

VILLAGE OF HATLEY
MINUTES OF SPECIAL MEETING
MAY 5, 2021

President David Narloch called the Special Meeting of the Village of Hatley Board to order at 6:30 p.m. on Wednesday, May 5, 2021. Board Officers present were: David Narloch-President, William Karschney-Trustee, Peter Holdridge-Trustee, Joseph Szews-Treasurer, and Joan Wawrzaszek-Clerk. Also present were Brian Janikowski-Utility Operator and invited guest, David Oberbeck from Oberbeck Architecture.

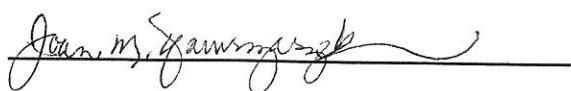
Discuss Options for the Hatley WWTP building/refurbishing/replacing: Three proposals have been obtained for refurbishing the existing building; these were reviewed. Two proposals have been obtained for replacing the WWTP building, neither of which include cost for demolition, lighting, ventilation; these were reviewed. Oberbeck noted that a new building would require approval from the State of Wisconsin; refurbishing may require this as well. Services that could be provided by Oberbeck include engineering and developing specifications for the building with drawings that could be put out for bid. A proposal for these professional services will be prepared by Oberbeck for board review/approval. Steps to proceed are as follows:

- start with a structural engineer (Oberbeck will contact Larsen Engineering)
- selective demolition
- recommendation from Oberbeck

Treasurer Szews reported that financier will review our financing on May 20; may include refinancing our WI Trust fund and street loans; estimated closing date is June 15. Also discussed was process for expending funds after March 2022.

Review Village TID project list dated 1/27/2021: The project list was reviewed. Janikowski reported that we are experiencing seal fails on tank #2 pump. He will proceed with ordering this, which will be start of projects.

There being no further business, the special meeting adjourned at 8:50 p.m. on a motion by Trustee Karschney, second by Trustee Holdridge. Motion carried. Respectfully Submitted,



Joan M. Wawrzaszek, Village Clerk

**MINUTES OF BOARD OF REVIEW
VILLAGE OF HATLEY
MAY 11, 2021 6:15 pm - 8:15 pm**

President David Narloch called the 2021 Board of Review to order at 6:15 pm in the Village of Hatley Community Center. Present were: David Narloch-President, William Karschney-Trustee, Peter Holdridge-Trustee, Joseph Szews-Treasurer, Joan Wawrzaszek-Clerk, and Terry Vosburgh-Assessor.

Terry Vosburgh held the Open Book on May 3, 2021 from 5:00 pm to 7pm. He reported that no adjustments to valuations were made.

The 2021 Assessment roll was examined by the board. The 2021 Assessed Value of all property, subject to general property tax, totaled \$39,828,900.00 (Land \$6,774,200.00 / Buildings \$33,054,700.00).

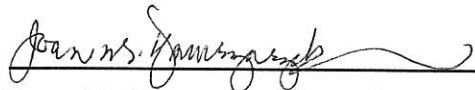
The 2020 Assessed Value was \$38,092,900.00 (Land \$6,575,600.00 / Buildings \$31,517,300.00).

No property owners appeared at this Board of Review Hearing.

Treasurer Szews gave a brief update on the progress of our TIF financing.

There being no further business, the Board of Review adjourned at 8:15 pm on a motion by Trustee Holdridge, second by Trustee Karschney. Motion carried.

Respectfully Submitted,



Joan M. Wawrzaszek, Village Clerk

**MINUTES OF VILLAGE BOARD MEETING AND
SEWER & WATER UTILITY BOARD MEETING**

May 19, 2021

VILLAGE OF HATLEY

President David Narloch called the meeting to order at 6:30 p.m. This meeting was held in the community room at the library/community center to adhere to CDC social distancing guidelines and opened with the Pledge of Allegiance. Present were: David Narloch-President, William Karschney-Trustee, Peter Holdridge-Trustee, Joseph Szews-Treasurer, Joan Wawrzaszek-Clerk, and Brian Janikowski-Utility Operator.

APPROVAL OF MINUTES:

Minutes of the April 13, 2021 village board meeting, the May 5, 2021 special board meeting, and the May 11, 2021 Board of Review were read and approved; motion by Trustee Holdridge, second by Trustee Karschney. Motion carried.

