

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Joint Plan Commission and Village Board Meeting Minutes
September 9, 2021
7:00 PM

Due to A Lack of Quorum, No Plan Commission Items were Acted On

1. Call to Order / Determination of Quorum

The Village Board meeting was called to order at 7:01 PM by Village President John Jeffords. A quorum of the Village Board was present.

Present: Village President John Jeffords, Village Board of Trustees; Bill Collins, Rock Brandner, and Dan Neu.

Excused Absence: Trustee Tom Wolff

Also Present: Village Administrator Jim Healy

2. Verification of Open Meetings Law Compliance

Administrator Healy stated that the agendas were posted at the Richfield, Hubertus, and Colgate U.S. Post Offices as well as 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.

Affidavit of Posting was provided to Village President John Jeffords

3. Pledge of Allegiance

4. Plan Commission Discussion/Action Items (NO ACTION TAKEN ON ITEMS 4A – 4D)

- a. Discussion and possible recommendation to the Village Board regarding a proposed re-zoning of a portion of the property identified by Tax Key: V10_1209 from A-2, General Agriculture District, to RS-1B, Single-Family Cluster/Open Space Residential District – *Hartford Land Development, LLC, Petitioner*
- b. Discussion and possible recommendation to the Village Board regarding a proposed amendment to the Flood Insurance Rate Map for property generally located at 3476 S. Shore Drive (Tax Key: V10_107300A), Panel 354, as referenced in Section 70.213(E)(2) of the zoning regulations, titled “Official Maps & Revisions” – *Frank and Lori Windt, Joint Petitioners*
- c. Discussion and possible recommendation to the Village Board regarding the approval of a Two-Lot CSM for a property located at 331 Plat Road (Tax Key: V10_122800G) – *Jim Forester, Petitioner*

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Joint Plan Commission and Village Board Meeting Minutes
September 9, 2021
7:00 PM

- d. Discussion and possible recommendation to the Village Board regarding the approval of a One-Lot CSM for properties located at 3200 Bark Lake Road (Tax Keys: V10_088700C, V10_088700E) – Paul and Monica Kepes, Joint Petitioners**

5. Joint Plan Commission and Village Board Discussion / Action Items
(NO ACTION TAKEN ON ITEM 5A)

- a. Discussion regarding the Chapter 70 Zoning Code Recodification**

6. Village Board Discussion / Action Items

- a. Discussion/Action regarding the awarding of a road construction bid for the 2021 Highway Improvement Program Contract No. 3**

Administrator Healy introduced this item.

On September 7th, the Village held a sealed bid opening for road construction work for Contract No.3 of the 2021 Highway Improvement Program (HIP). The proposed work is for Country Highlands Drive from Scenic Road to Hubertus Road, E Lakeview Road from N Lakeview Road to Railroad, E Lakeview Road from S Shore Drive to N Lakeview Road, and Whitetail Run.

Motion by Trustee Neu to accept the recommendation of the Village Engineer for the awarding of a road construction bid for the 2021 Highway Improvement Program Contract No. 3 which includes the extension of Whitetail Run and E. Lakeview Road from S. Shore Drive to N Lakeview Road; Seconded by Trustee Brandner; Motion passed without objection.

- b. Discussion/Action regarding the execution of an agreement with All Pro Asphalt Paving Inc. for asphalt repair to the terminus of Pine Drive**

Motion by Trustee Neu to authorize Public Works Supervisor Brett Thicke to execute an Agreement with All Pro Asphalt Paving Inc. in the amount of \$6,200.00 for the asphalt pavement repair of Pine Drive after sufficient notice has been published in the form of a Class I Notice in the Daily News; Seconded by Trustee Brandner; Motion passed without objection.

- c. Discussion/Action regarding the authorization to send a “Letter of Intent” to purchase an Exmark Zero Turn Mower per the 2022-2026 Capital Improvement Program (CIP)**

Administrator Healy introduced this item

The Village’s Public Works Supervisor Brett Thicke is preparing for the purchase of a Exmark Zero Turn Mower in 2022 and is asking for consideration of approval to initiate the ordering of this mower for the final purchase during the first quarter of the next fiscal year. This Exmark Zero Turn Mower is being purchased to replace Toro Mower #38. DPW Supervisor Thicke had requested that Toro Mower #38 be sold in 2022 and replaced with the purchase of an Exmark Zero Turn Mower in 2022 for \$34,512.00.

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Joint Plan Commission and Village Board Meeting Minutes
September 9, 2021
7:00 PM

Motion by Trustee Brandner to authorize the Village Administrator to author a “Letter of Intent” for the purchase of an Exmark Zero Turn Mower per the adopted 2022-2026 CIP with the understanding the final authorization for the actual purchase of the proposed mower will be given in 2022; Seconded by Trustee Neu; Motion passed without objection.

7. Adjournment

Motion by Trustee Neu to adjourn the Village Board Meeting at 7:26 PM; Seconded by Trustee Collins; Motion passed without objection.

Respectfully Submitted,

Jim Healy, Village Administrator