

**VILLAGE OF HARRISON
BOARD OF REVIEW MEETING MINUTES
07/31/2018**

A regular meeting of the Village of Harrison Board was called to order on Tuesday, July 31, 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, Tyler Moore, Kevin Hietpas, Gary Nickel, Tamra Nelson
Board excused: None
Staff present: Village Manager Travis Parish, Clerk Jennifer Weyenberg, Public Works Director Bob Kesler, Planner Mark Mommaerts

Correspondence or Communications from Board and Staff

Bill Van Offeren- Drainage issue at W6838 Willowglen Way: Village Manager T. Parish shared a letter received from Mr. Van Offeren about the drainage issues in his front yard and the slope of the ditch.

Mark Wiegert- Calumet Co. Sherrif's Department: Mr. Wiegert is running for Sheriff on August 14th and took a few minutes to speak with the board.

Trustee Lisowe was asked by a resident on Blue Bonnet Drive if the crosswalks in the area will be repainted.

Public Comments

Karen Schiedermayer's vehicle was damaged during the April snowstorm when she hit a wall of snow and ice on Hwy 114 near Firelane 3. She has paid \$2100+ in repairs and requested that she be reimbursed by the village. She also requested that the snowplow driver be reprimanded. No action will be taken on this. It had been explained to Ms. Schiedermayer that the accident occurred on a state highway of which the village has no jurisdiction. In addition, the snow was pushed from Firelane 3. This is a private lane of which the village has no jurisdiction. The snowplow driver identified in the incident is not a village employee. He is a private contractor who was driving a private vehicle and hired by the homeowners on the private fire lanes.

Consent Agenda

Payment of Bills and Claims; Applications for Operator's Licenses July 1, 2018-June 30, 2019; Discharge of Firearms Application for Jim Bodway on Manitowoc Rd

Discussion: Trustee Nickel requested to remove the payment of bills and claims

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

Vote: Motion carried 7-0.

Items Removed from Consent Agenda

Payment of Bills and Claims- Trustee Nickel asked for clarification on the Fire Department's multiple purchases of parade candy. Trustee Moore confirmed that the department participated in the parades and public safety events.

Motion: Trustee Lisowe with second by Trustee Nickel to approve the payment of bills and claims.

Vote: Motion carried 7-0.

Unfinished Business from Previous Meetings for Consideration or Action

a) Authorize Accurate Appraisal to conduct revaluation in 2019

Discussion: The board previously approved a 4-yr contract with Accurate Appraisal which included a revaluation year to be done in 2019, 2020, or 2021. Staff is asking that the board authorize Accurate to conduct it in 2019 as the village's assessed values have fallen to 85% of full value. At a 15% difference, this puts the village out of compliance with the 10% rule.

Motion: Trustee Nelson with second by Trustee Lisowe to conduct the revaluation in 2019.

Vote: Motion carried 6-1 with Trustee Hietpas opposed.

New Business for Consideration or Action

a) Certified Survey Map- Don Mielke

Discussion: The property owner has two agricultural parcels and plans to subdivide the land. The CSM creates 2 single family lots fronting onto Mielke Rd and each will have access via culvert and private driveway. There is a future road proposed to access the remaining agricultural lands behind the lots.

Motion: Trustee Moore with second by Trustee Nelson to approve the CSM provided that there is proof that each lot will be able to support a private sanitary system.

Vote: Motion to approve carried 7-0.

b) Development Agreement for Kambura Acres III

Discussion: As part of the subdivision approval process, a development agreement must be approved to be sure that all public improvements are installed. This agreement differs from the ones for Phase 1 and Phase 2 in that the village is not exercising the parkland dedication fee or fee in lieu of taxes because of Lift Station #6.

Motion: Trustee Nelson with second by Trustee Sprangers to approve the development agreement.

Vote: Motion carried 7-0.

c) Agreement for Professional Services for Ryford St. extension

Discussion: Staff requested that McMahon look into designing a stream crossing for Ryford St. extending east from the Kambura Acres subdivision. At this time, it is not known what type of crossing might be needed (e.g. bridge, box culvert, corrugated metal culvert).

McMahon estimates the design work will be approximately \$34,00. This was not included in the budget.

Motion: None take. The consensus of the board was to hold this over until more information can be obtained.

Vote: None.

d) Street Tree Policy

Discussion: Some property owners have been asking if street trees are allowed in the road right-of-way between the sidewalk and curb. Currently, there are no ordinances that allow for the planting of trees and staff is asking the board to consider a policy that would specify the type, size, and location of planted trees. Policies from Village of Howard, City of Manitowoc, and Village of Fox Crossing were shared with the board.

Motion: None taken. The board members did not reach a consensus on whether or not to allow trees in the road right-of-way.

Vote: None.

e) Contract with Ehlers for Impact Fees Study

Discussion: The board previously authorized funding in 2018 for an impact fee study to review the current Park Impact Fee Schedule.

Motion: Trustee Nelson with second by Trustee Lisowe to approve the contract with Ehlers to conduct an impact fees study.

Vote: Motion carried 7-0.

f) Installation of Storm Sewer and construction of Storm Water Pond at Farmers Field

Discussion: Staff installed a graveled road and began grading the soccer fields at Farmers Field, but needs to install a storm water pond and construct the storm water piping for the parking lot and fields. Estimated costs are \$164,917.80 and would fall under municipal bidding requirements. The project could be done in phases.

Motion: Trustee Lisowe with second by Trustee Nelson to go out for bid on the full project.

Vote: Motion carried 7-0.

Reports

a) Calumet Co. Sheriff's Department- 199.1 hours worked in June with 16 citations issued.

b) Zoning Permits- 27 residential permits were issued in June. 7 of those were for single-family homes.

c) Harrison Fire Rescue- responded to 30 calls in June. Members refreshed their training on the Autopulse and did rope training at High Cliff State Park.

d) Treasurer's Report- on file.

There being no other business, a motion was made by Trustee Lisowe with second by Trustee Moore to adjourn the meeting at 8:12pm. Motion carried 7-0.

Jennifer Weyenberg, Village Clerk

Dated July 31, 2018

Approved August 28, 2018