

**VILLAGE OF HARRISON | TOWN OF HARRISON
COMMITTEE OF THE WHOLE MEETING MINUTES
01/13/15**

- 1) Call to order- Meeting was called to order by Village Manager Travis Parish at 6:00pm in the Harrison Municipal Building, W5298 Hwy 114.
- 2) Pledge of Allegiance- recited
- 3) Roll Call- Village Trustees Pete Stier, Dave La Shay, Tyler Moore, Kevin Hietpas, Lou Miller, Wally Kussmann and President Jim Salm present; Town Supervisors Karmen Jones, Jerry Bartlein, and Chair Darlene Bartlein present; Planner Mark Mommaerts, Public Works Director Bob Kesler, and Village Clerk Jennifer Weyenberg also in attendance.
- 4) Communications from Boards or Staff- (1) Trustee Hietpas requested that the new meeting times be updated on the Board page of the website; (2) Trustee La Shay requested that our agendas be emailed to County Board member Alice Connors; (3) President Salm reminded the boards of the strategic planning session scheduled for January 22 at 11:00am.
- 5) Update on tourism – Alison Hutchinson from Fox Cities Convention and Visitors Bureau (requested by Trustee Moore) This presentation has been moved to the February Committee of the Whole meeting.
- 6) Update on the construction of Harrison Athletic Association restroom by Kevin Lambie- Mr. Lambie thanked the boards for their cooperation during the project and provided a cost report. The estimated cost of the project was \$46,106.74; right now it has cost \$31,624.74 with only the garage doors, mirrors, and plumbing fixtures yet to be billed.
- 7) Review agreement for Professional Services with McMahon Associates for the Extension of Prosperity Drive- Property owners along the proposed extension of road have shown interest in deeding the right-of-way for the future construction. McMahon estimates \$5,000 for this project. Trustees Hietpas, La Shay, and Moore all spoke in favor of moving forward with McMahon. This will be placed on a future agenda for formal approval.
- 8) Review Draft Intergovernmental Agreement between the Village of Harrison and Calumet County for the Administration of Manure Storage and Runoff Management Ordinance- The committee did not have any changes to the agreement and requested that Planner Mommaerts submit it to our attorney for review and then bring it back to a village board meeting for approval.
- 9) Discuss stop sign at Noe Rd. and Hearthstone Dr. (requested by Trustee La Shay)- There have been complaints regarding the number of cars running the stop signs at this intersection. It was recommended that the Road Department place flags on the stop sign poles for now and Trustee Stier will ask a deputy from the Calumet County Sheriff Department to attend our next meeting.
- 10) Discuss creation of Harrison Utility District- Village Manager Parish spoke about creating a Harrison utility for water and sewer services much like Caledonia has done. It would allow for a better system of charging and collecting the service fees owed to the Town sanitary district. Comments from the boards were favorable and many want staff to meet with Waverly Sanitary District and Darboy Sanitary District to discuss the idea.
- 11) Resolution of Notice of Intent to Bond for TID #1- Staff met with Ehlers to discuss different financing possibilities for the construction of TID #1 projects. The village has the options of bonding, securing a loan through the State Trust Fund, or using local lenders. Resident Tammy Nelson, Sunflower Lane, asked if approval to bond would need to go to the public. Village Manager Parish explained that if the board intended to bond, a resolution of notice to intend to bond is needed to begin the process. This will be placed on a future agenda for approval.

- 12) Discuss changes to Village of Harrison Personnel Manual- most notable change was the grouping of sick, vacation, and floating holiday hours into a pool of PTO hours. Employees will not be allowed to carry over any unused hours. This will be placed on a future agenda for approval.
- 13) Discuss changes to Harrison logo- Boards weighed in the latest designs for the logo. Opinions varied from liking what we currently use, to using elements from both the rural and urban areas, to creating a modern logo to reflect our village status. Staff was asked to have the designers use our current "H" inside a scene that also include the lake (water) and buildings.
- 14) Review Committee Reports
 - a) Village Manager
 - b) Calumet County Sheriff Department
 - c) Harrison Fire Rescue
 - d) Public Works
 - e) PlanningSubmitted reports are on file with the Village Clerk.
- 15) Closed Session: Motion (La Shay¹/Jones²) to enter closed session pursuant to Wis. State Stats. §19.85 (1)(e) Deliberating or negotiating 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 to Discuss Land Acquisition for Park and Developer Incentive for Parker Farms subdivision. Roll Call: Stier- aye; La Shay- aye; Hietpas- aye; Moore- aye; Salm- aye; D. Bartlein- aye; Jones- aye; J. Bartlein- aye; Miller- aye; Kussmann- aye.
The boards did not reconvene into open session pursuant to section 19.85(2) of the Wisconsin Statutes for possible action on the closed session.
- 16) Adjourn in closed session.

Jennifer Weyenberg, Village Clerk
Dated January 14, 2015
Approved February 10, 2015