

**NOTICE OF MEETING TO ADJOURN BOARD OF REVIEW TO A LATER DATE**

VILLAGE OF HARRISON, CALUMET (& OUTAGAMIE) COUNTY, WI

NOTICE IS HEREBY GIVEN that the Board of Review for the Village of Harrison will meet on the 31st day of May, 2016 at 7:00pm at the Harrison Municipal Building, W5298 Hwy 114, Menasha, for the purpose of calling the Board of Review into session during the thirty day period beginning on the 2<sup>nd</sup> Monday of May, pursuant to §70.47(1), Wis. Stats.

1. Call to Order
2. Roll Call of BOR Members

Due to the fact the assessment roll is not completed at this time, the Board of Review will be adjourned until the 13th day of July, 2016 from 10:00am to noon. Pursuant to §70.45, Wis. Stats, the 2016 assessment roll will be available for examination at an Open Book session to be held from 4:00-6:00pm on June 20, 2016 at the Harrison Municipal Building, W5298 Hwy 114, Menasha. Instructional material about assessment and Board of Review procedures will be available at that time as well as information on how to file an objection and the Board of Review proceedings under Wisconsin law.

3. Adjournment

**NOTICE OF PUBLIC MEETING**

VILLAGE OF HARRISON, CALUMET (& OUTAGAMIE) COUNTY, WI

NOTICE IS HEREBY GIVEN that a Village of Harrison Board Meeting will be held at the Harrison Municipal Building, W5298 State Road 114, Menasha on Tuesday, May 31, 2016 immediately following the adjournment of the Village of Harrison Board of Review. The agenda is printed below.

1. Call to Order the Village Board Meeting for May 31, 2016
2. Pledge of Allegiance
3. Roll Call of Village Board
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 Village that there is a three minute time limit per person. Time extensions may be granted by the President. Please register your name on the sign-in sheet prior to the start of the meeting.

6. Consent Agenda
  - a) Municipal Payments of \$420,494.35
  - b) Minutes from 04/26/16 (VB)
  - c) Discharge of Firearms Application for Corey Stumpf (N8340 Firelane 12)

- d) Temporary Class "B" License for Kiwanis Club of Darboy (2016 ChickenFest)
  - e) Operator Licenses for Tammy Janssen, Martin Pingel, Dennis Sweere, Jodi Avery (ChickenFest 2016)
7. Items removed from Consent Agenda
  8. Appointments
    - a) None
  9. Unfinished Business from Previous Meetings for Consideration or Action
    - a) Select representatives from Sherwood for joint meeting
  10. New Business for Consideration or Action
    - a) 2016-17 applications for license to deal in intoxicating liquor and fermented malt beverages (See Attachment #1)
    - b) 2016-17 applications for license to deal in cigarette and tobacco products (Kenneth Sprangers, Darboy Corner Store, Inc.)
    - c) Resignation of Fire Chief Kevin Kloehn
    - d) Discuss options for Fire Chief position
    - e) Request to remove garbage and recycling charges from N6473 Harrison Road
    - f) Phone policy for employees
    - g) Approve selection of Street Construction & Grading Inspection Consultant
    - h) Conditional Use Permit- Tony & Molly Mueller, Pigeon Road
    - i) Northshore Woods drainage problems
    - j) Create Ad Hoc Committees for Public Works and Parks
    - k) Ordinance V16-04 Annexation of Territory (Birling)
    - l) Ordinance V16-05 Annexation of Territory (Luniak)
    - m) Ordinance V16-06 Annexation of Territory (Kolosso/Dubie)
    - n) Ordinance V16-07 Annexation of Territory (Smith/Wonser)
    - o) Ordinance V16-08 Amendments to Chapter 117- Zoning
    - p) Ordinance V16-09 Amendments to Sec. 22-90 Contractor Requirements
  11. Future Agenda Items
  12. Closed Session: The Village Board will 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 a developer agreement with Lake Park Sportzone. The Village Board may reconvene into open session pursuant to section 19.85(2) of the Wisconsin Statutes for possible action on the closed session.
  13. Adjournment

Agenda is posted at Harrison Municipal Building and [www.harrison-wi.org](http://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 Town Board, Plan Commission, or ZBA may be in attendance. However, the only business to be conducted is for the Village Board.

Jennifer Weyenberg, WCMC  
 Posted May 27, 2016

CLASS B COMBINATION LIQUOR & BEER

Darboy Club, Inc., Mark P. Tatro, Agent, N4810 35th Drive, Fremont WI 54940

Location: Darboy Club, N9695 CTH N

Menasha Entertainment LLC, Kevin Weaver, Agent, 1143 Highland Ave, Beloit WI 53511

Location: Blu Sapphires, W7195 Hwy 10 & 114

Kenneth Sprangers, W2245 Harvestore Road, Hilbert WI 54129

Location: Silver Spur, W5779 CTH KK

Rock II LLC, Thomas Jack, Agent, N7759 Palisades Trail, Sherwood WI 54169

Location: Waverly Beach, N8770 Firelane 1

Bobbers LLC, David Levknecht, Agent, N5564 Lakeshore Drive, Hilbert WI 54129

Location: Bobbers, W5204 Faro Springs Road

Countryside Bar & Grill, Inc., Daniel Harrell, Agent, W5360 Hwy 114, Menasha WI 54952

Location: Countryside Bar & Grill, W5302 Hwy 114

North Shore Golf Club, Inc., Barbara Schaffer, Agent, N231 Forest Ave, Sherwood WI 54169

Location: North Shore Golf Club, N8421 North Shore Road West

CLASS A COMBINATION LIQUOR & BEER

Darboy Corner Store Inc., Patricia Rodencal, Agent, N9573 Tyler Lane, Kaukauna WI 54130

Location: Darboy Corner Store, N9690 Hwy N



**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**  
Jennifer Weyenberg, WCMC

**Date:**  
May 31, 2016

**Title:**  
Consent Agenda- Municipal Payments, Minutes, Discharge of Firearms, Temporary Class "B" License for Kiwanis Club of Darboy, Operator Licenses for ChickenFest

**Issue:**  
n/a

**Background and Additional Information:**

This month's consent agenda includes all licenses needed for Chickenfest. The Kiwanis Club will need a temporary Class "B" license and operator licenses to serve beer. Background checks were completed on all persons applying for the operator licenses and all are renewals from last summer.

The application for discharge of firearms filed by Corey Stumpf meets all of the requirements of our ordinance.

**Budget/Financial Impact:**  
None

**Recommended Action:**  
Staff recommends approval of all items on the consent agenda.

- Attachments:**
- Summary of Payments
  - Minutes from 04/26/16
  - Discharge of Firearms application
  - AT-315 for Kiwanis Club of Darboy
  - Operator licenses for ChickenFest



4/27/2016 12:14 PM

Check Register - Full Report - ALL  
ALL Checks

Page: 1  
ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 4/25/2016 From Account:  
Thru: 4/25/2016 Thru Account:

Check Nbr	Check Date	Payee	Amount
4005	4/25/2016	5 ALARM	
		Inv 154751 dated 03/21/16 Crash Response	
100-06-52200-305-000		Fire Dept - Training	1,050.00
		Inv 154751 dated 03/21/16 Crash Response	
Total			1,050.00
4006	4/25/2016	AMERICAN PLANNING ASSOCIATION	
		Inv 15940-1643 for 2016 Planning Dues	
100-01-51101-301-000		Planning - Dues	425.00
		Inv 15940-1643 for 2016 Planning Dues	
Total			425.00
4007	4/25/2016	BENEFIT ADVANTAGE	
		Inv 396230 dated 04/21/16 April Billing	
100-02-51400-200-000		Gen. Admin - Benefits	35.00
		Inv 396230 dated 04/21/16 April Billing	
Total			35.00
4008	4/25/2016	BRAD WELHOUSE	
		Steel toe boot reimbursement	
100-09-53311-400-000		Hwy Dept - Supplies	107.99
		Steel toe boot reimbursement	
Total			107.99
4009	4/25/2016	Department of Administration	
		Jerome Kolosso Annexation	
100-09-53311-000-000		Hwy Dept - Engineer/Consultant	950.00
		Jerome Kolosso Annexation	
Total			950.00
4010	4/25/2016	Department of Administration	
		Tim Smith Annexation	
100-09-53311-000-000		Hwy Dept - Engineer/Consultant	1,150.00
		Tim Smith Annexation	
Total			1,150.00
4011	4/25/2016	JEFFERSON FIRE & SAFETY	
		Inv 225985 dated 04/20/16	
100-06-52200-700-000		Fire Dept - Equip Maintenance	800.00
		Inv 225985 dated 04/20/16	

4/27/2016 12:14 PM

Check Register - Full Report - ALL  
ALL Checks

Page: 2  
ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 4/25/2016 From Account:  
Thru: 4/25/2016 Thru Account:

Check Nbr	Check Date	Payee	Amount
			Total 800.00
4012	4/25/2016	JENNIFER WEYENBERG REIMBURSEMENT ELECTION SUPPLIES- FOOD	
100-00-51440-400-000		Elections - Supplies REIMBURSEMENT ELECTION SUPPLIES- FOOD	81.33
			Total 81.33
4013	4/25/2016	MCMAHON Inv 0901974 dated 04/15/16 Prosperity Dr	
100-09-53311-000-000		Hwy Dept - Engineer/Consultant Inv 0901974 dated 04/15/16 Prosperity Dr	381.00
100-09-57330-000-000		Hwy Projects - Capital Outlay Inv 0901975 dated 04/15/16 Crack & Chip	9,452.75
			Total 9,833.75
4014	4/25/2016	MID-AMERICAN RESEARCH CHEMICAL Inv 0576008-IN dated 03/30/16	
100-09-53311-400-000		Hwy Dept - Supplies Inv 0576008-IN dated 03/30/16	431.80
			Total 431.80
4015	4/25/2016	OFFICE DEPOT CREDIT PLAN Order from 04/26/16	
100-02-51400-400-000		Gen. Admin - Supplies Order from 04/26/16	158.30
100-02-51400-400-000		Gen. Admin - Supplies Charges for April	8.80
			Total 167.10
4016	4/25/2016	PETTY CASH - VILLAGE OF HARRISON PETTY CASH	
100-00-11020-000-000		Petty Cash - Clerk PETTY CASH	500.00
			Total 500.00
4017	4/25/2016	PRINCIPAL LIFE OFFICE DISABILITY MAY	
100-02-51400-200-000		Gen. Admin - Benefits OFFICE DISABILITY MAY	195.38

4/27/2016 12:14 PM

Check Register - Full Report - ALL  
ALL Checks

Page: 3  
ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 4/25/2016 From Account:  
Thru: 4/25/2016 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-09-53311-200-000		Hwy Dept - Benefits HWY DEPARTMENT DISABILITY MAY	292.80
		Total	488.18
4018	4/25/2016	ROCKET INDUSTRIAL Added freight charges to 03/14/16 order	
100-09-53311-505-000		Hwy Dept - Building Maint Added freight charges to 03/14/16 order	46.19
		Total	46.19
4019	4/25/2016	S & S ENGRAVING NAME PLATES FOR 2016	
100-01-51100-400-000		Village Board - Supplies NAME PLATES FOR 2016	42.00
		Total	42.00
4020	4/25/2016	TIME WARNER CABLE 4901 Service period 04/24-05/23	
100-02-51400-400-006		Gen. Admin - Service Contracts Service period 04/24-05/23	152.53
		Total	152.53
4021	4/25/2016	TIME WARNER CABLE 5101 Service period 04/23-05/22	
100-02-51400-400-006		Gen. Admin - Service Contracts Service period 04/23-05/22	108.72
		Total	108.72
4022	4/25/2016	ULTIMATE CLEANING LIMITED Inv 1497 dated 04/21 for window cleaning	
100-02-51400-400-006		Gen. Admin - Service Contracts Inv 1497 dated 04/21 for window cleaning	125.00
		Total	125.00
4023	4/25/2016	WIL-KIL PEST CONTROL Inv 2876171 Fire Station 60	
100-02-51400-400-006		Gen. Admin - Service Contracts Inv 2876171 Fire Station 60	40.00
100-02-51400-400-006		Gen. Admin - Service Contracts Inv 2876172 Fire Station 70	40.00

4/27/2016 12:14 PM

Check Register - Full Report - ALL

Page: 4

ALL Checks

ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 4/25/2016 From Account:

Thru: 4/25/2016 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-02-51400-400-006		Gen. Admin - Service Contracts	77.75
		Inv 2875419 Municipal Building	
		Total	157.75
4024	4/25/2016	WMCA	
		Darlene Bartlein Board of Review trainin	
100-00-51100-115-000		Village Board-Training/Mileage	12.00
		Darlene Bartlein Board of Review trainin	
		Total	12.00
		Grand Total	16,664.34

4/27/2016 12:14 PM

Check Register - Full Report - ALL  
ALL Checks  
THE BUSINESS BANK-GENRL CHCKNG

Page: 5  
ACCT

Dated From: 4/25/2016 From Account:  
Thru: 4/25/2016 Thru Account:

	Amount
<hr/> Total Expenditure from Fund # 100 - GENERAL FUND	16,664.34
Total Expenditure from all Funds	16,664.34

4/27/2016 12:14 PM

Check Posting Control Report

Page: 1

ALL Checks

ACCT

Posting Date: 4/25/2016

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 4/25/2016

Thru: 4/25/2016

Account Number	Account Code Description	Debit	Credit
100-00-11100-000-000	General Checking - Payroll		16,664.34
	Total Expenditure - Fund # 100	16,664.34	
	Total	16,664.34	16,664.34

Bills Paid 05/09

5/09/2016 2:50 PM

Check Register - Full Report - ALL  
ALL Checks

Page: 1  
ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/09/2016

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee	Amount
4025	5/09/2016	Department of Administration Haen Heights/Berryfield Annexation	
100-09-53311-000-000		Hwy Dept - Engineer/Consultant Haen Heights/Berryfield Annexation	1,350.00
		Total	1,350.00
		Grand Total	1,350.00

5/09/2016 2:50 PM

Check Register - Full Report - ALL

Page: 2

ALL Checks

ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/09/2016

From Account:

Thru:

Thru Account:

	Amount
<hr/>	
Total Expenditure from Fund # 100 - GENERAL FUND	1,350.00
Total Expenditure from all Funds	1,350.00

5/09/2016 2:50 PM

Check Posting Control Report

Page: 1

ALL Checks

ACCT

Posting Date: 5/09/2016

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/09/2016

Thru:

Account Number	Account Code Description	Debit	Credit
100-00-11100-000-000	General Checking - Payroll		1,350.00
	Total Expenditure - Fund # 100	1,350.00	
	Total	1,350.00	1,350.00

Bills Paid 05/20

5/23/2016 3:03 PM

Check Register - Full Report - ALL  
ALL Checks

Page: 1  
ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/20/2016 From Account:  
Thru: Thru Account:

Check Nbr	Check Date	Payee	Amount
4026	5/20/2016	ADVANCED DISPOSAL GARBAGE DUMPSTER for APRIL	
100-00-53620-000-000		Refuse and Garbage Collection GARBAGE DUMPSTER for APRIL	79.00
100-00-53635-000-000		Recycling Collection RECYCLING DUMPSTER for APRIL	54.00
100-00-53620-000-000		Refuse and Garbage Collection FUEL FEE	0.00
100-00-53620-000-000		Refuse and Garbage Collection 90 GALLON CARTS APRIL	27,242.94
100-00-53635-000-000		Recycling Collection LANDFILL TAX	0.00
100-00-53635-000-000		Recycling Collection RECYCLING SERVICE for APRIL	13,270.20
100-00-53620-000-000		Refuse and Garbage Collection REPLACEMENT CART(S) W4607 HIGHCLIFF	75.00
100-00-53620-000-000		Refuse and Garbage Collection YARD WASTE/ BULKY ITEMS	175.00
		Total	40,896.14
4027	5/20/2016	APPLETON HYDRAULIC COMPONENTS, LLC INVOICE 32149 DATED 05/12/16 LOADER 18	
100-09-53311-700-000		Hwy Dept - Equip Maintenance INVOICE 32149 DATED 05/12/16 LOADER 18	591.26
		Total	591.26
4028	5/20/2016	BAHCALL RUBBER CO., INC. INVOICE 731285001 REPAID FROM 02/15	
100-09-53311-400-000		Hwy Dept - Supplies INVOICE 731285001 REPAID FROM 02/15	137.41
100-09-53311-700-000		Hwy Dept - Equip Maintenance INVOICE 740347-001 DATED 04/21/16	1,151.47
		Total	1,288.88
4029	5/20/2016	BENEFIT ADVANTAGE Inv 396933 dated 05/18/16 May Billing	
100-02-51400-200-000		Gen. Admin - Benefits Inv 396933 dated 05/18/16 May Billing	35.00
		Total	35.00

5/23/2016 3:03 PM

Check Register - Full Report - ALL

Page: 2

ALL Checks

ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/20/2016

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee	Amount
4030	5/20/2016	BIRSCHBACH INSPECTION SERVICE, LLC Building Inspections April 2016	
100-00-52400-000-000		Building Inspector - Contract Building Inspections April 2016	7,088.00
		Total	7,088.00
4031	5/20/2016	BLUE PRINT SERVICE COMPANY INVOICE 91416 DATED 05/03/16	
100-01-51101-400-000		Planning - Supplies INVOICE 91416 DATED 05/03/16	55.55
		Total	55.55
4032	5/20/2016	CARSTENS ACE HARDWARE INVOICE 129446 DATED 05/05/16	
100-09-53311-700-000		Hwy Dept - Equip Maintenance INVOICE 129446 DATED 05/05/16	21.12
100-09-53311-700-000		Hwy Dept - Equip Maintenance INVOICE 128421 DATED 04/21/16	8.64
		Total	29.76
4033	5/20/2016	DAN BEHNKE MAILBOX DAMAGES	
100-09-53311-400-000		Hwy Dept - Supplies MAILBOX DAMAGES	60.00
		Total	60.00
4034	5/20/2016	EMERGENCY MEDICAL PRODUCTS, INC. INVOICE 1717206 DATED 04/13/16	
100-08-52300-000-000		1st Responders - Operating Exp INVOICE 1717206 DATED 04/13/16	370.73
		Total	370.73
4035	5/20/2016	ENDURACLEAN, INC. INVOICE 9186 DATED 04/27/16	
100-09-53311-400-000		Hwy Dept - Supplies INVOICE 9186 DATED 04/27/16	258.00
		Total	258.00
4036	5/20/2016	GAT SUPPLY, INC INVOICE 298202-1 DATED 05/11/16	

5/23/2016 3:03 PM

Check Register - Full Report - ALL  
ALL Checks

Page: 3  
ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/20/2016

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee	Amount
100-09-53311-400-000		Hwy Dept - Supplies	87.84
		INVOICE 298202-1 DATED 05/11/16	
100-09-53311-901-000		Hwy Dept - Ditching/Grading	90.24
		INVOICE 297912-1 DATED 04/27/16	
		Total	178.08
4037	5/20/2016	GRAINGER	
		INVOICE 9088976809 DATED 04/20/16	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance	83.45
		INVOICE 9088976809 DATED 04/20/16	
		Total	83.45
4038	5/20/2016	J & E CONSTRUCTION	
		INVOICE 2016-3896 DATED 05/16/16 SHOULDE	
100-09-53311-900-000		Hwy Dept - Road Maintenance	687.69
		INVOICE 2016-3896 DATED 05/16/16 SHOULDE	
		Total	687.69
4039	5/20/2016	KAATS WATER CONDITIONING INC.	
		Charges from 04/05-04/19	
100-09-53311-400-000		Hwy Dept - Supplies	51.12
		Charges from 04/05-04/19	
		Total	51.12
4040	5/20/2016	KIMBALL MIDWEST	
		INVOICE 4900737 DATED 05/12/16	
100-09-53311-400-000		Hwy Dept - Supplies	195.92
		INVOICE 4900737 DATED 05/12/16	
		Total	195.92
4041	5/20/2016	KIWANIS CLUB OF DARBOY, INC.	
		CHICKENFEST FIREWORKS SPONSORSHIP	
100-00-55200-120-000		Parks - Recreation Programs	3,000.00
		CHICKENFEST FIREWORKS SPONSORSHIP	
		Total	3,000.00
4042	5/20/2016	L & S TRUCK CENTER	
		INVOICE 239541 DATED 05/03/16 TRUCK 10	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance	70.74
		INVOICE 239541 DATED 05/03/16 TRUCK 10	

5/23/2016 3:03 PM

Check Register - Full Report - ALL

Page: 4

ALL Checks

ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/20/2016

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee	Amount
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance	113.06
		INVOICE 239562 DATED 05/04/16 TRUCK 10	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance	52.86
		INVOICE 239574 DATED 05/04/16 TRUCK 10	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance	60.89
		INVOICE 239620 DATED 05/06/16 TRUCK 10	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance	74.04
		INVOICE 239783 DATED 05/17/16	
100-09-53311-700-000		Hwy Dept - Equip Maintenance	1,475.77
		INVOICE 264674 DATED 05/11/16	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance	50.00
		INVOICE 264665 DATED 05/11/16 TRUCK 17	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance	317.90
		INVOICE 264673 DATED 05/19/16 TRUCK 20	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance	50.00
		INVOICE 264644 DATED 05/09/16 TRUCK 3	
Total			2,265.26

4043 5/20/2016 MCMAHON

INVOICE 0902228 DATED 05/11 KERNAN

100-09-53311-000-000		Hwy Dept - Engineer/Consultant	129.54
		INVOICE 0902228 DATED 05/11 KERNAN	
100-00-57220-000-000		Capital Outlay - Parks	2,543.90
		INVOICE 0902229 DATED 05/11 MANITOWOC RD	
100-00-57190-000-000		Capital Outlay - General Gvmnt	2,203.45
		INVOICE 0902230 DATED 05/11 CTH N PARK	
100-09-53311-000-000		Hwy Dept - Engineer/Consultant	698.50
		INVOICE 0902231 DATED 05/11 PROSPERITY	
100-09-57330-000-000		Hwy Projects - Capital Outlay	3,161.24
		INVOICE 0902232 DATED 05/11 CAPITAL IMPR	
100-09-53311-000-000		Hwy Dept - Engineer/Consultant	887.00
		INVOICE 0902016 WONSER *VILLAGE ONLY	
100-09-53311-000-000		Hwy Dept - Engineer/Consultant	1,096.00
		INVOICE 0902015 RENN FARM *VILLAGE ONLY	
100-00-53441-100-000		Stormwater Projects NR216	334.00
		INVOICE 0902051 AMY AVE POND	
100-00-56700-000-000		Economic Development TID #1	380.50
		INVOICE 0902051 LAKEVIEW POND	

## ALL Checks

ACCT

## THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/20/2016

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-53441-000-000		Storm Sewer Maintenance	144.00
		INVOICE 0902052 AMY AVE POND	
100-00-56700-000-000		Economic Development TID #1	144.00
		INVOICE 0902052 LAKEVIEW POND	
100-09-53311-000-000		Hwy Dept - Engineer/Consultant	6,022.25
		INVOICE 0902114 GARAGE & COMPOST SITE	
		Total	17,744.38
4044	5/20/2016	MENARDS-APPLETON EAST	
		Inv 94875 dated 04/28/16	
100-09-53311-400-000		Hwy Dept - Supplies	173.65
		Inv 94875 dated 04/28/16	
100-09-53311-400-000		Hwy Dept - Supplies	8.98
		INVOICE 95057 DATED 05/02/16	
		Total	182.63
4045	5/20/2016	MIKE'S ELECTRIC	
		INVOICE 08951 DATED 04/22/16	
100-09-53311-505-000		Hwy Dept - Building Maint	350.55
		INVOICE 08951 DATED 04/22/16	
		Total	350.55
4046	5/20/2016	MODERN BUSINESS MACHINES	
		Invoice 174551 June billing	
100-02-51400-400-006		Gen. Admin - Service Contracts	555.86
		Invoice 174551 June billing	
		Total	555.86
4047	5/20/2016	MONROE TRUCK EQUIPMENT, INC	
		INVOICE 41093 DATED 05/10/16 WING	
100-09-57324-000-000		Hwy Equip. - Capital Outlay	3,257.00
		INVOICE 41093 DATED 05/10/16 WING	
		Total	3,257.00
4048	5/20/2016	OUTAGAMIE COUNTY	
		Inv 1015710 dated 04/15/16	
100-09-53311-903-000		Hwy Dept - Salt & Sand	116.79
		Inv 1015710 dated 04/15/16	
		Total	116.79