BUILDING & ZONING:

Building/ Zoning Report: Zoning Administrator, Bill Karschney, reported issuance of the following permits: Logan Muscha –new single family home at 377 Rozy LN, Mitchell Leu (417 Mysteria LN) patio, Tanya & Scott Gehrig (333 Smith ST) 10 X 16 detached storage shed, Mike Nowinsky (320 Jones Ave) fence, and Josh Schwartz (511 Mill ST) retaining wall.

STREETS: Chase Brockman from Scott Construction Co. reviewed our streets today and Janikowski invited him to this meeting to discuss recommendations for chip sealing. Brockman suggested double chip seal to give 7-10 years of life to streets and using per square yard basis for bidding project. He explained the process used; work could be scheduled for this summer.

KATHY COURT DISCONSINUANCE: The board reviewed an email document received from Attorney Shane VanderWaal and Tim Vreeland. Tabled for further information from applicant or surveyor.

CITIZENS TO BE HEARD: No issues presented.

TIF PROJECTS UPDATE:

Update from Jarrod Zilisch: Zilisch did not attend this meeting.

Discuss future TID projects/Funding Update: Treasurer Szews presented a revised (from original 1/27/2021) updated project cost list, dated May 17, 2021, based on requested loan amount. Szews further reported he received verbal confirmation that our TIF loan was approved earlier in the day. Upon receipt of written term sheet from lender, the village will work with Husch Blackwell and Ehlers to prepare documents for loan closing. It is estimated this process could take 30-45 days. Updated project cost list was approved on a motion by Trustee Holdridge, second by Trustee Karschney. Motion carried. Ehlers documents (Capital Improvements Financing Plan, Allocation of Debt Service, Current Refunding Analysis/Estimated Savings, and Cash Flow Projection) were distributed to all board members.

Review services proposal from David Oberbeck of Oberbeck Architecture LLC: Professional services proposal, dated 5/14/2021 for assessment/construction document phase, bidding/negotiation phase, and construction phase was reviewed and approved on a motion by Trustee Karschney, second by Trustee Holdridge. Motion carried.

Review services proposal from Joe Eichsteadt of JE Engineering & Design: A May 11, 2021 email from Eichsteadt outlined his services. A formal proposal will be requested. Motion by Trustee Holdridge, second by Trustee Karschney to proceed with JE Engineering & Design services. Motion carried. A caveat stating "projects for refurbishment of an existing system, that does not include state funding, does not require a formal bidding process" could be included in proposal. In addition, purchase order for SCADA system for WWTP was approved on a motion by Trustee Karschney, second by Trustee Holdridge. Motion carried.

OLD BUSINESS-SEWER & WATER UTILITY:

NEW BUSINESS-SEWER & WATER UTILITY:

Utility Report: Brian Janikowski discussed monthly operations. Plant is meeting permit.

OLD BUSINESS-GENERAL:

Fire & Ambulance District Update: President Narloch gave an update on the District meeting. Library Agreement for Approval: President Narloch reported on his conversation with Library Director, Ralph Illick, regarding the proposed contract. Section 11.1 still concerns us. This issue was tabled for the June meeting. We will proceed with quarterly billing for utilities vs. previous annual billing.

NEW BUSINESS-GENERAL:

Development Project Idea submitted by Verne Pickering: Letter was reviewed by board.

TREASURER'S REPORT + REVIEW AND APPROVE BILLS:

Tax Account and Treasurer's Report: Treasurer Szews presented a treasurers report for board review, as well as account detail. Szews distributed guidance from the Treasury on the use of funds from the American Rescue Act Plan stimulus program. Szews reported that we have received a memo on occupancy data for the West Veneer Lane duplexes. Tax account checks #1214-1216 were reviewed and approved for payment.

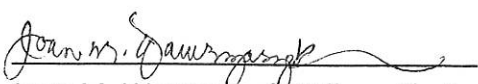
Sewer & Water Utility: Checks # 6963-6980 were reviewed and approved for payment from the Utility Operating account. General Fund: Checks # 11967-11983 were read and approved for payment. TIF Account: Checks # 706-709 were issued. All checks presented were approved on a motion by Trustee Karschney, second by Trustee Holdridge. Motion carried.

SET JUNE MEETING DATE:

The June meeting was scheduled for **TUESDAY, JUNE 8, 2021 at 6: 30 p.m.** at the Library/Community Center/Village Offices.

There being no further business, the meeting adjourned at 10:00 p.m. on a motion by Trustee Holdridge; second by Trustee Karschney. Motion carried.

Respectfully Submitted,



Joan M. Wawrzaszek, Village Clerk