

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
03/28/2017**

A regular meeting of the Village of Harrison was called to order on Tuesday, March 28, 2017 at 7:00pm in the Harrison Municipal Building with President Jim Salm presiding. After the Pledge of Allegiance was recited, the Clerk called the roll.

Board present: President Jim Salm, Trustees Joe Sprangers, Buddy Lisowe, Tyler Moore, Kevin Hietpas, Dave La Shay, and Tammy Nelson

Staff present: Public Works Director Bob Kesler, Clerk Jennifer Weyenberg, Village Manager Travis Parish, Treasurer JoAnn Ashauer, Planner Mark Mommaerts

Correspondence or Communications from Board and Staff

(Not on the agenda) Trustee Nelson shared an email from Carol Steffin. Ms. Steffin has asked if there is a plan to pave the rest of the path around the pond by Darboy Community Park.

a) City of Appleton letter regarding membership on the Fox Cities Transit Commission – The Village ended its contract with Call-A-Ride in May 2016 and therefore will not have a seat on the Fox Cities Transit Commission.

Public Comments

Bob Kesler asked for an update on plans to increase building security at the Harrison Municipal Building.

Brandon Riley, N9094 Papermaker Pass spoke in favor of his request to place a fence in an easement.

Consent Agenda

a) Minutes 02/28/17

b) Payment of Bills and Claims

c) Bartender Licenses- Erin Kaye (Waverly Beach), Katherine Eagle (Countryside), Laura Engel (Waverly Beach), Taylor Collar (Countryside)

d) Agreement to Place Fence in Drainage Easement- Lisa Heraly- W5536 Colin St

e) Discharge of Firearms Application- Cathy Ott- N8222 State Park Rd

Motion: Trustee Nelson and second by Trustee Moore to approve the consent agenda.

Discussion: None

Vote: Motion to approve carried 7-0.

Appointments

None

Unfinished Business from Previous Meetings for Consideration or Action

a) Certified Survey Map – Ralph Hopfensperger- Schmidt Rd

Motion: Trustee La Shay and second by Trustee Hietpas to approve the CSM for

Ralph Hopfensperger provided that 1) a note on the face of the CSM read, “Only Lot

2 & Lot 3 will receive building permits or zoning permits until a public road is constructed from Schmidt Road to the south line of Lot 3”; 2) Schmidt Rd shall be dedicated with 40-foot width; 3) A note on the face of the CSM shall read, “All lots will have future assessments for sanitary sewer and water when available. There may be future assessments for storm sewer and roads”; 4) A note on the face of the CSM shall read, “The Village of Harrison may officially map a future roadway on Lot 2 & Lot 3”.

Discussion: The purpose of the CSM is to create two lots for new home development.

Vote: Motion to approve carried 7-0.

b) Update on Lee Fredericks request- Sherwood Sewer and Water Connection

Motion: None

Discussion: Village Manager Travis Parish informed the board that Mr. Fredericks intended to file a notice of claim on the Village of Sherwood. The board authorized Travis to send a letter to Sherwood in which it is made clear that Harrison does not intend to detach properties unless it is in the best interest of our village.

Vote: No action taken.

New Business for Consideration or Action

a) Ordinance V17-04 Amending Official Zoning Map (Wilz Ct/S Coop Rd)

Motion: Trustee La Shay and second by Trustee Nelson to approve Ordinance V17-04.

Discussion: The applicant is proposing a zoning map amendment from Gen Ag to Single-Family Residential for land at the curve intersection of Wilz Court and S. Coop Rd. The property will be split into 4 single-family lots.

Vote: Motion carried 7-0.

b) Ordinance V17-05 Annexation of Territory (Mahn)

Motion: Trustee Moore and second by Trustee Lisowe to adopt Ordinance V17-05.

Discussion: Property owners submitted a petition for unanimous direct annexation from the Town to the Village. The petition is for 12.69 acres of land on the SW corner of County LP and Midway Rd.

Vote: Motion to approve carried 7-0.

c) Certified Survey Map- Al Lamers Realty, Inc. – Wilz Ct/ S. Coop Rd

Motion: Trustee La Shay and second by Trustee Nelson to approve the CSM to create 4 lots as proposed with the addition that a note be added stating there will be future assessments for sidewalks and roadway urbanization.

Discussion: The property is 8.7 acres and is currently used as farmland. The applicant will divide the land into 4 lots- each being 1.5 acres or larger.

Vote: Motion carried 7-0.

d) Agreement to Place Fence in Drainage Easement-Brandon Riley- N9094 Papermaker Pass

Motion: Trustee Nelson and second by Trustee Moore to approve the placement of a fence in the easement.

Discussion: The property owner is requesting to place a 6-foot high solid fence in a drainage/utility easement.

Vote: Motion carried 6-0 with Trustee Lisowe abstaining.

e) Calumet Co. Agreement to Reissue Corrected Tax Bills for Amount Not to Exceed \$25,000
Motion: Trustee Nelson and second by Trustee Moore to approve the agreement between Calumet Co. and the Village of Harrison for the reissuance of corrected tax bills.

Discussion: \$265,337.22 was omitted from the tax roll this year, and the Village Board voted on 01/13/17 to have the County reissue the corrected tax bills. In order to do so, the County is asking the Village to enter into an agreement.

Vote: Motion to approve the agreement carried 6-1, with Trustee Hietpas voting against.

f) Resolution V2017-02 Submittal of Urban Non-Point Source and Storm Water Planning Grant

Motion: Trustee La Shay and second by Trustee Sprangers to approve Res. V2017-02.

Discussion: This resolution authorizes McMahon to submit a grant on the Village's behalf in conjunction with Town of Buchanan.

Motion: Motion carried 7-0.

g) Resolution V2017-03 Authorizing Village Manager to Act on behalf of Village for Management of Storm Water Planning Grant

Motion: Trustee Lisowe and second by Trustee Moore to authorize the Village Manager to act on behalf of the Village for the management of a storm water planning grant.

Discussion: The grant will assist the Village in the process of preparing a plan for the Kankapot Creek and Lake Winnebago watersheds.

Vote: Motion carried 7-0.

h) Review MS4 Permit Report

No action taken on this item; it will be discussed at a future meeting.

Reports of Ad Hoc Committees and Departments

Village Manager's Report

Village Clerk's Report

Public Works Director's Report

Planner's Report

Fire Chief's Report

Sheriff Department Monthly Log

Future Agenda Items

Trustee Moore reported that someone from DuTriRun may attend a future meeting to provide an update on future events; Trustee Hietpas requested that the board discuss the chip seal program; increase security and safety at the Municipal Building will be discussed.

Closed Session

Motion: Trustee Lisowe and second by Trustee La Shay to meet in closed session pursuant to Wis. State Stats. §19.85 (1)(e) to deliberate or negotiate 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 in regards to property on Manitowoc Road.

Discussion: None

Vote: Roll Call vote carried with Sprangers, Lisowe, Moore, Salm, Hietpas, Nelson and La Shay voting “aye”.

The Village Board did not reconvene into open session pursuant to section 19.85(2) of the Wisconsin Statutes for possible action on the closed session. The board adjourned in closed session.

Jennifer Weyenberg, Village Clerk

Dated March 29, 2017

Approved April 11, 2017