5/23/2016 3:03 PM

Check Register - Full Report - ALL

Page: 6

ALL Checks

ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/20/2016

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee	Amount
4049	5/20/2016	PLESHEK-VOSTERS INVOICE 66741 DATED 05/05	
100-09-53311-700-000		Hwy Dept - Equip Maintenance INVOICE 66741 DATED 05/05	279.02
		Total	279.02
4050	5/20/2016	R.T. DITTER'S TIRE & REPAIR LLC INVOICE 43456 DATED 05/18 BOOM MOWER	
100-09-53311-700-000		Hwy Dept - Equip Maintenance INVOICE 43456 DATED 05/18 BOOM MOWER	425.00
100-09-53311-700-000		Hwy Dept - Equip Maintenance INVOICE 43409 DATED 05/10 TRAILER	541.10
		Total	966.10
4051	5/20/2016	RYAN LISOWE MILEAGE REIMBURSEMENT	
100-00-51100-115-000		Village Board-Training/Mileage MILEAGE REIMBURSEMENT	13.50
		Total	13.50
4052	5/20/2016	SOMMERVILLE FLAG INVOICE 396933 DATED 05/18/16 STATION 60	
100-06-52200-400-000		Fire Dept - Supplies INVOICE 396933 DATED 05/18/16 STATION 60	109.00
		Total	109.00
4053	5/20/2016	STAMPS.COM Monthly Service Fee 05/01-05/31	
100-02-51400-400-006		Gen. Admin - Service Contracts Monthly Service Fee 05/01-05/31	39.99
		Total	39.99
4054	5/20/2016	STUMPF EXCAVATING & TRUCKING Inv 6674 dated 05/02 Pump holding tank	
100-09-53311-505-000		Hwy Dept - Building Maint Inv 6674 dated 05/02 Pump holding tank	240.00
		Total	240.00
4055	5/20/2016	SWOBODA TRANSPORT LLC BID 010-2016 DATED 05/04/16 LOADER	

5/23/2016 3:03 PM

Check Register - Full Report - ALL  
ALL Checks

Page: 7  
ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/20/2016 From Account:  
Thru: Thru Account:

Check Nbr	Check Date	Payee	Amount
100-09-53311-700-000		Hwy Dept - Equip Maintenance BID 010-2016 DATED 05/04/16 LOADER	420.00
		Total	420.00
4056	5/20/2016	THE UNIFORM SHOP INVOICE 254209 DATED 04/08/16	
100-06-52200-400-000		Fire Dept - Supplies INVOICE 254209 DATED 04/08/16	12.45
		Total	12.45
4057	5/20/2016	TIME WARNER CABLE-6401 Acc 606836401 service period05/08-06/07	
100-02-51400-400-006		Gen. Admin - Service Contracts Acc 606836401 service period05/08-06/07	496.58
		Total	496.58
4058	5/20/2016	VIERBICHER ASSOCIATES, INC. PROJECT 150343 HARRISON COMP PLAN INV 3	
100-01-51101-304-000		Planning - Consultants PROJECT 150343 HARRISON COMP PLAN INV 3	714.00
		Total	714.00
4059	5/20/2016	WAVERLY SANITARY DISTRICT Account 000-2781-00	
100-07-52200-500-023		Fire Station 70 - Water/Sewer Account 000-2781-00	30.04
		Total	30.04
4060	5/20/2016	WI DEPT OF JUSTICE Account # G2028	
100-02-51400-400-000		Gen. Admin - Supplies Account # G2028	14.00
		Total	14.00
4061	5/20/2016	WILLIAM PROBST 2 NIGHTS AT HOTEL FOR EXTRICATION TRAINI	
100-06-52200-305-000		Fire Dept - Training 2 NIGHTS AT HOTEL FOR EXTRICATION TRAINI	291.80
		Total	291.80

5/23/2016 3:03 PM

Check Register - Full Report - ALL  
ALL Checks

Page: 8  
ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/20/2016 From Account:  
Thru: Thru Account:

Check Nbr	Check Date	Payee	Amount
4062	5/20/2016	WISCONSIN MEDIA	
		INVOICE 0009808260 DATED 03/28-04/19	
100-02-51400-800-000		Gen. Admin - Publications	271.95
		INVOICE 0009808260 DATED 03/28-04/19	
		Total	271.95
4063	5/20/2016	WMCA	
		Duaine Stillman BOR training May 5th GC	
100-00-51100-115-000		Village Board-Training/Mileage	12.00
		Duaine Stillman BOR training May 5th GC	
		Total	12.00
		Grand Total	83,252.48

5/23/2016 3:03 PM

Check Register - Full Report - ALL  
ALL Checks

Page: 9  
ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/20/2016  
Thru:

From Account:  
Thru Account:

	Amount
<hr/>	
Total Expenditure from Fund # 100 - GENERAL FUND	83,252.48
Total Expenditure from all Funds	83,252.48

5/23/2016 3:03 PM

Check Posting Control Report  
ALL Checks

Page: 1  
ACCT

Posting Date: 5/20/2016

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/20/2016

Thru:

Account Number	Account Code Description	Debit	Credit
100-00-11100-000-000	General Checking - Payroll		83,252.48
	Total Expenditure - Fund # 100	83,252.48	
	Total	83,252.48	83,252.48

5/24/2016 11:10 AM

Check Register - Full Report - ALL

Page: 1

ALL Checks

ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/24/2016

From Account:

Thru: 5/24/2016

Thru Account:

Check Nbr	Check Date	Payee	Amount
4064	5/24/2016	ANDERS AUTO PARTS, INC Inv 000995395 dated 04/15/16	
100-09-53311-700-000		Hwy Dept - Equip Maintenance Inv 000995395 dated 04/15/16	30.16
			Total 30.16
4065	5/24/2016	BEAR GRAPHICS INV 0736599 DATED 02/15/16 VOTER NUMBERS	
100-00-51440-400-000		Elections - Supplies INV 0736599 DATED 02/15/16 VOTER NUMBERS	422.79
			Total 422.79
4066	5/24/2016	Department of Ag, Trade & Consumer Protection Inv 115-0000000740 contract thru 6/30/16	
100-02-51400-400-006		Gen. Admin - Service Contracts Inv 115-0000000740 contract thru 6/30/16	400.00
			Total 400.00
4067	5/24/2016	EASTSHORE HUMANE ASSOCIATION 2016 DONATION	
100-02-51400-400-006		Gen. Admin - Service Contracts 2016 DONATION	1,500.00
			Total 1,500.00
4068	5/24/2016	GAT SUPPLY, INC INVOICE 297360-1 DATED 05/05/16	
100-09-53311-901-000		Hwy Dept - Ditching/Grading INVOICE 297360-1 DATED 05/05/16	260.54
100-09-53311-901-000		Hwy Dept - Ditching/Grading INVOICE 298404-1 DATED 05/05/16	225.50
100-09-53311-400-000		Hwy Dept - Supplies INVOICE 298516-1 DATED 05/09/16	118.02
			Total 604.06
4069	5/24/2016	GRUETT'S INVOICE 12276P DATED 05/04/16	
100-09-53311-700-000		Hwy Dept - Equip Maintenance INVOICE 12276P DATED 05/04/16	70.11
			Total 70.11

5/24/2016 11:10 AM

Check Register - Full Report - ALL  
ALL Checks

Page: 2  
ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/24/2016 From Account:  
Thru: 5/24/2016 Thru Account:

Check Nbr	Check Date	Payee	Amount
4070	5/24/2016	J.F. AHERN CO INVOICE 143033 AGREEMENT 25471	
100-06-52200-700-000		Fire Dept - Equip Maintenance INVOICE 143033 AGREEMENT 25471	249.65
100-06-52200-700-000		Fire Dept - Equip Maintenance INVOICE 141620 AGREEMENT 25484	410.35
100-09-53311-505-000		Hwy Dept - Building Maint INVOICE 141313 AGREEMENT 25484 (1/3)	241.05
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance INVOICE 141313 AGREEMENT 25484 (1/3)	241.05
100-09-53311-700-000		Hwy Dept - Equip Maintenance INVOICE 141313 AGREEMENT 25484 (1/3)	241.77
		Total	1,383.87
4071	5/24/2016	JASON KOSSEL REIMBURSEMENT FOR EMS	
100-08-52300-000-000		1st Responders - Operating Exp REIMBURSEMENT FOR EMS	385.35
		Total	385.35
4072	5/24/2016	JEFFERSON FIRE & SAFETY INVOICE 226523 DATED 05/09 CUTTER TOOL	
100-06-52200-400-000		Fire Dept - Supplies INVOICE 226523 DATED 05/09 CUTTER TOOL	873.20
		Total	873.20
4073	5/24/2016	JFTCO, Inc. INVOICE C 100336 DATED 04/12/16	
100-09-53311-700-000		Hwy Dept - Equip Maintenance INVOICE C 100336 DATED 04/12/16	213.66
100-09-53311-700-000		Hwy Dept - Equip Maintenance INVOICE C 100187 DATED 04/12/16	21.36
		Total	235.02
4074	5/24/2016	KITZ & PFEIL HARDWARE INVOICE 050409-0260 DATED 05/04/16	
100-09-53311-700-000		Hwy Dept - Equip Maintenance INVOICE 050409-0260 DATED 05/04/16	27.95
		Total	27.95

5/24/2016 11:10 AM

Check Register - Full Report - ALL

Page: 3

ALL Checks

ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/24/2016

From Account:

Thru: 5/24/2016

Thru Account:

Check Nbr	Check Date	Payee	Amount
4075	5/24/2016	L & S TRUCK CENTER INVOICE 264630 DATED 04/30/16	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance INVOICE 264630 DATED 04/30/16	879.91
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance INVOICE 264629 DATED 04/30/16	424.87
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance INVOICE 264632 DATED 04/29/16	135.09
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance INVOICE 264623 DATED 04/29/16	980.20
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance INVOICE 239465 DATED 04/28/16 TRUCK 10	117.80
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance INVOICE 264554 DATED 04/19/16 TRUCK 12	1,804.16
		Total	4,342.03
4076	5/24/2016	LISOWE OIL Inv 17060 dated 04/24/16	
100-09-53311-600-030		Hwy Dept - Fuel Inv 17060 dated 04/24/16	1,190.59
		Total	1,190.59
4077	5/24/2016	MENARDS-APPLETON EAST INVOICE 95614 DATED 05/12/16	
100-09-53311-400-000		Hwy Dept - Supplies INVOICE 95614 DATED 05/12/16	104.20
		Total	104.20
4078	5/24/2016	MGD INDUSTRIAL CORPORATION INVOICE 145434 DATED 05/03/16	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance INVOICE 145434 DATED 05/03/16	224.72
		Total	224.72
4079	5/24/2016	MONROE TRUCK EQUIPMENT, INC INVOICE 754695 DATED 04/28/16 TRUCK 14	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance INVOICE 754695 DATED 04/28/16 TRUCK 14	614.64
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance INVOICE 754820 DATED 05/05/16 TRUCK 17	530.76

5/24/2016 11:10 AM

Check Register - Full Report - ALL

Page: 4

ALL Checks

ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/24/2016

From Account:

Thru: 5/24/2016

Thru Account:

Check Nbr	Check Date	Payee	Amount
			Total 1,145.40
4080	5/24/2016	PACKER CITY INTERNATIONAL TRUCKS Inv X103028383:01dated 05/03/16 Truck 17	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance Inv X103028383:01dated 05/03/16 Truck 17	152.47
			Total 152.47
4081	5/24/2016	PRAXAIR DISTRIBUTION, INC Invoice 72986116 dated 04/21/16	
100-09-53311-700-000		Hwy Dept - Equip Maintenance Invoice 72986116 dated 04/21/16	27.31
			Total 27.31
4082	5/24/2016	PRINCIPAL LIFE OFFICE DISABILITY JUNE	
100-02-51400-200-000		Gen. Admin - Benefits OFFICE DISABILITY JUNE	195.38
100-09-53311-200-000		Hwy Dept - Benefits HWY DEPARTMENT DISABILITY JUNE	292.80
			Total 488.18
4083	5/24/2016	SHERWOOD ELEVATOR INVOICE 00060336 DATED 04/14/16	
100-09-53311-901-000		Hwy Dept - Ditching/Grading INVOICE 00060336 DATED 04/14/16	607.50
			Total 607.50
4084	5/24/2016	SHIELD SOLUTIONS, LLC INVOICE 10502 DATED 12/24/15	
100-06-52200-400-000		Fire Dept - Supplies INVOICE 10502 DATED 12/24/15	17.50
			Total 17.50
4085	5/24/2016	STUMPF EXCAVATING & TRUCKING Inv 6697 dated 05/17 Pump holding tank	
100-09-53311-505-000		Hwy Dept - Building Maint Inv 6697 dated 05/17 Pump holding tank	240.00
			Total 240.00

## ALL Checks

ACCT

## THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/24/2016 From Account:

Thru: 5/24/2016 Thru Account:

Check Nbr	Check Date	Payee	Amount
4086	5/24/2016	SUPERIOR VISION INSURANCE OFFICE VISION INSURANCE for June	
100-02-51400-200-000		Gen. Admin - Benefits OFFICE VISION INSURANCE for June	81.90
100-09-53311-200-000		Hwy Dept - Benefits SHOP- VISION INSURANCE for June	112.80
		Total	194.70
4087	5/24/2016	TECC Security Systems, Inc. INVOICE 39807 RESET AUTO-TEST TIME	
100-09-53311-505-000		Hwy Dept - Building Maint INVOICE 39807 RESET AUTO-TEST TIME	337.80
		Total	337.80
4088	5/24/2016	THE ELITE GROUP INVOICE 254039 DATED 05/11/16	
100-02-51400-400-000		Gen. Admin - Supplies INVOICE 254039 DATED 05/11/16	700.68
		Total	700.68
4089	5/24/2016	TIME WARNER CABLE 4901 Service period 05/24-06/23	
100-02-51400-400-006		Gen. Admin - Service Contracts Service period 05/24-06/23	145.03
		Total	145.03
4090	5/24/2016	TIME WARNER CABLE 5101 Service period 05/23-06/22	
100-02-51400-400-006		Gen. Admin - Service Contracts Service period 05/23-06/22	101.22
		Total	101.22
4091	5/24/2016	ULTIMATE CLEANING LIMITED INVOICE 1502 FOR JUNE SERVICES	
100-02-51400-400-006		Gen. Admin - Service Contracts INVOICE 1502 FOR JUNE SERVICES	230.50
		Total	230.50
4092	5/24/2016	WIL-KIL PEST CONTROL Inv 2897116 Fire Station 60 Interior	

5/24/2016 11:10 AM

Check Register - Full Report - ALL  
ALL Checks

Page: 6  
ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/24/2016 From Account:  
Thru: 5/24/2016 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-02-51400-400-006		Gen. Admin - Service Contracts	40.00
		Inv 2897116 Fire Station 60 Interior	
100-02-51400-400-006		Gen. Admin - Service Contracts	85.00
		Inv 2897117 Fire Station 60 Exterior	
100-02-51400-400-006		Gen. Admin - Service Contracts	40.00
		Inv 2897118 Fire Station 70 Interior	
100-02-51400-400-006		Gen. Admin - Service Contracts	100.00
		Inv 2897119 Fire Station 70 Exterior	
		Total	265.00
<hr/>			
4093	5/24/2016	WINNEBAGO PEST CONTROL LLC	
		INVOICE 5251 APPLICATION 05/09/16	
100-09-53311-505-000		Hwy Dept - Building Maint	182.00
		INVOICE 5251 APPLICATION 05/09/16	
		Total	182.00
		Grand Total	16,629.34

5/24/2016 11:10 AM

Check Register - Full Report - ALL  
ALL Checks  
THE BUSINESS BANK-GENRL CHCKNG

Page: 7  
ACCT

Dated From: 5/24/2016 From Account:  
Thru: 5/24/2016 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	16,629.34
Total Expenditure from all Funds	16,629.34

5/24/2016 11:10 AM

Check Posting Control Report

Page: 1

ALL Checks

ACCT

Posting Date: 5/24/2016

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/24/2016

Thru: 5/24/2016

Account Number	Account Code Description	Debit	Credit
100-00-11100-000-000	General Checking - Payroll		16,629.34
	Total Expenditure - Fund # 100	16,629.34	
	Total	16,629.34	16,629.34

Bills Paid 05/26

5/26/2016 2:36 PM

Check Register - Full Report - ALL  
ALL Checks

Page: 1  
ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/26/2016

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee	Amount
4094	5/26/2016	BECKY SMUDDE EMS REIMBURSEMENT	
100-08-52300-000-000		1st Responders - Operating Exp EMS REIMBURSEMENT	22.00
		Total	22.00
4095	5/26/2016	Burkart-Heisdorf Ins., Division of McGlone INV 250332 DATED 05/23/16 AUDIT	
100-00-51933-000-000		Insurance - Workers Comp. INV 250332 DATED 05/23/16 AUDIT	3,560.00
		Total	3,560.00
4096	5/26/2016	JIM FISCHER, INC INVOICE 1083895-IN (SUMAC AND HICKORY)	
100-09-57330-000-000		Hwy Projects - Capital Outlay INVOICE 1083895-IN (SUMAC AND HICKORY)	9,252.46
		Total	9,252.46
4097	5/26/2016	MODERN BUSINESS MACHINES Invoice IN97433 dated 05/03/16 contract	
100-02-51400-400-006		Gen. Admin - Service Contracts Invoice IN97433 dated 05/03/16 contract	2,500.19
		Total	2,500.19
4098	5/26/2016	OFFICE DEPOT CREDIT PLAN Balance through 04/27/16	
100-02-51400-400-000		Gen. Admin - Supplies Balance through 04/27/16	83.46
		Total	83.46
4099	5/26/2016	SAM BRANTMEIER FIREFIGHTER REIMBURSEMENT	
100-06-52200-305-000		Fire Dept - Training FIREFIGHTER REIMBURSEMENT	291.80
		Total	291.80
4100	5/26/2016	SHIELD SOLUTIONS, LLC Inv 10502 dated 12/24/15 freight charge	
100-06-52200-400-000		Fire Dept - Supplies Inv 10502 dated 12/24/15 freight charge	17.50

5/26/2016 2:36 PM

Check Register - Full Report - ALL  
ALL Checks

Page: 2  
ACCT

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/26/2016

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee	Amount
			Total 17.50
4101	5/26/2016	THEDACARE AT WORK Inv 201893 dated 05/11/16	
100-06-52200-401-000		Fire Dept - Physicals Inv 201893 dated 05/11/16	1,176.00
			Total 1,176.00
4102	5/26/2016	UNIVERSITY OF WISCONSIN-EXTENSION WISLINE: ALCOHOL BEVERAGE REGULATION	
100-02-51400-305-000		Gen. Admin - Training Expense WISLINE: ALCOHOL BEVERAGE REGULATION	20.00
			Total 20.00
4103	5/26/2016	W.S. DARLEY & CO Inv 17244103 dated 05/20/16	
100-08-52300-000-000		1st Responders - Operating Exp Inv 17244103 dated 05/20/16	47.07
			Total 47.07
4104	5/26/2016	WAVERLY SANITARY DISTRICT Sonny Dr Extension (2nd) Cost Reimbursem	
100-00-56700-000-000		Economic Development TID #1 Sonny Dr Extension (2nd) Cost Reimbursem	173,582.43
			Total 173,582.43
4105	5/26/2016	WIL-KIL PEST CONTROL Inv 2896329 Village Hall power spray	
100-02-51400-400-006		Gen. Admin - Service Contracts Inv 2896329 Village Hall power spray	139.75
100-02-51400-400-006		Gen. Admin - Service Contracts Inv 2896328 Village Hall contract	77.75
			Total 217.50
			Grand Total 190,770.41

5/26/2016 2:36 PM

Check Register - Full Report - ALL  
ALL Checks  
THE BUSINESS BANK-GENRL CHCKNG

Page: 3  
ACCT

Dated From: 5/26/2016  
Thru:

From Account:  
Thru Account:

---

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	190,770.41
Total Expenditure from all Funds	190,770.41

5/26/2016 2:36 PM

Check Posting Control Report

Page: 1

ALL Checks

ACCT

Posting Date: 5/26/2016

THE BUSINESS BANK-GENRL CHCKNG

Dated From: 5/26/2016

Thru:

Account Number	Account Code Description	Debit	Credit
100-00-11100-000-000	General Checking - Payroll		190,770.41
	Total Expenditure - Fund # 100	190,770.41	
	Total	190,770.41	190,770.41

**VILLAGE OF HARRISON  
BOARD MEETING MINUTES  
04/26/16**

A meeting of the Village of Harrison board was convened on Tuesday, April 26, 2016 at 7:00pm in the Harrison Municipal Building with President Jim Salm presiding. After the Pledge was recited, Trustees Nelson, La Shay, and Lisowe were sworn into office and roll was called.

Members present: President Jim Salm, Trustee Joe Sprangers, Trustee Buddy Lisowe, Trustee Tyler Moore, Trustee Kevin Hietpas, Trustee Dave La Shay, and Trustee Tamra Nelson.

Staff present: Treasurer JoAnn Ashauer, Fire Chief Kevin Kloehn, Public Works Director Bob Kesler, Planner Mark Mommaerts, Clerk Jennifer Weyenberg and Manager Travis Parish.

Correspondence or Communications from Board and Staff:

Brian Hodgkiss resignation from Zoning Board of Appeals- resignation letter was read and accepted. Mr. Hodgkiss has moved and is no longer a resident of the Village.

Public Comments:

Ryan Cleeton, Amy Ave: Spoke about drainage issues being caused by the warehousing units. Planner Mark Mommaerts will send a letter to the business owner and staff will look at the drainage plan.

Steve Kolbe, Emerald Ln: Requested to place landscaping rock in his ditch because it is difficult to keep it mowed. T. Parish explained that the board will be looking at this area at budget time and is considering doing a road reconstruction in the area. This may alleviate some of the problems.

Casey Barry, Daffodil Dr: Requested that the board consider reducing the speed on Manitowoc Road. A short-term solution is to have the area patrolled more often with a radar sign placed on Manitowoc Rd. This matter will be placed on a future agenda for more discussion.

Consent Agenda: Motion by Trustee Nelson and second by Trustee Moore to approve the following items on the consent agenda.

- a) Municipal Payments in the amount of \$ 248,828.88
- b) Operator Licenses for Larissa Filz (Countryside)
- c) Minutes from 03/29/16 (VB)

Motion carried 7-0.

Appointments:

Plan Commission: Jim Lincoln (term exp. 04/30/19)- Motion by Trustee Hietpas and second by Trustee La Shay to approve. Motion carried 7-0.

Plan Commission: Dennis Reed (term exp. 04/30/19)- Motion by Trustee Nelson and second by Trustee La Shay to approve. Motion carried 7-0.

Weed Commissioner: Travis Parish (term exp. 04/17/17)- Motion by Trustee Moore and second by Trustee La Shay to approve. Motion carried 7-0.

Garners Creek Stormwater Utility (term exp. 04/16/18)- Motion by Trustee Nelson and second by Trustee La Shay to approve the nomination of Jim Salm. Motion carried 7-0.

Fire Commission: Jeff VandenBoogaard (term exp. 04/19/21)- Motion by Trustee La Shay and second by Trustee Nelson to approve. Motion carried 6-0 with Trustee Moore abstaining from the vote.

Parking Complaint on Sonny Drive: John Van Dyck and Tori Kolonich of Toonen Properties spoke about the on-going parking issues at Lake Park Sportzone. There are not enough parking spaces available on the weekends when tournaments are scheduled at the Sportzone. Often times, cars park in the spaces at the apartment building and along both sides of Sonny Drive. They have had potential renters say they aren't interested in signing a lease because of how busy and congested it is on the weekends. M. Mommaerts confirmed that the Sportzone meets the required number of parking stalls as required by code. B. Kesler reported that the recent traffic counts show 769 cars per day on Sonny Drive. T. Parish encouraged the board to approve the extension of Blackoak Street which would alleviate congestion at Sonny Dr/LP and allow for more parking along that road. Motion by Trustee Moore and second by Trustee Nelson to install temporary No Parking signs on Sonny Drive and to promptly install permanent ones as soon as they are available. Motion carried 7-0.

