

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

**Date/Time: Tuesday May 5<sup>th</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, Tammy Zittlow, Melissa Tanke

### **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 as presented. 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 April 21<sup>st</sup> 2026 (Regular); C. BOARD OF FIRE COMMISSIONERS: Minutes of March 26<sup>th</sup> 2024; D. PLANNING AND ZONING COMMISSION: Minutes of March 2<sup>nd</sup> 2026; E. SPECIAL EVENT PERMIT: Kickoff to Summer Celebration (Hobart Volunteer Firefighters Association), May 31 (Hobart Fire Station #1); F. SPECIAL EVENT PERMIT: Operation Guardian Angel Memorial Day Run (Team Triumph), May 25 (Four Seasons Park)

ACTION: To approve the consent agenda to include manual checks. MOTION: Koepke SECOND: Zittlow. VOICE VOTE 5-0.

### **6. ITEMS REMOVED FROM CONSENT AGENDA** -None.

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

Appearing before the Board for Citizens' Comments: None.

#### **A. DISCUSSION AND ACTION – Resolution 2026-06 (A RESOLUTION SUPPORTING ADDITIONAL STATE TRANSPORTION AID)**

The Wisconsin League of Municipalities is seeking support for a long-term, sustainable funding solution to the state's Transportation Fund.

ACTION: To approve Resolution 2026-06 (A RESOLUTION SUPPORTING ADDITIONAL STATE TRANSPORTION AID). MOTION: Heidel SECOND: Tanke. VOICE VOTE 5-0.

**B. DISCUSSION AND ACTION – Resolution 2026-07 (A RESOLUTION RECOGNIZING THE 57th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK (MAY 3 - 9, 2026))**

May 3 through May 9, 2026 is the 57th Annual Professional Municipal Clerks Week. Initiated in 1969 by the International Institute of Municipal Clerks (IIMC) and endorsed by all of its members throughout the United States, Canada and 15 other countries, the week is a time of celebration and reflection on the importance of the Clerk’s office. In 1984, President Ronald Reagan signed a proclamation that officially declared Municipal Clerks Week the first full week of May.

ACTION: To approve Resolution 2026-07 (A RESOLUTION RECOGNIZING THE 57th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK (MAY 3 - 9, 2026)). MOTION: Zittlow SECOND: Koepke. VOICE VOTE 5-0.

**8. VILLAGE ADMINISTRATOR’S REPORT/COMMUNICATIONS**

**A. INFORMATION**

1. Proposed Tour Sites for the Hobart Municipal Center Project-Aaron discussed the tour schedule with the Village Board
2. Tree City USA Press Release- We will be planting a tree in Fontaine Park. The date is to be determined.
3. Liquor License Status Update- Village Clerk Vanden Heuvel reviewed the license surrender from White Eagle Bar & Grill

The invitation has been received by the Oneida nation to meet regarding the trail.and are considering our invitation at their next meeting.

Site Review will be meeting this month.

Public Works & Utility Commission is meeting this Thursday. The committee is being given the RFPs for Engineering Services.

Golf cart permit applications have started.

Our new officer will be sworn in at the May 19, 2026 Village Board meeting.

We will be applying to the State for assistance for road damage that occurred from the storms.

The 250 America banners have arrived.

Aaron will be speaking to the Hillcrest 5<sup>th</sup> grade class to have them submit letters for the time capsule.

**9. COMMITTEE REPORTS AND ACTIONS**

**A. DISCUSSION AND ACTION – Consider a 2 Lot CSM establishing two separate new parcels of 7.530 and 1.691 acres (500 Block Centerline Dr., HB-524 ) (Planning and Zoning Commission)**

The property owner of parcel HB-524, located in the 500 Block of Centerline Dr., is proposing a two lot CSM splitting one parcel into two separate parcels of 7.530 and 1.691 acres. The existing parcel is currently zoned PDD#1: Centennial Centre at Hobart District and the proposed CSM would create two new lots that maintain compliance with Village Code requirements relating to lot size and lot width.

