

**NOTICE OF PUBLIC MEETING**

TOWN OF HARRISON, CALUMET COUNTY, WI

NOTICE IS HEREBY GIVEN that a Town of Harrison Board Meeting will be held at the Harrison Municipal Building, W5298 Hwy 114, Menasha on Tuesday, April 26, 2016 at 6:30pm. The agenda is printed below.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Correspondence or Communications from Board and Staff
5. Public Comments
Please be advised per State Statute section 19.84(2), information will be received from the public; be further advised that there may be limited discussion on the information received; however, no action will be taken under public comments. It is the policy of the Town that there is a three minute time limit per person. Time extensions may be granted by the Town Chair. Please register your name on the sign-in sheet prior to the start of the meeting.
6. Consent Agenda
 - a) Municipal Payments in the Amount of \$1,929.10
 - b) Town board minutes from 03/29/16
7. Items removed from Consent Agenda
8. Appointments
 - a) none
9. Unfinished Business from Previous Meetings for Consideration or Action
 - a) none
10. New Business for Consideration or Action
 - a) Authorize staff to dispose of surplus equipment per Annual Town Meeting
 - b) Supplemental agreement between Town of Harrison and Village of Harrison for Plan Commission members
11. Future Agenda Items
12. Adjournment

Agenda posted at Harrison Municipal Building and www.harrison-wi.org. Any person with hearing disabilities or requiring special accommodations to participate in the meeting should contact the Clerk's Office (920-989-1062) at least 24-hours prior to the meeting. This is a public meeting. As such, a quorum of the Village Board, Plan Commission, Zoning Board of Appeals, or Committee of the Whole may be in attendance. However, the only business to be conducted is for the Town Board.

Jennifer Weyenberg, WCMC
Town Clerk
Posted April 21, 2016

**TOWN OF HARRISON
BOARD MEETING MINUTES
03/29/16**

The regular meeting of the Town of Harrison Board was convened on March 29, 2016 at the Harrison Municipal Building, at 6:30pm with Town Chair Darlene Bartlein presiding. After the pledge was recited, roll was called.

Members present: Supervisor Karmen Jones and Chair Darlene Bartlein. Supervisor Duaine Stillman was excused.

Staff present: Administrator Travis Park, Clerk Jennifer Weyenberg, Planner Mark Mommaerts, and Road Superintendent Bob Kesler.

Correspondence or Communications from Board and Staff: none

Public Comments: none

Consent Agenda

Municipal Payments in the Amount of \$66, 560.71

Town board minutes from 02/23/16, 03/08/16

Motion by Supervisor Jones and second by Chair Bartlein to approve all items on the consent agenda. Motion carried.

Authorize staff to get quotes to improve office security: Consensus from the board was to move forward with improving office security. Administrator Parish will work with security companies and law enforcement agencies for ideas. No action was taken; this was discussion only.

Changes in Plan Commission membership: Staff recommends amending the agreement to allow for any town or village resident to apply for one of the 4 residents' seats. This will allow for greater flexibility in filling open seats on the plan commission. A revised agreement will be brought back to the April meeting. No action taken.

Resolution T2016-01 Requesting Calumet County to construct CTH LP as a three-lane facility: Motion by Supervisor Jones and second by Chair Bartlein to approve Resolution T2016-01. Motion carried.

Transfer length of service program annuity from the Town of Harrison to the Village of Harrison: In 2014 all employees, including fire fighters, were transferred over as employees of the Village. The Town however has retained ownership of the retirement fund that goes to each fire fighter once they reach 10 years of service. Staff recommends that the Town transfer the length of service award program annuity from the Town to the Village. Motion by Supervisor Jones and second by Chair Bartlein to transfer the annuity. Motion carried.

There being no other business, a motion was made by Supervisor Jones and second by Chair Bartlein to adjourn at 6:40pm. Motion to adjourn carried.

Jennifer Weyenberg, Town Clerk
March 30, 2016
Approved April 26, 2016



VILLAGE OF HARRISON

HARRISON

TOWN OF HARRISON

TOWN BOARD MEETING

TOWN OF HARRISON

Date: April 26th, 2016

Title:

Authorize staff to dispose of surplus equipment per Annual Town Meeting.

Issue:

Should the Town authorize staff to dispose of surplus equipment?

Background and Additional Information:

At the Annual Town Meeting held April 19th, 2016, the Town electors voted to authorize the Town Board to dispose of surplus equipment as listed on the following attachment.

Staff is requesting that the Town Board authorize staff to dispose of the surplus equipment as listed and return any proceeds to the general fund.

Budget/Financial Impact:

Increase in revenues due to sale of surplus equipment.

