



MEETING MINUTES – VILLAGE BOARD (Regular)

Date/Time: Tuesday April 18th 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: Heidel SECOND: Koepke VOTE: 5-0
3. Pledge of Allegiance - Those present recited the Pledge of Allegiance.

4. PUBLIC HEARINGS

A. PUBLIC HEARING – To consider an ordinance creating the PI: Public Institutional District zoning district for lands that are intended more for public structures and uses – Heidel opened the public hearing at 6:06 PM. Todd Gerbers (Director of Planning and Code Compliance) explained the ordinance, which will create a new zoning district (PI Public Institutional District) in the Zoning Chapter of the Municipal Code to provide for a district for public and civic buildings and large institutional uses that otherwise may not fit into other zoning districts because of their specialized land use needs and public purpose. No one from the public spoke. Heidel closed the public hearing at 6:08 PM.

B. ACTION on aforesaid agenda item – Ordinance 2023-06 (AN ORDINANCE CREATING ARTICLE XXXV (PI PUBLIC INSTITUTIONAL DISTRICT) IN CHAPTER 295 (ZONING) OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN) – ACTION: To approve Ordinance 2023-06 MOTION: Heidel SECOND: Koepke VOTE: 4-0

C. PUBLIC HEARING – To consider changes to the Floodplain Zoning Ordinance (Chapter 290) - Heidel opened the public hearing at 6:09 PM. Gerbers explained the ordinance, which will replace the current Chapter 290 to make it compliant with Wisconsin Department of Natural Resources regulations and state statutes. No one from the public spoke. Heidel closed the public hearing at 6:13 PM.

D. ACTION on aforesaid agenda item – Ordinance 2023-07 (AN ORDINANCE TO REPEAL AND RECREATE CHAPTER 290 (FLOODPLAIN ZONING) OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN) - ACTION: To approve Ordinance 2023-07 MOTION: Dillenburg SECOND: Koepke VOTE: 4-0

5. CONSENT AGENDA - A. Payment of Invoices; B. VILLAGE BOARD: Minutes of April 5th 2023 (Regular); C. POLICE COMMISSION: Minutes of January 30th 2023; D. PUBLIC WORKS AND UTILITIES ADVISORY COMMITTEE: Minutes of March 13th 2023 and April 10th 2023; E. PLANNING AND ZONING COMMISSION: Minutes of March 8th 2023; F. COMMITTEE APPOINTMENTS; G. COMMITTEE APPOINTMENT: Ron Hieronimczak to the Public Works and Utilities Advisory Committee (Alternate) for a term expiring May 1st 2026. ACTION: To approve the Consent Agenda MOTION: Heidel SECOND: Dillenburg VOTE: 4-0

6. ITEMS REMOVED FROM CONSENT AGENDA - None

7. CITIZENS' COMMENTS, RESOLUTIONS AND PRESENTATIONS

Leroy Schlorf (1416 Riverdale Drive) had questions and concerns about drainage and runoff issues in his neighborhood.

8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS

Village Administrator Aaron Kramer provided the Board with several informational items: 1. 2023 Sanitary Survey Report for the Four Water Service Areas Serving the Village of Hobart and Notice of Non-Compliance (There are six (6) noted deficiencies noted in this

report, but none are deemed critical, and some have already been remedied.), 2. March 2023 Hobart-Lawrence Police Department Monthly Report, 3. Village Investment Report, 4. 2023 Budget Update – First Quarter, 5. League of Municipalities – Legal Update

9. COMMITTEE REPORTS AND ACTIONS - None

10. OLD BUSINESS

A. DISCUSSION AND ACTION – Ambulance Service Agreement - This agreement between the Village and Aegis Group (dba County Rescue Services) would replace the current agreement, and extend the service through December 31st 2040. It also reduces the current payment for ambulance service, and is projected to have a lesser impact on the Village budget than the current formula. Action on this item was postponed at the April 5th Board meeting. Nathan Riehl (County Rescue) was in attendance to answer any questions. ACTION: To approve the Ambulance Service agreement with Aegis Group (dba County Rescue Services) MOTION: Heidel SECOND: Zittlow VOTE: 4-0

B. DISCUSSION AND ACTION – Premises Use Agreement - This agreement between the Village and Aegis Group (dba County Rescue Services) would allow for the placement of an ambulance unit in the new Fire Station in Hobart, starting in 2024. The Village will receive a credit toward its annual service agreement fee for the ambulance utilizing the space. Action on this item was postponed at the April 5th Board meeting. ACTION: To approve the Premises Use agreement with Aegis Group (dba County Rescue Services) MOTION: Heidel SECOND: Koepke VOTE: 4-0

11. NEW BUSINESS

A. DISCUSSION AND ACTION – Ordinance 2023-08 (AN ORDINANCE TO AMEND SECTION 12 (NUMBER OF ANIMALS LIMITED) OF ARTICLE III (LICENSING AND REGULATION OF ANIMALS) OF CHAPTER 102 (ANIMALS) OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN - The purpose of this ordinance is to amend the Municipal Code to create a process for a resident, on a parcel of less than 2 ½ acres, to exceed the current limit of two dogs in the Municipal Code. The consensus of the Board was to hold a second and final reading of the Ordinance at its May 2nd meeting.

