



MEETING MINUTES – VILLAGE BOARD (Regular)

Date/Time: Tuesday May 7th 2024 (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 6:03 pm. Rich Heidel, David Dillenburg, Vanya Koepke, Melissa Tanke were present. Excused: Tammy Zittlow.
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 VOICE VOTE: 4-0.
3. Pledge of Allegiance - Those present recited the Pledge of Allegiance.

4. PUBLIC HEARINGS

A. PUBLIC HEARING – To Consider a Conditional Use Permit (HB-1491-K-9, 3969 Valley Stream Circle) – 1,280 square foot accessory building on property. The current property owner, Alex Maybrodsky, is proposing to construct a detached accessory building of 1,280 square feet on his property located at 3969 Valley Stream Circle. The current lot size of 59,633.64 square feet would allow up to 993 square feet of accessory building (1/60th of the lot square footage) by ordinance. This request would consist of a Conditional Use Permit as the new accessory building would not conform to the requirements identified in the zoning code. The two conditions that would require the CUP would be the request for an increase in maximum total accessory building square footage to 1,280 (287 square feet greater than the maximum noted in the ordinance) and the placement of the proposed building being closer to the street right-of-way than the rear plane of the principal structure exceeding the 864 square foot limit.

President Heidel opened the Public Hearing at 6:05pm

Appearing before the Board: No one spoke.

President Heidel closed the Public Hearing at 6:05pm.

Director Gerbers reviewed the Conditional Use Permit for HB-1491-K-9.

B. ACTION on aforesaid agenda item - ACTION: To approve a Conditional Use Permit (HB-1491-K-9, 3969 Valley Stream Circle) – 1,280 square foot accessory building on property contingent upon the following:

1. Planting of a minimum of 8 new arborvitae (or similar) a minimum of 3 feet in height along the side (east) and southeast corner of the new detached accessory building
2. All four building elevations of the new structure are constructed of materials similar to those on the existing residential dwelling on the property
3. Maximum of one detached accessory building be allowed on site

The CUP is approved on the basis of the configuration of the current buildings and lot, the amenities that would be realized with the building in that it would prevent another detached accessory building, the aesthetics blending in with the immediate neighborhood, and approval of the immediate neighbors.

MOTION: Dillenburg SECOND: Tanke VOICE VOTE: 4-0.

C. PUBLIC HEARING – Ordinance 2024-05 (AN ORDINANCE TO REPEAL AND RECREATE A SECTION OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN, SPECIFICALLY SECTION 342 (CONDITIONAL USES) OF ARTICLE XXXI (ADMINISTRATION AND ENFORCEMENT) OF CHAPTER 295 (ZONING))

The purpose of this Ordinance is to provide more detailed information on the process and what is expected from the applicant during the Conditional Use Permit submittal and review process. It also creates more standardized conditions utilized during the review process.

President Heidel opened the Public Hearing at 6:12pm

Director Gerbers reviewed Ordinance 2024-05.

Appearing before the Board: No one spoke.

President Heidel closed the Public Hearing at 6:14pm.

D. ACTION on aforesaid agenda item - ACTION: To approve Ordinance 2024-05. **MOTION:** Koepke **SECOND:** Heidel **VOICE VOTE:** 4-0.

E. PUBLIC HEARING – Establishing the 2024 Sewer Volume Rates

The Hobart Village Board will hold a public hearing for the purpose of receiving public input on the sewer volume rates in accordance with a Village policy put in place to address increased rates from the Green Bay Metropolitan Sewerage District, Village operating costs, debt service, budget increases, and capital projects. Staff is recommending no change in the rates for 2024.

President Heidel opened the Public Hearing at 6:16pm

Appearing before the Board: Leroy Schlorf Jr, 1416 Riverdale Dr

President Heidel closed the Public Hearing at 6:18pm.

Administrator Kramer reviewed the 2024 sewer volume rates.

F. ACTION on aforesaid agenda item - ACTION: To implement the 2024 Sewer Volume Rates as proposed by staff. **MOTION:** Koepke **SECOND:** Dillenburg **VOICE VOTE:** 4-0.

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 April 16th 2024 (Regular); C. PLANNING AND ZONING COMMISSION: Minutes of March 13th 2024; D. PARK AND RECREATION COMMITTEE: Minutes of March 18th 2024; E. HOBART-LAWRENCE POLICE COMMISSION: Minutes of October 4th 2023. **ACTION:** To approve the consent agenda as presented to include the quick report of manual entry checks. **MOTION:** Dillenburg **SECOND:** Tanke **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)

Appearing before the board: No one spoke.

A. DISCUSSION AND ACTION – 2023 Audit and Financial Report

The 2023 audit and financial reports will be presented to the Board for formal adoption. Administrator Kramer presented the Audit and Financial Report along with Elizabeth McMasters from CLA and accountant Brian Ruechel.

ACTION: To adopt the Audit and Financial Report as presented. **MOTION:** Dillenburg **SECOND:** Tanke **ROLL CALL VOTE:** 4-0.

B. DISCUSSION AND ACTION – Resolution 2024-07 (A RESOLUTION CHANGING THE NAME OF QUAIL RIDGE FROM CIRCLE TO COURT WITHIN THE BERNARD WOODS PLAT) - ACTION: To approve Resolution 2024-07. MOTION: Heidel SECOND: Koepke VOICE VOTE: 4-0.

8. VILLAGE ADMINISTRATOR’S REPORT/COMMUNICATIONS

Planning & Zoning will be held on May 15.

