

**VILLAGE OF HARRISON  
PUBLIC HEARING & BOARD MEETING MINUTES  
02/12/19**

A meeting of the Village of Harrison Board was called to order on Tuesday, February 12, 2019 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, Gary Nickel, Tamra Nelson  
Board excused: Trustee Tyler Moore  
Staff present: Clerk Jennifer Weyenberg, Planner Mark Mommaerts, Village Manager Travis Parish

Correspondence or Communications from Board and Staff

Bud Rusch letter regarding assessments in Kambura Acres development- Mr. Rusch asked that the board reconsider its decision regarding the assessments on the curb/gutter, sidewalks and finished asphalt in the next phase of Kambura Acres. He questioned the fairness of the village's agreements with different developers.

Shaun Forslund would like to build a shed to store the holiday displays and lights in. He asked Trustee Lisowe if the village had any land available that could be used for the shed.

Consent Agenda

Payment of Bills and Claims, Minutes from 12/11/18, Operator Licenses for Mitchell Heimlich, Taylor Benz, Tina Fox, Angela Jesse, Trevor Gelhaar, Discharge of Firearms for Corey Stumpf (FL 12), Certificate of Payment #1- Farmers Field Park Storm Sewer in the amount of \$129,287.50 to Kruczek Construction, Inc., Certificate of Payment #4- Rustic Lane & Hickory Drive Urbanization in the amount of \$203,340.41 to Gene Frederickson Trucking and Excavating, Inc., Certificate of Payment #3- 2018 Storm Sewer Interceptor Construction in the amount of \$247,136.75 to Peters Concrete Co., Pay Request No. 3- Lift Station #6 in the amount of \$36,747.00 to Dorner, Inc., Change Order #1- 2018 Storm Sewer Interceptor Construction in the amount of \$24,255.63

Discussion: None

Motion: Trustee Nelson with second by Trustee Nickel to approve the consent agenda.

Vote: Motion carried 6-0.

Items Removed from Consent Agenda

None

Appointments

None

Unfinished Business from Previous Meetings for Consideration or Action

a) None

New Business for Consideration or Action

a) Res. V2019-01 Approving the Project Plan for Tax Incremental Financing District #2

Discussion: The TID will be created in the area near Hwy 55 and Highline Road/County KK. It is intended to be a mixed-use district suitable for residential, commercial and industrial uses. It will be a pay-as-you-go TID, where developers will front the money for needed infrastructure and will be reimbursed through the tax revenue generated by the development they create.

Motion: Trustee Nelson with second by Trustee Hietpas to approve Res. V2019-01.

Vote: Motion carried 6-0.

b) Res. V2019-02 Creating Tax Incremental Financing District #2

Discussion: None (tied in with the discussion on approving the project plan)

Motion: Trustee Lisowe with second by Trustee Hietpas to approve Res. V2019-02.

Vote: Motion carried 6-0.

c) Refund \$140.00 garbage charges

Discussion: (1) A house was taken down at N8222 State Park Road and the garbage charges for 2019 were on the tax bill. Staff recommends refunding the \$140 charge. (2) Advanced Disposal records show that the property at W5223 Schaefer Road has had two garbage cans and two recycling cans and therefore the owners have been paying \$280.00 on their tax bill. The property owner contacted the office in December and said they have never had two cans of each kind and requested a refund of \$140.00.

The driver for Advanced Disposal confirmed that he currently only empties one can of each. The owners are requesting a refund for the prior year as well. Staff recommends approving the refund for the current year but denying the request for the prior year as Advanced Disposal's records show they delivered multiple cans at one point and we can't confirm if multiple cans were being used in prior years.

Motion: Trustee Nelson with second by Trustee Hietpas to approve the refunds of \$140.00 to N8222 State Park Road and W5223 Schaefer Road with no refund on the prior year.

Vote: Motion carried 6-0.

After the vote, the property owners of W5223 Schaefer Road still asked for a refund of the prior year and said it was unfair that their request had been denied. Trustee Hietpas then made a motion to approve the refund for the prior year. The motion did not receive a second and failed.

d) Upgrade Fire Station Lighting

Discussion: The Fire Chief is asking for authorization to spend up to \$5,000 to upgrade the lighting at both Fire Stations. The funds would be taken from the sale of the 1997 Brush Truck which was recently sold at auction for \$14,800. Consensus from the board was to discuss this request later this year at budget time and include the lighting upgrade in the 2020 capital budget.

Motion: Trustee Nickel and second by Trustee Nelson to deny the request to use \$5,000 from the sale of the Brush Truck and instead discuss the lighting upgrade at budget time.

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

e) Discuss Public Works Director Job Description

Discussion: Village Manager T. Parish shared a position description with the board. The position will be responsible for the direction and supervision of the public works department and Harrison Utilities. A bachelor's degree in Engineering or Public Works related field and minimum of 5 years supervisory work experience will be required.

Motion: Trustee Nelson and second by Trustee Hietpas to approve the job description with the addition that a CDL is highly desirable.

Vote: Motion carried 6-0.

f) Facilities Study- Agreement with Integrated Public Resources

Discussion: The village has a need to construct a municipal complex which would include a new fire station and village hall. IPR has proposed to conduct a study on behalf of the village to determine future needs. Option #1 includes an assessment of current facilities and provides conceptual plans for proposed additions to, or replacement of facilities (cost is \$48,300). Option #2 would not include the assessment of current facilities (cost is \$32,200).

Motion: Trustee Lisowe with second by Trustee Nelson to approve Option #1 with a cost not to exceed \$50,000.

Vote: Motion carried 6-0.

## Reports

Activity reports for Calumet Co. Sheriff's Department, Zoning Permits, Harrison Fire Rescue and the Treasurer's Statement of Income and Expenses were distributed.

Closed Session – Purchase Property (Halverson), TID #1 Development Agreement (Gregorski);  
Settlement Agreement (VandeHey); Kaukauna Youth Baseball

Motion by Trustee Sprangers with second by Trustee Lisowe to enter closed session at 8:40pm.

Roll Call Vote: Sprangers- aye  
Lisowe- aye  
Salm- aye  
Hietpas-aye  
Nickel- aye  
Nelson- aye

Pursuant to Wis. Stats §19.85(1)(e) the board met in closed session to deliberate or negotiate the purchase of public property, investment of public funds, or conduct other business when competitive or bargaining require a closed session and under Wis. Stats §19.85(1)(g) to confer with legal counsel regarding current or likely litigation.

The village board did not reconvene in open session. The meeting adjourned in closed session.

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Jennifer Weyenberg, Village Clerk-Treasurer  
Dated February 12, 2019  
Approved by the Village Board on February 26, 2019