

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Village Board Meeting Minutes August 15, 2019
7:00 PM

1. Call to Order/ Roll Call

The meeting was called to order by Village President John Jeffords at 7:01 PM. A quorum of the Village Board was present. Present: Village Board of Trustees; Bill Collins, Tom Wolff and Rock Brandner.

Also present: Village Administrator Jim Healy and Deputy Clerk Donna Cox

Absent: Trustee Dan Neu

2. Verification of Compliance with Open Meeting Law

Village Administrator Healy verified that the meeting was posted per statute at three local post offices and the Village Hall. Digital copies of the agenda were sent to the West Bend Daily News, Germantown Express News, Hartford Times Press, and the Milwaukee Journal Sentinel.

3. Pledge of Allegiance

4. PUBLIC COMMENTS: No Comments

5. REPORT: Jackie Neilson, Audit Manager for Kerber Rose – 2018 Audit Report

Some details of the report include the following:

Total Assets \$7,527,645

Total Liabilities \$1,498,739

Total Deferred Inflows of Resources \$3,413,822

Total Fund Balances (Deficit) \$2,615,084

Ms. Neilson stated that for a municipality of this size, the Village of Richfield has a healthy fund balance.

6. CONSENT AGENDA

- a. Vouchers for Payment
- b. Treasurer's Report
- c. Meeting Minutes
 - i. July 18, 2019 – Regular Meeting
 - ii. July 29, 2019 – Special Meeting
- d. Applications for New Operator's Licenses
- e. Applications for Temporary Operator's Licenses
- f. Applications for Temporary Class B Picnic Licenses
 - i. St. Gabriel's Catholic Parish – Giant Flea Market
 - ii. YMCA Camp Minikani – 100th Anniversary Celebration
- g. Resolution No. R2019-08-01, A Resolution Honoring the Public Service of Margaret Runnells

Administrator Healy read aloud Resolution No. R2019-08-01.

Motion by Trustee Wolff to approve the Vouchers for Payment, Treasurer's Report, Minutes of the July 18, 2019 Regular Meeting, Minutes of the July 29th Special Meeting, New Operator's License Applications per the attached list, Applications for Temporary Operator's Licenses (per attached list), Applications for Temporary Class B Picnic Licenses for St. Gabriel's Catholic Parish for event (Giant Flea Market) and

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YMCA Camp Minikani's 100th Anniversary Celebration and Resolution No. R2019-08-01, A Resolution Honoring the Public Service of Margaret Runnells; Seconded by Trustee Brandner; Motion carried 3-0-1 with Trustee Collins abstained from the Minutes only - Item 6c, i & ii.

President Jeffords personally thanked Margaret Runnells for her service to the Village, noting that her replacement would have big shoes to fill.

Trustee Collins personally thanked Margaret Runnells for her service to the Village of Richfield and added that her contribution as an Administrative Assistant has brought the Village up to the next level. Trustee Collins added that seeing other Staff members in the audience supporting Margaret says a lot about the environment here at the Village, being like a small family.

Photos with Margaret were taken with the Village Board and Staff.

7. PUBLIC HEARING

- a. **Discussion regarding Ordinance O2019-08-01, An Ordinance to rezone parcel identified by Tax Key: V10_013500B from Rs-1b, Single-Family Cluster/Open Space Residential District to Rs-1, Country Estates District – Mr. Jeff Hassinger, petitioner**

President Jeffords read the Public Hearing item aloud.

Motion by Trustee Wolff to Open the Public Hearing for item 7a; Seconded by Trustee Brandner; Motion carried without objection by voice vote.

Public Hearing Comments:

Erich Kosek, 5005 Pleasant Hill Rd, Mr. Kosek was the original owner of the property and wanted to state for the record that he fully supports this petition to rezone. Mr. Kosek stated that the access point is difficult and he personally does not want to see a subdivision go here. Mr. Kosek believes that it would not be a good situation to have a development on this property.