ACTION: To approve a 2 Lot CSM establishing two separate new parcels of 7.530 and 1.691 acres (500 Block Centerline Dr., HB-524 ) noting that this would be approval for both the preliminary and final CSM should there be no adjustments to the final CSM. MOTION: Heidel SECOND: Tanke. VOICE VOTE 5-0.

**10. OLD BUSINESS** – None.

**11. NEW BUSINESS**

**A. DISCUSSION AND ACTION – Contract with Robert E. Lee for GIS Licensing and Upgrading Services**

This proposal outlines the required efforts, estimated costs, and project scope to support the Village through a transition in Esri’s ArcGIS licensing, a shift in editing structure from ArcMap to ArcGIS Pro, and the retirement of key ArcGIS Online tools. These changes are prompted by Esri’s updated software policies and licensing structures that begin to take effect in 2026. The total cost of the contract is estimated to be \$14,190-\$17,540, to be divided over several funds.

ACTION: To approve the Contract with Robert E. Lee for GIS Licensing and Upgrading Services as presented. MOTION: Heidel SECOND: Dillenburg. VOICE VOTE 5-0.

**B. DISCUSSION AND ACTION – Proposed Sanitary Sewer Rate Increase**

Staff is proposing a one (1) percent increase in the sanitary sewer rates, the first increase since 2023. This will increase the reserves of the fund for future replacement projects (without incurring additional debt) and paying off existing debt at a more rapid rate than scheduled.

No action was taken.

**C. DISCUSSION AND ACTION – Establishing a Public Hearing for the Sanitary Sewer Rate Increase**

Staff is recommending the public hearing be held at the June 2<sup>nd</sup> Village Board meeting.

ACTION: To establish a public hearing on June 2<sup>nd</sup>, 2026 to implement the 2026 Sewer Volume Rates, which is proposed to increase one (1) percent from the 2025 Sewer Volume Rates. MOTION: Dillenburg SECOND: Heidel. VOICE VOTE 5-0.

**D. DISCUSSION AND ACTION – Awarding Contract for Street Sweeping**

With the retirement of the Villages street sweeping services in 2025, the Village sent a Request for Proposals (RFP) out for the street sweeping for the 20 plus miles of curb and gutter. Only one quote was received from Precision Sealcoating, which has performed street sweeping in the Village before the latest vendor, in 2017 with satisfactory results and service. Staff recommends awarding the contract to Precision Sealcoating.

ACTION: To award a three-year contract (September 1, 2026 – August 31, 2029) for Street Sweeping to Precision Sealcoating as presented. MOTION: Heidel SECOND: Koepke. VOICE VOTE 5-0.

**E. DISCUSSION AND ACTION – Participation in the Wisconsin League of Municipalities Local Government Stormwater Group**

Staff is seeking authorization for the Village to participate in the Wisconsin League of Municipalities Local Government Stormwater Group, which will consist of communities concerned about stormwater advocacy. The cost to participate is \$500, with funding to come from the Stormwater Fund.

ACTION: To approve Village of Hobart participation in the Wisconsin League of Municipalities Local Government Stormwater Group. MOTION: Tanke SECOND: Dillenburg. VOICE VOTE 5-0.

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

The Audit will be presented at the next meeting.

There will be a West De Pere School referendum question on the November 3<sup>rd</sup> ballot.

ACTION: To recess at 7:02 pm prior to going into closed session. MOTION: Heidel SECOND: Koepke. VOICE VOTE: 5-0.

**G. ADJOURN to CLOSED SESSION (7:17 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, 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: Koepke ROLL CALL VOTE: 5-0.

**H. CONVENE into open session (9:09 PM) –** MOTION: Heidel SECOND: Dillenburg ROLL CALL VOTE: 5-0.

**I. ACTION from closed session -** None

**12. ADJOURN (9:09 PM) –** MOTION: Tanke SECOND: Zittlow VOICE VOTE: 5-0.

Respectfully submitted by Lisa A. Vanden Heuvel, Village Clerk