

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
02/27/18**

A regular meeting of the Village of Harrison Board was called to order on Tuesday, February 27, 2018 at 7:00pm in the Harrison Municipal Building, W5298 State Road 114. After the Pledge of Allegiance was recited, roll call was taken.

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

Correspondence or Communications from Board and Staff

- a) Van Lieshout Law Office regarding lift station assessments- Village Manager Travis Parish shared the letters received. They were specific to the proposed assessments for George Schwalbach and Claudette Dietz.
- b) Workshop for Local Planning and Zoning Officials- A workshop is scheduled for April 18, 2018 at the Kaukauna Town Hall. Trustees Hietpas and Lisowe expressed interest in attending.

Public Comments

None

Consent Agenda

Payment of Bills and Claims, Minutes from 01/30/18

Discussion: None

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

Vote: Motion carried 5-0.

Appointments

None

Unfinished Business from Previous Meetings for Consideration or Action

a) Replace 1997 Brush Truck with Crew Cab Utility Truck

Discussion: Chief Mikkelson was authorized to seek prices on a pickup truck at a previous meeting. He received prices from Ewald Ford, Bergstrom Ford Lincoln, Les Stumpf Ford, and Horn Ford.

Motion: Trustee Lisowe with second by Trustee Sprangers to approve the purchase of a F250 from Les Stumpf Ford with total costs not to exceed \$40,000.

Vote: Motion carried 4-0-1 with Trustee Moore abstaining.

New Business for Consideration or Action

a) Certified Survey Map- Greg & Anna Wallace-Schmidt Road

Discussion: The applicant is proposing a 2-lot CSM along Schmidt Road west of N. Harwood Rd. Lot 2 would be sold to a family member as a home site and the applicant plans to build a home on Lot 1 in the future. There is a 66-ft wide ingress/egress easement proposed for Lot 2 which could be shared with Lot 1 in the future.

Motion: Trustee Moore and second by Trustee Hietpas to approve the CSM with the conditions that (1) the face of the CSM clearly state that the right-of-way for Schmidt Rd shall be dedicated to the public and (2) the driveway easement include provisions for maintenance responsibilities of the driveway & culvert and for snow removal.

Vote: Motion carried 5-0.

b) Resolution V2018-03 Participation in the Local Government Investment Pool

Discussion: The Town of Harrison has held an account with the LGIP and those assets need to be transferred to the Village's name. Staff contacted representatives with the LGIP and was provided the resolution. The funds will be transferred upon adoption.

Motion: Trustee Lisowe with second by Trustee Hietpas to approve Res. V2018-03.

Vote: Motion carried 5-0.

c) Resolution V2018-04 Promissory Note in the amount of \$1,500,000 for Hickory Drive and Rustic Lane road improvements

Discussion: The loan will finance road improvements on Hickory Drive and Rustic Lane, including storm sewer and gutter work to divert water from a subdivision and to replace a box culvert on Schmidt Road. The interest rate is 2.65%.

Motion: Trustee Lisowe with second by Trustee Moore to approve Res. V2018-04.

Vote: Motion carried 5-0.

d) Resolution V2018-05 Promissory Note in the amount of \$450,000 for Kaukauna Youth Baseball Program real estate

Discussion: The loan will replenish village funds used to purchase real estate located at the State Hwy 55 and County KK to be leased to the Kaukauna Youth Baseball Program.

Motion: Trustee Moore with second by Trustee Lisowe to approve Res. V2018-05.

Vote: Motion carried 5-0.

e) Dale Deno Request Concerning Merbach Road

Discussion: Village Manager explained the history on this issue and how Mr. Deno purchased a parcel of property south of Merbach Road in 2011. In 2012, he requested \$200/mo in rent based on his belief that a portion of Merbach Rd was on his property. However, according to the Town's motion at a meeting held on January 27, 1998, and the public notice along with the map recorded at the register of deeds office, the area to be vacated was east of the first 392 feet of Merbach Road. Mr. Deno still believes that he owns the entire road and wishes to have control over it.

Motion: Trustee Sprangers with second by Trustee Hietpas to deny Mr. Deno's claims.

Vote: Motion carried 5-0.

f) Memorandum of Agreement for the Interceptor Sewer Maintenance and Responsibilities between the Village of Fox Crossing and the Village of Harrison.

Discussion: The interceptor sewer services both Fox Crossing and Harrison. Fox Crossing will own the sewers, real estate and easements. The costs for maintenance and operation of the interceptor will be shared based on a rolling 3-yr average of monitored flows. Harrison's percentage will be 13.43% through Jan. 31, 2019. Should the percentage deviate by 10% or greater the two municipalities shall meet to renegotiate the amount of allocation.

Motion: Trustee Moore with second by Trustee Sprangers to approve the Memorandum of Agreement.

Vote: Motion carried 5-0.

g) Request from WE Energies for a Distribution Easement on State Park Rd

Discussion: WE Energies requested the easement for locating utilities on State Park Rd north of Payten St.

Motion: Trustee Moore with second by Trustee Hietpas to approve the easement.

Vote: Motion carried 5-0.

Reports of Ad Hoc Committees and Departments

Chief Mikkelson submitted the Activity Report for January 2018- there was 40 total calls.

There being no other business, a motion was made by Trustee Moore with second by Trustee Hietpas to adjourn at 7:50pm. Motion carried 5-0.

Jennifer Weyenberg, Village Clerk
Dated February 27, 2018
Approved March 27, 2018