Reconsider request from Tom Dercks to install improvements in Phase 1 of Parker Farms (*board previously voted on matter at 03/29/16 mtg*): Motion by Trustee Lisowe and second by Trustee Nelson to suspend the rules and allow for reconsideration. Motion to allow carried 6-1 with Trustee La Shay opposed. Developer has requested to install improvements in the fall. Motion by Trustee Lisowe and second by Trustee Moore to install improvements in Phase I of Parker Farms in September as requested. Motion carried 6-1 with Trustee La Shay opposed.

Request to place landscaping in drainage easement at W5986 Daffodil Dr: Property owner requests permission to place trees, shrubs and mulch within the easement along the rear of the property. Motion by Trustee Nelson and second by Trustee Lisowe to allow landscaping in the drainage easement at W5986 Daffodil Dr. Motion carried 7-0.

Bids for 2016 Crack Seal Program- Motion by Trustee La Shay and second by Trustee Moore to approve bids to Precision Sealcoating, Inc at a cost of \$0.925 per pound for a total bid quantity of 216, 216 lbs. Motion carried 7-0.

Bids for 2016 Chip Seal Program- Motion by Trustee Moore and second by Trustee Hietpas to accept bids as received by Scott Construction for the 2016 Chip Seal program in the amount of \$439,708.10. It was noted that \$500,000 had been set aside for chip sealing and patching with the remaining amounts to be used for crack sealing. Motion amended by Trustee

Moore<sup>1</sup>/Trustee Nelson<sup>2</sup> to allow for the spending of any residual funds not to exceed a total of \$500,000. Amendment accepted. Amended motion carried 7-0.

Ordinance V16-03 Annexation of Territory: Motion by Trustee La Shay and second by Trustee Moore to approve Ordinance V16-03 (Renn Annexation). Motion carried 6-1 with Trustee Sprangers opposed.

Resolution V2016-09 Bank Loan: The village recently purchased 26.8 acres located on County N at a cost of \$450,000. Motion by Trustee Moore and second by Trustee Lisowe to approve Res. V2016-09 authorizing the borrowing of \$450,000 from The Business Bank at 2.9% interest. Motion carried 7-0.

Approve supplemental agreement between Town of Harrison and Village of Harrison for Plan Commission members: Motion by Trustee La Shay and second by Trustee Lisowe to approve the Supplemental Agreement to the Intergovernmental Cooperation Agreement between the Town of Harrison and Village of Harrison for Plan Commission members. Motion carried 7-0. This will allow residents of either community to fill the 4 "resident" seats on the commission. The community that was underrepresented would have the first opportunity to fill any vacancy.

Response to Village of Sherwood letter: The Village of Sherwood will agree to meet with Harrison to discuss intergovernmental cooperation provided that each board chooses 2 representatives from the other's board and (possible) 3<sup>rd</sup> party citizen from the other community and that Mary Kohrell serve as a "middle person." Motion by Trustee Nelson and second by Trustee Hietpas to accept the proposal from Sherwood. Motion carried 4-3 with Trustee Sprangers, Trustee Lisowe, and Trustee La Shay opposed.

Purchase of two new riding lawn mowers: Motion by Trustee Sprangers and second by Trustee La Shay to approve the purchase of two new Ferris mowers not to exceed \$17,600. Motion carried 7-0.

Future Agenda Items: Trustee Moore requested an update on the Summer Fun in the Park series and Trustee Hietpas requested an update on the parks in general.

There being no other business, a motion was made by Trustee Lisowe and second by Trustee Moore to adjourn at 8:49pm. Motion carried 7-0.

---

Jennifer Weyenberg, Village Clerk  
April 26, 2016  
Approved May 31, 2016



## Discharge of Firearms Application

Owner mailing address: N8340 Firelane 12

I, Corey C Stumpf own 45.387 contiguous acres of land  
(name) (# of acres)

within the Town of Harrison or Village of Harrison, located at:

TAX ID #'s 39990-40000-39996-39998 All Connecting  
(address or description of property)

I acknowledge as the land owner, I

- am the only one who can give non-family members permission to fire or discharge firearms on the land.
- must request a waiver annually.
- that the waiver can be revoked for a violation of WI State Statute Chapter 167 or Chapter 941 relative to the use of firearms.

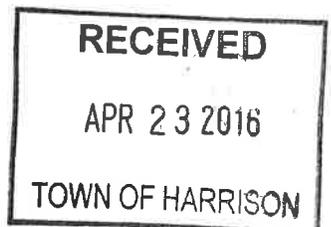
\_\_\_\_\_  
Authorized Signature (Land Owner)

4-21-16  
Date

BOARD ACTION:  Approve  Deny \_\_\_\_\_ date of meeting

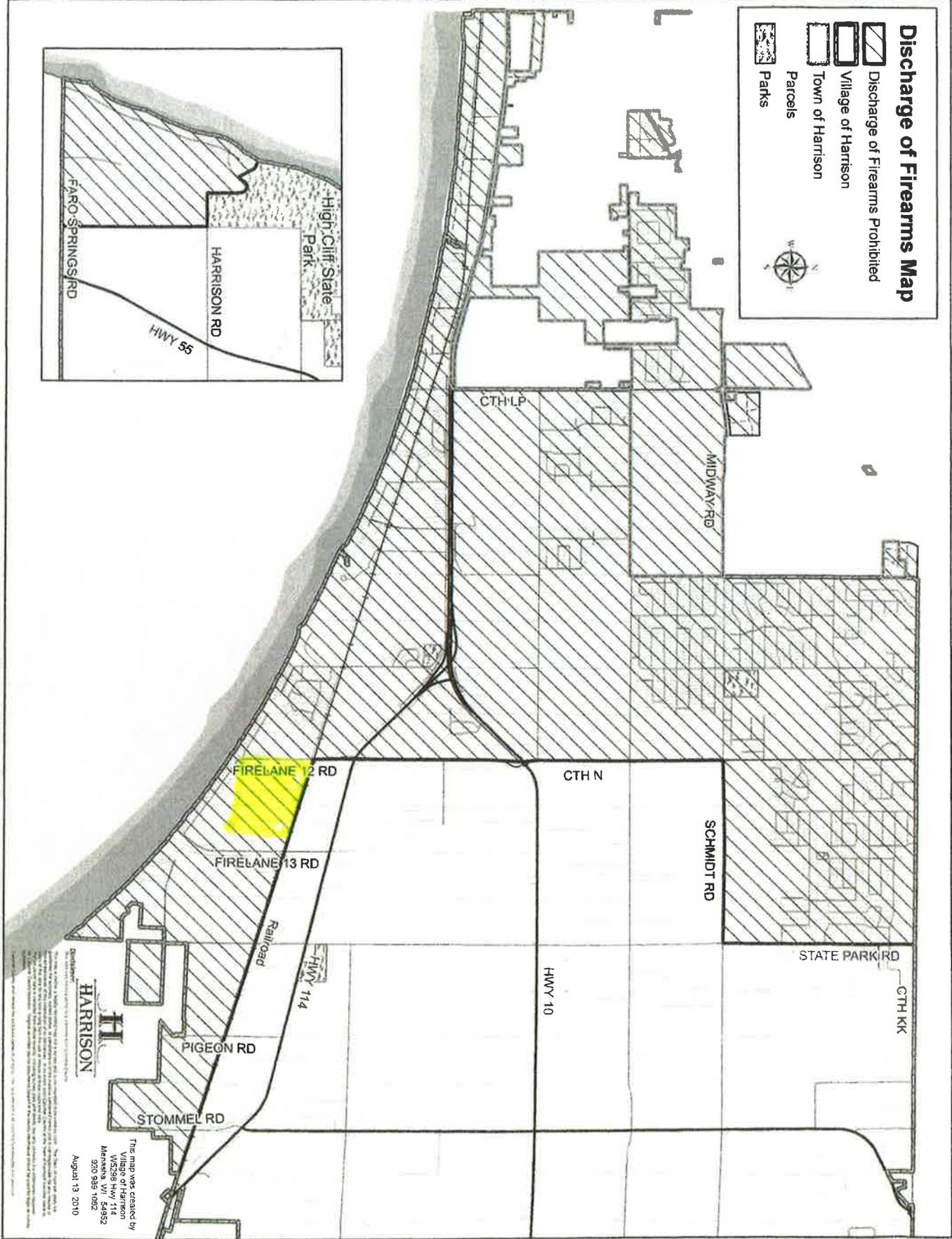
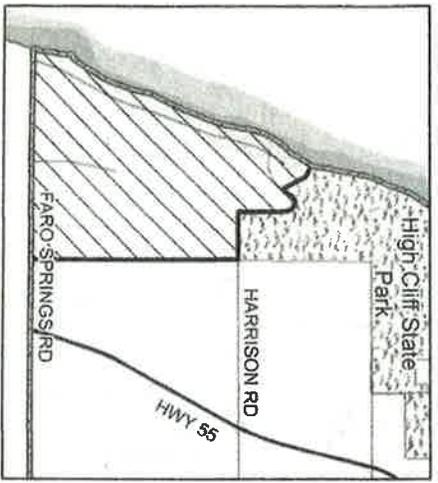
Copy to:

Land owner  Calumet County Sheriff's Department  Municipal Copy



# Discharge of Firearms Map

-  Discharge of Firearms Prohibited
-  Village of Harrison
-  Town of Harrison
-  Parcels
-  Parks



**HARRISON**

The map was created by  
 Village of Harrison  
 W5298 Hwy 114  
 Menasha, WI 54952  
 920 989 1082  
 August 13 2010

**Application for Temporary Class "B" / "Class B" Retailer's License**

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ WAIVED

Application Date: 5/9/16

Town  Village  City of HARRISON

County of Calumet

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
- A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning June 23 and ending June 25 2016 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. **Organization** (check appropriate box) →
- Bona fide Club
  - Church
  - Lodge/Society
  - Chamber of Commerce or similar Civic or Trade Organization
  - Veteran's Organization
  - Fair Association

(a) Name Kiwanis Club of Darboy

(b) Address N178 County Road N Appleton WI 54915  
(Street)  Town  Village  City

(c) Date organized 9/30/1999

(d) If corporation, give date of incorporation 9/30/1999

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Dennis Sweere N9349 Snapdragon Ln Appleton, WI 54915

Vice President John Schultz W2521 Skyview Ct Appleton WI 54915

Secretary Valerie Stannard W2844 Crestwood Ct Appleton WI 54915

Treasurer Ron Somonis W6048 Jessica Ln Appleton WI 54915

(g) Name and address of manager or person in charge of affair: Dennis Sweere N9349 Snapdragon Ln Appleton, WI 54915

**2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:**

(a) Street number Darboy Community Park

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

(c) Do premises occupy all or part of building? \_\_\_\_\_

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: \_\_\_\_\_

**3. Name of Event**

(a) List name of the event Chickenfest

(b) Dates of event June 23, 24, 25, 2016

**DECLARATION**

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer Dennis Sweere 5/9/16  
(Signature/date)

Officer Ron J. Somonis 5/12/15  
(Signature/date)

Date Filed with Clerk 5/12/16

Date Granted by Council \_\_\_\_\_

Kiwanis Club of Darboy  
(Name of Organization)

Officer [Signature]  
(Signature/date)

Officer Valerie Stannard, Secretary  
(Signature/date)

Date Reported to Council or Board 5/31/16

License No. \_\_\_\_\_



# APPLICATION FOR LICENSE TO SERVE FERMENTED MALT BEVERAGES AND INTOXICATING LIQUORS

Village of Harrison, Wisconsin Town of Harrison, Wisconsin

To the Board of the Village of Harrison, WI or Town of Harrison, WI:

I hereby apply for a license to serve, from date hereof to June 30, 2016, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitation imposed by Section 125 of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me.

I understand that any falsification, omissions, or misleading information on this application is grounds for denial of my license application or revocation of any license issued.

Last Name: Suarez First Name: Deana Middle I: J  
 Street Address: N9349 Snapdragon City: Appleton Zip: WI  
 Day Phone: 920-213-0984 Evening Phone: 920-850-7851  
 Date of Birth: \_\_\_\_\_ Where will you be working?: Chickenfest  
 Driver's License Number: \_\_\_\_\_

Do you currently hold or have held an operator's license within the last 2 years?  YES / NO  
 If yes, please list the municipality which issued your license: Village/Town of Harrison

List any offenses you have been convicted of in the last 5 years which were felony, misdemeanor, or local ordinance. Include juvenile convictions and alcohol related traffic violations (drunk driving, open intoxicant in vehicle, etc.) Failure of full disclosure may prohibit approval of license.

Violation	County or Municipality	Approximate Date

NOTARY SIGNATURE:  
 Subscribed and sworn to before me this \_\_\_\_\_ day  
 of \_\_\_\_\_ 2015/2016

Jennifer Weisberg  
 Clerk/Deputy Clerk or Notary Public  
 My Commission Expires \_\_\_\_\_

Deana Suarez 5/9/16  
 Applicant Signature Date

Office Use Only: ~~\$25.00~~  **WAIVED**  
 Background Check   
 Course Completion

**DEPARTMENT OF JUSTICE CRIME INFORMATION BUREAU****Request Date : 05/26/2016****Report Date : 05/26/2016****Order Number : 5064024****Request Reason : Government**

**This criminal background check was performed by searching the following data submitted to the Crime Information Bureau.**

<b>Name</b>	<b>DENNIS SWEERE</b>
<b>Date of Birth</b>	
<b>Sex</b>	<b>U</b>
<b>Race</b>	<b>U</b>

---

The response is based on a search using the identification data supplied.

Searches based solely on name and non-unique identifiers are not fully

reliable. The CIB cannot guarantee that the information furnished pertains

to the individual you are interested in.

**NO CRIMINAL HISTORY FOUND.**

---

---



# APPLICATION FOR LICENSE TO SERVE FERMENTED MALT BEVERAGES AND INTOXICATING LIQUORS

Village of Harrison, Wisconsin Town of Harrison, Wisconsin

To the Board of the Village of Harrison, WI or Town of Harrison, WI:

I hereby apply for a license to serve, from date hereof to June 30, 2016, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitation imposed by Section 125 of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me.

I understand that any falsification, omissions, or misleading information on this application is grounds for denial of my license application or revocation of any license issued.

Last Name: PINGEL First Name: MARTIN Middle I: H  
 Street Address: N9427 HANDEL DR City: APPLETON Zip: 54915  
 Day Phone: 920 277 8028 Evening Phone: SAME  
 Date of Birth: \_\_\_\_\_ Where will you be working?: BAR  
 Driver's License Number: \_\_\_\_\_

Do you currently hold or have held an operator's license within the last 2 years?  YES  NO  
 If yes, please list the municipality which issued your license: V. OF HARRISON

List any offenses you have been convicted of in the last 5 years which were felony, misdemeanor, or local ordinance. Include juvenile convictions and alcohol related traffic violations (drunk driving, open Intoxicant in vehicle, etc.) Failure of full disclosure may prohibit approval of license.

Violation	County or Municipality	Approximate Date

NOTARY SIGNATURE:

Subscribed and sworn to before me this 6<sup>th</sup> day  
 of May 2015/2016

x [Signature] 5/6/2016  
 Applicant Signature Date

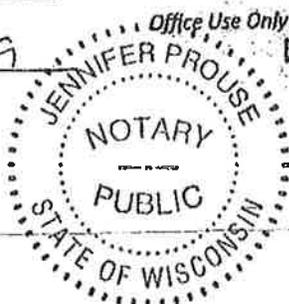
[Signature]  
 Clerk/Deputy Clerk or Notary Public

My Commission Expires 1-4-19

Office Use Only: \$25.00   
 WAIVED

Background Check

Course Completion



**DEPARTMENT OF JUSTICE CRIME INFORMATION BUREAU**

Request Date : 05/26/2016

Report Date : 05/26/2016

Order Number : 5064024

Request Reason : Government

**This criminal background check was performed by searching the following data submitted to the Crime Information Bureau.**

<b>Name</b>	<b>MARTIN PINGEL</b>
<b>Date of Birth</b>	
<b>Sex</b>	<b>U</b>
<b>Race</b>	<b>U</b>

---

The response is based on a search using the identification data supplied.  
Searches based solely on name and non-unique identifiers are not fully reliable. The CIB cannot guarantee that the information furnished pertains to the individual you are interested in.

**NO CRIMINAL HISTORY FOUND.**

---

---



**DEPARTMENT OF JUSTICE CRIME INFORMATION BUREAU****Request Date : 05/26/2016****Report Date : 05/26/2016****Order Number : 5064024****Request Reason : Government**

**This criminal background check was performed by searching the following data submitted to the Crime Information Bureau.**

<b>Name</b>	<b>JODI AVERY</b>
<b>Date of Birth</b>	
<b>Sex</b>	<b>U</b>
<b>Race</b>	<b>U</b>

---

The response is based on a search using the identification data supplied.

Searches based solely on name and non-unique identifiers are not fully reliable. The CIB cannot guarantee that the information furnished pertains to the individual you are interested in.

**NO CRIMINAL HISTORY FOUND.**

---

---



# APPLICATION FOR LICENSE TO SERVE FERMENTED MALT BEVERAGES AND INTOXICATING LIQUORS

Village of Harrison, Wisconsin Town of Harrison, Wisconsin

To the Board of the Village of Harrison, WI or Town of Harrison, WI:

I hereby apply for a license to serve, from date hereof to June 30, 2016, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitation imposed by Section 125 of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me.

I understand that any falsification, omissions, or misleading information on this application is grounds for denial of my license application or revocation of any license issued.

Last Name: Janssen First Name: Tammy Middle I: M  
Street Address: N396 Tamarack Dr City: Appleton Zip: 54915  
Day Phone: 920-215-4995 Evening Phone: 920-716-3543  
Date of Birth: \_\_\_\_\_ Where will you be working?: Chickenfest  
Driver's License Number: \_\_\_\_\_

Do you currently hold or have held an operator's license within the last 2 years?  YES /  NO  
If yes, please list the municipality which issued your license: Chickenfest - Harrison  
2015

List any offenses you have been convicted of in the last 5 years which were felony, misdemeanor, or local ordinance. Include juvenile convictions and alcohol related traffic violations (drunk driving, open intoxicant in vehicle, etc.) Failure of full disclosure may prohibit approval of license.

Violation	County or Municipality	Approximate Date

NOTARY SIGNATURE:

Subscribed and sworn to before me this 13<sup>th</sup> day  
of May 2015/2016

[Signature]  
Clerk/Deputy Clerk or Notary Public

My Commission Expires \_\_\_\_\_

X Tammy M Janssen 5/13/16  
Applicant Signature Date

Office Use Only: ~~\$25.00~~  
**WAIVED**

Background Check   
Course Completion

**DEPARTMENT OF JUSTICE CRIME INFORMATION BUREAU****Request Date : 05/13/2016****Report Date : 05/13/2016****Order Number : 5044056****Request Reason : Government**

**This criminal background check was performed by searching the following data submitted to the Crime Information Bureau.**

<b>Name</b>	<b>TAMMY JANSSEN</b>
<b>Date of Birth</b>	
<b>Sex</b>	<b>U</b>
<b>Race</b>	<b>U</b>

---

The response is based on a search using the identification data supplied.

Searches based solely on name and non-unique identifiers are not fully

reliable. The CIB cannot guarantee that the information furnished pertains

to the individual you are interested in.

**NO CRIMINAL HISTORY FOUND.**

---

---



**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**Date:** May 31st, 2016

**Title:**

Select representatives from Sherwood for joint meeting.

**Issue:**

Which Sherwood Village Trustees would the Village like to pick for the intergovernmental cooperation meeting?

**Background and Additional Information:**

The Village of Harrison and the Village of Sherwood have agreed to meet to discuss possible opportunities for intergovernmental cooperation. As part of the meeting arrangement, it was determined that each village would pick two representatives from the other village's board.

The Village of Sherwood has chosen Buddy Lisowe and Kevin Hietpas as the representatives from the Harrison board. The Village of Harrison now needs to choose two trustees from Sherwood's board.

The following are members of Sherwood's board:

- Village President – Jim Rath
- Trustee Joyce Laux
- Trustee Bob Benz
- Trustee Roger Kaas
- Trustee David Miller
- Trustee Stacy Gedman
- Trustee Joe Hennlich

**Budget/Financial Impact:**

None.

**Recommended Motion:**

None.

**Attachments:**

None.



**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**

Jennifer Weyenberg, WCMC

**Date:**

May 31, 2016

**Title:**

2016-17 applications for license to deal in intoxicating liquor and fermented malt beverages  
2016-17 applications for license to deal in cigarette and tobacco products

**Issue:**

n/a

**Background and Additional Information:**

7 businesses have submitted the required paperwork to renew their liquor licenses for the 2016-2017 cycle. All of the businesses are in good standing in accordance with our ordinance.

A new (“Original”) application has been filed by Menasha Entertainment, LLC. They recently purchased Sapphires and have been operating under a provisional license. A background check has been completed on their agent, Kevin Weaver.

2 businesses have submitted their applications to sell tobacco products over the counter. Both Silver Spur and Darboy Corner Store receive these licenses each year.

**Budget/Financial Impact:**

None

**Recommended Action:**

Staff recommends approval of all licenses.

**Attachments:**

- AT-115s for Darboy Club Inc, Kenneth Sprangers, Bobbers LLC, Countryside Bar & Grill, North Shore Golf Club Inc, Rock II LLC, Darboy Corner Store Inc
- AT-106 for Menasha Entertainment LLC
- CTP-200 for Kenneth Sprangers and Darboy Corner Store, Inc

# RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 07/01/16 ending: 06/30/17  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of  Village of  City of } Harrison

County of Calumet Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

CHECK ONE  Individual  Partnership  Limited Liability Company  
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name) Home Address Post Office & Zip Code 610

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company Darby Corner Store, Inc.

