

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Village Board Meeting Minutes
March 17, 2022
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: Trustees Dan Neu and Tom Wolff

Excused Absence: Trustee Bill Collins

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. PRESENTATION

a. 2021 Groundwater Monitoring Program – Marian Singer, Wellntel

Marian Singer gave a presentation regarding the 2021 results of the Groundwater Monitoring Program. The Village currently is in the middle of a multi-year drought where low levels of precipitation and modest winters have caused a decline in the shallow aquifer's recharge levels. Wellntel is presently monitoring 35 wells throughout the Village. Since the program's inception in 2004, groundwater levels have risen cumulatively. They Village is proposed to install two (2) units in 2022 and they've identified the Maple Heights and Prairie Hollow subdivisions as desirable places due to their proximity to the Village of Germantown.

5. PUBLIC COMMENTS

Patti Wood, 4319 Timber Drive, is not supportive of the development as its being proposed at STH 164 and CTH Q "for a number of reasons".

Steve Zik, 794 Black Squirrel Court, is not supportive of the development being proposed at STH 164 and CTH Q. He supports the 3-acre density in the Village's Zoning Code and this what is being proposed at 0.5-acre density is too many homes in one area. The traffic was also a concern and stated with the Kwik Trip being constructed, it will likely only get worse. He believes the "contractor condos" will be vacant like the strip mall across the street.

6. CONSENT AGENDA

- a. Vouchers for Payment**
- b. Treasurer's Report**
- c. Meeting Minutes:**
 - i. February 17, 2022 – Regular Meeting**
 - ii. March 1, 2022 – Village Board Closed Session Meeting**
- d. Applications for New Operator's Licenses**
- e. Application for New Agent Appointment (Kwik Trip)**

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- f. Letter of Intent for a Village Plow Truck Chassis delivered in 2023 from Lakeside International Trucks**
- g. Resolution R2022-03-01, A Resolution Honoring the Public Service of Rock R. Brandner**

Motion by Trustee Dan Neu to approve the Vouchers for Payment, Treasurer's Report, Minutes of the February 17th, 2022 and March 1st, 2022 Village Board Meetings, Applications for New Operator's Licenses (Per attached List), Application for New Agent Appointment (Per attached List), to direct DPW Supervisor Thicke to author a Letter of Intent to purchase a plow truck in 2023 from Lakeside International Trucks, and Resolution R2022-03-01, a Resolution Honoring the Public Service of Rock R. Brandner; Seconded by Trustee Tom Wolff; Motion passed without objection.

7. DISCUSSION/ACTION ITEMS

- a. Discussion regarding a proposed Mixed-Use Development on property generally located on the corner of STH 164 and CTH Q identified by Tax Key: V10_130900E – *Hawksview Hollow LLC, Petitioner***

Administrator Healy gave an overview of the proposed mixed-use development which includes 78 units on 37 acres. Of the 78 residential units, the developer is proposing eight (8) four-family units and 23 two-family homes. This proposed density is a little less than 0.50-acre. The Village Code does not have any sort of verbiage which supports this rate of density of this type of housing stock (four-family). He is also proposing to have nine (9) individual lots on two (2) acres each to serve commercial purposes. These lots will have direct access off STH 164. There is another commercial property that is interior to the development off CTH Q that is 2.6-acres, but it is also unknown what type of commercial use would be envisioned there.

Mr. Forester, d/b/a Hawksview Hollow LLC, gave a brief presentation on the proposed development. He asked the Village Board for their opinions on his proposal.

Village President Jeffords stated that he is supportive of the business aspect of what Mr. Forester is proposing. He then went on to state that he is not supportive of the four-family homes in any way.

Trustee Wolff stated he is not supportive of the density being proposed but wanted to see details on the proposed development's impact on the surrounding wells before finalizing a conclusion.

Trustee Neu is not supportive of four-family homes. He believes there is a market for "contractor condos" and supports the idea of two-family condos in this area, but he also wants to see the data from a groundwater study before reaching any conclusions.

- b. Discussion regarding the retirement of Village Board Trustee Rock R. Brandner**

Administrator Healy stated that Trustee Brandner recently retired after 14 years of service to the community as a Trustee. Administrator Healy stated that his Staff is researching a potential timeline if a local election could be held in August in conjunction with the Partisan Primary. Another option the Board could consider was making an appointment for the remainder of Trustee Brandner's term which is set to expire in April of 2023.

Village President Jeffords stated that he believes Village Staff should advertise the vacancy on the Village's website to see what sort of interest the position might generate. He stated that similar to the Board and

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Commission appointment process, applicants should submit a letter of interest, the application, and a resume (if possible).

