

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
07/25/2017**

A regular meeting of the Village of Harrison was called to order on Tuesday, July 25, 2017 at 7:00pm in the Harrison Municipal Building. After the Pledge of Allegiance was recited, roll call was taken.

Board present: President Jim Salm, Trustees Buddy Lisowe, Tyler Moore, Kevin Hietpas, Dave La Shay and Tamra Nelson
Board excused: Trustee Joe Sprangers
Staff present: Village Manager Travis Parish, Clerk Jennifer Weyenberg, Planner Mark Mommaerts, Public Works Director Bob Kesler, Treasurer JoAnn Ashauer

Correspondence or Communications from Board and Staff

-Results from the Calumet County area-wide well testing program were shared

Public Comments

-Frank Cummings, W6301 Kimberly Trail, requested that the board consider allowing him to place a structure in a drainage easement. This will be placed on the next agenda for action.
-Bob Kesler requested that the board discuss how the employee manual is being enforced with members of the fire department.

Consent Agenda

Minutes from 07/11/17, Payment of Bills and Claims, Applications for Operator Licenses (expiring June 30, 2018), Application for Discharge of Firearms- Tony Mader, N9093 County N

Discussion: None

Motion: Trustee Moore with second by Trustee Lisowe to approve the consent agenda.

Vote: Motion carried 6-0.

Appointments

None

Unfinished Business from Previous Meetings

a) Flooring Quotes for Office Area

Discussion: T. Parish shared quotes from Total Flooring Covering and D&M Interiors. It was noted that the insurance claim will only cover the costs of the flooring removed due to the flooding and not the entire office. The remaining costs will be taken from office funds.

Motion: Trustee Nelson with second by Trustee Hietpas to approve replacing the flooring in the entire office with a cost not to exceed \$15,000.

Vote: Motion carried 6-0.

b) Fixing Chip Sealed Road

Discussion: It was reported that the shouldering is complete; there have been no complaints from residents and the work is sufficient.

Motion: No action taken; information only

New Business for Consideration or Action

a) 2017 Chip Seal Program Change Order #1

Discussion: Public Works Director B. Kesler reported that the project was done properly and this change order is a reduction from the original contract.

Motion: Trustee Lisowe with second by Trustee Moore to approve the change order in the amount \$14,862.72.

Vote: Motion carried 5-1 with Trustee Nelson opposed.

b) Ordinance V17-09 Comprehensive Plan Amendment (BelGioioso Cheese Inc)

Discussion: The company is looking to expand their current facility on Hwy 55 and is planning to purchase approximately 8.06 acres adjacent to their building. The amendment changes the Ag, Vacant, Undeveloped designation to Industrial.

Motion: Trustee Moore with second by Trustee Nelson to approve Ord. V17-09.

Vote: Motion carried 6-0.

c) Ordinance V17-10 Zoning Map Amendment (BelGioioso Cheese Inc)

Discussion: As noted above, the request is in regards to their building expansion. The amendment rezones the land from Gen Ag to Industrial and Manufacturing.

Motion: Trustee Lisowe with second by Trustee Moore to approve Ord. V17-10.

Vote: Motion carried 6-0.

d) Ordinance V17-11 Zoning Map Amendment (Derks DeWitt)

Discussion: The applicant is developing a new residential subdivision at the NE corner of County N and Schmidt Rd. As a condition of the pre-plat approval, the property must be rezoned from Gen Ag to Single-Family Residential (Suburban).

Motion: Trustee Nelson and second by Trustee Lisowe to approve Ord. V17-11.

Vote: Motion carried 6-0.

e) Ordinance V17-12 Zoning Map Amendment (FNS, LLP)

Discussion: The applicant is preparing the property for future development and there are plans for 2-3 commercial buildings. The amendment rezones the property from Gen Ag to Office & Retail Commercial.

Motion: Trustee Nelson with second by Trustee Hietpas to approve Ord. V17-12.

Vote: Motion carried 6-0.

f) Ordinance V17-13 Annexation Ordinance (Diedrich)

Discussion: The village received a petition for annexation signed by a majority of owners and electors. The petition is for approx. 475.52 acres from the Town; this consists of the remaining Town, except for a single parcel owned by the City of Menasha.

Motion: Trustee La Shay with second by Trustee Lisowe to approve Ord. V17-13.

Vote: Motion carried 6-0 (2/3rd vote required).

g) Certified Survey Map (FNS, LLP)

Discussion: The applicant is looking to split a portion of their property into 2 lots in order to sell the property for the construction of the Kaukauna Youth Baseball ballfields. Lot 1 will

be 20-acres and include 4-baseball fields, parking, concession/restroom buildings and stormwater ponds. Lot 2 will be 2-acres and would be for a future indoor training facility.

Motion: Trustee Nelson with second by Trustee Hietpas to approve the CSM.

Vote: Motion carried 6-0.

h) Concept Plan for Cobble Creek II

Discussion: The applicant is proposing a 34-lot subdivision south of County KK and Bies Rd. Access would be through the existing Cobble Creek subdivision and through a new street intersecting at County KK. The area does not have public sewer and water, and the developer is proposing that each lot have private on-site sanitary and well. The plan commission reviewed the concept plan and would like to see public sewer and water extended to the subdivision. Provisions could be added to the final plat requiring owners to hook into the system when available and that they waive their rights to an assessment hearing.

Motion: None- a majority of the board supported the concept plan and the developer can move forward with private sanitary systems and asphalt roads (not concrete).

Vote: None

i) Policy for Replacing Culverts

Discussion: Village Manager asked the board if it was appropriate to create a policy for how culverts will be replaced. Past practice has been that if the village redoes a road, we pay for the culvert and apron. If the village does ditching work, then it is up to the owner to do the apron.

Motion: None- a majority of the board supported creating a policy.

Vote: None

Reports of Ad Hoc Committees and Departments

Reports from Harrison Fire Rescue and the Calumet Co. Sheriff's Dept. were distributed.

Future Agenda Items

Trustee Nelson requested that the board (1) consider starting the board meetings earlier and (2) review the chip seal projects.

Closed Session

Motion: Trustee Lisowe with second by Trustee Moore 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 properties on Dogwood Lane.

Discussion: None

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

Motion to adjourn occurred in closed session.

Jennifer Weyenberg, Village Clerk
Dated July 25, 2017
Approved August 8, 2017