Address of Corporation/Limited Liability Company (if different from licensed premises) \_\_\_\_\_

All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title Name (Inc. Middle Name) Home Address Post Office & Zip Code

President/Member Patricia Lynn Rodencal N9513 Julu Ln. Kaukauna, WI. 54130

Vice President/Member \_\_\_\_\_

Secretary/Member \_\_\_\_\_

Treasurer/Member \_\_\_\_\_

Agent Patricia Rodencal

Directors/Managers same

C. 1. Trade Name Darby Corner Store Business Phone Number 920-997-1554

2. Address of Premises N9690 Hwy. N Post Office & Zip Code Appleton, WI. 54915

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No

4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) convenience store

5. Legal description (omit if street address is given above): \_\_\_\_\_

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been **convicted** of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side  Yes  No

b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side  Yes  No

7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain.  Yes  No

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain.  Yes  No

9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]  Yes  No

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement?  Yes  No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor?  Yes  No

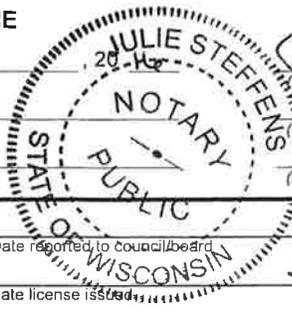
**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

## SUBSCRIBED AND SWORN TO BEFORE ME

this 12 day of May

Julie Steffens (Clerk/Notary Public)

My commission expires 4/28/18



Pat Rodencal  
Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual

Pat Rodencal  
Officer of Corporation/Member/Manager of Limited Liability Company /Partner

Pat Rodencal  
(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

## TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>5/12/16</u>	Date reported to council/board <u>5/31/16</u>	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

# RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 07-01-2016 ending: 06-30-2017  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of } Harrison  
 Village of }  
 City of }

County of Calumet Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

CHECK ONE  Individual  Partnership  Limited Liability Company  
 Corporation/Nonprofit Organization

Applicant's WI Seller's Permit No.: <u>456-102042016402-20-1121131</u>		FEIN Number: _____	
LICENSE REQUESTED ▶			
TYPE	FEE		
<input type="checkbox"/> Class A beer	\$ _____		
<input type="checkbox"/> Class B beer	\$ <u>100</u>		
<input type="checkbox"/> Class C wine	\$ _____		
<input type="checkbox"/> Class A liquor	\$ _____		
<input type="checkbox"/> Class A liquor (cider only)	\$ <u>N/A</u>		
<input type="checkbox"/> Class B liquor	\$ <u>350</u>		
<input type="checkbox"/> Reserve Class B liquor	\$ _____		
<input type="checkbox"/> Class B (wine only) winery	\$ _____		
Publication fee	\$ <u>10</u>		
<b>TOTAL FEE</b>	<b>\$ <u>460</u></b>		

**Complete A or B. All must complete C.**

A. Individual or Partnership:  
**Full Name(s) (Last, First and Middle Name)** \_\_\_\_\_ **Home Address** \_\_\_\_\_ **Post Office & Zip Code** \_\_\_\_\_

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company ▶ Rock II, LLC  
 Address of Corporation/Limited Liability Company (if different from licensed premises) ▶ N8710 Fire Lane 1 Menasha, WI 549  
 All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	_____	_____	_____
Vice President/Member	_____	_____	_____
Secretary/Member	<u>Attached</u>	_____	_____
Treasurer/Member	_____	_____	_____
Agent ▶	<u>Tom Jack</u>	_____	_____
Directors/Managers	_____	_____	_____

C. 1. Trade Name ▶ Waverly Beach Business Phone Number 920-733-9721  
 2. Address of Premises ▶ N8710 Fire Lane 1 Menasha, WI Post Office & Zip Code ▶ 54952

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No
4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Bar, Banquet Hall, Tiki Bar, Liquor Room, cooler, upper and lower patio, cleaning room, office, storage room.
5. Legal description (omit if street address is given above): \_\_\_\_\_
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete reverse side**  Yes  No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on reverse side**  Yes  No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain.**  Yes  No
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain.  Yes  No
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]  Yes  No
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement?  Yes  No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor?  Yes  No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

**SUBSCRIBED AND SWORN TO BEFORE ME**  
 this 17<sup>th</sup> day of MAY, 2016  
Jennifer L Weisenber  
(Clerk/Notary Public)  
 My commission expires 3-18-17

Donna R. Schmitt  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)  
Donna R. Schmitt  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)  
 \_\_\_\_\_  
(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK		
Date received and filed with municipal clerk <u>5/17/16</u>	Date reported to council/board <u>5/31/16</u>	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

# RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 7/01/2016 ending: 6/30/2017  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of } Harrison  
 Village of }  
 City of }

County of Calumet Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

CHECK ONE  Individual  Partnership  Limited Liability Company  
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:  
 Full Name(s) (Last, First and Middle Name) Home Address Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company North Shore Golf Club, INC.  
 Address of Corporation/Limited Liability Company (if different from licensed premises) \_\_\_\_\_  
 All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	<u>Mike Flesch</u>	<u>512 Maple, Neenah, WI</u>	<u>54952</u>
Vice President/Member	<u>Dan Thome</u>	<u>2761 E Dietzen Dr. Appleton, WI</u>	<u>54915</u>
Secretary/Member	<u>Connie Gocwich</u>	<u>W 5817 Royaltrou Dr. Menasha, WI</u>	<u>54952</u>
Treasurer/Member	<u>Dan Thome</u>	<u>above</u>	
Agent	<u>Barbara Schaffer</u>	<u>N231 Forest Ave, Sherwood, WI</u>	<u>54169</u>
Directors/Managers	<u>Barbara Schaffer - Director of Food &amp; Beverage</u>	<u>Dave Ley - Manager</u>	

C. 1. Trade Name North Shore Golf Club, Inc Business Phone Number 920-739-2386  
 2. Address of Premises N8421 North Shore West Road Post Office & Zip Code Menasha, WI 54952

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No
4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Club - Main Bar / 19th Hole - Lake House
5. Legal description (omit if street address is given above): above
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete reverse side**  Yes  No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on reverse side**  Yes  No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain.**  Yes  No
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain.  Yes  No
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]  Yes  No
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement?  Yes  No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor?  Yes  No

**READ CAREFULLY BEFORE SIGNING.** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

**SUBSCRIBED AND SWORN TO BEFORE ME**  
 this 10 day of April, 2016  
  
 My commission expires 4/21/2020  
 \_\_\_\_\_ x Mike Flesch  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)  
 \_\_\_\_\_  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)  
 \_\_\_\_\_  
(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

**TO BE COMPLETED BY CLERK**

Date received and filed with municipal clerk <u>5/12/16</u>	Date reported to council/board <u>5/31/16</u>	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

# RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 6/30/16 ending: 6/30/17  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of }  
 Village of } Harrison  
 City of }

County of Calumet Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

CHECK ONE  Individual  Partnership  Limited Liability Company  
 Corporation/Nonprofit Organization

## Complete A or B. All must complete C.

### A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name) Harell Daniel L Home Address W5360 Hwy 114 Post Office & Zip Code Menasha WI 54952

### B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company

Address of Corporation/Limited Liability Company (if different from licensed premises) Courtesy Bldg 26111  
W5302 Hwy 114 Menasha WI 54952

All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company: 54952

Title Name (Inc. Middle Name) Home Address Post Office & Zip Code

President/Member Daniel L Harell W5360 Hwy 114 Menasha

Vice President/Member \_\_\_\_\_

Secretary/Member \_\_\_\_\_

Treasurer/Member \_\_\_\_\_

Agent DAN HARRELL

Directors/Managers \_\_\_\_\_

C. 1. Trade Name Courtesy Bldg 26111 Business Phone Number 920-989-1155

2. Address of Premises W5302 Hwy 114 Post Office & Zip Code Menasha WI 54952

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No

4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) 50X90 two story building, porch, patio excluding upstairs and out building

5. Legal description (omit if street address is given above): \_\_\_\_\_

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been **convicted** of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete reverse side**  Yes  No

b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on reverse side**  Yes  No

7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain.**  Yes  No

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain.  Yes  No

9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]  Yes  No

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement?  Yes  No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor?  Yes  No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

### SUBSCRIBED AND SWORN TO BEFORE ME

this 2<sup>nd</sup> day of MAY, 20 16

Jennifer L Wagner  
(Clerk/Notary Public)

My commission expires 3/18/17

x Daniel L Harell  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

\_\_\_\_\_  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)

\_\_\_\_\_  
(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

### TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>5/2/16</u>	Date reported to council/board <u>5/31/16</u>	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

# RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 7/1/16 ending: 6/30/17  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of  Village of  City of } Harrison

County of Calumet Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

CHECK ONE  Individual  Partnership  Limited Liability Company  
 Corporation/Nonprofit Organization

Applicant's WI Seller's Permit No. / FEIN Number: <u>456-00328244 / 06-0293335</u>	
LICENSE REQUESTED ▶	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100.00</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ <u>350.00</u>
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>10</u>
<b>TOTAL FEE</b>	<b>\$ <u>460.00</u></b>

**Complete A or B. All must complete C.**

A. Individual or Partnership:  
**Full Name(s) (Last, First and Middle Name)** \_\_\_\_\_ **Home Address** \_\_\_\_\_ **Post Office & Zip Code** \_\_\_\_\_

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company ▶ Bubbers LLC  
 Address of Corporation/Limited Liability Company (if different from licensed premises) ▶ \_\_\_\_\_  
 All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	<u>David Lyle Lerknecht</u>	<u>N5564 Lakeshore Dr</u>	<u>Hilbert WI 54129</u>
Vice President/Member	<u>Laurie Joan Lerknecht</u>	<u>N5564 Lakeshore Dr</u>	<u>Hilbert WI 54129</u>
Secretary/Member	<u>Brian Keith Lerknecht</u>	<u>N101 Military Rd</u>	<u>Box 294 Stockbridge WI</u>
Treasurer/Member	_____	_____	_____
Agent ▶	<u>David Lyle Lerknecht</u>	_____	_____
Directors/Managers	_____	_____	_____

C. 1. Trade Name ▶ Bubbers Business Phone Number 920-989-2900  
 2. Address of Premises ▶ N5564 Lakeshore Springs Rd Post Office & Zip Code ▶ 54129

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No
4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) BAR, GARAGE, YARD
5. Legal description (omit if street address is given above): \_\_\_\_\_
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete reverse side**  Yes  No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on reverse side**  Yes  No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain.**  Yes  No
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain.  Yes  No
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]  Yes  No
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement?  Yes  No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor?  Yes  No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

**SUBSCRIBED AND SWORN TO BEFORE ME**  
 this 10th day of May, 2016  
Jennifer Weisberg  
(Clerk/Notary Public)  
 My commission expires 3/18/17

David Lyle Lerknecht  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)  
 \_\_\_\_\_  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)  
 \_\_\_\_\_  
(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

**TO BE COMPLETED BY CLERK**

Date received and filed with municipal clerk <u>5/10/16</u>	Date reported to council/board <u>5/31/16</u>	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

# RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 07/01/2016 ending: 06/30/2017  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of } Harrison  
 Village of }  
 City of }  
 County of Calumet Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

CHECK ONE  Individual  Partnership  Limited Liability Company  
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:  
 Full Name(s) (Last, First and Middle Name) Home Address Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company ▶ Darboy Club Inc.  
 Address of Corporation/Limited Liability Company (if different from licensed premises) ▶ N9695 Cty Rd N Appleton, WI 549

All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:  

Title	Name (Inc. Middle Name)	Home Address	Post Office & Zip Code
President/Member	<u>Mark P. Tatro</u>	<u>N4810 35th Dr. Fremont, WI 54940</u>	<u>54940</u>
Vice President/Member	<u>Randall Ashauer</u>	<u>W1571 Carolyn Ln., Kaukauna, WI</u>	<u>54130</u>
Secretary/Member			
Treasurer/Member			
Agent ▶	<u>Mark P. Tatro</u>		
Directors/Managers			

C. 1. Trade Name ▶ Darboy Club, Inc. Business Phone Number 920-734-7010  
 2. Address of Premises ▶ N9695 Cty Rd N Post Office & Zip Code ▶ Appleton 54915

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No
4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) 1 story block bldg w/basement
5. Legal description (omit if street address is given above): 150 x 150
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been **convicted** of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete reverse side**  Yes  No
- b. Are **charges** for any offenses presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on reverse side**  Yes  No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain.**  Yes  No
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain.  Yes  No
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]  Yes  No
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement?  Yes  No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor?  Yes  No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

## SUBSCRIBED AND SWORN TO BEFORE ME

this 9th day of May, 20 16

Jennifer Lindberg  
(Clerk/Notary Public)

My commission expires 3/18/17

Mark P. Tatro  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

Randall Ashauer  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

## TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>5/9/16</u>	Date reported to council/board <u>5/31/16</u>	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Applicant's WI Seller's Permit No. <u>756-00800871</u> FEIN Number <u>39-181-4090</u>	
LICENSE REQUESTED ▶	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ 100.00
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ 350.00
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ 10.00
<b>TOTAL FEE</b>	<b>\$ 460.00</b>

# RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: July 1, 2016 ending: June 30, 2017  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of } HARRISON  
 Village of }  
 City of }

County of CAUMMET Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

CHECK ONE  Individual  Partnership  Limited Liability Company  
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name) Home Address Post Office & Zip Code  
SPRANGERS, KENNETH ANDREW 62245 HARVESTOR RD HILBERT, WI 54129

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company ▶ \_\_\_\_\_

Address of Corporation/Limited Liability Company (if different from licensed premises) ▶ \_\_\_\_\_

All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title Name (Inc. Middle Name) Home Address Post Office & Zip Code

President/Member \_\_\_\_\_

Vice President/Member \_\_\_\_\_

Secretary/Member \_\_\_\_\_

Treasurer/Member \_\_\_\_\_

Agent ▶ \_\_\_\_\_

Directors/Managers \_\_\_\_\_

C. 1. Trade Name ▶ SILVER SPUR SALOON Business Phone Number 920-733-0762

2. Address of Premises ▶ W5719 HWY KK Appleton WI Post Office & Zip Code ▶ 54915

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No

4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) ENTIRE 1st FLOOR AND BASEMENT

5. Legal description (omit if street address is given above): \_\_\_\_\_

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete reverse side**  Yes  No

b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on reverse side**  Yes  No

7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain.**  Yes  No

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain.  Yes  No

9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]  Yes  No

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement?  Yes  No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor?  Yes  No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

**SUBSCRIBED AND SWORN TO BEFORE ME**  
 this 12 day of May, 20 16  
Jennifer Winkler  
(Clerk/Notary Public)  
 My commission expires 3/13/17

[Signature] 5-10-2016  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)  
 \_\_\_\_\_  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)  
 \_\_\_\_\_  
(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

## TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>5/12/16</u>	Date reported to council/board <u>5/31/16</u>	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Applicant's WI Seller's Permit No.:	FEIN Number:
<u>456-000035705</u>	<u>39-171794-3</u>
<b>LICENSE REQUESTED</b>	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100.00</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ <u>350.00</u>
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>10.00</u>
<b>TOTAL FEE</b>	\$ <u>460.00</u>

# ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning July 1 20 2016 ;  
ending June 30 20 2016 2017

TO THE GOVERNING BODY of the:  Town of }  
 Village of } HARRISON  
 City of }

County of CALUMET Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

1. The named  INDIVIDUAL  PARTNERSHIP  LIMITED LIABILITY COMPANY  
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Menasha Entertainment LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

	Title	Name	Home Address	Post Office & Zip Code
President/Member	<u>President</u>	<u>Taylor Ocasio</u>	<u>W7195 US 10 Menasha, WI</u>	<u>54952</u>
Vice President/Member				
Secretary/Member				
Treasurer/Member				
Agent		<u>Kevin J. Weaver</u>		
Directors/Managers				

3. Trade Name Blu Sapphire Business Phone Number \_\_\_\_\_

4. Address of Premises W7195 US 10 Post Office & Zip Code Menasha, WI 54952

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period?  Yes  No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant?  Yes  No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business?  Yes  No
8. (a) **Corporate/limited liability company applicants only:** Insert state WI and date \_\_\_\_\_ of registration.  
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company?  Yes  No  
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin?  Yes  No
- (NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) 52x96 foot building excluding dressing rooms and entry way

10. Legal description (omit if street address is given above): \_\_\_\_\_

11. (a) Was this premises licensed for the sale of liquor or beer during the past license year?  Yes  No

- (b) If yes, under what name was license issued? Sapphire Gentlemen's Club

12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864]  Yes  No

13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]  Yes  No

14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

**SUBSCRIBED AND SWORN TO BEFORE ME**

this 28 day of April, 20 16

John Z. Fuchs  
(Clerk/Notary Public)

My commission expires is permanent

Taylor Ocasio  
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

**TO BE COMPLETED BY CLERK**

Date received and filed with municipal clerk <u>4/29/16</u>	Date reported to council/board <u>5/31/16</u>	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

1503-02

Applicant's WI Seller's Permit No. <u>456-102920</u>	FEIN Number <u>81 2366862</u>
<b>LICENSE REQUESTED</b>	
<b>TYPE</b>	<b>FEE</b>
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100.00</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ <u>350.00</u>
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>10.00</u>
<b>TOTAL FEE</b>	\$ <u>460.00</u>

# Application for Cigarette and Tobacco Products Retail License

MUNICIPAL USE ONLY

Submit to municipal clerk.

License Number
Period Covered
Date of Issuance

Applicant's Wisconsin 15-digit Sales Tax Account Number  
456-0000357105-03

← This must be issued in the same Legal Name of the licensee below.

Legal Name (corporation, limited liability company, partnership or sole proprietorship) <b>KENNETH SPRANGERS</b>			Federal Employer Identification No. (FEIN) <b>391717943</b>	
Trade or Business Name (if different than Legal Name) <b>SILVER SPUR SALOON</b>			Telephone Number <b>(920) 271-4136</b>	
Business Address (License Location) <b>W5779 HWY KK</b>		Business Located In <input type="checkbox"/> City <input checked="" type="checkbox"/> Village <input type="checkbox"/> Town of: <b>HARRISON</b>		Business Telephone <b>(920) 733-0762</b>
City <b>APPLETON</b>	State <b>WI</b>	ZIP Code <b>54915</b>	County <b>CALUMET</b>	
Mailing Address (if different than Business Address)		City	State <b>WI</b>	ZIP Code <b>54915</b>

Organization (check one)

Sole Proprietor       Wisconsin Corporation – Enter date incorporated: \_\_\_\_\_  
 Partnership       Out-of-State Corporation – Are you registered to do business in Wisconsin?     YES     NO  
 Other (describe) \_\_\_\_\_

- YES     NO    1. Does the applicant understand that they must purchase cigarettes only from distributors or jobbers who hold a permit with the Wisconsin Department of Revenue?
- YES     NO    2. Does the applicant understand that they must obtain a Tobacco Products Distributor permit if purchasing untaxed tobacco products from an out-of-state company? (Tobacco Products Distributor permit is available from the Wisconsin Department of Revenue at 608-261-6435. See application form CTP-129, [revenue.wi.gov/forms/excise/ctp-129.pdf](http://revenue.wi.gov/forms/excise/ctp-129.pdf).)
- YES     NO    3. Does the applicant understand that they cannot purchase/exchange cigarettes or tobacco products from another retailer, including transferring existing stock to a new owner?
- YES     NO    4. Does the applicant understand that they must provide employees with tobacco sales training approved by the Wisconsin Department of Health Services? (SmokeCheck.org)
- YES     NO    5. Does the applicant understand that they may not sell, give or otherwise provide cigarettes/tobacco products and nicotine products to minors (including electronic cigarettes containing nicotine)?
- YES     NO    6. Does the applicant understand that they may not sell single cigarettes?
- YES     NO    7. Does the applicant understand that cigarette and tobacco products invoices must be kept on the licensed premises for two years from the date of the invoice and be available for inspection by the Wisconsin Department of Revenue/law enforcement and that failure to comply can result in criminal penalties, including loss of cigarettes/tobacco products?
- YES     NO    8. Does the applicant understand that only cigarettes and roll-your-own (RYO) tobacco products listed on the Wisconsin Department of Justice's website labeled "Directory of Certified Tobacco Manufacturers and Brands" at [www.doj.state.wi.us/dls/tobacco-directory](http://www.doj.state.wi.us/dls/tobacco-directory) may be sold in Wisconsin?

Cigarettes / Tobacco will be sold     over counter     through vending machine     both

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the applicant. Applicant agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another.

Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

this 12 day of May, 2016  
Jennifer Weigberg  
 (Clerk / Notary Public)

[Signature] 5-10-2016  
 (Officer of Corporation / Member / Manager of Limited Liability Company / Partner / Individual)

My commission expires 3/18/17

# Application for Cigarette and Tobacco Products Retail License

MUNICIPAL USE ONLY

Submit to municipal clerk.

Applicant's Wisconsin 15-digit Sales Tax Account Number  
**456-1020058509-03**

← This must be issued in the same Legal Name of the licensee below.

License Number
Period Covered
Date of Issuance

Legal Name (corporation, limited liability company, partnership or sole proprietorship) <b>Sarboj Corner Store, Inc.</b>		Federal Employer Identification No. (FEIN) <b>20-3834036</b>
Trade or Business Name (if different than Legal Name)		Telephone Number <b>(920) 997-1554</b>
Business Address (License Location) <b>N9690 Hwy. N</b>	Business Located In <input type="checkbox"/> City <input checked="" type="checkbox"/> Village <input type="checkbox"/> Town	Business Telephone ( )
City <b>Appleton</b>	State <b>WI</b>	ZIP Code <b>54915</b>
Mailing Address (if different than Business Address)		County <b>Calumet</b>
City <b>Harrison</b>		State <b>WI</b>
		ZIP Code <b>54915</b>

Organization (check one)

Sole Proprietor       Wisconsin Corporation – Enter date incorporated: **12/05**  
 Partnership       Out-of-State Corporation – Are you registered to do business in Wisconsin?     YES     NO  
 Other (describe) \_\_\_\_\_

- YES     NO    1. Does the applicant understand that they must purchase cigarettes only from distributors or jobbers who hold a permit with the Wisconsin Department of Revenue?
- YES     NO    2. Does the applicant understand that they must obtain a Tobacco Products Distributor permit if purchasing untaxed tobacco products from an out-of-state company? (Tobacco Products Distributor permit is available from the Wisconsin Department of Revenue at 608-261-6435. See application form CTP-129, [revenue.wi.gov/forms/excise/ctp-129.pdf](http://revenue.wi.gov/forms/excise/ctp-129.pdf).)
- YES     NO    3. Does the applicant understand that they cannot purchase/exchange cigarettes or tobacco products from another retailer, including transferring existing stock to a new owner?
- YES     NO    4. Does the applicant understand that they must provide employees with tobacco sales training approved by the Wisconsin Department of Health Services? (SmokeCheck.org)
- YES     NO    5. Does the applicant understand that they may not sell, give or otherwise provide cigarettes/tobacco products and nicotine products to minors (including electronic cigarettes containing nicotine)?
- YES     NO    6. Does the applicant understand that they may not sell single cigarettes?
- YES     NO    7. Does the applicant understand that cigarette and tobacco products invoices must be kept on the licensed premises for two years from the date of the invoice and be available for inspection by the Wisconsin Department of Revenue/law enforcement and that failure to comply can result in criminal penalties, including loss of cigarettes/tobacco products?
- YES     NO    8. Does the applicant understand that only cigarettes and roll-your-own (RYO) tobacco products listed on the Wisconsin Department of Justice's website labeled "Directory of Certified Tobacco Manufacturers and Brands" at [www.doj.state.wi.us/dls/tobacco-directory](http://www.doj.state.wi.us/dls/tobacco-directory) may be sold in Wisconsin?

Cigarettes / Tobacco will be sold     over counter     through vending machine     both

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the applicant. Applicant agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another.

Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

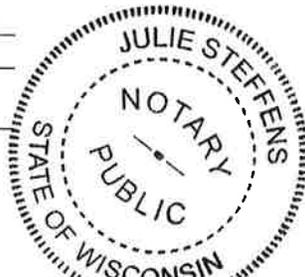
SUBSCRIBED AND SWORN TO BEFORE ME

this **12** day of **May**, 20**16**

**Julie Steffens**  
(Clerk / Notary Public)

My commission expires **4/28/18**

**Chiffi Adenual**  
(Officer of Corporation / Member / Manager of Limited Liability Company / Partner / Individual)





**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

---

**Date:** May 31st, 2016

---

**Title:**  
Resignation of Fire Chief Kevin Kloehn

---

**Issue:**  
Acceptance of Fire Chief Kevin Kloehn resignation.

---

**Background and Additional Information:**

Our Fire Chief Kevin Kloehn has been appointed as the new fire chief for the Neenah-Menasha Fire Department. As such, he will be unable to continue in his capacity as the Fire Chief for the Harrison Fire and Rescue.

Kevin has served as the fire chief for Harrison for eight years. In that time he successfully merged Stations 1 and 2 into a unified Harrison Fire and Rescue. He also brought a higher level of professionalism to the organization and led the department through the years of steady growth in Harrison.

---

**Budget/Financial Impact:**

None.

---

**Recommended Motion:**

Accept the resignation of Fire Chief Kevin Kloehn.

---

**Attachments:**

None.



**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**Date:** May 31st, 2016

**Title:**  
Discuss options for Fire Chief position.

**Issue:**  
What options should the Village Board pursue with regards to hiring a new Fire Chief?

**Background and Additional Information:**  
With the resignation of Fire Chief Kloehn, the Village Board will need to determine which option they would like to pursue with regards to a new Fire Chief. The Village has been in contact with the Town of Buchanan, who also does not have a Fire Chief, about the possibility of sharing a fire chief.

The current options to be considered:

1. Hire a new part time fire chief strictly for the Town/Village of Harrison.
2. Work with Buchanan on a shared fire chief position. This position would be strictly administrative and oversee both the Buchanan and Harrison Fire Department. Operations, equipment and facilities would remain separate.
3. Work with Buchanan to create an organization modeled on the Neenah-Menash Fire Department. One fire chief overseeing both departments. Operations, equipment, and manpower would be shared between the two communities. Facilities would be still be owned and built by the municipality in which it is located.
4. Full merger of the Harrison and Buchanan Fire Departments including operations, equipment, manpower and facilities.

It is recommended that a consultant be retained to help with the process no matter which option is chosen.

**Budget/Financial Impact:**  
None.

**Recommended Motion:**  
Staff recommends that the Village Board authorize the Village Manager to talk with Buchanan to find out if they would be interested in option 3.

**Attachments:**  
None.



**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**

Jennifer Weyenberg, WCMC

**Date:**

May 31, 2016

**Title:**

Request to remove charges from N6473 Harrison Road

**Issue:**

Should the Village Board remove annual charges of \$141.00 from tax roll?

