



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

MEETING MINUTES – VILLAGE BOARD (Regular)

Date/Time: Tuesday September 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 6:04 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. MOTION: Dillenburg SECOND: Tanke. VOICE VOTE: 5-0.
3. Pledge of Allegiance - Those present recited the Pledge of Allegiance.

4. PUBLIC HEARINGS – None.

5. CONSENT AGENDA

A. Payment of Invoices; B. VILLAGE BOARD: Minutes of August 19th 2025 (Regular); C. SITE REVIEW COMMITTEE: Minutes of June 18th 2025 - ACTION: To approve the Consent Agenda as presented to include all manual checks. MOTION: Dillenburg SECOND: Koepke. VOICE VOTE: 4-0-1. Tanke abstains.

6. ITEMS REMOVED FROM CONSENT AGENDA – None.

7. CITIZENS' COMMENTS/RESOLUTIONS/PRESENTATIONS – No one spoke.

8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS

- Thursday open house for Hillcrest Elementary.
- Site Review will be held in September.
- Police commission on will be held on September 4.
- Finalizing the Capital Budget.
- Public Nuisance should be on the September 16th Village Board agenda.
- The water agreement is still being worked on.
- Parking lot by the Village Office continues to take shape.
- Road work on S. Pine Tree is on schedule. All road projects should wrap up in October.

9. COMMITTEE REPORTS AND ACTIONS

A. SITE REVIEW COMMITTEE (August 20th) – Administrator Kramer presented each of the following items from Site Review.

1. INFORMATIONAL – Request for new exterior processing equipment (1001 Fernando Drive; HB-337)
Green Bay Converting, located at 1001 Fernando Dr., is proposing the installation of four Regenerative Thermal Oxidizer (RTO) units to assist with the processing of their everyday production / operations. The proposed RTOs will be located along the east elevation of the existing building.

2. INFORMATIONAL - Request for a 1,800 square foot accessory building (780 Centerline Drive, HB-2679)

EMT International, located at 780 Centerline Dr., is proposing an accessory building of 1,800 square feet to be constructed on site and used for a temporary basis (not to exceed 4 years). This building would be located adjacent to and on the north side of the existing principal building.

3. INFORMATIONAL – Request for new wall signage at Hillcrest Elementary School (4193 Hillcrest Road; HB-712)

Hillcrest Elementary School, located at 4193 Hillcrest Dr., is nearing the completion of a substantial addition / renovation project and requests to install a 40 square foot wall mounted Electronic Message Center (EMC) on the front (east) building elevation facing Hillcrest Road.

4. INFORMATIONAL – Request for revisions to the proposed freestanding sign located at La Petite Academy (4275 Hillcrest Road.; HB-713)

La Petite Academy is an operating day care facility (formerly Shining Stars Children and Education Center) and is submitting for review and action of revision to the proposed freestanding sign.

10. OLD BUSINESS – None.

11. NEW BUSINESS

A. DISCUSSION – Proposed Hobart Municipal Center

The Village has an opportunity to purchase approximately 7-8 acres of the current Joe DeNoble Sewer & Water Construction property (774 West Adam Drive), including the existing buildings, for \$6.2 million, with the Village taking possession in July 2028. The property would be used for a new law enforcement center (construction in 2028), a new Village Office (2028-29), and a new Public Works facility (early 2030s). A final decision on the purchase will be on the September 16th Board agenda.

ACTION: To suspend the rules of regular meeting order. MOTION: Heidel SECOND: Dillenburg. VOICE VOTE: 5-0.

Appearing before the board:

Al Sprague, 1294 S. Sedona Cir

Krissy DeMoulin, 2511 S. Overland Rd

Margene Marcantonio, 3267 S. Pine Tree Rd

Linda Meewwsen, 1294 S. Sedona Cir

Brian Pavlovich, 1329 Lear Lane

Dan Diederich, 521 Fernando Dr.

Adam Ruechel, Baird

Grayson Heath, Green Bay Press Times

Larry Potter, 1614 Arapahoe Trl

ACTION: To return to the rules of regular meeting order. MOTION: Heidel SECOND: Dillenburg VOICE VOTE: 5-0.

