

**Village of Richfield**  
**4128 Hubertus Road, Hubertus, WI**  
**Village Board Meeting Minutes April 30, 2020**  
**7:00 pm**

**This meeting was held virtually through Webex due to COVID-19**

**1. Call to Order/ Roll Call**

The meeting was called to order by Village President John Jeffords at 7:00 PM. A quorum of the Village Board was present. Members present by phone or online: Village Board of Trustees; Bill Collins, Dan Neu, Tom Wolff and Rock Brandner.

Also present through Webex online: Village Administrator Jim Healy and Deputy Clerk Donna Cox

**2. Verification of Compliance with Open Meeting Law**

Village Administrator Healy verified that the meeting was posted per statute at three local post offices and the Village Hall. Digital copies of the agenda were sent to the West Bend Daily News, Germantown Express News, Hartford Times Press, and the Milwaukee Journal Sentinel.

**3. Pledge of Allegiance**

**4. PUBLIC COMMENTS**

Jim Schnoll, 4790 Chapel Ct, regarding item 7c., Mr. Schnoll didn't believe the public was well informed on this matter. Mr. Schnoll wants to keep the Village of Richfield a bedroom community.

**5. CONSENT AGENDA**

- a. Vouchers for Payment
- b. Treasurer's Report
- c. Meeting Minutes: February 27, 2020 – Regular Meeting
- d. Applications for New Operator's Licenses
- e. Contract with Yard-Lines LLC for turf management of public land
- f. Resolutions R2020-04-01 through R2020-04-19 Recognizing the efforts of Washington County employees, Holy Hill Area School District Employees, Election Chiefs, and Poll Workers for their Contributions to the April 7<sup>th</sup> Election
- g. Resolution R2020-04-20 a Resolution Ratifying the Village President's "Declaration of State of Emergency"

Motion by Trustee Wolff to approve the Vouchers for Payment, Treasurer's Report, Minutes of the February 27, 2020 Regular Meeting, Applications for New Operator's Licenses per the attached list, Contract with Yard-Lines LLC for the amount of \$4,521.60, Resolutions R2020-04-01 through R2020-04-19, Resolutions Recognizing and Honoring the efforts of Washington County Employees, Holy Hill Area School District Employees, Chief Election Inspectors and Poll Workers while working during a Declaration of State of Emergency related to the COVID-19 pandemic, and Resolution R2020-04-20, a Resolution Ratifying the Village President's "Declaration of State of Emergency"; Seconded by Trustee Neu; Motion carried without objection.

**6. Public Hearing**

Motion by Trustee Collins to open the public hearing for item 7a; Seconded by Trustee Wolff; Motion carried unanimously by voice vote.

No public comments were made.

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Motion by Trustee Neu to close the public hearing; Seconded by Trustee Brandner; Motion carried unanimously by voice vote.

**7. DISCUSSION/ACTION**

- a. **Discussion/Action regarding an Ordinance Amendment to repeal and recreate Section 70.241 of the Village Code related Conditional Use Administration – *Ordinance O2020-03-01***

Motion by Trustee Wolff to approve Ordinance No. O2020-03-01, an Ordinance to Repeal and Recreate Sect. 70.241 related to Conditional Use Administration subject to the final review and approval of the Village Attorney; Seconded by Trustee Neu; Motion carried without objection.

Trustee Collins thanked the subcommittee for all their work and efforts they put into this.

- b. **Discussion/Action regarding the reduction or elimination of alcohol beverage licensing renewals for applicable businesses for the licensing period of 2020-2021 – *Resolution R2020-04-21***

Motion by Trustee Wolff to approve Resolution R2020-04-21, A Resolution Amending the Fee Schedule for the Reduction or Elimination of Alcohol Beverage Licensing Renewals for the 2020-2021 Licensing Period with the following changes in fees for applicable businesses:

Combination “Class B” Liquor = reduced fee of \$50.00  
Class “A” Beer = no charge, fee waived  
Combination “Class A” Liquor = reduced fee of \$50.00  
Class “B” Beer = no charge, fee waived  
“Class B” Winery and Beer only = no charge, fee waived  
Class “B” Beer and “Class C” Wine = no charge, fee waived  
Unenclosed Premise = status quo, no changes fee remains \$20.00

Seconded by Trustee Brandner; Motion carried without objection.

- c. **Discussion/Action regarding a memorandum of understanding (MOU) with the Village of Germantown related to an infrastructure study of the Northeast Corridor**

Village Administrator Healy went through the history of this quadrant of the Village going back to the community’s first Comprehensive Plan in 2004. He stated that information pertaining to this agenda item was the front-page story in the Richfield Happenings Newsletter that was mailed to every property owner in the Village. This matter was discussed publicly at budgetary meetings in 2019 as well. The regional transportation partnership with the Village of Germantown was also recently discussed publicly and all of the Village’s plans regarding the potential development of this area have been posted online for years for people to review- including the most recent financial analysis that was approved by the Village Board in November of 2019. Mr. Healy invited Mr. Schnoll to meet with him directly so that he could better understand his concerns and continue the discussion off-line.

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Trustee Collins stated it was the Village Board's responsibility to better understand the costs associated with any future development of this area to make a better-informed decision if the opportunity arises.

Village President Jeffords commented on the uniqueness of the property and the potential tax relief our property owners could realize with well-planned growth in this area.

Motion by Trustee Collins to authorize the Village President to execute the proposed Memorandum of Understanding (MOU) with the Village of Germantown; Seconded by Trustee Wolff; Motion carried without objection.

- d. **Discussion/Action regarding Wisconsin Act 166 which allows a municipal governing body to delegate authority to issue operator licenses to a designated municipal official and the potential adoption of a policy related to the same**

Motion by Trustee Collins to direct the Deputy Clerk and Village Administrator to prepare an Ordinance for adoption which would authorize the administrative review and approval of operator licenses in the Village as well as a corresponding policy which closely mirrors our current practice of reviewing petitioned applications to the Village Board; Seconded by Trustee Neu; Motion carried without objection.

- e. **Discussion/Action regarding a change order for Patrol Truck #12 to add a "salt conveyor system"**

Motion by Trustee Wolff to authorize Staff to amend the plow package, purchased for Truck #12 to include the upgrade of an XT3 A2 Type III double auger system for the additional cost of \$5,800; Seconded by Trustee Neu; Motion carried without objection.

**8. PUBLIC COMMENTS** – No additional comments

**9. ADJOURNMENT**

Motion by Trustee Wolff to adjourn the meeting at 8:33 PM; Seconded by Trustee Neu; Motion carried without objection.

Respectfully Submitted,

Jim Healy  
Village Administrator