**Background and Additional Information:**

I received the following email from Ms. Jackie VanDeHey:

*Dear Jennifer,*

*I am writing on behalf of my father (Harry Zondag), to request that the recycle and the garbage bins be removed from his property, and that the corresponding charges be taken off his taxes. He brings all his garbage back to his home in Kaukauna whenever he visits his cottage in the summer, so he has no need for the new recycle bin that was recently dropped off. He asked me to request the removal of the garbage bin as well, as he doesn't need that either. His property is N6473 Harrison Rd (Fero springs beach lot 11).*

*Please let me know if you will grant this request, and if so, when my father can expect to have the bins removed. The recycle bin is still near the road, and the garbage bin is next to his cottage. He can put them both on the road if he knows when to expect a pick up.*

*Thank you!*

*Sincerely,*

*Jackie VanDeHey*

*(Harrys' daughter)*

**Budget/Financial Impact:**

None

**Recommended Action:**

Staff does not typically recommend approval of these requests as state laws require the proper recycling and disposal of many materials. Also, it can be difficult to track the charges on the roll as properties are bought and sold throughout the tax year. However, the village board has approved such requests in the past two years.

**Attachments:**

- None



VILLAGE BOARD MEETING

VILLAGE OF HARRISON

**Date:** May 31st, 2016

**Title:**

Phone Policy for Employees

**Issue:**

Should the Village Board change the phone policy for employees?

**Background and Additional Information:**

Currently, the Village of Harrison provides cell phones for the following: Village Manager, Village Planner, Fire Chief, Public Works Director, Operations Manager, Six Road Crew members, Two Deputy Fire Chiefs, and cell phones in the fire trucks.

The cell phones that are provided to staff are usually late model phones that are offered for a penny through our phone plan. Many of the employees have their own cell phones which are much higher tech “smartphones”.

The complaint that I am receiving from the employees is that they don’t like to carry two cell phones and that the cell phones that are provided to them don’t offer as many features as they would like to have out in the field.

The options for the board are:

1. Keep the status quo.
2. Provide the employees a monthly stipend for their cell phones, but they are responsible for getting their own phones.

I have discussed this issue with the employees and they are divided on which option they prefer.

**Budget/Financial Impact:**

Dependent upon option chosen, but should remain within budgeted parameters.

**Recommended Motion:**

I recommend that the Village provide a monthly stipend to full time employees and the Fire Chief in the amount of \$45 for business use of personal cell phones.

**Attachments:**

- Draft Cell Phone Policy
- Current Cell Phone Policy

## Village of Harrison, WI

### Employee Cell Phone Policy

- 1) **Policy:** Employees whose job duties include the frequent need for a cell phone may receive extra compensation, in the form of a cell phone allowance, to cover business-related costs on their personal cell phone. No further reimbursement for cell phone costs is available to employees who receive such an allowance. The Village shall maintain a limited number of cell phones assigned to a specific department or pieces of equipment. These phones are intended to be used only during work hours and personal use of these phones is strictly prohibited.

As a general rule, cell phones should not be selected as an alternative to other means of communication -- e.g., land-lines, pagers, and radio phones -- when such alternatives would provide adequate but less costly service to the Village.

#### 2) Cell Phone Allowance:

- a) **Eligibility:** Employees eligible for a cell phone allowance generally include department heads, supervisors, and full-time employees whose job duties regularly require emergency call back, irregular work hours or other job related factors that require the employee to routinely utilize a cell phone to enhance their ability to perform their job duties. Department heads shall recommend which employees within their departments qualify for a cell phone allowance. The Village Manager shall give final approval on all cell phone allowances.
  - b) **Allowance Amount:** The standard monthly cell phone allowance amount shall be \$45.00.
  - c) **Allowance Payment:** The approved cell phone allowance will be paid as part of the employee's paycheck and will be subject to all applicable payroll taxes. This allowance does **not** constitute an increase to base pay, and will **not** be included in the calculation of percentage increases to base pay due to salary increases, promotions, etc.
- 3) **Employee Responsibilities:** The employee must retain an active cell phone contract as long as a cell phone allowance is in place. The employee must provide their department head, the Village Manager and the Village Clerk with their current cell phone number and immediately notify both parties if the number changes. Employees receiving a cell phone allowance are expected to carry the cell phone on their person both on and off duty and respond when called for village business.

Employees may choose the cellular service provider and plan design of their choice.

Because the employee owns the cell phone personally, and the allowance provided is taxable income, the employee may use the phone for both business and personal purposes, as needed. Use of the phone in any manner contrary to local, state, or federal laws will constitute misuse, and will result in immediate termination of the cell phone allowance.

If, prior to the end of the cell phone contract, a personal decision by the employee, or employee misconduct, or misuse of the phone, results in the cell phone allowance being discontinued or the need to end or change the cell phone contract, the employee will bear the cost of any fees associated with that change or cancellation. For example, if an employee resigns, and no longer wants to retain the current cell phone contract for personal purposes, any cancellation charges will be the employee's responsibility.

- 4) **Department Assigned Cell Phones:** Village owned cell phones assigned to departments shall be used by multiple employees on an as-needed basis during the work day and are intended solely for village business use. Personal use of such phones for anything other than a personal emergency shall subject the employee to disciplinary action and require appropriate reimbursement to the Village. Such phones will not be assigned to an individual and shall not be taken home by employees except periodically when an employee is assigned by the department to be "on call" after normal work hours.

expectation of privacy in regard to electronic communications, computers, internet use or data.

No computer hardware, software, peripheral equipment, documentation or data shall be removed from Village premises without express permission from the Administrator. All communications and information transmitted by, received from, or stored in the Village's system are Village records and the property of the Village.

The Internet and Email systems shall only be used by Village employees in the performance of their jobs. The limited use of the Internet and Email for personal purposes is permitted to the extent that such use does not compromise employee productivity or interfere with the conduct of Village business. Employees may not use Village equipment or systems for self-employment, employment with another employer or for activities resulting in profit to the employee.

Employees may not use the Village's resources to pay additional access or subscription fees without the authorization of the Village Manager. Employees should expect no privacy with respect to use of computers, this lack of privacy also extends to any purely personal use employees may make of village systems.

The following are prohibited activities:

- a) Jeopardizing the security of the Village's systems.
- b) Gaining unauthorized access to Village systems or records, remote computers or other systems.
- c) Using someone else's code or password without authorization.
- d) Enabling unauthorized third parties to have access or to use the Village's systems.
- e) Opening misaddressed E-mail.
- f) Illegal activities.
- g) Conducting non-work related private business.
- h) Participating in any gambling activities.
- i) Visiting pornographic sites.
- j) Engaging in political activities.
- k) Transmitting or creating comments/images that would offend on the basis of race, gender, national origin, sexual orientation, religion, political beliefs or disability, or that would otherwise violate the Village's harassment policy.

#### 4. Use of Cell Phones

It is the purpose of this policy to provide employees guidelines regarding the personal use of Village cell phones. It is the policy of the Village that all cell phones are for the express purpose of conducting Village business. The Village recognizes that on occasion, situations may arise necessitating the personal use of Village cell phones by employees. Such use is to be kept to a minimum and any excess charges will be paid by the employee. Use of any cell phone for personal use shall be kept to a minimum.

- a) Supervisory personnel have no limit on personal calls if they are expected to answer work calls 24 hours a day.

#### L. TRAVEL POLICY



**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Date:**

May 31, 2016

**Title:**

Street Construction & Grading Inspection Consultant

**Issue:**

Should the Village contract with a consultant for street construction review & inspection and new home grading & driveway inspections?

**Background and Additional Information:**

The Board authorized staff to send out a Request for Proposals (RFP) for street construction inspection, drainage facility inspection and new home grading inspections. Six (6) proposals were received and staff reviewed and selected 2 firms to interview. The firm's experience in providing the requested services, costs, work plan, and potential conflicts with private developers were all factors in the firm's selection.

**Budget/Financial Impact:**

It is intended that the cost of plan review and street construction inspection be paid by the developer through a development agreement. It is also intended that the cost of new home grading and driveway inspections be added to the new home permit fees.

**Recommended Action:**

Staff recommends entering into a contract with SEH, Inc. for new development plan review and street construction and drainage facility inspection and new home grading & driveway inspections.

**Attachments:**

- SEH professional services overview handout



# On-Call Construction & Review Services

PROFESSIONAL SERVICES OVERVIEW

MAY 25, 2016



Building a Better World  
for All of Us®



# Our Commitment

YOU DESERVE A DEDICATED PARTNER WITH PROVEN EXPERIENCE

SEH IS EXCITED TO PARTNER WITH THE VILLAGE OF HARRISON ON THIS ENDEAVOR, AS IT EMBODIES OUR MOTTO OF BUILDING A BETTER WORLD FOR ALL OF US®.

SEH is pleased to continue our legacy of dedicated client service in the Fox Valley area from our office in the Historic Atlas Mill. Our team is conveniently located within minutes of the Village of Harrison and is poised to promptly respond to Village inquiries and requests related to civil site design and construction inspection. Our team is fully committed to the successful development of your community.



**RYAN VAN CAMP PE, CPESC, CFM**  
**Project Manager**  
**MS4 COMPLIANCE**  
**TASK LEADER**



**ALEX SAUNDERS PE**  
**Project Engineer**  
**STREET CONSTRUCTION**  
**INSPECTIONS TASK LEADER**



**KRISTEN FULLER PE, LEED**  
**Project Engineer**  
**DRIVEWAY CHECKS**  
**TASK LEADER**



**KEITH KINDRED PLS**  
**Professional Land Surveyor**  
**LOT GRADE CHECKS**  
**TASK LEADER**

## Four reasons to connect with SEH

### RYAN:

As the project manager, Ryan will serve as your primary point of contact responsible for overall team communications and adherence to schedule and budget. A Fox Valley native with a career of water resource experience, Ryan will also be the task leader for all MS4 compliance services.

### ALEX:

As your task leader for street construction inspection, Alex will be responsible for providing oversight and assisting Kristen in inspection duties. Alex is a senior professional engineer with experience in roadway and municipal design and construction.

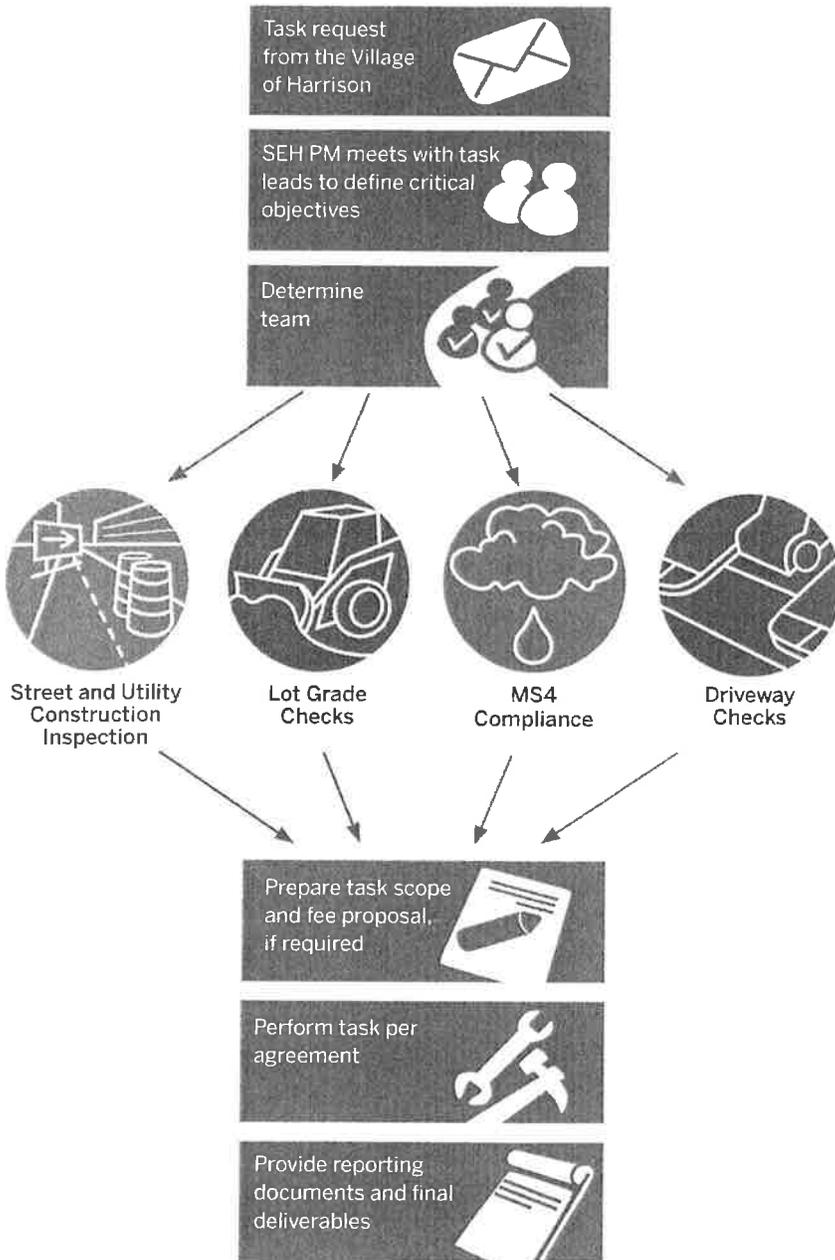
### KRISTEN:

Kristen will be responsible for field inspection and direct coordination with contractors. Kristen will regularly provide updates to the Village. Kristen is Appleton's lead construction inspector, integrating proactive solutions into your construction project.

### KEITH:

As a professional land surveyor, Keith will provide oversight to Meridian Surveying. Keith is a registered land surveyor with extensive experience in the industry. Keith is responsible for the daily planning, coordination and supervision of the survey field crews.

## TYPICAL TASK ORDER PROCESS



# Primary Goals for This Project

## Street and Utility Construction Inspection

SEH values the importance of preconstruction to establish lines of communication, submittal procedures, construction requirements and highlight project specific requirements. SEH will inspect each project site and maintain a daily diary, and provide weekly reports to the Village.

## Lot Grade Checks (New Residential Homes)

SEH will manage this task with our subconsultant, Meridian Surveying. This work encompasses: temporary grade stakes, foundation elevation checks, and final lot grade checks.

## Driveway Checks

SEH will check driveway elevations to ensure plan compliance and proper drainage.

## MS4 Compliance

SEH is thoroughly familiar with the requirements and review process, having completed recent stormwater management plan review and construction site inspection services for local communities and being a participating member of the Northeast Wisconsin Stormwater Consortium (NEWSOC).

# Why SEH?

## **Local presence**

- SEH's Appleton office is located 15 minutes from Village Hall
- Our subconsultant, Meridian Surveying LLC is located within 10 minutes

*Benefit: The SEH project team can provide unmatched responsiveness and the ability to be present in a moment's notice.*

## **Custom-built strategies and support**

- Our level of support will balance your needs and budget
- Open lines of communication leads to our best approach

*Benefit: SEH provides a team who will work with you to understand your goals and offer flexible staff levels to satisfy the inspection requirements while being mindful of costs.*

## **Depth of resources**

- SEH is a multidisciplinary company with a broad selection of technical and specialty services
- We offer comprehensive, full-service engineering to our clients

*Benefit: Our team is available to assist you with projects beginning with the early planning stage, all the way through construction, while balancing a variety of public interests and perceptions.*

## **Collaborative approach**

- We approach our work as a true partnership with your community
- We align our professionals in such that we serve as an extension of your staff

*Benefit: This approach provides you with the same attention to detail and commitment to the betterment of the community that you expect from your employees.*

The SEH team is poised and ready to begin work, and we appreciate the chance to build a partnership with the Village of Harrison. Please contact Ryan Van Camp at 920.380.2844 or [rvancamp@sehinc.com](mailto:rvancamp@sehinc.com) with any questions.



SEH Office in Appleton



May 25, 2016

Troy & Molly Mueller  
N8331 State Park Road  
Menasha, WI 54952

RE: Plan Commission Advisory Recommendation Letter – Conditional Use Permit – Pigeon Rd

Dear Mr. & Mrs. Mueller:

This letter is to inform you that on May 24, 2016 the Plan Commission recommended approval of your Conditional Use Permit (CUP) to operate a trade and contractor business from a 30'x45' building to the Village Board with the following conditions:

1. All equipment, materials, and other items related to the business shall be stored inside. No outside storage of business related items shall be allowed. Vehicles stored outside of the building shall be screened from view from the roadway by a fence, plantings, or a combination thereof.
2. Zoning permits, which meet the requirements of the zoning ordinance, shall be obtained for all building construction.
3. An erosion control permit shall be obtained.
4. The Building Inspector shall be consulted regarding building permits, including state permits if needed.
5. The Calumet County Planning Department shall be consulted regarding sanitary permits.
6. All signage shall require a separate permit and shall meet the requirements of the zoning ordinance.
7. Screening of all parking and loading areas from adjacent properties shall be provided either through a solid fence (wood, vinyl or other similar aesthetic material) or plantings.
8. A dumpster enclosure shall be provided that meets, or exceeds, the requirements of the zoning ordinance.
9. The home and horse barn/agricultural building shall be built within 3-years of the shop building in order to be consistent with the Comprehensive Plan.
10. Failure to comply with these conditions may cause for the Conditional Use Permit to be revoked.

The Village Board will review the CUP at their meeting on May 31, 2016 at 7:00pm at the Harrison Municipal Building.

The basis for approval of the Conditional Use Permit request were found in the staff memo dated May 17, 2016. If you have any questions, please contact me at 920.989.1062 or email me at [mmommaerts@harrison-wi.org](mailto:mmommaerts@harrison-wi.org).

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Mommaerts', with a long horizontal flourish extending to the right.

Mark J. Mommaerts, AICP  
Planner

cc: Don Mielke  
N8127 State Park Road  
Menasha, WI 54952

# Memo

Date: May 17, 2016

To: Plan Commission Members

From: Mark J. Mommaerts, AICP, Planner

Re: Agenda Item 8a: CUP – Troy & Molly Mueller

---

## Overview:

The applicant, Troy & Molly Mueller, are requesting a Conditional Use Permit (CUP) in order to operate a contractor business on the property located on the east side of Pigeon Road north of the railroad tracks (parcel ID 40180). The applicant is proposing to purchase approximately 9-acres of the parcel in order to construct a home, riding arena, and shop for their construction business.

The shop building is proposed to be 30' x 45' with 15' walls. It would contain an office and restroom for the owners and 4 employees. The other portion of the building would contain storage for equipment, tools, and materials for the construction business. The applicant is proposing some outdoor storage for a dumpster, job trailer, and flatbed trailer.

Access to the property would be from Pigeon Road. Access to the remnant parcel, approximately 4-acres on the east end, is unknown at this time. There could be an easement through the 9-acre parcel the applicant is looking to purchase, or there could be a flag lot created.

## Attachments:

- CUP Application
- Narrative
- Site Plan
- Building Plan & Rendering

## Findings of Fact:

- Property owners within 300-feet of the subject property have been notified via first-class mail.

## Basis for Approval: *(from the Zoning Ordinance Section 117-319)*

1. *Zoning. The proposed use conforms to the underlying zoning district intent and design standards and is in harmony with the general purpose and intent of this chapter. Where there is an existing nonconforming structure, the design standards of the underlying zoning district may be waived by the plan commission and town board. Contractor offices and storage are a conditional use in the AG zoning district.*
2. *Plans. The proposed use conforms to the town comprehensive plan and any other officially adopted town plan. The Comprehensive Plan identifies this property as*

agricultural/undeveloped. The business is a secondary use to the applicant's home and horse barn on the property.

3. *Traffic. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets. The proposed use should not negatively affect the traffic on Pigeon Road.*
4. *Landscaping and screening. Appropriate landscaping and screening has been or will be provided to protect adjacent uses or properties from light, noise and other visual impacts that are associated with the proposed use as established in article VI, Access, Parking, and Loading and article IX, Landscaping and Screening Standards. There is an existing tree line on the south property lines. Additional landscaping may be required along the north property line.*
5. *Neighborhood compatibility. The proposed use is compatible with the predominant or prevailing land use of the neighborhood surrounding the proposed development and whether the proposed use creates a nuisance due to noise, odor, or dust. All materials and equipment are planned to be stored inside and there will be limited construction activity on site as the business operation typically occur off site.*
6. *Services. Adequate facilities, access roads, drainage and/or necessary services have been or will be provided. There is no sanitary sewer or water service in this area. Roadway access is permissible through a culvert permit from the Village.*

**Staff Recommendation:**

Staff recommends approval of the Conditional Use Permit request with the following conditions:

1. All equipment, materials, and other items related to the business shall be stored inside. No outside storage of business related items shall be allowed. Vehicles stored outside of the building shall be screened from view from the roadway by a fence, plantings, or a combination thereof.
2. Zoning permits, which meet the requirements of the zoning ordinance, shall be obtained for all building construction.
3. An erosion control permit shall be obtained.
4. The Building Inspector shall be consulted regarding building permits, including state permits if needed.
5. The Calumet County Planning Department shall be consulted regarding sanitary permits.
6. All signage shall require a separate permit and shall meet the requirements of the zoning ordinance.
7. Screening of all parking and loading areas from adjacent properties shall be provided either through a solid fence (wood, vinyl or other similar aesthetic material) or plantings.
8. A dumpster enclosure shall be provided that meets, or exceeds, the requirements of the zoning ordinance.
9. The home and horse barn/agricultural building shall be built within 3-years of the shop building in order to be consistent with the Comprehensive Plan.
10. Failure to comply with these conditions may cause for the Conditional Use Permit to be revoked.

# Town/Village of Harrison

W5298 Hwy 114  
Menasha, WI 54952  
Phone: 920.989.1062

# CONDITIONAL USE PERMIT APPLICATION

Applicant Information			
Applicant Name (Indiv., Org. or Entity) Troy & Molly Mueller		Authorized Representative	
Mailing Address N8331 State Park Rd		City Menasha	State WI
E-mail Address findingtime@tds.net		Telephone (include area code) 920-716-7007	Postal Code 54952
Fax (include area code)			
Landowner Information (if different than Applicant)			
Name (Organization or Entity) Don Mielke *we have written an offer to purchase*		Contact Person	
Mailing Address N8127 State Park Rd		City Menasha	State WI
E-mail Address		Telephone (include area code)	Postal Code 54952
Fax (include area code)			
Project or Site Location			
Site Name (Project): Pigeon Rd		Location ID(s): 40180 (6466)	
Site Address / Location: (see Attached)		Plat / CSM / Lot No.:	
Quarter: <input type="checkbox"/> NW <input type="checkbox"/> NE <input type="checkbox"/> SW <input type="checkbox"/> SE	Section:	Township: Harrison N	Range: E
Legal Description:			
Current Zoning: Aq		Proposed Zoning: Aq	
Current Uses: Crops		Proposed Uses: Horse farm w/ a small shop	
Lot Dimensions: Front: Side: Rear: Side:		Lot Area: 9 <input checked="" type="checkbox"/> acres or <input type="checkbox"/> square feet	
Description of the Proposed Use for the Property (attach separate document if needed)			
Home, riding arena and a shop for our construction business to store tools, materials and house an office. The shop would not be open to the public. We have 4 employees.			
Development Plan			
<input checked="" type="checkbox"/> See reverse side for complete application submittal requirements.			
Fees			
<input type="checkbox"/> \$350.00			
Certification & Permission			
<p><b>Certification:</b> I hereby certify that I am the landowner of the property which is the subject of this Application. I certify that the information contained in this form and attachments is true and accurate. I understand that failure to comply with any or all of the provisions of the ordinances and/or permit may result in notices, fines / forfeitures, stop work orders, permit revocation, and cease &amp; desist orders.</p> <p><b>Permission:</b> As landowner of the property, I hereby give the permit authority permission to enter and inspect the property to evaluate this application, to determine compliance with the ordinances, and to perform corrective actions after issuing proper notice to the landowner.</p>			
Applicant Signature 		Date Signed 5-2-16	
Landowner Signature (required)		Date Signed	

LEAVE BLANK - FOR MUNICIPAL USE ONLY			
Date Complete Application Received:	<div style="border: 2px solid black; padding: 5px; text-align: center;"> <b>RECEIVED</b>   <b>MAY 03 2016</b>   HARRISON PLANNING </div>	Fee Received \$ 350. <sup>00</sup>	Receipt No: 5914
		Date Paid: 5-3-16	Taken By:

## Conditional Use Application Narrative

The building we propose would be 30 x 45 with 15' walls. It would be insulated and have a concrete floor.

