



Village of Hobart
Village Office 2990 S. Pine Tree Rd, Hobart, WI 54155
www.hobartwi.gov - www.buildinhobart.com

MEETING NOTICE – VILLAGE BOARD (Regular)

Date/Time: Tuesday December 2nd 2025 (6:00 P.M.)

Location: Hobart Village Office (2990 South Pine Tree Road)

ROUTINE ITEMS TO BE ACTED UPON:

1. Call to order/Roll Call. The meeting was called to order by Rich Heidel at 6:05 pm. Dave Dillenburg, Vanya Koepke, Melissa Tanke, Tammy Zittlow, and Rich Heidel were present.
2. Certification of the open meeting law agenda requirements and approval of the agenda - ACTION: To certify the open meeting law agenda requirements and approve the agenda with item 11f. to be pulled off the agenda as it did not pass legal review. It is expected that this item will be brought back to the Board at the 12/16 Village Board Meeting. MOTION: Heidel SECOND: Koepke. VOICE VOTE: 5-0.
3. Pledge of Allegiance - Those present recited the Pledge of Allegiance.

4. PUBLIC HEARINGS - None.

5. CONSENT AGENDA (These items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Board President if you would prefer separate discussion and action.)

A. Payment of Invoices B. VILLAGE BOARD: Minutes of November 18th, 2025 (Regular); C. PLANNING AND ZONING COMMISSION: Minutes of October 6th, 2025

ACTION: To approve the Consent Agenda as presented including all manual checks. MOTION: Koepke SECOND: Zittlow. VOICE VOTE: 5-0.

6. ITEMS REMOVED FROM CONSENT AGENDA – None.

7. CITIZENS' COMMENTS/RESOLUTIONS/PRESENTATIONS (Please limit citizens' comments to no more than three minutes)

Appearing before the Board:

Steve DeTaege, 3249 S Pine Tree Rd

Barry Wiegert, 896 Ferndell Acres Dr

Brandon Stevens, 4450 Nakoma Trl

8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS

Tax bills should be mailed out on December 8.

Mill rates have not been posted by Brown County.

The Treasurer is putting together an explanation of the tax bill for residents.

Brown County released information about changes made by USPS regarding the postmarking of mail. This is posted on our website and on our Facebook page.

9. COMMITTEE REPORTS AND ACTIONS

The Public Works Committee is not meeting this month.

The Site Review Committee will meet on December 10.

10. OLD BUSINESS

A. DISCUSSION AND ACTION – Wholesale Water Service Agreement between the City of Green Bay, the Village of Hobart and the Village of Pulaski

Under this agreement, Green Bay would sell potable water to Pulaski through the Green Bay Water Utility, via Hobart. The water utility in Hobart would receive \$0.50 per thousand gallons sold to Pulaski, resulting in an estimated \$50-60,000 per year in revenue for the utility.

ACTION: To approve the Wholesale Water Service Agreement between the City of Green Bay, the Village of Hobart and the Village of Pulaski as presented. MOTION: Heidel SECOND: Dillenburg. VOICE VOTE: 5-0.

11. NEW BUSINESS

A. DISCUSSION AND ACTION – Purchase of two (2) thermal imaging cameras for the Fire Department

Staff is requesting approval to purchase two FLIR Thermal Imaging Cameras from Fire Safety USA (Rochester, MN) for \$9,988.00.

ACTION: To approve the purchase of two FLIR Thermal Imaging Cameras from Fire Safety USA (Rochester, MN) for \$11,208.00 with funding for this purchase to come from the 2025 Fire Department 2% Dues (001-52200-067). MOTION: Heidel SECOND: Tanke. ROLL CALL VOTE: 5-0.

B. DISCUSSION AND ACTION – Purchase of Fire Hose and Fire Hose Rollers for the Fire Department

Staff is requesting the Board approve the purchase of 1,700 feet of fire hose and two (2) fire hose rollers from Conway Shields for \$6,795

ACTION: To approve the purchase of 1,700 feet of fire hose and two (2) fire hose rollers from Conway Shields for \$6,795 with funding coming from the 2025 Capital Projects Fund. MOTION: Dillenburg SECOND: Tanke. ROLL CALL VOTE: 5-0.