ACTION: To recess for 15 minutes (8:17 PM). MOTION: Heidel SECOND: Koepke VOICE VOTE: 5-0.

Rich Heidel called the meeting back to order at 8:39pm.

B. DISCUSSION AND ACTION – 2025 Hobart Financial Management Plan

Robert W. Baird, the Village's financial advisor, will present the 2025 Financial Management Plan to the Board. This plan provides a current and future view of the General Fund, Debt Service, the two Tax Increment Districts, and the utilities. The proposed creation of the Hobart Municipal Center (see above agenda item) has also been incorporated into the plan.

Adam Ruechel from Robert W. Baird presented the 2025 Hobart Financial Management Plan.

C. DISCUSSION AND ACTION - 2026 Cost-of-Living Adjustment (COLA) and Performance Pay Adjustment (PPA)

The proposal from the Village Administrator is for a Cost-of-Living Adjustment (COLA) of three (3) percent and Performance Pay Adjustment (PPA) of up to 1 (one) percent for Village employees for FY2026.

ACTION: To approve a Cost-of-Living Adjustment (COLA) of three (3) percent and Performance Pay Adjustment (PPA) of up to 1 (one) percent, as presented, for Village employees for FY2026. MOTION: Heidel SECOND: Tanke VOICE VOTE: 5-0.

D. DISCUSSION AND ACTION – Purchase of Fire Department UTV Fire/Rescue Skid Unit

The new 2025 UTV recently purchased is currently in the process of being upfitted for active service. This skid unit will give the new UTV unit multi-use mission uses in firefighting and off-road rescue operations. Staff recommends the quote from Kimtek Corporation for the Firelite Ultra High Pressure FCAT-209 skid unit for \$10,120.00.

ACTION: To approve the Purchase of Fire Department UTV Fire/Rescue Skid Unit from Kimtek Corporation as presented using funds from the 2% dues. MOTION: Tanke SECOND: Koepke VOICE VOTE: 5-0.

E. DISCUSSION AND ACTION – Master Services Agreement with Amplitel Technologies

This contract is for the Village's IT needs and runs from September 1st 2025 to August 31st 2028. It calls for five (5) percent annual increases in the service fee charged the Village. Staff would recommend approval. - ACTION: To approve the Master Services Agreement with Amplitel Technologies as presented. MOTION: Dillenburg SECOND: Zittlow VOICE VOTE: 5-0.

F. DISCUSSION AND ACTION - Intergovernmental Cooperative Agreement to Satisfy Eligibility for the Wisconsin Recycling Consolidation Grant for Calendar Year 2026

In order to remain eligible for the WDNR's Wisconsin Recycling Consolidation Grant, Hobart must enter into this cooperative agreement before September 29th. This is an annual occurrence. - ACTION: To approve the Intergovernmental Cooperative Agreement to Satisfy Eligibility for the Wisconsin Recycling Consolidation Grant for Calendar Year 2026 as presented. MOTION: Heidel SECOND: Koepke VOICE VOTE: 5-0.

ACTION: To recess prior to going into closed session (9:17 PM). MOTION: Heidel SECOND: Koepke VOICE VOTE: 5-0.

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

H. ADJOURN to CLOSED SESSION (9:35 PM): ACTION: To go into closed session 1) Under Wisconsin State Statute 19.85 (1) (c): Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility RE: Personnel, 2) Under Wisconsin State Statute 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 RE: Sale or Purchase of Property/TID Projects/Development Agreements, and 3) 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.

I. CONVENE into open session (10:11 PM): MOTION: Heidel SECOND: Dillenburg ROLL CALL VOTE: 5-0.

J. ACTION from closed session – ACTION: To hire Amanda Scheels for the position of Public Works employee MOTION: Heidel SECOND: Dillenburg VOICE VOTE: 5-0.

12. ADJOURN (10:12 PM) – MOTION: Heidel SECOND: Dillenburg VOICE VOTE: 5-0.

Respectfully submitted by Lisa Vanden Heuvel, Village Clerk