Recommended Motion:

Motion to authorize Town Administrator to dispose of surplus equipment.

Attachments:

Surplus Equipment list.

TOWN OF HARRISON 2016 SURPLUS EQUIPMENT LIST

The following are surplus items that the Annual Town Meeting authorized the Town Board to dispose of:

1. 1997 HME/Welch Custom Pumper
2. 1970 Ford with 2400 Gal Tank
3. 1988 Eager Beaver Brush Chipper
4. 12' Baulderson 1 way Plow "Scrape"
5. 13' Baulderson snow wing "Scrape"
6. Box Blade
7. Toro Zero Turn Mower
8. Gravely Zero Turn Mower



TOWN BOARD MEETING

TOWN OF HARRISON

Date: April 26th, 2016

Title:

Supplemental Agreement between Town of Harrison and Village of Harrison for Plan Commission members.

Issue:

Should the Town approve a supplemental agreement with the Town of Harrison to amend the intergovernmental cooperation agreement?

Background and Additional Information:

The Village of Harrison entered into an intergovernmental cooperation agreement with the Town of Harrison on July 2nd, 2013. As part of this agreement, a joint town/village plan commission was created that determined representation for both the Town and the Village.

Per the agreement, the Town and Village appointed one elected official from each community. They also appointed two resident members from each community. However, it has become more difficult for the Town to find residents willing to serve on the Joint Plan Commission. This means that the Joint Plan Commission may not have a quorum for some meetings.

In order to remedy this situation, it was determined by both Boards to allow residents of either community to fill the four residents' seats. It was also agreed that the community that was underrepresented would have the first opportunity to fill any vacant seat.

Budget/Financial Impact:

None.

Recommended Motion:

Motion to approve the Supplemental Agreement to the Intergovernmental Cooperaton Agreement between Town of Harrison and Village of Harrison.

Attachments:

Supplemental Agreement

**SUPPLEMENT AGREEMENT TO THE INTERGOVERNMENTAL COOPERATION
AGREEMENT BETWEEN TOWN OF HARRISON AND THE VILLAGE OF
HARRISON**

This Supplemental Agreement (“Agreement”) is entered into by and among the Town of Harrison, a Wisconsin town (“Town”), and the Village of Harrison, a Wisconsin village (“Village”) as of the latest date set forth below and shall be effective as of the latest signature date set forth below.

Recitals

WHEREAS, the Town of Harrison and the Village of Harrison entered into an intergovernmental cooperation agreement for the provision of services and the joint exercise of certain governmental functions; and

WHEREAS, the intergovernmental cooperation agreement requires a Town/Village Joint Plan Commission consisting of seven members, three from the Town and three from the Village; and

WHEREAS, the Town of Harrison has been unable to garner enough applicants interested in being appointed to the Town/Village Joint Plan Commission; and

WHEREAS, both the Town of Harrison and the Village of Harrison wish to allow residents from either community to serve on the Joint Plan Commission without having a requisite number of seats from either the Town or Village; and

WHEREAS, it is in the public interest to have to a fully informed and functional Joint Plan Commission;

NOW THEREFORE, the Town and Village hereby agree as follows:

1. Authority. This Supplemental Agreement is entered into by and among the parties pursuant to Wis. Stats., §§66.0301(2).

2. Joint Plan Commission Composition. The composition of the Town/Village Joint Plan Commission shall consist of seven members. The Town Chairperson shall appoint one member of the Town Board. The Village President shall appoint one member of the Village Board. There shall also be four at-large resident members from either the Town or the Village. These members shall be appointed by the respected Town or Village Board of the community in which they live. Preference will be given to the municipality that is underrepresented on the Joint Plan Commission, as the goal is to keep equal representation from both municipalities. The Village President will serve as chairman of the Town/Village Joint Planning Commission from the third week in April to the following third week in April, starting in odd numbered years and the Town Chairman shall serve as chairman of the Town/Village Joint Plan Commission from the third week in April to the following third week in April, starting in even numbered years.

3. Integral Part. This Supplemental Agreement shall form an integral part of the “*Intergovernmental Cooperation Agreement between Town of Harrison and Village of Harrison*” and all of its provision without limitation.

Adopted by the Town Board of the Town of Harrison, Wisconsin this 26th day of April, 2016.

Signed: _____
Darlene Bartlein, Town Chairperson

Attested: _____
Jennifer Weyenberg, Town Clerk

Adopted by the Village Board of the Village of Harrison, Wisconsin this 26th day of April, 2016.

Signed: _____
James Salm, Village President

Attested: _____
Jennifer Weyenberg, Village Clerk