B. DISCUSSION AND ACTION – Policy 2023-03 (CASH MANAGEMENT POLICY) - The purpose of this policy is to update and amend the previous policy governing the cash management policy of the Village. It mainly adds a section allowing for the Village to liquidate investments in the event of market volatility and a conflict of interest clause. ACTION: To approve Policy 2023-03 MOTION: Dillenburg SECOND: Zittlow VOTE: 4-0

C. DISCUSSION AND ACTION - 2023 Street and Drainage Improvements; Contract 2320-23-01 - Staff would recommend awarding the bid to MCC, Inc. (Appleton) for the following projects this year: Trout Creek Road Improvements (Hidden Trail to County Highway J, - 5,438 feet), Copilot Way and Gulfstream Court Final Paving, Belmar Road Culvert Replacement, Berkshire Drive (curb and gutter installation), and North and South Overland Road – Miscellaneous Patching. ACTION: To award the 2023 Street and Drainage Improvements (Contract 2320-23-01) to MCC, Inc. (Appleton, WI) for the following projects, with a total bid amount of \$815,383.80. MOTION: Dillenburg SECOND: Zittlow VOTE: 4-0

D. DISCUSSION AND ACTION – Authorization to Bid Out the Gateway Estates Infrastructure Project - This project will consist of the installation of roads, sanitary sewer, watermain and storm sewer for the proposed Gateway Estates subdivision (located in Tax Increment District #2). Funding will come from the recent 2023A Bond issuance. ACTION: To authorize bidding out the Gateway Estates infrastructure project MOTION: Heidel SECOND: Koepke VOTE: 4-0

E. DISCUSSION AND ACTION – Consider a two lot CSM dividing one parcel into two separate parcels of 3.00 acres and 2.00 acres (4313 Hillcrest Dr., HB-583-2) - The property owner currently has one parcel of 5.00 acres and is proposing a two lot Certified Survey Map (CSM) that would create one additional new lot. This proposed CSM will establish two separate parcels of 3.00 acres and 2.00 acres respectively. The property is currently developed with a dwelling on proposed Lot 1 and has a property zoning of R-1: Residential District. This existing 5-acre parcel is currently zoned R-1 which requires a minimum lot size of 12,000 square feet per parcel and minimum lot frontage of 100 feet. Both proposed lots meet or exceed these minimum requirements as proposed. ACTION: To approve the CSM MOTION: Dillenburg SECOND: Heidel VOTE: 4-0

F. DISCUSSION AND ACTION – To schedule a Public Hearing to consider the Rezoning of Parcels HB-579-3 & HB-579-6 (4482 Forest Road) from R-2: Residential District to R-2-R: Rural Residential District – ACTION: To schedule the Public Hearing be held at the May 16th meeting MOTION: Heidel SECOND: Koepke VOTE: 4-0

G. DISCUSSION AND ACTION – To schedule a Public Hearing to consider an ordinance amending Chapter 295-143 (Legal Description) of the PDD #2 - Zoning District of the Village Municipal Code – ACTION: To schedule the Public Hearing be held at the May 16th meeting **MOTION:** Heidel **SECOND:** Dillenburg **VOTE:** 4-0

H. DISCUSSION AND ACTION – Personnel Manual Changes - After reviewing our employee manual, there are several sections that are outdated and need updating. **ACTION:** To approve the personnel manual changes **MOTION:** Heidel **SECOND:** Zittlow **VOTE:** 4-0

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

ACTION: To take a 10-minute recess before entering into closed session (7:15 PM) **MOTION:** Heidel **SECOND:** Koepke **VOTE:** 4-0

J. ADJOURN to CLOSED SESSION (7:25 PM) – ACTION: To go into closed session under 1) 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

K. CONVENE into open session (9:09 PM) – MOTION: Dillenburg **SECOND:** Heidel **VOTE:** 4-0

L. ACTION from closed session - None

12. ADJOURN (9:11 PM) – MOTION: Zittlow **SECOND:** Koepke **VOTE:** 4-0

Submitted by Aaron Kramer, Village Administrator