John Freese, 5060 STH 167 W, Mr. Freese stated he and his wife live immediately south of this location. The Freese's are in favor of this petition and state their only concern is that the entrance and exit be on the existing road and not become the entrance / exit for any houses in the proposed plan.

Motion by Trustee Brandner to Close the Public Hearing for Item 7a; Seconded by Trustee Collins; Motion carried without objection by voice vote.

8. DISCUSSION/ACTION

- a. **Discussion/Action regarding Ordinance O2019-08-01, An Ordinance to rezone parcel identified by Tax Key: V10_013500B from Rs-1b, Single-Family Cluster/Open Space Residential District to Rs-1, Country Estates District – Mr. Jeff Hassinger, petitioner**

Motion by Trustee Brandner to approve the petitioned rezoning by Mr. Jeff Hassinger for property identified by Tax Key: V10_013500B from Rs-1b, Single-Family Cluster/Open Space Residential District to Rs-1, Country Estates District subject to the following Specific Condition of Approval:

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Specific Condition of Approval:

1. The petitioner provide to the satisfaction of Village Staff the shared driveway agreement registered at the County Register of Deeds;

Seconded by Trustee Wolff; Motion carried without objection.

Village President John Jeffords request that the Minutes reflect the following as it relates to Item 8a.

Looking ahead - should there be a complete breakdown of communication between the parties that cannot be resolved through civil court and the Village of Richfield potentially be brought into said dispute, that the recommendation by the Village of Richfield will be that **each** property owner will then create their own driveway to be 5' feet off the property line.

- b. Discussion/Action regarding a proposed 2020 contract with the Washington County Humane Society**

Motion by Trustee Brandner to approve the proposed contract for services from the Washington County Humane Society for \$3,420 starting in 2020; Seconded by Trustee Wolff; Motion carried without objection.

- c. Discussion/Action regarding the extension of contract for the 2019 Highway Improvement Program and related "change order" for construction on Monches Road from Plat Road to St. Augustine Road**

Administrator Healy provided the following details regarding Item 8c.

The Village has received its first pay request from Payne and Dolan, Inc. This pay request is for \$1,451,780.90. The finalized estimated cost for work performed with the previously awarded contract is \$1,528,190.42, a difference of \$76,410 in additional payments that are needed. Per a letter dated August 6, 2019 from Village Engineer Mitchell Leisses (Change Order No. 1), this is \$368,938.58 under the contracted budget of \$1,897,129. As a result, we can pave another mile of arterial roadway. In our bid package this year we nixed Monches Road from Plat Road to St. Augustine Road because the assumed costs exceeded our ability to pay. Now that some of the quantities have come in better than expected, should the Board choose to, we can now pave Monches Road for the sum of \$356,862. This will leave a total of approximately \$12,000 remaining is the awarded contract price. Substantial completion for this road project would be October 18th.

Motion by Trustee Wolff to authorize and approve the proposed Change Order No. 1 for the 2019 Highway Improvement Program to include Monches Road from Plat Road to St. Augustine Road and to extend substantial completion and final payment requests dates per the same; Seconded by Trustee Collins; Motion carried without objection

- d. Discussion/Action regarding the petitioned release of a Letter of Credit for Bark Lake Estates Subdivision – Ogden Midwest Funding II LLC, petitioner**

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Motion by Trustee Collins to authorize the Deputy Treasurer to release the established letter of credit being held for Bark Lake Estates Subdivision in the amount of \$30,000 to Ogden Midwest Funding II, LLC; Seconded by Trustee Brandner; Motion carried without objection.

9. PUBLIC COMMENTS – No Additional Comments

10. ADJOURNMENT

Motion by Trustee Wolff to adjourn the meeting at 8:01 PM; Seconded by Trustee Brandner; Motion carried without objection.

Respectfully Submitted,

Jim Healy
Village Administrator