

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Village Board Meeting Minutes May 25, 2017
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; Dan Neu, Bill Collins, Rock Brandner, and Tom Wolff.

Also present: Village Administrator Jim Healy

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 (Public comments are an opportunity for citizens to voice concerns to the Board regarding reports and discussion/action items on the agenda, only. Public comments are not a public hearing and are typically a one-way conversation from a citizen to the Board. Individual comments shall not exceed 3 minutes, with a total time limit of approximately 20 minutes. Unless part of a Public Hearing, handouts will not be accepted by the Village. Comments beyond 20 minutes will be moved to the end of the meeting at the discretion of the President.)

Ms. Danah Zoulek, 609 Scenic Rd, spoke regarding “discussion/action” items, in general. Ms. Zoulek spoke in favor of the Mayer Farm Conditional Use Permit.

5. CONSENT AGENDA

- a. **Vouchers for Payment**
- b. **Treasurer’s Report**
- c. **Meeting Minutes:**
 - i. **April 20, 2017 – Special Village Board Meeting**
 - ii. **April 20, 2017 – Regular Meeting**
- d. **New Operator Licenses**
- e. **Unenclosed Premise Permit – Sobleman’s Pub & Grill Richfield - May 26, 2017 – June 30, 2017**
- f. **Resolution R2017-05-01, a Resolution Accepting the infrastructure in Lakeview Ridge Subdivision**

Motion by Trustee Brandner to approve the Vouchers for Payment, Treasurer’s Report, the Village Board Minutes from April 20, 2017 special village board meeting, and April 20, 2017 regular meeting, New Operator Licenses, and Resolution R2017-05-01; Seconded by Trustee Neu; Motion carried unanimously.

6. PUBLIC HEARING

- a. **Discussion regarding the annual adoption of “Weights and Measures” pursuant to Chapter 363**

Motion by Trustee Brandner to open the public hearing; Seconded by Trustee Wolf; Motion carried unanimously.

Norb Weyer, 4054 Maple Grove Dr., questioned what businesses would be receiving a “Weights and Measures” fee.

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Ms. Danah Zoulek, 609 Scenic Rd., suggested the Village consider charging Lannon Stone/Moraine Development for “Weights and Measures”.

Village Administrator Healy discussed the purposes of “Weights and Measures” as a function of the State of Wisconsin and that Lannon Stone is, in fact, charged for their “Large Scale” on their property in the amount of approximately \$60.00.

Ms. Danah Zoulek then began discussing matters that were unrelated to the scheduled Public Hearing and refused to yield her time at the microphone.

Motion by Trustee Brandner to enter into Recess; Seconded by Trustee Collins; Motion passed without objection at 7:23PM.

Motion by Trustee Brandner to Reconvene; Seconded by Trustee Collins; Motion passed without objection at 7:35PM.

Motion by Trustee Neu to close the public hearing; Seconded by Trustee Wolf; Motion carried unanimously.

7. DISCUSSION/ACTION ITEMS

a. Discussion/Action regarding the annual adoption of “Weights and Measures” pursuant to Ch. 363

Motion by Trustee Neu to approve the assessed weights and measures fees and direct staff to administer the licensing process per Chapter 363 of the Village Code. Seconded by Trustee Brandner; Motion carried unanimously.

b. Discussion/Action regarding the installation of a streetlight on Skyline Drive and the related Special Assessment

Peter Schultz, 3137 Kettle Moraine Pkwy., spoke regarding the street light installation at Skyline Drive and feels it should be installed as a matter of safety but questioned why the residents should have to pay for it.

Village President Jeffords explained the light previously was not physically located inside the subdivision, but was located along STH 175. The Village Code controls the process for when the Board is petitioned by residents living in existing subdivisions that currently do not have streetlights. So the process is dictated by Ordinance.

Motion by Trustee Wolff to approve Village Administrator Healy to work with We Energies towards the installation of a streetlight on Skyline Drive per the petition by the residents of the Kettle Moraine Heights Subdivision and to specially assess the charges for the installation of the light on a pro-rata share of each property owner’s 2017 tax bill. The monthly utility charges for the light shall be paid for by the Village of Richfield; Seconded by Trustee Collins; Motion carried unanimously.

c. Discussion/Action regarding appointments to Boards and Commissions:

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| 1. Administrative Review Board | 4. Park Commission |
| 2. Architectural Review Board | 5. Plan Commission |
| 3. Board of Zoning Appeals | 6. CIP Administrative Committee |

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Motion by Trustee Brandner to appoint Bill Neureuther, Dan Neu, and John Jeffords to a two (2) year term on the Village's Administrative Review Board; Seconded by Trustee Wolff; Motion carried 3-0-2 with abstentions from Dan Neu and John Jeffords.

