

**Village of Richfield**  
**4128 Hubertus Road, Hubertus, WI**  
**Village Board Meeting Minutes, May 20, 2021**  
**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 President John Jeffords and Board of Trustees; Bill Collins, Dan Neu, Tom Wolff, and Rock Brandner.

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

**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: 2020 Groundwater Monitoring Program, Marian Singer, Wellntel**

Ms. Singer provided updates on the water levels, new monitoring sites, operation and maintenance budget, and groundwater supply status. Overall the Village's groundwater has risen 5' since the monitoring program began.

**5. PUBLIC COMMENTS: No Comments**

**6. CONSENT AGENDA**

Motion by Trustee Wolff to approve the Vouchers for Payment, Treasurer's Report, Application for a Temporary Class "B" / "Class B" Picnic License for the Richfield Historical Society, and Release of Letter of Credit for Highland Ridge Subdivision; Seconded by Trustee Neu; Motion carried without objection.

**7. PUBLIC HEARING**

President Jeffords read aloud Item 7a.

- a. **Discussion regarding Ordinance O2021-05-01, An Ordinance to Rezone a portion of property located at 1810 Old CC (Tax Key: V10\_0146) from Rs-1, Country Estates District and I-1, Institutional District to Rs-1, Country Estates District – Neosho Country Christian School, petitioner.**
  - i. **Open Public Hearing**
  - ii. **Close Public Hearing**

Motion by Trustee Neu to Open the Public Hearing; Seconded by Trustee Wolff; Motion carried without objection.

Administrator Healy introduced item 7a and read into the record, a letter from Mr. Goetz, W175 N7959 Wildwood Drive, Menomonee Falls, 53051. The letter respectfully request that the Village Board postpone any decisions related to the proposed zoning change until the deed usage discrepancy has been resolved.

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No additional comments were heard from the public.

Motion by Trustee Wolff to Close the Public Hearing; Seconded by Trustee Neu; Motion carried without objection.

## **8. DISCUSSION / ACTION ITEMS**

### **a. Discussion/Action regarding appointments to the Village's various Boards and Commissions**

Motion by Trustee Neu to appoint James Otto to a one (1) year term as Plan Commission Chairman, to appoint Trustee Wolff to a one (1) year term as Village Board Representative for the Plan Commission, and to appoint Kurt Bartel and Richard Melzer to a three (3) year term on the Village's Plan Commission; Seconded by Trustee Brandner; Motion carried 4-0-1; Trustee Wolff recused himself.

Motion by Trustee Wolff to appoint Village President John Jeffords, Village Trustee Dan Neu, Richard Melzer, and Donald Schmitt to a one (1) year term on the Village's Capital Improvement Plan Administrative Subcommittee; Seconded by Trustee Brandner; Motion carried 3-0-2; Village President Jeffords and Trustee Neu recused themselves.

Motion by Trustee Wolff to appoint Village President John Jeffords as Chairman, Village Trustee Dan Neu, and Don Filipiak to a two (2) year term on the Village's Administrative Review Appeals Board; Seconded by Trustee Collins; Motion carried 3-0-2; President Jeffords and Trustee Neu recused themselves.

Motion by Trustee Collins to appoint Bruce Gibb to a three (3) year term on the Village's Architectural Review Board; Seconded by Trustee Neu; Motion carried without objection.

Motion by Trustee Wolff to appoint Brian Gallitz and Norb Weyer to a three (3) year term on the Village's Board of Zoning Appeals; Seconded by Trustee Neu; Motion carried without objection.

Motion by Trustee Neu to appoint Laura Staton and Henry Wallenkamp to a three (3) year term on the Village's Park Commission; Seconded by Trustee Collins; Motion carried without objection.

President Jeffords and Trustee Collins welcomed and thanked the members of our Boards and Commissions.

### **b. Discussion/Action regarding Ordinance O2021-05-01, an Ordinance to Rezone a portion of property located at 1810 Old CC (Tax Key: V10\_0146) from Rs-1, Country Estates District and I-1, Institutional District to Rs-1, Country Estates District – *Neosho Country Christian School, petitioner***

Village Administrator Healy discussed that the balance of the property is already zoned Rs-1, Country Estates District and now that the property is no longer going to be used for school purposes, it makes sense to rezone the property in a manner that is consistent with the adopted Future Land Use Map.

Motion by Trustee Wolff to approve Ordinance O2021-05-01, An Ordinance to Rezone a portion of property located at 1810 Old CC (Tax Key: V10\_0146) from Rs-1, Country Estates District and I-1, Institutional District to Rs-1, Country Estates District subject to the following Conditions of Approval:

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**Conditions of Approval:**

1. Village Staff receive notification from St. Augustine School that school activities have ceased on the property and the property sale has been completed.

Seconded by Trustee Neu; Motion carried without objection.

**c. Discussion/Action regarding an awarding of a road construction bid for St. Augustine Road**

Motion by Trustee Neu to accept the recommendation of Village Engineer Ron Dalton to award the construction contract for St. Augustine Road from Monches Road approximately 3,380' north to Stark Asphalt in the amount of \$205,777.50; Seconded by Trustee Brandner; Motion carried without objection.

**9. PUBLIC COMMENTS – No Additional Comments**

**10. CLOSED SESSION:**

Village President John Jeffords read aloud Closed Session Item 10a.

- 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. *Developer's Agreement with Quest Engineering, Inc. for property identified by Tax Key: V10\_000800D*

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

**11. RECONVENE IN OPEN SESSION**

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

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

No action taken in Open Session.

**12. ADJOURNMENT**

Motion by Trustee Collins to adjourn the meeting at 8:56 PM; Seconded by Trustee Neu; Motion carried without objection.

Respectfully Submitted,

Jim Healy  
Village Administrator