



## **MEETING MINUTES – VILLAGE BOARD (Regular)**

**Date/Time: Tuesday March 3<sup>rd</sup> 2026 (6:00 P.M.)**

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

Village Board of Trustees: Richard Heidel (President), David Dillenburg, Vanya Koepke, Melissa Tanke, Tammy Zittlow

### **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. MOTION: Koepke SECOND: Dillenburg. 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 February 17<sup>th</sup> 2026 (Regular); C. SITE REVIEW COMMITTEE: Minutes of December 10<sup>th</sup> 2025; D. PLANNING AND ZONING COMMISSION: Minutes of January 5<sup>th</sup> 2026**

ACTION: To approve the consent agenda as presented to include manual checks. MOTION: Dillenburg SECOND: Tanke. VOICE VOTE 5-0.

**6. ITEMS REMOVED FROM CONSENT AGENDA** – None.

### **7. CITIZENS' COMMENTS/RESOLUTIONS/PRESENTATIONS**

No one spoke.

### **8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS**

The Public Works & Utilities Advisory Committee meeting for Thursday has been cancelled due to lack of quorum. It has been rescheduled for April 2.

The Board of Fire Commissioners will meet on March 16

Joint Review Board will be held on March 24.

There will be no Site Review in March.

Committee appointments are coming up as their terms are up on April 30.

The first April Village Board Meeting will be on April 8 due to the Election on April 7.

We met the new Baird representative.

The audit is complete.

The office will be closed on March 6; the Police Administration office will be open.

## **9. COMMITTEE REPORTS AND ACTIONS**

### **A. INFORMATION - Consider a new 20,000-square foot commercial building with associated site Improvements (5060 Founders Terrace, HB-523-7) (Site Review Committee)**

Bayland Buildings is proposing to construct a new 20,000 square foot commercial building to be located at 5060 Founders Terrace (Parcel HB-523-7) along with the required associated site improvement including access and parking. The proposed building will be single story in height and utilized as an office with shop. Site Review considered the proposal at its February 18<sup>th</sup> meeting.

Information only; no action taken.

### **B. INFORMATION - Consider a new 18,265-square foot contractor shop with office and 12,000-square foot contractor shop with associated site improvements (720 W. Adam Drive., HB-139) (Site Review Committee)**

DeNoble Construction, Inc. is proposing to construct two new commercial buildings with one being the main office and shop of 18,265 square feet and the second being a shop of 12,000 square feet located at 720 W. Adam Dr. (Parcel HB-139) along with the required associated site improvement including access and parking. Both proposed buildings will be single story in height. Site Review considered the proposal at its February 18<sup>th</sup> meeting.

Information only; no action taken.

## **10. OLD BUSINESS** - None.

## **11. NEW BUSINESS**

### **A. DISCUSSION AND ACTION – Approval of Street Sweeping Request for Proposals**

The Village is requesting proposals from qualified Vendors to provide street sweeping services. The contract will be administered by Department of Public Works staff.

ACTION: To approve the Street Sweeping Request for Proposals as presented. MOTION: Dillenburg SECOND: Tanke. VOICE VOTE: 5-0.

### **B. DISCUSSION AND ACTION – Authorization to Enter into Negotiations on Cell Tower Lease with Verizon**

Given the lack of existing vertical infrastructure in the area, Concordia Wireless, on behalf of Verizon, is reaching out to landowners to confirm interest in entering into a ground lease agreement for placement of a new telecommunications tower site on their properties. The proposal before the Board would involve a cell tower on the Fire Station #2 property on North Overland Road.

ACTION: To authorize staff to enter negotiations with Concordia Wireless for a proposed Cell Tower on Fire Station #2 property. MOTION: Heidel SECOND: Zittlow. VOICE VOTE: 5-0.

### **C. DISCUSSION AND ACTION - ORDINANCE 2026-02 (AN ORDINANCE TO REPEAL AND RECREATE CHAPTER 121 (BUILDING CONSTRUCTION) OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN)**

The purpose of this chapter is to establish uniform construction standards and inspection procedures for buildings and structures erected and altered within the Village. This is the first phase of the Code Recodification project.

ACTION: To approve ORDINANCE 2026-02 (AN ORDINANCE TO REPEAL AND RECREATE CHAPTER 121 (BUILDING CONSTRUCTION) OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN) as presented. MOTION: Heidel SECOND: Tanke. VOICE VOTE: 5-0.

### **D. DISCUSSION - Items for future agenda consideration or Committee assignment**

The Public Hearing on Street Vacations will be held on March 17, 2026.

Changes in the garbage/recycle process will be presented to the Village Board at the next meeting. Informing residents that bins need to be at least 3 feet apart for pickup was discussed.

The Comprehensive Plan will be brought forward in 2027.

ACTION: To recess at 6:50 pm prior to going into closed session. MOTION: Heidel SECOND: Dillenburg. VOICE VOTE: 5-0.

**E. ADJOURN to CLOSED SESSION (7:11 PM):** ACTION: to go into closed session under:

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
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: Dillenburg ROLL CALL VOTE: 5-0.

**F. CONVENE into open session (7:10 PM) -** MOTION: Dillenburg SECOND: Tanke ROLL CALL VOTE: 5-0.

**G. ACTION from closed session (8:05 PM) –** ACTION: To approve the hiring of Gracie Steede as Part-Time (20 hours per week) Administrative Assistant at the rate of \$20.00 per hour for a probationary period of 6 months MOTION: Tanke SECOND: Zittlow VOICE VOTE: 5-0.

**12. ADJOURN (8:10 PM)** – MOTION: Heidel SECOND: Zittlow VOICE VOTE: 5-0.

Respectfully submitted by Lisa A. Vanden Heuvel, Village Clerk