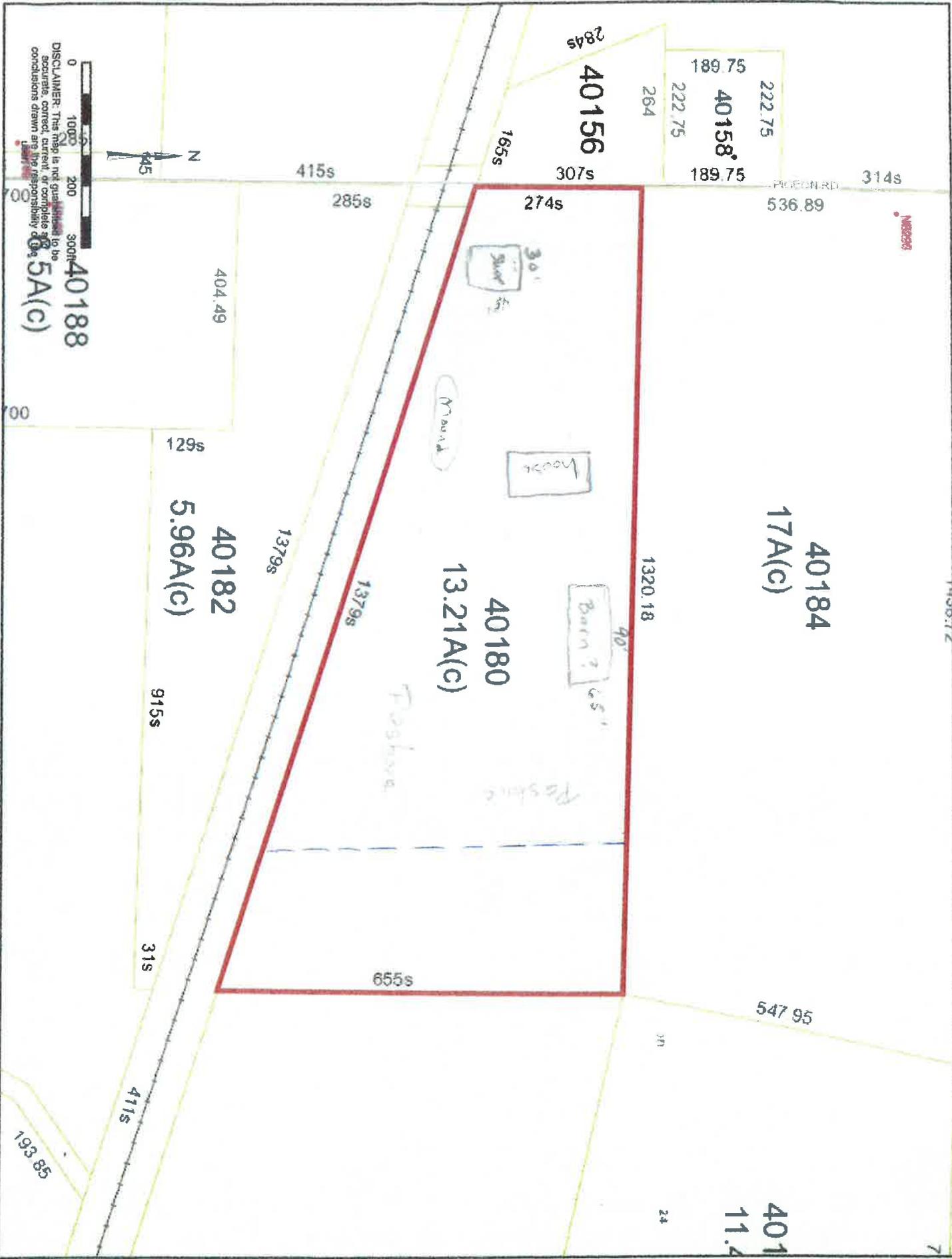
Inside the building we would have a single office to be used by the owners for administrative purposes only; as well as a restroom.

The remainder of the building would strictly be used to house the equipment, tools and materials for the construction business. It would also be where the 4 employees would clock in and have employee meetings. This shop would not be open to the public.

Outside (and behind the building to the east) we would have a dumpster, job trailer and flatbed trailer.

We will also be building a house and horse barn on the property when our current farm sells.





40184  
17A(c)

40180  
13.21A(c)

40182  
5.96A(c)

40188  
5A(c)

DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and the conclusions drawn are the responsibility of the user.



PIGEON RD  
536.89

547.95

1320.18

655s

1379s

1379s

915s

31s

411s

193.85

401  
11.2

24

30

7

190812

189.75

222.75

40158

222.75

264

40156

284s

307s

274s

165s

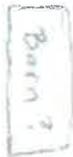
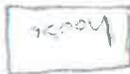
415s

285s

404.49

129s

00



Poshona

Poshona

90°

1379s

129s

31s

411s

193.85

401  
11.2

24

30

7

190812

189.75

222.75

40158

222.75

264

40156

284s

307s

274s

165s

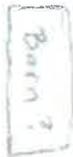
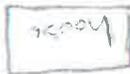
415s

285s

404.49

129s

00



Poshona

Poshona

90°

1379s

129s

31s

411s

193.85

401  
11.2

24

30

7

190812





**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

---

**Date:** May 31st, 2016

---

**Title:**  
Northshore Woods drainage problem.

---

**Issue:**  
Should the Village install a pipe to convey sump pump water to the partial storm sewer system installed in Northshore Woods to remedy the drainage problem in that area?

---

**Background and Additional Information:**  
The Village has received a number of complaints about some new homes in the Northshore Woods subdivision dumping their sump pump water onto neighboring homeowners. Staff reviewed the drainage plan for the Northshore Woods subdivision and noticed that there is only a partial storm sewer system in the plat. Approximately 7-8 lots do not have a method for connecting their sump pumps into the storm sewer system. This is creating problems for new homes owners as their backyards are becoming unusable due to the amount of sump pump water being pumped on to their property.

Staff is recommending that a pipe be placed down the drainage easement in the backyards so that the homeowners can hook up their sump pumps to the pipe. The pipe will then be connected to the partial storm sewer system and the area will drain into the detention pond to the north.

---

**Budget/Financial Impact:**  
Undetermined. \$90,000 has been budgeted for ditching and draining issues.

---

**Recommended Motion:**  
Staff recommends approval to construct a mini storm sewer system for some of the backyards located in the Northshore Woods subdivision.

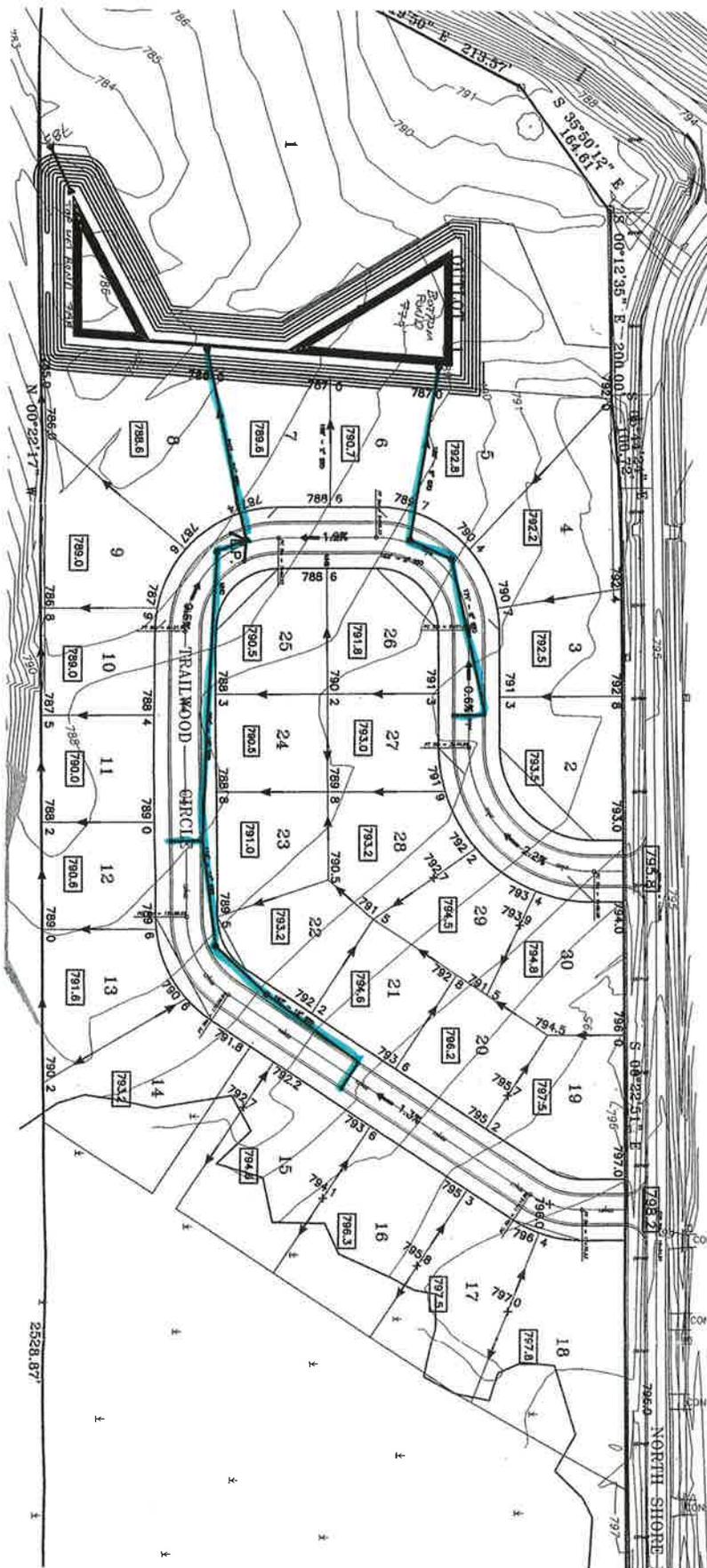
---

**Attachments:**  
Plat Map  
Pictures

# NORTSHORE WOODS

DRAINAGE PLAN

PART OF THE NORTHEAST 1/4 AND THE SOUTHWEST 1/4  
OF SECTION 15 AND PART OF GOVERNMENT LOT 3 OF SECTION 22, TOWN 20  
NORTH, RANGE 18 EAST, TOWN OF HARRISON, CALUMET COUNTY, WISCONSIN











**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Date:**

May 31, 2016

**Title:**

Birling Annexation

**Issue:**

Should the Board adopt Ordinance V16-04 annexing the Birling property to the Village?

**Background and Additional Information:**

A property owner submitted a petition for unanimous direct annexation from the Town of Harrison to the Village of Harrison. The petition is for approximately 2.28 acres located at W6576 Manitowoc Road. The property is contiguous to the Village along the Cedar Ridge Estates, 2<sup>nd</sup> Addition subdivision which was annexed to the Village several months ago.

The WI Dept. of Administration (DOA) Municipal Boundary Review has reviewed the proposed annexation and has the opinion that it is in the public interest. The DOA findings are advisory under §66.0217(6). An annexation ordinance must be approved by 2/3rds vote of the Board.

**Budget/Financial Impact:**

None

**Recommended Action:**

Staff recommends adoption of Ordinance V16-04.

**Attachments:**

- Draft Ordinance V16-04
- Copy of Petition for Direct Annexation

**PETITION FOR DIRECT ANNEXATION**

BY UNANIMOUS APPROVAL PURSUANT TO SECTION 66.0217(2) WIS. STATS.

We, the undersigned, constituting all of the electors and all of the owners of real property in the following territory of the Town of Harrison, Calumet County, Wisconsin, lying contiguous to the Village of Harrison petition the Village Board of the Village of Harrison to annex the territory described below and shown on the attached scale map to the Village of Harrison, Calumet & Outagamie counties, Wisconsin:

Legal description of the proposed territory to be annexed is attached as Exhibit 1. Scale map of proposed territory to be annexed is attached as Exhibit 2.

The current population of such territory is 2.

COPY

We, the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation or consolidation proceedings, if any.

Signature of Petitioner	Print Name	Date of Signing	Owner*	Elector*	Address or Description of Property
<i>Lawrence T. Birling</i>	Lawrence T. Birling	3-8-16	X		W6576 MANITOWOC RD MENASHA WI 54952
<i>Julianne K. Birling</i>	Julianne K. Birling	3/8/16	X		W6576 Mani to woc Rd. Menasha, WI, 54952

\* If elector, write "elector" in the appropriate box; if owner, write "owner" in the appropriate box.

I, *Lawrence T. Birling*, being duly sworn, state: I reside at W6576 MANITOWOC RD MENASHA WI 54952 in the Town of Harrison, Wisconsin. I personally circulated the attached petition in the Town of Harrison, Calumet County, Wisconsin, commencing on the 8 day of March, 2016 and terminating on the 8 day of March, 2016 and personally obtained each signature on this petition. I know that each person who signed is an elector or owner of property located in the territory proposed for annexation and signed the petition with full knowledge of its content on the dated indicated opposite his or her name. I know their respective residences given. I am a qualified elector of Wisconsin or I am a U.S. citizen age 18 or older and, if I resided in Wisconsin, I would not be disqualified from voting under Sec. 6.03 of the Wisconsin Statutes. I am aware that falsifying this affidavit is punishable under Sec. 12.13(3)(a) of the Wisconsin Statutes.

Signature of Circulator: *Lawrence T. Birling*

Printed Name: Lawrence T. Birling

Subscribed and sworn to before me this 8 day of March, 2016.

Signature of Notary: *Jennifer L. Weyenberg*

Notary Public, Calumet county, Wisconsin.

My commission expires 3/18/17.



## ORDINANCE V16-04

### AN ORDINANCE ANNEXING TERRITORY TO THE VILLAGE OF HARRISON, WISCONSIN. (Birling Annexation)

WHEREAS, a petition for direct annexation has been filed with the Clerk of the Village of Harrison requesting the annexation of the hereinafter described territory from the Town of Harrison, Calumet County, Wisconsin to the Village of Harrison, Calumet & Outagamie Counties, Wisconsin; and

WHEREAS, the petition was signed by all electors residing in the territory and the owners of all the real property in the territory proposed for annexation; and

WHEREAS, there has been due compliance with all requirements of Section 66.0217, Wis. Stats.; and

WHEREAS, the property is being annexed for purposes of providing municipal services for fire protection, road maintenance, and zoning; and

WHEREAS, the Wisconsin Department of Administration Municipal Boundary Review has reviewed the annexation petition (MBR No. 13935) and found it to be in the public interest.

NOW THEREFORE, the Village Board of the Village of Harrison, Wisconsin, do ordain as follows:

SECTION 1. Territory Annexed. In accordance with Sec. §66.0217 of the Wisconsin Statutes and the unanimous petition for direct annexation filed with the Village Clerk on the 8<sup>th</sup> day of March, 2016, signed by all electors residing in the territory and the owners of all of the real property in the territory, the following described territory in the Town of Harrison, Calumet County, Wisconsin, is annexed to the Village of Harrison, Wisconsin:

Lot 1 Certified Survey Map 2305, Lot 142 Second Addition to Cedar Ridge Estates and a part of Manitowoc Road and McKayla Drive located in the Southeast  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  of Section 8, Township 20 North, Range 18 East, Town of Harrison, Calumet County, Wisconsin containing 2.28 acres of property and described as follows:

Commencing of the East  $\frac{1}{4}$  corner of said Section 8; Thence S89°25'35"W 907.61 feet along the South line of the said Northeast  $\frac{1}{4}$  to the Southeast most corner of Certified Survey Map 2305 and the Point of Beginning; Thence continue S89°25'35"W 413.54 feet along the South line of said Northeast  $\frac{1}{4}$  to the Southwest corner of said Certified Survey map 2305; Thence N00°15'34"E 40.00 feet to the North right-of-way line of Manitowoc Road; Thence N89°25'35"E 156.02 to the West right-of-way line of McKayla Drive; Thence N00°15'34"E along said right-of-way line 327.68 feet to the westerly extension of the South right-of-way line of Brittany Drive; Thence S89°44'26"E 253.09 feet along said right-of-way line and its extension to the Northeast corner of said Lot 142; Thence S00°15'34"W 100.57 to the Southeast corner of said Lot 142; Thence S0°41'59"E 263.41 feet along the East line of said Lot 1 and its southerly extension to the Point of Beginning.

Bearings based on the Second Addition to Cedar Ridge Estates.

The current population of the territory is two (2).

A scale map of the territory is attached as Exhibit A.

SECTION 2. Effect of Annexation. From and after the date of this ordinance the territory described in Section 1 shall be a part of the Village of Harrison for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the Village of Harrison.

SECTION 4. Ward Designation. The territory described in Section 1 of this ordinance is hereby designated Ward Eighteen (18) of the Village of Harrison, subject to the ordinances, rules and regulations of the Village of Harrison governing wards.

SECTION 5. Severability. If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provision or application of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION 6. Payment to Town. Pursuant to Sec. §66.0217(14)(a)2., Wis. Stats., no payments to the Town must be made since the Village and the Town have entered into a boundary agreement under Sec. §66.0301, Wis. Stats.

SECTION 6. Effective Date. This ordinance shall be in force and effect upon passage as provided by law.

Adopted by the Village Board of the Village of Harrison, Wisconsin this 31<sup>st</sup> day of May, 2016.

---

James Salm, Village President

---

Attest: Jennifer Weyenberg, Village Clerk

Exhibit A: Scale Map





**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Date:**

May 31, 2016

**Title:**

Luniak Annexation

**Issue:**

Should the Board adopt Ordinance V16-05 annexing the Luniak property to the Village?

**Background and Additional Information:**

A property owner submitted a petition for unanimous direct annexation from the Town of Harrison to the Village of Harrison. The petition is for approximately 2.7 acres located at W6591 Manitowoc Road. The property is will be contiguous to the Village along the Birling property as part of Ordinance V16-04.

The WI Dept. of Administration (DOA) Municipal Boundary Review has reviewed the proposed annexation and has the opinion that it is in the public interest. The DOA findings are advisory under §66.0217(6). An annexation ordinance must be approved by 2/3rds vote of the Board.

**Budget/Financial Impact:**

None

**Recommended Action:**

Staff recommends adoption of Ordinance V16-05.

**Attachments:**

- Draft Ordinance V16-05
- Copy of Petition for Direct Annexation

**PETITION FOR DIRECT ANNEXATION**  
 BY UNANIMOUS APPROVAL PURSUANT TO SECTION 66.0217(2) WIS. STATS.

COPY

We, the undersigned, constituting all of the electors and all of the owners of real property in the following territory of the Town of Harrison, Calumet County, Wisconsin, lying contiguous to the Village of Harrison petition the Village Board of the Village of Harrison to annex the territory described below and shown on the attached scale map to the Village of Harrison, Calumet & Outagamie counties, Wisconsin:

Legal description of the proposed territory to be annexed is attached as Exhibit 1. Scale map of proposed territory to be annexed is attached as Exhibit 2.

The current population of such territory is 01.

We, the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation or consolidation proceedings, if any.

Signature of Petitioner	Print Name	Date of Signing	Owner*	Elector*	Address or Description of Property
<i>Joseph Luniak</i>	Joseph W. Luniak	2-11-16	✓	✓	W6591 MAITOWOC RD. MEWASHA, 54952

\* If elector, write "elector" in the appropriate box; if owner, write "owner" in the appropriate box.

I, Joseph Luniak being duly sworn, state: I reside at W6591 MAITOWOC RD in the Town of Harrison, Wisconsin. I personally circulated the attached petition in the Town of Harrison, Calumet County, Wisconsin, commencing on the 11 day of Feb, 2016, and terminating on the 11 day of Feb, 2016 and personally obtained each signature on this petition. I know that each person who signed is an elector or owner of property located in the territory proposed for annexation and signed the petition with full knowledge of its content on the dated indicated opposite his or her name. I know their respective residences given. I am a qualified elector of Wisconsin or I am a U.S. citizen age 18 or older and, if I resided in Wisconsin, I would not be disqualified from voting under Sec. 6.03 of the Wisconsin Statutes. I am aware that falsifying this affidavit is punishable under Sec. 12.13(3)(a) of the Wisconsin Statutes.

Signature of Circulator: Joseph Luniak Printed Name: Joseph W. Luniak

Subscribed and sworn to before me this 11<sup>th</sup> day of February 2016  
 Signature of Notary: Jennifer L. Weyenberg  
 Notary Public, Calumet County, Wisconsin.  
 My commission expires 3-18-17.



**ORDINANCE V16-05**

**AN ORDINANCE ANNEXING TERRITORY TO THE VILLAGE OF HARRISON, WISCONSIN. (Luniak Annexation)**

WHEREAS, a petition for direct annexation has been filed with the Clerk of the Village of Harrison requesting the annexation of the hereinafter described territory from the Town of Harrison, Calumet County, Wisconsin to the Village of Harrison, Calumet & Outagamie Counties, Wisconsin; and

WHEREAS, the petition was signed by all electors residing in the territory and the owners of all the real property in the territory proposed for annexation; and

WHEREAS, there has been due compliance with all requirements of Section 66.0217, Wis. Stats.; and

WHEREAS, the property is being annexed for purposes of providing municipal services for fire protection, road maintenance, and zoning; and

WHEREAS, the Wisconsin Department of Administration Municipal Boundary Review has reviewed the annexation petition (MBR No. 13924) and found it to be in the public interest.

NOW THEREFORE, the Village Board of the Village of Harrison, Wisconsin, do ordain as follows:

SECTION 1. Territory Annexed. In accordance with Sec. §66.0217 of the Wisconsin Statutes and the unanimous petition for direct annexation filed with the Village Clerk on the 11<sup>th</sup> day of February, 2016, signed by all electors residing in the territory and the owners of all of the real property in the territory, the following described territory in the Town of Harrison, Calumet County, Wisconsin, is annexed to the Village of Harrison, Wisconsin:

A PARCEL OF LAND LOCATED IN THE NORTHEAST ¼ OF THE SOUTHEAST ¼ OF SECTION 8, TOWNSHIP 20 NORTH, RANGE 18 EAST, TOWN OF HARRISON, CALUMET COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:

Lot Two (2) of Certified Survey Map No. 2928, recorded in the office of the Register of Deeds for Calumet County, Wisconsin on July 28, 2006, in Volume 24 of Survey Maps on page 77, as Document No. 407693, being all of Certified Survey Map No. 221, Volume 2, Page 139, and all of Certified Survey Map No. 715, Volume 5, Page 131, being part of the Northeast Quarter of the Southeast Quarter of Section Eight (8), Township Twenty (20) North, Range Eighteen (18) East, Town of Harrison, Calumet County, Wisconsin, containing approximately 2.70 acres.

The current population of the territory is one (1).

A scale map of the territory is attached as Exhibit A.

SECTION 2. Effect of Annexation. From and after the date of this ordinance the territory described in Section 1 shall be a part of the Village of Harrison for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the Village of Harrison.

SECTION 4. Ward Designation. The territory described in Section 1 of this ordinance is hereby made a part of Ward Seventeen (17) of the Village of Harrison, subject to the ordinances, rules and regulations of the Village of Harrison governing wards.

SECTION 5. Severability. If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provision or application of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION 6. Payment to Town. Pursuant to Sec. §66.0217(14)(a)2., Wis. Stats., no payments to the Town must be made since the Village and the Town have entered into a boundary agreement under Sec. §66.0301, Wis. Stats.

SECTION 6. Effective Date. This ordinance shall be in force and effect upon passage as provided by law.

Adopted by the Village Board of the Village of Harrison, Wisconsin this 31<sup>st</sup> day of May, 2016.

