

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Village Board Meeting Minutes, January 21, 2021
7:00 PM

1. Call to Order/ Roll Call

The meeting was called to order by Village President John Jeffords at 7:00 PM. A quorum of the Village Board was present.

Present: Village Board of Trustees; Bill Collins, Dan Neu, Tom Wolff, and Rock Brandner.

Also present: Village Administrator Jim Healy, Deputy Clerk Donna Cox, and Village Attorney John Macy

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. PRESENTATION: Industrial Revenue Bonds, Attorney Lynda Templen, Husch Blackwell LLP

5. PUBLIC COMMENTS: No Comments

6. CONSENT AGENDA

- a. Vouchers for Payment
- b. Treasurer's Report
- c. Applications for New Operator's Licenses (per attached list)
- d. Request for the utilization of Fire Impact Fees for over-payment of BCPL Loan for Fire Station No. 2.

Village Trustee Dan Neu asked to recuse himself from the Consent Agenda because he is the President of the Richfield Volunteer Fire Company.

Motion by Trustee Wolff to approve the Vouchers for Payment, Treasurer's Report, Applications for New Operator's Licenses per the attached list, and to accept the recommendation of the Richfield Volunteer Fire Company Board of Directors for the utilization of collected Fire Impact Fees (\$61,248) for an overpayment against the principal for Loan No. 02017002.01 with the Board of Commissioners of Public Lands and additional \$2,000 donation from Village resident; Seconded by; Trustee Brandner; Motion carried without objection.

7. DISCUSSION/ACTION

- a. **Discussion/Action regarding the adoption of a Master Plan for the Richfield Nature Park**

Motion by Trustee Neu to adopt the Nature Park Master Plan, as recommended by the Park Commission; Seconded by Trustee Brandner; Motion carried without objection.

The Village Trustees thanked the Park Commission and Village Staff for their work on developing the Plan.

- b. **Discussion/Action regarding a petitioned Conditional Use Permit for “Camping Cabins” in the P-1, Parks and Recreation District for Glacier Hills Park identified by Tax Key: V10_063900A – Washington County Planning and Parks Department, Petitioners**

Motion by Trustee Wolff to approve the conditional use for “Camping Cabins” at Glacier Hills Park (Tax Key: V10_063900A), subject to the terms and conditions in the draft conditional use order dated December 30, 2020, as prepared by our Village’s Consultant Planner; Seconded by Trustee Neu; Motion carried without objection.

Editor’s Note:

All members of the Village Board confirmed “yes” by voice vote individually that they agree all items on the Objective Analysis for granting Conditional Use Permits have all been met. Doing so acknowledged they felt the petitioner provided “substantial evidence” they were able to meet the conditions outlined in the Code.

- c. **Discussion/Action regarding a Two-Lot and One Out-Lot Certified Survey Map (CSM) for properties identified by Tax Keys V10_1215 and V10_1210 – Donald Schneeberger Joint Trust, Julie B Schneeberger Joint Trust & Rick A Weissmann, Petitioners**

Administrator Healy discussed the genesis for the currently property configuration and how the proposed configuration would benefit the public good, particularly, if road connectivity could be achieved where the Village roadway abruptly stops.

Motion by Trustee Collins to approve the proposed Two-Lot and One Out-Lot CSM for property identified by Tax Keys: V10_1215 and V10_1210, owned by Donald Schneeberger Joint Trust, Julie B Schneeberger Joint Trust and Mr. Rick Weissman subject to the following Specific and General Conditions of Approval:

Specific Conditions of Approval:

1. The applicant address, to the satisfaction of the Village Engineer, comments from his letter dated December 18, 2020.
2. The applicant address, to the satisfaction of the Village Planner, comments contained in his email dated December 16, 2020.

General Conditions of Approval:

1. Staff and Governmental Approval: Subject to the developer satisfying all comments, conditions, and concerns of the Village Planner, Village Engineer and all reviewing, objecting and approving bodies, which may include but not limited to the State of Wisconsin Department of Safety and Professional Services per Ch. 236, Wisconsin Statutes and Ch. SPS 385, Wisconsin Administrative Code; the State of Wisconsin Department of Transportation per Ch. Trans. 236, Wisconsin Statutes, and Washington County; in regard to the Final Plat, and obtaining all necessary permits and approvals, and satisfaction of applicable requirements of State, Federal, and Village Codes, statutes, lawful orders, prior to commencing recording of the Final Plat, whichever is earlier.
2. Professional Fees: Petitioner shall, on demand, reimburse the Village of all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.

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3. Payment of Charges: Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators, or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permits fees or any other fees owed to the Village shall be placed upon the tax roll for the Subject Property if not paid within 30 days of billing by the Village, pursuant to Section 66.0627, Wis. Stats. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of the conditional approval.

Seconded by Trustee Neu; Motion carried without objection.

8. PUBLIC COMMENTS – No additional comments

9. CLOSED SESSION

President John Jeffords read aloud items 9a and 9b.

- a. Discussion /Action to enter into Closed Session under Wis. Stats. 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.
 - i. *Memorandum of Understanding with Quest Engineering, Inc.*
 - ii. *Consideration of an Initial Resolution (R2021-01-02) Regarding Industrial Development Revenue Bond Financing for Quest Engineering, Inc. Project. Information with respect to the job impact of the project will be available at the time of consideration of the Initial Resolution for property identified by Tax Key: V10_000800D*
- b. Discussion/Action to enter into Closed Session pursuant to Section 19.85(1)(c) of the Wis Stats., considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. – *Jim Healy, Village Administrator*

Motion by Trustee Neu to enter into Closed Session under Wisconsin Stats.; Seconded by Trustee Brandner; Motion carried unanimously by voice vote.

10. RECONVENE IN OPEN SESSION

Motion by Trustee Wolff to Reconvene in Open Session; Seconded by Trustee Neu; Motion carried unanimously by voice vote.

- a. **Discussion/Action regarding matters addressed in Closed Session outlined above.**

Motion by Trustee Collins to approve the Memorandum of Understanding with Quest Engineering, Inc subject to the review and approval by Village Attorney; Seconded by Trustee Brandner; Motion carried by roll call vote.

Motion by Trustee Neu to approve Initial Resolution (R2021-01-02) Regarding Industrial Development Revenue Bond Financing for Quest Engineering, Inc. Project for property identified by Tax Key V10_000800D; Seconded by Trustee Wolff; Motion carried by roll call vote.

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11. ADJOURNMENT

Motion by Trustee Collins to adjourn the meeting at 9:35 PM; Seconded by Trustee Neu; Motion carried without objection.

Respectfully Submitted,

Jim Healy
Village Administrator