Motion by Trustee Collins to appoint Bob Wirth and James Otto to a three (3) year term on the Village's Architectural Review Board; Seconded by Trustee Neu; Motion carried unanimously.

Motion by Trustee Brandner to appoint Bob Bilda, Jack Lietzau, and Justin Perrault to a three (3) year term, and Gerald (Jerry) Wold to a one (1) year term on the Village's Board of Zoning Appeals; Seconded by Trustee Neu; Motion carried unanimously.

Motion by Trustee Wolff to appoint Dan Neu, John Jeffords, Bob Lalk and Tom Lechner to a one (1) year term on the Village's Capital Improvement Plan Administrative Subcommittee; Seconded by Trustee Brandner; Motion carried 3-0-2 with abstentions from Dan Neu and John Jeffords.

Motion by Trustee Neu to appoint Ken Meeks and Paul Bernard to a three (3) year term, and Lisa Hartlund for a two (2) year term on the Village's Park Commission; Seconded by Trustee Wolff; Motion carried unanimously.

Motion by Trustee Brandner to appoint James Otto to a one (1) year term as Plan Commission Chairman and to appoint Bill Collins to a one (1) year term as Village Board Representative, in addition to Don Berghammer to a three (3) year term on the Village's Plan Commission; Seconded by Trustee Neu; Motion carried 4-0-1 with abstention from Trustee Collins.

d. Discussion/Action regarding a regarding a petitioned Conditional Use Permit application from Mr. and Mrs. Dwight Mayer for property located at 4811 Pioneer Road (Tax Key: V10_009500Z) pursuant to Section 70.188(D)(12)

Motion by Trustee Neu to approve the proposed Conditional Use Permit for Mr. and Mrs. Dwight Mayer for their property located at 4811 Pioneer Road (Tax Key: V10_009500Z) subject to the terms and conditions contained therein; Seconded by Trustee Brandner; Motion carried unanimously.

e. Discussion/Action regarding an amendment to an approved Conversion Order for the property located at 5241 STH 167 – TreeGhost Country Store (Tax Key: V10_0651)

Motion by Trustee Collins to approve the petitioned amendment to the Site Plan for the Conversion Order for placement of an accessory structure on the subject property located at 5241 STH 167 (Tax Key: V10_0651) subject to following Specific Conditions of Approval:

Specific Conditions of Approval:

- 1) The Village Board accept the recommendation and the Conversion Order's Site Plan on file with the Washington County Register of Deeds be amended and refiled, providing the Village with a copy of the same.
- 2) Prior to construction the petitioner shall follow the processes laid out in the adopted Conversion Order from September 2012.
- 3) The petitioner shall obtain all necessary permits from the Village's Building Inspection Department.
- 4) The petitioner shall pay any and all professional fees associated with processing this amendment, including the billable hours for the Village Planner, Village Attorney, and Village Staff.

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Seconded by Trustee Brandner; Motion carried unanimously

f. Discussion/Action regarding accepting bid for the Messer/Mayer Mill foundation construction at the Richfield Historical Park

Motion by Trustee Wolff to reject all bids from the Messer/Mayer Mill foundation construction in the Richfield Historical Park and to direct Staff to rebid the project per the revised scope provided by the Richfield Historical Society; Seconded by Trustee Neu; Motion carried unanimously

g. Discussion/Action regarding awarding of a contract for fertilizer/weed prevention

Motion by Trustee Neu to authorize the Village Administrator and DPW Supervisor to enter into an agreement with Yard Lines, LLC for the term of three (3) years per the attached contractual agreement; Seconded by Trustee Wolff; Motion carried unanimously.

8. PUBLIC COMMENTS (...CONTINUED)

9. ADJOURNMENT

Motion by Trustee Neu to adjourn the meeting at 8:18 PM; Seconded by Trustee Collins; Motion carried unanimously.

Respectfully Submitted,

Jim Healy
Village Administrator