C. DISCUSSION AND ACTION – Purchase of UTV Trailer for the Fire Department

Staff is requesting the purchase of an 8.5'x16' trailer from Mirsberger Sales and Service (Hilbert, WI) for \$11,819.23, and the purchase of a 6x12 trailer from Badger Trailer and Power (Fond du Lac, WI) for \$4,995.

ACTION: To approve the purchase of a 8.5'x 16' trailer with funding for the purchase coming from the 2025 Capital Projects Fund, not to exceed \$10,000, and the remaining balance to be funded by the Fire Department Donation Fund, and the purchase of a 6x12 trailer from Badger Trailer and Power (Fond du Lac, WI) for \$4,995 with funding for the purchase coming from the Fire Department Donation Fund. MOTION: Dillenburg SECOND: Koepke. ROLL CALL VOTE: 5-0.

D. DISCUSSION AND ACTION – Purchase of Snowplow Chassis for the Public Works Department

Staff is requesting the purchase of a 2027 Freightliner 114SD Chassis from Truck City of Wisconsin (Kaukauna, WI) for \$131,900.00.

The Board is taking no action on this item because we only have one bid in at this time.

E. DISCUSSION AND ACTION – Approval of Job Description for Administrative Assistant and Posting of Position

This position was approved as part of the 2026 budget process. It serves as a vital support role, acting as the first point of contact for residents and visitors. The role requires a high level of confidentiality, initiative, independent judgment, and attention to detail. Duties are carried out under the general supervision of the Village Clerk, who also conducts performance evaluations. This is a part-time position requiring 20 hours per week during regular office hours. Additional hours may be required to attend official meetings and to assist with election duties and/or tax collection.

This position will work with the Front Office and the Director of Planning & Code Compliance. Todd Gerbers, Director of Planning & Code Compliance, is working on his last project for the Village of Pulaski. This project should be finished in the first few weeks of 2026.

ACTION: To approve the Job Description for Administrative Assistant and the Posting of the Administrative Assistant Position. MOTION: Tanke SECOND: Koepke. VOICE VOTE: 5-0.

F. DISCUSSION AND ACTION – 3 Year Service Agreement with Primadata

This contract is for the printing and mailing of our utility bills. The new agreement will cost slightly more than the current arrangement we have with Bayside Printing and Primadata, but we anticipate that as more residents go to online billing, the overall cost will decrease.

This item was removed from the agenda during Item 2.

G. DISCUSSION AND ACTION – To Establish a Public Hearing to Consider the Rezoning of parcel HB-554 from R-2-R: Rural Residential District to R-2: Residential District

Staff requests that the Public Hearing be held at the January 6th 2026 Village Board meeting.

ACTION: To direct staff to schedule a Public Hearing to Consider the Rezoning of parcel HB-554 from R-2-R: Rural Residential District to R-2: Residential District to be held during the January 6, 2026 Village Board Meeting. MOTION: Heidel SECOND: Zittlow. VOICE VOTE: 5-0.

H. DISCUSSION - Items for future agenda consideration or Committee assignment

There will be a public hearing for the Cell Tower Ordinance at the 12/16 Village Board Meeting.

The FY 2026 budgets for Water Utility, Sewer District, Storm Water Fund, TID#1 and TID#2, and the Fee Schedule will be on the 12/16 board agenda.

The Hobart Lawrence Police Department Strategic Plan and the public hearing to consider the rezone of parcel HB-554 will be on the January 6, 2026 Village Board meeting.

ACTION: To recess prior to going into closed session (7:08 PM). MOTION: Heidel SECOND: Koepke. VOICE VOTE: 5-0.

I. ADJOURN to CLOSED SESSION (7:30 PM): ACTION: To go into closed session under Wisconsin State Statute 19.85 (1) (g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. RE: Tribal Affairs; Potential Litigation MOTION: Heidel SECOND: Zittlow. ROLL CALL VOTE: 5-0.

J. CONVENE into open session (9:01 PM): MOTION: Heidel SECON: Zittlow. ROLL CALL VOTE: 5-0.

K. ACTION from closed session – None.

12. ADJOURN (9:02 PM): MOTION: Zittlow SECOND: Tanke. VOICE VOTE: 5-0.

Respectfully submitted by Lisa A. Vanden Heuvel, Village Clerk