a progressive, positive workplace. After some discussion, Kramer said he would commence working on the more specific details of each proposal to bring back to the Board.

F. DISCUSSION AND ACTION – Authorization to issue Request for Proposals (RFP) for Village IT Services – ACTION: To authorize the issuance of a Request for Proposals (RFP) for the Village's IT services MOTION: Dillenburg SECOND: Zittlow VOTE: 4-0

G. DISCUSSION AND ACTION - Intergovernmental Cooperative Agreement to Satisfy Eligibility for the Wisconsin Recycling Consolidation Grant for Calendar Year 2024 - In order to qualify for the WDNR's Wisconsin Recycling Consolidation Grant, Hobart must enter into this cooperative agreement before October 1st. ACTION: To authorize the Village Administrator to sign the agreement and submit it MOTION: Heidel SECOND: Dillenburg VOTE: 4-0

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

ACTION: To recess for ten minutes (7:22 PM) MOTION: Heidel SECOND: Koepke VOTE: 4-0

I. ADJOURN to CLOSED SESSION (7:32 PM) – ACTION: To go into closed session 1) 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 (Village Clerk), 2) 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, and 3) 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: Koepke VOTE: 4-0

G. CONVENE into open session (9:23 PM) – MOTION: Heidel SECOND: Zittlow VOTE: 4-0

H. ACTION from closed session – ACTION: To approve the hiring of Baili Schreiber as Village Clerk, effective September 25th 2023, at the starting annual salary of \$65,000, with a probationary period through April 1st 2024, at which time, upon the successful completion of the probationary period, the annual salary shall be increased to \$70,000 for the remainder of 2024 MOTION: Heidel SECOND: Dillenburg VOTE: 4-0

12. ADJOURN (9:25 PM) – MOTION: Koepke SECOND: Zittlow VOTE: 4-0

Submitted by Aaron Kramer, Village Administrator