The Village Trustees discussed that they would consider applications until Friday, April 15th at 12PM.

c. Discussion/Action regarding the awarding of a road construction bid for the 2022 Highway Improvement Program

Administrator Healy stated the following roads were bid out for construction.

- **Base Bid A: Bark Lake Road from Scenic Road to Amy Belle Road ~ 2021 Paser Rating: 4 & 5**
- **Base Bid B: Hubertus Road from St. Gabriel Way to Hillside Road ~ 2021 Paser Rating: 4**
- **Base Bid C: Plat Road from Monches Road south to Curve ~ 2021 Paser Rating: 4 & 6**
- **Alternate 1: Melody Lane from Plat Road to Monches Road ~ 2021 Paser Rating: 4**
- **Alternate 2: Red Oak Court from Scenic Road to Termini ~ 2021 Paser Rating: 3**
- **Alternate 3: Plat Road from Beginning of Curve south to CTH Q ~ 2021 Paser Rating: 4**

The Village received three (3) bids from Payne & Dolan, Stark Asphalt, and Wolf Paving. The low bid was from Payne & Dolan in the amount of \$1,516,436.05.

Motion by Trustee Wolff to accept the recommendation of the Village Engineer for the 2022 Highway Improvement Program and to authorize the Village Administrator to execute a contract with the lowest responsive bidder, Payne and Dolan, in the amount of \$1,516,436.05; Seconded by Trustee Neu; Motion passed without objection.

d. Discussion/Action regarding the approval of a Two-Lot CSM for properties identified by Tax Keys: V10_006800A, V10_0068, and V10_006900F – Herb and Sharon Lofy, Petitioners

Administrator Healy stated that the property owners are seeking to combine the southern portion of the parcel identified by Tax Key: V10_006900F with the parcel identified by Tax Key: V10_0068, creating Lot 1; and to combine the northern portion of the parcel identified by Tax Key: V10_006900F with the parcel identified by Tax Key: V10_006800A, creating Lot 2. This will ultimately reconfigure the parcels to combine three (3) parcels into two (2) parcels. Currently, V10_006800A does not have road access and is considered “land locked”. The proposed CSM remedies that situation. This proposed CSM reconfiguration also “squares off” the oddly configured parcel identified by Tax Key: V10_006900F which has its access off Hillside Road. Of the three (3) parcels, the current configuration of the parcel identified by Tax Key: V10_006900F is also the only existing parcel which presently meets the minimum lot size requirement of its respective zoning district (10-acres). Once reconfigured, both parcels will comply with the minimum lot size standards.

When the survey was discussed at the Plan Commission meeting in March, the Commission expressed a desire to move the western property boundary line of Lot 1 approximately 66’ to the east to line up with the right of way limits of Elsie’s Drive. By doing this, it would eliminate the irregular curvature of Lot 1 and would allow for straight access from Elsie’s Drive to Lot 2 for current use and for potential future roadway

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connection to Pioneer Road. With that minor change to the proposed property boundary configurations, the Plan Commission recommended approval to the Village Board without objection.

Motion by Trustee Neu approve the proposed Two-Lot CSM for properties identified by Tax Keys: V10 006800A, V10 0068, V10 006900F, owned by Herb and Sharon Lofy, subject to the following Specific and General Conditions of Approval:

Specific Conditions of Approval:

1. **The eastern boundary of Lot 1 be moved east to be parallel with the limits of the right-of-way for Elsie's Drive with approximately 1-acre of land being added to Lot 2.**

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.**
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 Wolff; Motion passed without objection.

- e. **Discussion/Action regarding a reconsideration of an agreement with Shawn's Deer Pickup Service for car-killed deer removal**

Administrator Healy stated this agreement was being brought back for consideration by the Village Board because the contractor wanted the agreement to become a three (3) year agreement and changed the number of hours guaranteed for pick-up from 1-48 to 1-72 hours.

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Motion by Trustee Wolff to authorize the Village Administrator to execute a three (3) year agreement with Mr. Shawn Kremsreiter for the removal of car-killed deer on local roads in the Village of Richfield at a rate not to exceed \$110.00 per deer, subject to the review and approval by the Village Attorney; Seconded by Trustee Neu; Motion passed without objection.

8. PUBLIC COMMENTS (...Continued)

None.

9. ADJOURNMENT

Motion by Trustee Wolff to adjourn the meeting at 8:08PM; Seconded by Trustee Neu; Motion carried without objection.

Respectfully Submitted,

Jim Healy
Village Administrator