

**COMMITTEE OF THE WHOLE
MEETING MINUTES
02/10/15**

- 1) Call to order- Meeting was called to order in the Harrison Municipal Building, W5298 Hwy 114, at 6:00pm by Village Manager Travis Parish.
- 2) Pledge of Allegiance- recited.
- 3) Roll Call- The following were present: Village Trustees Pete Stier, Dave La Shay, Kevin Hietpas, Tyler Moore, Lou Miller, Wally Kussman, President Jim Salm, Town Chair Darlene Bartlein, Karmen Jones, Planner Mark Mommaerts, Public Works Director Bob Kesler, Clerk Jennifer Weyenberg, and Village Manager Travis Parish. The following were excused: Town Supervisor Jerry Bartlein.
- 4) Communications from Boards or Staff- none.
- 5) Approve minutes from January 13, 2015- Motion (La Shay¹/Kussmann²) to approve minutes. Motion carried unanimously.
- 6) Update on tourism – Alison Hutchinson from Fox Cities Convention and Visitors Bureau (requested by Trustee Moore)- Ms. Hutchinson gave an update on tourism in the Fox Cities. \$411million was spent in 2013 and dollar amounts for spending in 2014 will be available in March 2015. Food & Beverage is the #1 revenue source and major attractions are the Fox River Mall, Timber Rattlers, Performing Arts Center, Downtown Appleton, and Downtown Neenah. More information regarding the Bureau can be found at FoxCities.org/BringItHome.
- 7) Ben West presentation on DuTriRun (requested by Trustee Moore)- The event will be held June 20 and run through portions of the Village during the morning. There are no major changes to the route this year.
- 8) Dave Wagner of Ehlers presentation on municipal borrowing- The presentation focused on projected tax rates depending on the amount of borrowing based on a 5- year capital improvement plan. Normal road improvements were not factored in and are assumed to be paid out of the general levy and not through debt. Tax rates for debt would increase \$0.30 per \$1,000 in 2016 and peak at \$0.72 per \$1,000 in the years 2020-2025. It was noted that our general obligation debt would still be far below 50% which is considered “good.”
- 9) Discuss hiring a consultant for master development plan for Harrison- It was suggested that an outside consultant help create a development plan that factors in residential, commercial, and industrial projects. Staff was directed to put together an RFP and bring it back to a future meeting.
- 10) Discuss hiring an engineer to study feasibility of providing sewer & water to the south side of Harrison (requested by Trustee Miller)- This idea was discussed back in 2009 and a group of homeowners from both Harrison and Stockbridge formed a small committee to look into creating a town sanitary district. At that time, they fell short of gathering enough signatures to move forward. There are residents from the south end of the village that continue to have water issues and would like to look at the options for a sanitary district again. Consensus from boards was to move forward and have staff initiate talks with Stockbridge.
- 11) Discuss hiring an ecologist to complete a wetland delineation for the Prosperity Drive area- Staff received two proposals for wetland delineation, one from McMahan and the other from NES Ecological Services. The NES proposal costs \$7,000 which includes agency concurrence, while McMahan’s costs \$2750-4300 but does not include agency concurrence. Resident Dave Schmalz spoke in favor of the Prosperity Drive corridor. Planner Mark Mommaerts will bring the proposals to the meeting at the end of the month for formal approval.
- 12) Discuss Memorandum of Understanding between Town of Harrison and Village of Harrison- Village Manager Travis Parish explained that this Memorandum of Understanding (MOU) simply reaffirms the terms of the shared services agreement entered into on July 2, 2013. Because of the lawsuit filed by Menasha, Kaukauna, and Sherwood, the division of assets and liabilities had been on hold. The MOU will be brought to the board at the end of the month for formal approval.

- 13) Discuss Comprehensive Outdoor Recreation Plan- There will be a public hearing on Tuesday, February 17 at 6:00pm held by the Plan Commission to hear any comments from the residents regarding the CORP. Resident Larry Schmitz asked if the public would have a chance to see the plan, and it was noted that there is a link on the front page of our website. Trustee Hietpas asked about the recommendation for more acres at Clover Ridge Park and it was explained that those acres are for the trail extension, not the park itself. The CORP will be presented to the Town Board and Village Board on February 24th.
- 14) Discuss draft Animal Ordinance- The current animal ordinance only addresses dogs running at large and this updated ordinance addresses licensing, vicious animals, bees, chickens and pet pigs. This draft is modeled after ones used in Neenah and Little Chute and Trustee La Shay questioned how successful those communities have been addressing issues. Trustee Kussmann questioned placing a maximum length on crocodiles, snakes, etc. noting that other communities have had troubles with pet owners releasing the animals into the outdoors if the animal exceeds the allowable length. Trustee Miller asked about the effect of such an ordinance on the agriculture and rural areas of the village and it was explained that the ordinance is not tied to our zoning code, and such provisions are only intended for our residential districts. Trustee Hietpas thanked one of the residents in attendance for her patience as she's been waiting to purchase a pot-bellied pig until this ordinance is finalized. The Clerk and Sheriff Department will review the ordinance and it will be on the agenda at the end of the month.
- 15) Discuss request to install street light at Friendship Road and County KK- The owner of Little Chicago is requesting a street light be installed at the intersection and Friendship Rd & County KK because customers have a hard time seeing the intersection at night. The board asked to have accident reports at that intersection along with costs for the light brought back to the next meeting before they can make any decisions about who is going to pay for the light.
- 16) Discuss request to pay all costs for the culvert under Jochmann Drive- The Village previously agreed to pay for half of the costs of the culvert and now the developer is asking for the Village to pay for 100% of the costs. Trustee Hietpas cautioned about setting a precedent for such projects, Trustee Kussmann affirmed the board's decision to only pay for half, and resident Joe Sprangers spoke about how the developer should be responsible for paying the remaining half. The board agreed that they will not reverse their decision and this will not be placed on the next agenda. Planner Mommaerts will meet with the developer and let him know of the board's discussion.
- 17) Review Department Reports
 - a) Village Manager
 - b) Calumet County Sheriff Department- on file with the Clerk.
 - c) Harrison Fire Rescue- on file with the Clerk. The Dive Bus will be on display before the next board meeting at 6:30pm on February 24th for the public and officials to view.
 - d) Public Works- on file with the Clerk.
 - e) Planning- on file with the Clerk.
- 18) Closed Session: Motion (Jones¹/Stier²) to 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 land acquisition for a park – and- the boundary agreement with City of Menasha. Roll Call Vote: Stier- aye; La Shay- aye; Hietpas- aye; Moore- aye; Salm- aye; Bartlein, D.- aye; Jones- aye; Miller- aye; Kussmann- aye. The boards did not reconvene into open session pursuant to section 19.85(2) of the Wisconsin Statutes for action on the closed session.
- 19) Adjourn- meeting adjourned in closed session.

Jennifer Weyenberg, Clerk
Dated February 11, 2015
Approved March 10, 2015