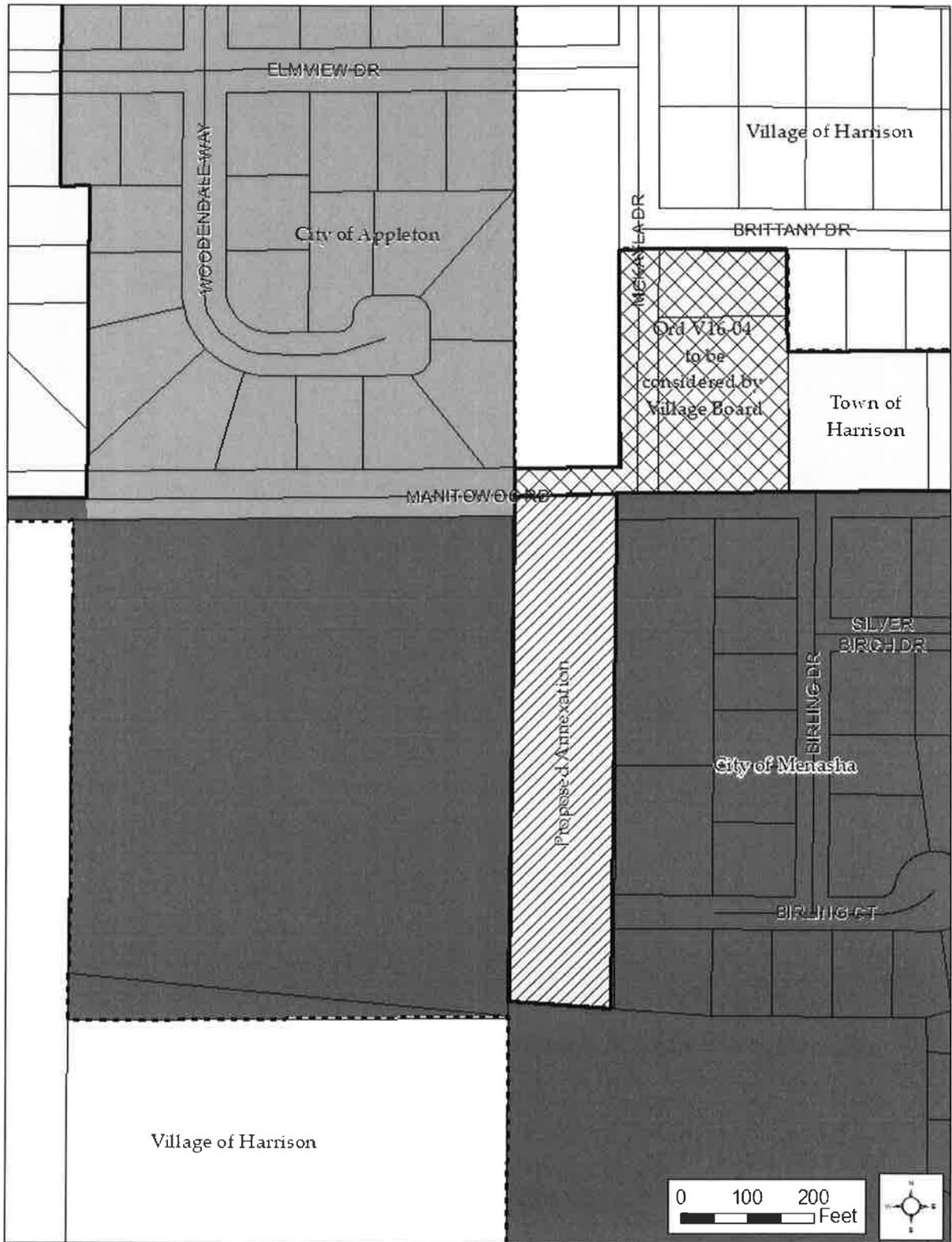
---

James Salm, Village President

---

Attest: Jennifer Weyenberg, Village Clerk

Exhibit A: Scale Map



3

Document 167693

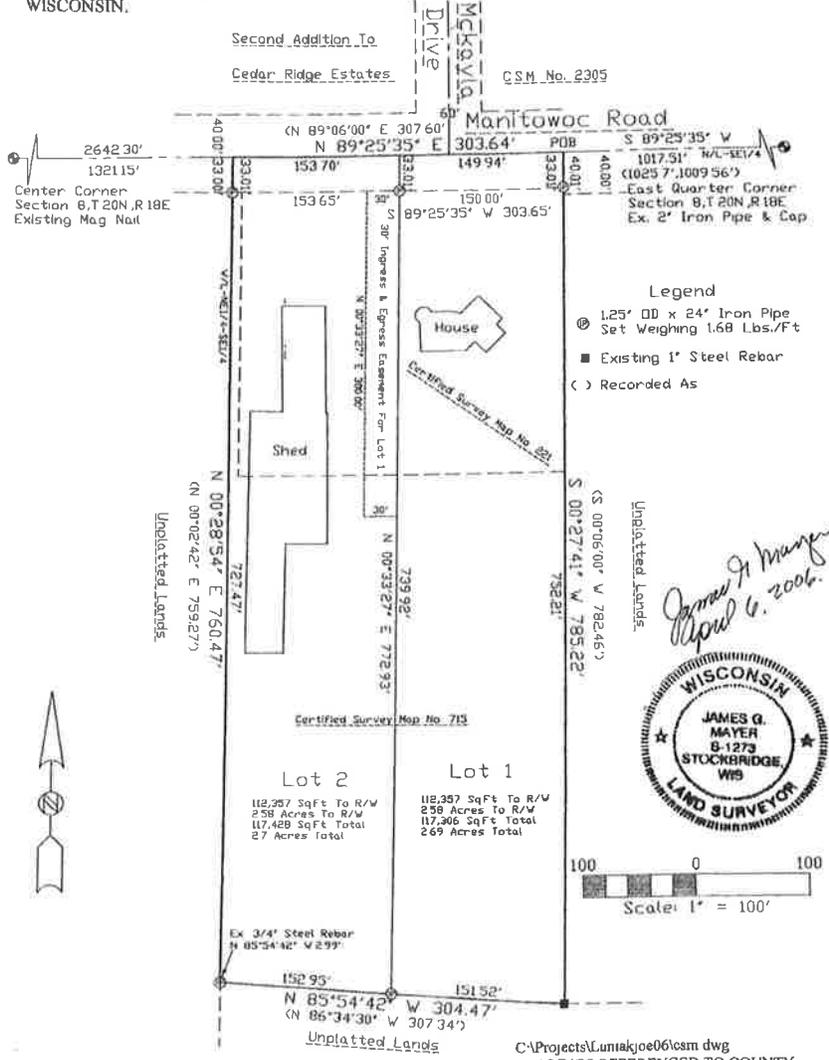


Stock No. 26273

CERTIFIED SURVEY MAP NO. 2928

Sheet 1 of 3

ALL OF CERTIFIED SURVEY MAP NO. 221, VOLUME 2 PAGE 139 OF CERTIFIED SURVEY MAPS AND ALL OF CERTIFIED SURVEY MAP NO. 715, VOLUME 5 PAGE 131 OF CERTIFIED SURVEY MAPS, BEING PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 8, TOWNSHIP 20 NORTH, RANGE 18 EAST, TOWN OF HARRISON, CALUMET COUNTY, WISCONSIN.



MAYER LAND SURVEYING  
N 5698 LAKE SHORE DRIVE  
HLBERT, WI. 920-439-1761

SURVEYED FOR  
JOE & JOLENE LUNIAK  
W6591 MANITOWOC RD  
MENASHA, WI

C:\Projects\Luniakjoe06\csdm.dwg  
BEARINGS REFERENCED TO COUNTY  
DATUM NORTH LINE OF THE SOUTHEAST  
QUARTER BEARS NORTH 89°25'35" EAST  
THIS INSTRUMENT DRAFTED BY J.G. MAYER  
NOTEBOOK NO 37 PAGE 23



**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Date:**

May 31, 2016

**Title:**

Kolosso & Dobie Annexation

**Issue:**

Should the Board adopt Ordinance V16-06 annexing the Kolosso & Dobie properties to the Village?

**Background and Additional Information:**

A couple of property owner submitted a petition for unanimous direct annexation from the Town of Harrison to the Village of Harrison. The petition is for approximately 5.16 acres located at W6388 & W6394 Manitowoc Road. The property is contiguous to the Village along the south side of Manitowoc Road.

The WI Dept. of Administration (DOA) Municipal Boundary Review has reviewed the proposed annexation and has the opinion that it is in the public interest. The DOA findings are advisory under §66.0217(6). An annexation ordinance must be approved by 2/3rds vote of the Board.

**Budget/Financial Impact:**

None

**Recommended Action:**

Staff recommends adoption of Ordinance V16-06.

**Attachments:**

- Draft Ordinance V16-06
- Copy of Petition for Direct Annexation

**PETITION FOR DIRECT ANNEXATION**  
 BY UNANIMOUS APPROVAL PURSUANT TO SECTION 66.0217(2) WIS. STATS.

FILED  
 WITH CLERK

APR 25 2016

We, the undersigned, constituting all of the electors and all of the owners of real property in the following territory of the Town of Harrison, Calumet County, Wisconsin, lying contiguous to the Village of **HARRISON** petition the Village Board of the Village of Harrison to annex the territory described below and shown on the attached scale map to the Village of Harrison, Calumet & Outagamie counties, Wisconsin:

Legal description of the proposed territory to be annexed is attached as Exhibit 1. Scale map of proposed territory to be annexed is attached as Exhibit 2.

The current population of such territory is 4.

We, the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation or consolidation proceedings, if any.

Signature of Petitioner	Print Name	Date of Signing	Owner*	Elector*	Address or Description of Property
	JEROME KOLOSSO	4/22/16	OWNER	ELECTOR	W6394 MANITOWOC RD
	BRIAN RASMUSSEN	4/22/16		ELECTOR	W6394 MANITOWOC RD
	STEFFI JONAS	4/22/16	OWNER		W6388 MANITOWOC RD
	Lester Dobic	4/22/16	OWNER	Elector	W 6388 Man, tow oc RD

\* If elector, write "elector" in the appropriate box; if owner, write "owner" in the appropriate box.

I, Jerome Kolosso being duly sworn, state: I reside at W6394 MANITOWOC RD in the Town of Harrison, Wisconsin. I personally circulated the attached petition in the Town of Harrison, Calumet County, Wisconsin, commencing on the 21<sup>st</sup> day of MAY, 2016 and terminating on the 22<sup>nd</sup> day of APRIL, 2016 and personally obtained each signature on this petition. I know that each person who signed is an elector or owner of property located in the territory proposed for annexation and signed the petition with full knowledge of its content on the dated indicated opposite his or her name. I know their respective residences given. I am a qualified elector of Wisconsin or I am a U.S. citizen age 18 or older and, if I resided in Wisconsin, I would not be disqualified from voting under Sec. 6.03 of the Wisconsin Statutes. I am aware that falsifying this affidavit is punishable under Sec. 12.13(3)(a) of the Wisconsin Statutes.

Signature of Circulator:

Printed Name: JEROME KOLOSSO

Subscribed and sworn to before me this 25<sup>th</sup> day of April, 2016

Signature of Notary:

Notary Public, Calumet County, Wisconsin.

My commission expires 3/18/17.



## **ORDINANCE V16-06**

### **AN ORDINANCE ANNEXING TERRITORY TO THE VILLAGE OF HARRISON, WISCONSIN. (Kolosso/Dobie Annexation)**

WHEREAS, a petition for direct annexation has been filed with the Clerk of the Village of Harrison requesting the annexation of the hereinafter described territory from the Town of Harrison, Calumet County, Wisconsin to the Village of Harrison, Calumet & Outagamie Counties, Wisconsin; and

WHEREAS, the petition was signed by all electors residing in the territory and the owners of all of the real property in the territory proposed for annexation; and

WHEREAS, there has been due compliance with all requirements of Section 66.0217, Wis. Stats.; and

WHEREAS, the property is being annexed for purposes of providing municipal services for fire protection, road maintenance, and zoning; and

WHEREAS, the Wisconsin Department of Administration Municipal Boundary Review has reviewed the annexation petition (MBR No. 13943) and found it to be in the public interest.

NOW THEREFORE, the Village Board of the Village of Harrison, Wisconsin, do ordain as follows:

SECTION 1. Territory Annexed. In accordance with Sec. §66.0217 of the Wisconsin Statutes and the unanimous petition for direct annexation filed with the Village Clerk on the 25<sup>th</sup> day of April, 2016, signed by all electors residing in the territory and the owners of all of the real property in the territory, the following described territory in the Town of Harrison, Calumet County, Wisconsin, is annexed to the Village of Harrison, Wisconsin:

**PROPERTY DESCRIPTION:**

A part of the SE 1/4 of the NW 1/4 and the NE 1/4 of the SW 1/4 of Section 9, T20N, R18E, Town of Harrison, Calumet County, Wisconsin, containing 224,309 s.f. or 5.16 Acres of land described as follows:

Commencing at the West 1/4 corner of said Section 9; Thence East 1310 feet more or less along the South line of said NW 1/4 to the west line of the said SE 1/4 of the NW 1/4 and the Point of Beginning; Thence North 1292.2 feet along said West line to a point 18 feet South of the NW corner of said SE 1/4 of the NW 1/4; Thence N45°E (N5°E) 25.45 feet to a point on the North line of said SE 1/4 of the NW 1/4 being 18 feet East of said NW corner; Thence East 148.25 feet along said North line; Thence South 1310.2 feet to the South line of said NW 1/4; Thence extended South 40' to the South right of way of Manitowoc Road (officially mapped 80 foot right of way) and the Village of Harrison Limits;

Thence West 166.25 feet along said South line; Thence North 40 feet along the extended West line of said SE 1/4 of the NW 1/4 to the point of beginning.

The current population of the territory is four (4).

A scale map of the territory is attached as Exhibit A.

SECTION 2. Effect of Annexation. From and after the date of this ordinance the territory described in Section 1 shall be a part of the Village of Harrison for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the Village of Harrison.

SECTION 3. Ward Designation. The territory described in Section 1 of this ordinance is hereby made a part of Ward Four (4) of the Village of Harrison, subject to the ordinances, rules and regulations of the Village of Harrison governing wards.

SECTION 4. Severability. If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provision or application of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION 5. Payment to Town. Pursuant to Sec. §66.0217(14)(a)2., Wis. Stats., no payments to the Town must be made since the Village and the Town have entered into a boundary agreement under Sec. §66.0301, Wis. Stats.

SECTION 6. Effective Date. This ordinance shall be in force and effect upon passage as provided by law.

Adopted by the Village Board of the Village of Harrison, Wisconsin this 31<sup>st</sup> day of May, 2016.

---

James Salm, Village President

---

Attest: Jennifer Weyenberg, Village Clerk

Exhibit A: Scale Map

# ANNEXATION MAP

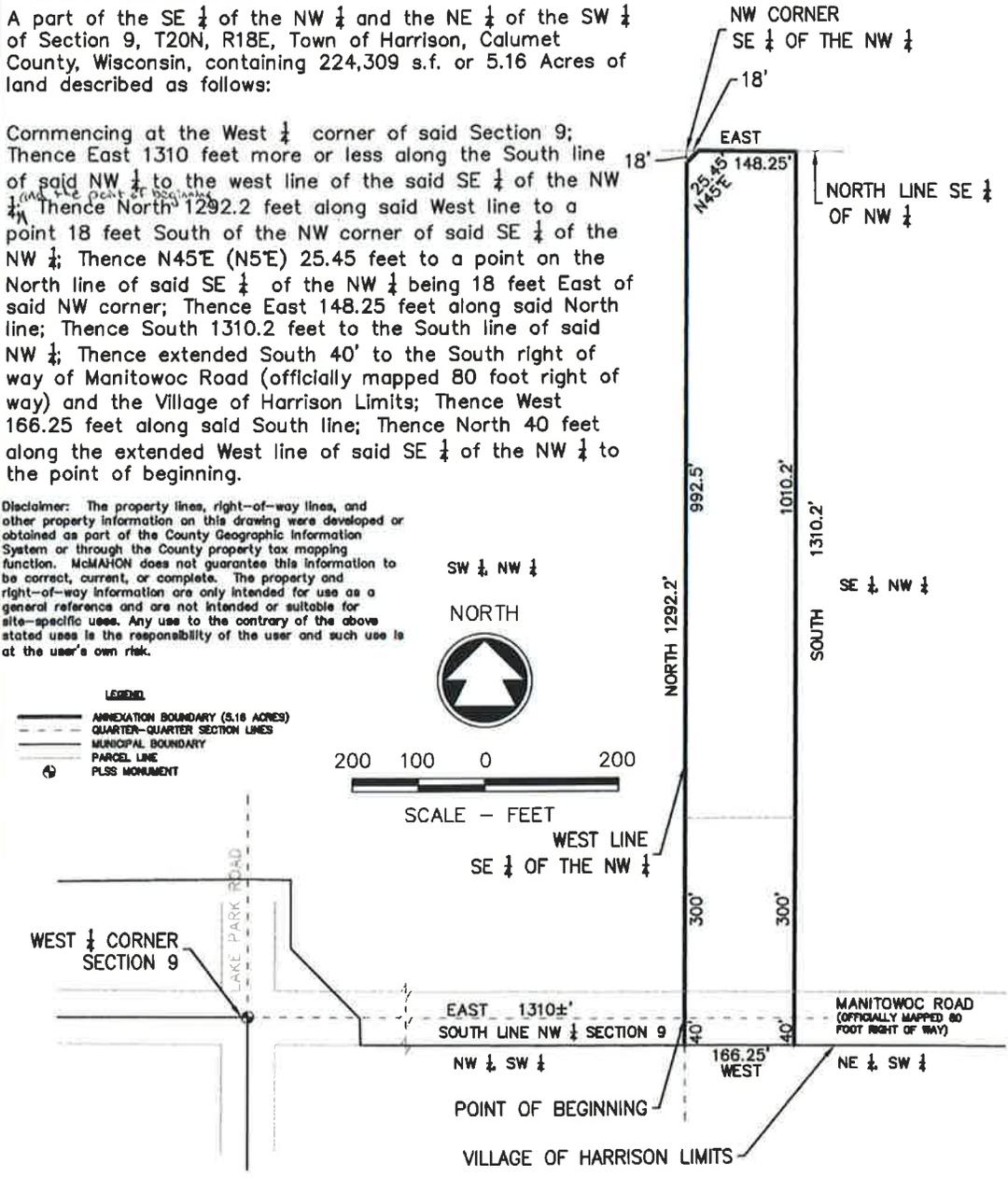
**PROPERTY DESCRIPTION:**

A part of the SE  $\frac{1}{4}$  of the NW  $\frac{1}{4}$  and the NE  $\frac{1}{4}$  of the SW  $\frac{1}{4}$  of Section 9, T20N, R18E, Town of Harrison, Calumet County, Wisconsin, containing 224,309 s.f. or 5.16 Acres of land described as follows:

Commencing at the West  $\frac{1}{4}$  corner of said Section 9; Thence East 1310 feet more or less along the South line of said NW  $\frac{1}{4}$  to the west line of the said SE  $\frac{1}{4}$  of the NW  $\frac{1}{4}$ ; Thence North 1292.2 feet along said West line to a point 18 feet South of the NW corner of said SE  $\frac{1}{4}$  of the NW  $\frac{1}{4}$ ; Thence N45°E (N5°E) 25.45 feet to a point on the North line of said SE  $\frac{1}{4}$  of the NW  $\frac{1}{4}$  being 18 feet East of said NW corner; Thence East 148.25 feet along said North line; Thence South 1310.2 feet to the South line of said NW  $\frac{1}{4}$ ; Thence extended South 40' to the South right of way of Manitowoc Road (officially mapped 80 foot right of way) and the Village of Harrison Limits; Thence West 166.25 feet along said South line; Thence North 40 feet along the extended West line of said SE  $\frac{1}{4}$  of the NW  $\frac{1}{4}$  to the point of beginning.

Disclaimer: The property lines, right-of-way lines, and other property information on this drawing were developed or obtained as part of the County Geographic Information System or through the County property tax mapping function. McMAHON does not guarantee this information to be correct, current, or complete. The property and right-of-way information are only intended for use as a general reference and are not intended or suitable for site-specific uses. Any use to the contrary of the above stated uses is the responsibility of the user and such use is at the user's own risk.

- LEGEND**
- ANNEXATION BOUNDARY (5.16 ACRES)
  - - - QUARTER-QUARTER SECTION LINES
  - - - MUNICIPAL BOUNDARY
  - PARCEL LINE
  - ⊕ PLUS MONUMENT



**McMAHON**  
ENGINEERS ARCHITECTS

Project No. H0006 91600416.00 Date APRIL, 2016 Scale 1"=200'  
 Drawn By RRS Field Book          Page           
 1445 McMAHON DRIVE NEENAH, WI 54956  
 Mailing: P.O. BOX 1025 NEENAH, WI 54957-1025  
 Tel: (920) 751-4200 Fax: (920) 751-4284

File No.



VILLAGE OF HARRISON

TOWN OF HARRISON

---

**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Date:**

May 31, 2016

---

**Title:**

Smith & Wonser Annexation

---

**Issue:**

Should the Board adopt Ordinance V16-07 annexing the Smith & Wonser properties to the Village?

---

**Background and Additional Information:**

A couple of property owner submitted a petition for unanimous direct annexation from the Town of Harrison to the Village of Harrison. The petition is for approximately 12.4 acres located at W6998 & W7010 U.S. Hwy 10&114. The property is contiguous to the Village along the south side of U.S. Hwy 10&114.

The WI Dept. of Administration (DOA) Municipal Boundary Review has reviewed the proposed annexation and has the opinion that it is in the public interest. The DOA findings are advisory under §66.0217(6). An annexation ordinance must be approved by 2/3rds vote of the Board.

---

**Budget/Financial Impact:**

None

---

**Recommended Action:**

Staff recommends adoption of Ordinance V16-07.

---

**Attachments:**

- Draft Ordinance V16-07
- Copy of Petition for Direct Annexation

PETITION FOR DIRECT ANNEXATION

BY UNANIMOUS APPROVAL PURSUANT TO SECTION 66.0217(2) WIS. STATS.

FILED WITH CLERK APR 25 2016

HARRISON

We, the undersigned, constituting all of the electors and all of the owners of real property in the following territory of the Town of Harrison, Calumet County, Wisconsin, lying contiguous to the Village of Harrison petition the Village Board of the Village of Harrison to annex the territory described below and shown on the attached scale map to the Village of Harrison, Calumet & Outagamie counties, Wisconsin:

Legal description of the proposed territory to be annexed is attached as Exhibit 1. Scale map of proposed territory to be annexed is attached as Exhibit 2.

The current population of such territory is 3.

We, the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation or consolidation proceedings, if any.

Signature of Petitioner	Print Name	Date of Signing	Owner*	Elector*	Address or Description of Property
<del>Timothy J. Smith</del>	<del>Timothy J. Smith</del>	<del>4-18-16</del>			
Timothy J. Smith	Timothy J. Smith	4-18-16	X	X	W6998 US Hwy 10/114 Menasha WI
Jan Jansen	Jan Jansen	4-18-16	X	X	W6998 Hwy 10/114 Menasha WI
Mark Wanser	Mark Wanser	4-20-16	X	X	W7010 Hwy 10/114 Menasha, WI

\* If elector, write "elector" in the appropriate box; if owner, write "owner" in the appropriate box.

I, Timothy J. Smith, being duly sworn, state: I reside at W6998 US Hwy 10/114 in the Town of Harrison, Wisconsin. I personally circulated the attached petition in the Town of Harrison, Calumet County, Wisconsin, commencing on the 18 day of April, 2016, and terminating on the 20 day of April, 2016, and personally obtained each signature on this petition. I know that each person who signed is an elector or owner of property located in the territory proposed for annexation and signed the petition with full knowledge of its content on the dated indicated opposite his or her name. I know their respective residences given. I am a qualified elector of Wisconsin or I am a U.S. citizen age 18 or older and, if I resided in Wisconsin, I would not be disqualified from voting under Sec. 6.03 of the Wisconsin Statutes. I am aware that falsifying this affidavit is punishable under Sec. 12.13(3)(a) of the Wisconsin Statutes.

Signature of Circulator: Tim Smith

Printed Name: Tim Smith

Subscribed and sworn to before me this 25 day of April, 2016

Signature of Notary: Janet L. Wiegberg  
Notary Public, Calumet County, Wisconsin.

My commission expires 3/18/17.



## **ORDINANCE V16-07**

### **AN ORDINANCE ANNEXING TERRITORY TO THE VILLAGE OF HARRISON, WISCONSIN. (Smith/Wonser Annexation)**

WHEREAS, a petition for direct annexation has been filed with the Clerk of the Village of Harrison requesting the annexation of the hereinafter described territory from the Town of Harrison, Calumet County, Wisconsin to the Village of Harrison, Calumet & Outagamie Counties, Wisconsin; and

WHEREAS, the petition was signed by all electors residing in the territory and the owners of all of the real property in the territory proposed for annexation; and

WHEREAS, there has been due compliance with all requirements of Section 66.0217, Wis. Stats.; and

WHEREAS, the property is being annexed for purposes of providing municipal services for fire protection, road maintenance, and zoning; and

WHEREAS, the Wisconsin Department of Administration Municipal Boundary Review has reviewed the annexation petition (MBR No. 13942) and found it to be in the public interest.