Site Review may be held in May.

An RFP for Financial Services will be presented to the Board at their next meeting.

Road construction is underway.

A. INFORMATION

1. March 2024 Hobart-Lawrence Police Report - Police Chief Renkas reviewed the report.

2. School Resource Report - Police Chief Renkas reviewed the report.

We are currently down 2 full time Public Works employees. We will be bringing solutions to the Board at the next meeting to address this deficit.

9. COMMITTEE REPORTS AND ACTIONS

A. DISCUSSION AND ACTION – Park and Rec Committee (April 28th meeting)

The Committee has forwarded a number of proposals for the Board to consider and take action on, including pickleball courts in Four Seasons Park, a dog park along Riverdale Drive, and a park adjacent to the new Fire Station on South Pine Tree Road.

ACTION: To accept the Park and Recreation Committee proposals as presented and ask that staff move forward with these items. MOTION: Heidel SECOND: Koepke VOICE VOTE: 4-0.

B. DISCUSSION AND ACTION – Changes to Four Seasons Park Rental Contract

The Park and Rec Committee recently recommended that the Four Seasons Park Rental Contract be changed to require all Deposit and Rental Fees be due upon reservation of the facility.

ACTION: To approve changing the Four Seasons Park Rental Contract to require all Deposit and Rental Fees be due upon reservation of the facility. MOTION: Dillenburg SECOND: Koepke VOICE VOTE: 4-0.

10. OLD BUSINESS

A. DISCUSSION AND ACTION – Election Contingency Plan & Emergency Response Procedures

This document will serve as the emergency response/contingency plan in case of an unexpected circumstance that requires a change in the standard operating procedures on Election Day. The purpose of this document is to provide guidance for election staff and for the general safety of polling locations, all while maintaining the integrity of an election. This reflects the change in polling places. Clerk Vanden Heuvel discussed the Contingency Plan document with the Village Board.

ACTION: To approve the updated Election Contingency Plan & Emergency Response Procedures document with one noted change to Section A under Emergency Procedures. MOTION: Koepke SECOND: Heidel VOICE VOTE: 4-0.

11. NEW BUSINESS

A. DISCUSSION AND ACTION – Establish a Public Hearing for Ordinance 2024-06 (AN ORDINANCE TO AMEND SECTIONS OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN, SPECIFICALLY SECTIONS 295-30 (CONDITIONAL USES) OF ARTICLE VI (R-1: RESIDENTIAL DISTRICT), 295-42 (CONDITIONAL USES) OF ARTICLE VII (R-2: RESIDENTIAL DISTRICT), 295-187 (CONDITIONAL USES) OF ARTICLE XVII (R-2-R: RURAL RESIDENTIAL DISTRICT), 295-55 (CONDITIONAL USES) OF ARTICLE VIII (R-3: RESIDENTIAL DISTRICT), 295-68 (CONDITIONAL USES) OF ARTICLE IX (R-4: SINGLE AND TWO-FAMILY RESIDENTIAL DISTRICT), 295-174 (CONDITIONAL USES) OF ARTICLE XVI (ER: ESTATE RESIDENTIAL DISTRICT), AND 295-187 (CONDITIONAL USES) OF ARTICLE XVII (R-2-R: RURAL RESIDENTIAL DISTRICT) OF CHAPTER 295 (ZONING))

Staff is requesting the Public Hearing be held at the June 4th Board meeting.

ACTION: To hold a Public Hearing at the June 4, 2024 Board meeting to consider Ordinance 2024-06. MOTION: Heidel SECOND: Dillenburg VOICE VOTE 4-0.

B. DISCUSSION AND ACTION – Establish a Public Hearing to Consider a Conditional Use Permit for a Community Living Arrangement (4735 Fonda Fields Court)

Staff is requesting the Public Hearing be held at the June 4th Board meeting.

ACTION: To hold a Public Hearing at the June 4, 2024 Board meeting to consider a Conditional Use Permit for a Community Living Arrangement (4735 Fonda Fields Court). MOTION: Heidel SECOND: Koepke VOICE VOTE 4-0.

C. DISCUSSION AND ACTION – John Deere Tractor Replacement

The 2024 Capital budget included \$55,000 to replace and upgrade the existing 2014 John Deere tractor used for park and ditch mowing. Staff is recommending purchasing the John Deere 5075E for \$50,760.09 from Riesterer and Schnell of Pulaski.

ACTION: To approve the purchase of the John Deere 5075E for a cost not to exceed \$50,760.09 from Riesterer and Schnell of Pulaski. MOTION: Dillenburg SECOND: Tanke VOICE VOTE: 4-0.

D. DISCUSSION - Items for future agenda consideration or Committee assignment

RFP for the financial advisor
ARPA funding.

ACTION: To recess prior to going into closed session(7:31 PM). MOTION: Heidel SECOND: Koepke VOICE VOTE: 4-0.

E. ADJOURN to CLOSED SESSION (7:42 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: Koepke ROLL CALL VOTE: 4-0

F. CONVENE into open session (8:27 PM) – MOTION: Dillenburg SECOND: Heidel ROLL CALL VOTE: 4-0

G. ACTION from closed session – ACTION: To include Mark Stary in the Hobart-Lawrence Police Department Lateral Transfer Program MOTION: Tanke SECOND: Heidel VOTE: 4-0

12. ADJOURN (8:28 PM) – MOTION: Dillenburg SECOND: Koepke VOTE: 4-0

Respectfully submitted by Lisa Vanden Heuvel, Clerk