NOW THEREFORE, the Village Board of the Village of Harrison, Wisconsin, do ordain as follows:

SECTION 1. Territory Annexed. In accordance with Sec. §66.0217 of the Wisconsin Statutes and the unanimous petition for direct annexation filed with the Village Clerk on the 25<sup>th</sup> day of April, 2016, signed by all electors residing in the territory and the owners of all of the real property in the territory, the following described territory in the Town of Harrison, Calumet County, Wisconsin, is annexed to the Village of Harrison, Wisconsin:

PROPERTY DESCRIPTION: Part of the Northwest 1/4 of the Northeast 1/4, and part of the Northeast 1/4 of the Northeast 1/4, and part of Government Lot 1, Section 18, Town 20 North, Range 18 East, Town of Harrison, Calumet County, Wisconsin and described as follows:

Commencing at the Northeast Corner of said Government Lot 1; Thence North 20.55 feet along the East line of the Northeast 1/4 of said Section 18 to the Northerly Right-of-Way Line of U.S.H. "10" and S.T.H. "114"; Thence Westerly 253 feet more or less along said Northerly Right-of-Way Line to the Point of Beginning on the West Line of Calumet County Certified Survey Map No. 2475; Thence continuing Westerly 917 feet more or less along said Right-of-Way Line to the East line of the West 5 acres of said Northeast 1/4 of the Northeast 1/4 of Section 18; Thence North 669 feet more or less along said East line; Thence West 575.3 feet along a line parallel to and 436.1 feet South of the North line of the Northeast 1/4 of said Section 18 being the North line of those lands described in Volume 90 of Deeds, Page 358, Calumet County Registry; Thence South 709 feet

more or less along the West line of said lands to the centerline of U.S.H. "10" and S.T.H. "114"; Thence Easterly 1497 feet more or less along said centerline to the Southerly extension of the West line of said CSM No. 2475; Thence North 115 feet more or less along said Southerly extension to the Point of Beginning.

The current population of the territory is three (3).

A scale map of the territory is attached as Exhibit A.

SECTION 2. Effect of Annexation. From and after the date of this ordinance the territory described in Section 1 shall be a part of the Village of Harrison for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the Village of Harrison.

SECTION 3. Ward Designation. The territory described in Section 1 of this ordinance is hereby made a part of Ward Thirteen (13) of the Village of Harrison, subject to the ordinances, rules and regulations of the Village of Harrison governing wards.

SECTION 4. Severability. If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provision or application of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION 5. Payment to Town. Pursuant to Sec. §66.0217(14)(a)2., Wis. Stats., no payments to the Town must be made since the Village and the Town have entered into a boundary agreement under Sec. §66.0301, Wis. Stats.

SECTION 6. Effective Date. This ordinance shall be in force and effect upon passage as provided by law.

Adopted by the Village Board of the Village of Harrison, Wisconsin this 31<sup>st</sup> day of May, 2016.

---

James Salm, Village President

---

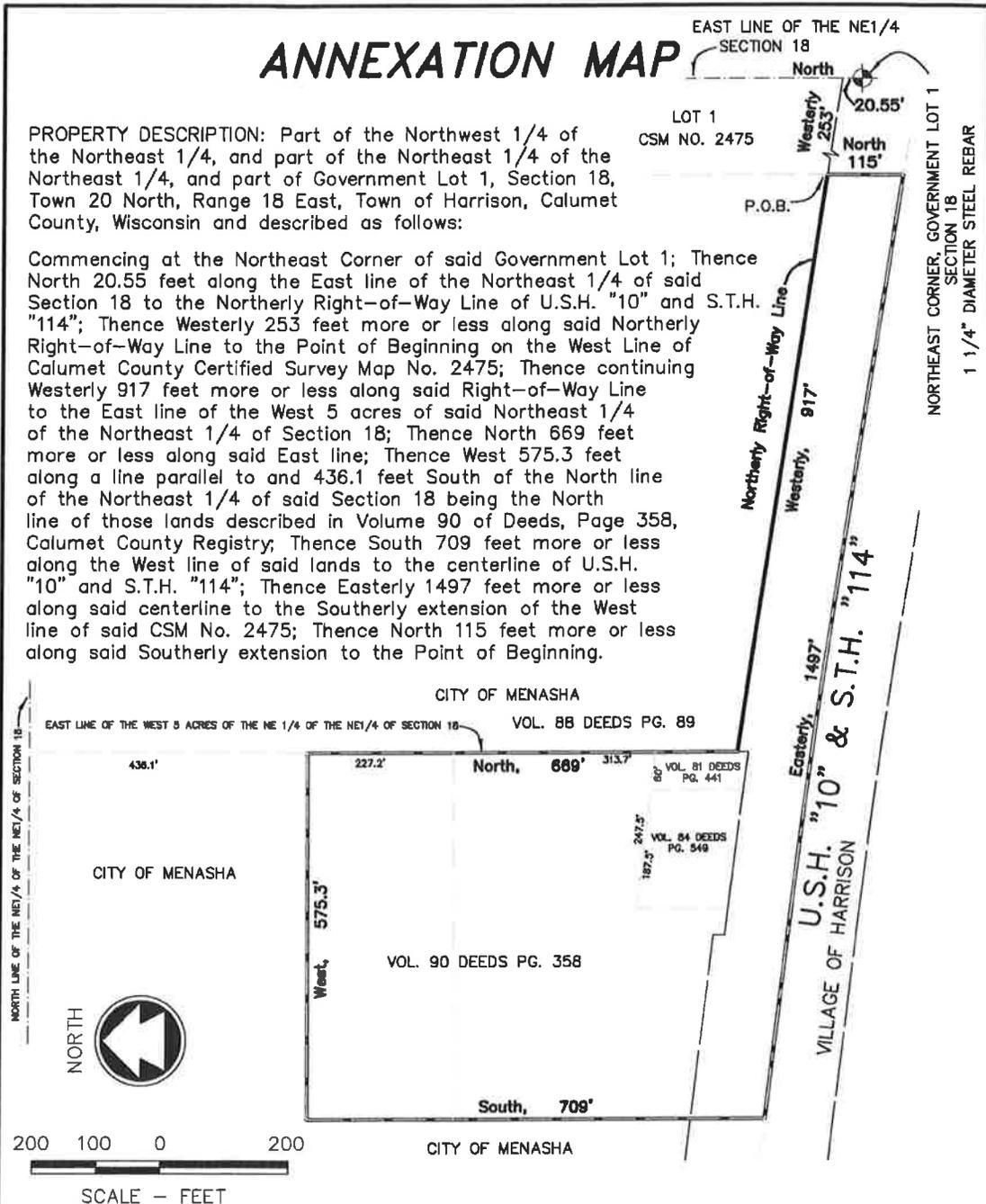
Attest: Jennifer Weyenberg, Village Clerk

Exhibit A: Scale Map

# ANNEXATION MAP

PROPERTY DESCRIPTION: Part of the Northwest 1/4 of the Northeast 1/4, and part of the Northeast 1/4 of the Northeast 1/4, and part of Government Lot 1, Section 18, Town 20 North, Range 18 East, Town of Harrison, Calumet County, Wisconsin and described as follows:

Commencing at the Northeast Corner of said Government Lot 1; Thence North 20.55 feet along the East line of the Northeast 1/4 of said Section 18 to the Northerly Right-of-Way Line of U.S.H. "10" and S.T.H. "114"; Thence Westerly 253 feet more or less along said Northerly Right-of-Way Line to the Point of Beginning on the West Line of Calumet County Certified Survey Map No. 2475; Thence continuing Westerly 917 feet more or less along said Right-of-Way Line to the East line of the West 5 acres of said Northeast 1/4 of the Northeast 1/4 of Section 18; Thence North 669 feet more or less along said East line; Thence West 575.3 feet along a line parallel to and 436.1 feet South of the North line of the Northeast 1/4 of said Section 18 being the North line of those lands described in Volume 90 of Deeds, Page 358, Calumet County Registry; Thence South 709 feet more or less along the West line of said lands to the centerline of U.S.H. "10" and S.T.H. "114"; Thence Easterly 1497 feet more or less along said centerline to the Southerly extension of the West line of said CSM No. 2475; Thence North 115 feet more or less along said Southerly extension to the Point of Beginning.



**McMAHON**  
ENGINEERS ARCHITECTS

Project No. \_\_\_\_\_ Date MARCH, 2016 Scale \_\_\_\_\_  
 Drawn By \_\_\_\_\_ Field Book \_\_\_\_\_ Page \_\_\_\_\_  
 1445 McMAHON DRIVE NEENAH, WI 54956  
 Mailing: P.O. BOX 1025 NEENAH, WI 54957-1025  
 Tel: (920) 751-4200 Fax: (920) 751-4284

File No.



**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**  
Mark J. Mommaerts, AICP, Planner

**Date:**  
May 31, 2016

**Title:**  
Zoning Text Amendments

**Issue:**  
Should the Village Board adopt amendments to the Zoning Ordinance?

**Background and Additional Information:**

Staff and the Plan Commission regularly review the zoning ordinance and propose amendments in order to maintain an ordinance that complies with building trends and current state statutes.

The proposed amendments do the following:

- Amend where mini-warehousing developments can be built.
- Amend the definitions section for parks and boathouses.
- Amend the fences section to prohibit chain link fence slats from being used in areas adjacent to residential zoning districts.
- Amend the sign section and the approval process for message signs by eliminating Plan Commission approval. This does not remove the conditions placed on message signs.
- Amend parking requirements for bicycles to be suggested rather than required and allows landscape islands in parking lots without barrier curbing so that they could be used for stormwater purposes as well.
- Adds provisions for boathouses.

**Budget/Financial Impact:**

None

**Recommended Action:**

The Plan Commission and staff recommend approval of the proposed amendments.

**Attachments:**

- Draft Ordinance V16-08

**ORDINANCE V16-08**

**AN ORDINANCE AMENDING CHAPTER 117 (ZONING) OF THE CODE OF ORDINANCES FOR THE VILLAGE OF HARRISON, CALUMET AND OUTAGAMIE COUNTIES, WISCONSIN.**

WHEREAS, Harrison regularly reviews and amends the zoning ordinance in order to maintain the intent of the ordinance as identified in Section 117-4 of the zoning ordinance; and

WHEREAS, a public hearing on the text amendments were held by the Harrison Plan Commission on May 24, 2016; and

WHEREAS, the Plan Commission recommended approval of the zoning text amendments.

THEREFORE, BE IT ORDAINED, by the Village Board of the Village of Harrison, Calumet & Outagamie Counties, Wisconsin, that the Harrison Zoning Ordinance is amended as follows:

*[Topic: Mini-Warehousing]*

*[Amend]*

**Sec. 117-79. Application of regulations.**

**Table 1. Table of Uses**

Use/Activity	Zoning Districts										
	AG	RS-1	RS-2	RT	RM	CN	COR	CC	BP	IM	NC
<i>Industrial &amp; Manufacturing Uses.</i>											
Mini-Warehousing.	C					€				PC	

*[Amend]*

**Sec. 117-81. – General agricultural district (AG).**

(d) Conditional uses and structures. (See article XI, Conditional Use Permits, for the conditional use review requirements.)

(17) Mini-warehousing; provided the site is located outside the limits of the Planning Area Boundary for sewer service.

*[Delete and renumber]*

**Sec. 117-86. – Neighborhood commercial district (CN).**

(d) Conditional uses and structures. (See article XI, Conditional Use Permits, for the conditional use review requirements.)

~~(16) Mini-warehousing; provided that another permitted or conditional use is present on the same site.~~

*[Amend and renumber]*

**Sec. 117-90. - Industrial and manufacturing district (IM).**

(b) Permitted uses and structures.

(12) Mini-warehousing.

(d) Conditional uses and structures. (See article XI, Conditional Use Permits, for the conditional use review requirements.)

(21) Mini-warehousing.

[Topic: Private Parks & Boathouse]

[Amend]

**Sec. 117-428. – Words and terms defined.**

*Park or playground.* The use of any land or open space for passive or active recreation purposes. Private parks or playgrounds are those owned or controlled by a private or for profit entity while public parks or playgrounds are those owned or controlled by a governmental entity.

Private parks or private playgrounds as defined in this chapter are not intended to be single lots, or grouping of lots, located in a platted subdivision.

Boathouse: An accessory building or accessory structure, which is accessible by boats from navigable water, is designed, constructed, and used solely for the purpose of storing or protecting boats and other water related recreational materials, and is used in conjunction with a principal use on a property.

[Topic: Fences]

[Amend]

**ARTICLE VIII. - FENCES AND WALLS**

**Sec. 117-219. - Materials.**

(a) Barbed wire fences, electrical fences, and single, double and triple strand fences are prohibited, except in the Agricultural (AG) and industrial and manufacturing (IM) districts.

(b) For all zoning districts other than AG, fence material must be either naturally resistant or treated wood board, vinyl, galvanized and/or vinyl coated chain link material, wrought iron, brick, natural stone, masonry, or other material as approved by the zoning administrator. Chain link fence slats are subject to provisions of this chapter for solid-type fences. Chain link fence slats shall not be allowed in areas adjacent to residential zoning districts.

(c) Fences and walls located in the front yard must be made of materials such as wood, brick, vinyl or stone.

(d) The finished side of the fence shall be erected to face the adjoining property. The side with protruding studs or posts shall face the building of the lot responsible for the erection of the fence.

(e) No fence or wall shall be constructed of used or discarded materials in disrepair, including, but not limited to, pallets, tree trunks, trash, tires, junk, railroad ties, utility poles or other similar items.

[Topic: Signs]

[Amend]

**Sec. 117-182. - Prohibited signs.**

The following signs are expressly prohibited, unless otherwise stated in these regulations.

(4) *Message and flashing signs.* Any signs that include lights or messages which change, flash, blink, or turn on and off intermittently except those approved by the ~~plan commission~~ zoning

~~plan commission~~ zoning administrator or planner. The ~~plan commission~~ zoning administrator or planner may approve message signs with the following conditions:

- a. Such signs may be used only to advertise activities conducted on the premises or to present public services such as time, date, temperature or weather.
- b. Traveling message may travel no slower than 16 light columns per second and no faster than 32 light columns per second.
- c. No message may be displayed for less than one-half of a second and no message may be repeated at interval of less than two seconds.
- d. An electronic message sign shall not be located in a residential district.

**Sec. 117-184. - On-premises signs.**

(1) Ground signs. A premises may display one ground graphic on each street or highway on which it has frontage in commercial or industrial zoning districts. Size, setback and height regulations are listed under the zoning districts where they apply.

a. *Neighborhood commercial (CN) zoning district.*

1. Size regulations. Freestanding signs or displays shall not exceed 50 square feet, per side, all areas combined. Signs shall not have more than two sides.
2. Sign location. All freestanding signs or displays shall be erected at least ten feet from any property line or right-of-way, and shall be located outside all vision clearance triangles. Signs shall also be located a minimum of ten feet from the edge of a driveway. Such distance shall be measured to the nearest portion of the sign whether it is the sign face, sign edge, or sign base.
3. Height regulations. No portion of any freestanding on-premises sign or display shall be more than 20 feet above the natural grade immediately adjacent to the sign.

b. *Office and retail commercial (COR), community commercial (CC), business park (BP), and industrial and manufacturing (IM) zoning districts.*

1. Size regulations. Freestanding signs or displays shall not exceed 100 square feet, per side, all areas combined. Signs shall not have more than two sides. Size may be increased to 150 square feet, per side, all areas combined, for a corner lot if the owner agrees to limit the number of signs to one.
2. Sign location. All freestanding signs or displays shall be erected at least ten feet from any property line or right-of-way, and shall be located outside all vision clearance triangles. Signs shall also be located a minimum of ten feet from the edge of a driveway. Such distance shall be measured to the nearest portion of the sign whether it is the sign face, sign edge, or sign base.
3. Height regulations. No portion of any freestanding on-premises sign or display shall be more than 35 feet above the natural grade immediately adjacent to the sign.
4. Landscaping. A landscaped area located around the base of the ground sign equal to one half of a square foot for each square foot of ground graphic area is required for all ground signs. The landscaped area shall contain living landscape material consisting of shrubs and/or perennial ground cover plants placed throughout the required landscape area having a spacing of not greater than four feet on center.

c. *General agricultural (AG) zoning district.*

1. Size regulations. Freestanding signs or displays shall not exceed 100 square feet, per side, all areas combined. Signs shall not have more than two sides.
2. Sign location. All freestanding signs or displays shall be erected at least ten feet from any property line or right-of-way line, or officially mapped street line and shall be located outside all vision clearance triangles. Signs shall also be located at least ten feet from the edge of a driveway. Such distance shall be measured to the nearest portion of the sign whether it is the sign face, sign edge, or sign base.
3. Height regulations. No portion of any freestanding sign or display shall be more than 20 feet above the natural grade immediately adjacent to the sign.

[Topic: Parking]

[Amend]

**Sec. 117-158. - Off-street parking.**

h. *Bicycle parking.* The ~~required~~ *suggested* bicycle parking may be provided through spaces or bicycle storage racks. Bicycle spaces shall be at least 2.5 feet in width and six feet in length. Racks and other fixtures used to provide parking shall be securely affixed to the ground and allow for the bicycle to be locked and chained. The design of the bicycle racks and fixtures shall be included in final site plans.

(9) *Required spaces for specific uses.* All vehicles connected with the following uses shall be accommodated for on the property in addition to the requirements stated below. Additional parking as determined by the zoning administrator may be required to meet these standards. Table 16, Parking Ratios, on the following pages identifies the minimum ~~and maximum~~ number of spaces to be provided.

- a. GFA = gross floor area
- b. UFA = usable floor area
- c. Employee = employee per shift for the largest shift
- d. DU = dwelling unit

*[Amend to remove all maximum vehicle spaces requirement and amend bicycle requirement to a suggested provision]*

**Table 16. Parking Ratios**

Use/Activity	Minimum Vehicle Spaces	Maximum Vehicle Spaces	Minimum <del>Suggested</del> Bicycle Spaces
--------------	------------------------	------------------------	---

**ARTICLE IX. – LANDSCAPING AND SCREENING**

**Sec. 117-258. – Standards.**

(7) *Parking lot landscaping.* Landscaping shall be provided within all parking lots. Parking lot plantings shall provide screening and shade, and are intended to reduce glare and heat from pavement surfaces, by meeting the following standards:

- a. Each parking row, regardless of its length, shall begin and end with a landscape island ~~with barrier type curbs.~~

- b. Parking lot landscape areas shall have a minimum width of eight feet, ~~measured from back of curb to back of curb~~ and a depth equal to the depth of the parking stall.
- c. Landscape islands shall include ~~at least one~~ a combination of two-inch deciduous caliper tree(s). ~~They shall also include at least four~~ and shrubs. Shrubs to be maintained at a height not to exceed three feet.

[Topic: Boathouse]

[Amend to Add]

**Sec. 117-94. – Shoreland zoning overlay district (SHO).**

(d) Shoreland Zoning Overlay (SHO) Provisions: The following provisions apply to all shorelands within the jurisdiction of the shoreland zoning overlay district (SHO):

- a. Shoreland Setback Area. There shall be a minimum shoreland setback area of at least fifty feet (50') from the ordinary high water mark, except as follows:
- b. Principal Buildings. Construction or placement of a principal building within the shoreland setback area may be allowed if all the following apply:
  - 1. The principal building is constructed or placed on a lot or parcel of land that is immediately adjacent on each side to a lot or parcel of land containing a principal building.
  - 2. The principal building is constructed or placed within a distance equal to the average setback of the principal building on the adjacent lots or thirty-five feet (35') from the ordinary high-water mark, whichever distance is greater.
- c. Accessory Buildings and Accessory Structures. Construction or placement of an accessory building within the shoreland setback area may be allowed if all the following apply:
  - 1. The accessory building and/or accessory structure is constructed or placed no closer than thirty-five feet (35') from the ordinary high-water mark.
- d. Exemptions. The following structures are permitted within the required setback from navigable water provided they do not violate any other provision of this chapter:
  - 1. Boathouses. Boathouses shall be permitted in all districts except the Natural and Conservancy (NC) and Shoreland-Wetland Zoning Overlay (SHO) districts. Boathouses are permitted in all other districts provided:
    - a. Frontage Required. Boathouses must be located on a lot that has shore frontage.
    - b. Habitation. No portion of the boathouse shall be used for human habitation.
    - c. Plumbing. Other than plumbing for an exterior sink, there shall be no plumbing supplied to the building.
    - d. Size. Boathouses shall be considered an accessory structure and shall be calculated in the number of buildings and size limitations of the underlying or base zoning district.
    - e. Floor Area. The boathouse shall not exceed 700 square feet in area.
    - f. Levels. Boathouses shall not exceed one story. Multiple level boathouses shall be prohibited.
    - g. Height. The vertical distance measured from finished floor surface to the peak of the exterior of the roof shall not exceed 15 feet.
    - h. Roofs. Boathouse roofs designed or used as decks, observation platforms, or other similar uses shall be allowed provided the roof has no side walls or screens. The roof may contain a railed

provided the railing is consistent with the standards under the applicable local and state building codes.

i. Land Disturbance. The land altered or disturbed to erect the boathouse shall be disturbed in the least invasive manner, and, after construction shall be restored to its preconstruction state, or, re-vegetated in compliance with Sec. 117-94(2), Vegetation.

EFFECT. This ordinance shall be in force and effect upon passage and publication as provided by law.

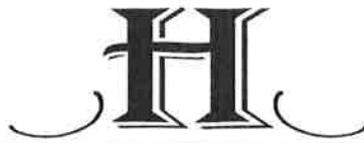
Date Introduced: May 31, 2016

Date Adopted: \_\_\_\_\_

Date Published: \_\_\_\_\_

\_\_\_\_\_  
James Salm, Village President

\_\_\_\_\_  
Attest: Jennifer Weyenberg, Village Clerk



**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Date:**

May 31, 2016

**Title:**

Contractor Requirements

**Issue:**

Should the Village Board approve amendments to Section 22-90 – Contractor Requirements?

**Background and Additional Information:**

There was an incident with a builder wherein construction commenced on a site prior to a tracking pad being installed. During the discussion to resolve the situation, the builder made reference that next time they would install the tracking pad along the whole width of the terrace and questioned if the code would prohibit it.

Staff believes that even without this amendment the builder would not be able to gravel the entire terrace area, but that the amendment helps to clarify the provisions for tracking pads.

**Budget/Financial Impact:**

None

**Recommended Action:**

Staff recommends the Village Board adopt Ordinance V16-09, Amendment to Section 22-90 – Contractor Requirements.

**Attachments:**

- Draft Ordinance V16-09.

**ORDINANCE V16-09**

**AN ORDINANCE AMENDING SECTION 22-90 (CONTRACTOR REQUIREMENTS) OF THE CODE OF ORDINANCES FOR THE VILLAGE OF HARRISON, CALUMET AND OUTAGAMIE COUNTIES, WISCONSIN.**

WHEREAS, proper utilization of erosion control methods are necessary to protect the roadway and associated terrace areas for the health, safety, and general welfare of the public.

THEREFORE, BE IT ORDAINED, by the Village Board of the Village of Harrison, Calumet & Outagamie Counties, Wisconsin, that the Harrison Zoning Ordinance is amended as follows:

**Sec. 22-90. - Contractor requirements.**

This article requires all contractors to install and cover, with gravel, a tracking pad/driveway before any equipment, including the back hoe, can be moved onto the building site. Such tracking pad/driveway shall meet the technical standards of the Department of Natural Resources (DNR) or Department of Safety & Professional Services (DSPS), whichever is applicable, and shall be no wider than the permitted driveway width, or thirty-six feet (36') for residential or forty-two feet (42') for all other uses, whichever is less. It will be the responsibility of the contractor to be sure all traffic in and out of the building site is over the graveled driveway/tracking pad. It will also be the responsibility of the contractor to clean any mud or other debris deposited on accepted ~~town~~ village roads, the same day it was deposited. If the contractor fails to clean the roads in the required time period, the town will have it cleaned and charge all costs to the contractor. The Village Board, or its designee (Building Inspector), shall enforce these requirements by escrow deduction, citation, provisional remedy, stop work order, or withholding of the occupancy permit, until compliance is met.

*(Ord. No. 34, § 3, 8-11-1994; Ord. No. 63, § 3, 8-12-1999; Ord. No. 83(Ser. 2002), § 1, 3-26-2002; Ord. No. 07-122, § 1, 1-30-2007)*

EFFECT. This ordinance shall be in force and effect upon passage and publication as provided by law.

Date Introduced: May 31, 2016

Date Adopted: \_\_\_\_\_

Date Published: \_\_\_\_\_

\_\_\_\_\_  
James Salm, Village President

\_\_\_\_\_  
Attest: Jennifer Weyenberg, Village Clerk