

**COMMITTEE OF THE WHOLE
MEETING MINUTES
03/10/2015**

- 1) Call to order- Meeting was called to order in the Harrison Municipal Building, W5298 Hwy 114, by Village Manager Travis Parish at 6:15pm.
- 2) Pledge of Allegiance- recited.
- 3) Roll Call- Village President Jim Salm, Trustees Pete Stier, Dave La Shay, Kevin Hietpas, Tyler Moore, Lou Miler, Wally Kussmann, Town Chair Darlene Bartlein and Supervisor Jerry Bartlein were present. Town Supervisor Karmen Jones was excused. Staff included Village Manager Travis Parish, Public Works Director Bob Kesler, Planner Mark Mommaerts, and Clerk Jennifer Weyenberg.
- 4) Communications from Boards or Staff- none.
- 5) Approve minutes from February 10, 2015- Motion (Stier¹/Miller²) to approve the minutes. Motion carried 9-0.
- 6) Discuss plans for Chickenfest – Dennis Sweere- The event this summer will be held June 25-27 and the schedule of events from last year has not changed. Fireworks have been scheduled for Friday night (June 26th) at 9:30pm.
- 7) Discuss contracting with GovPayNet for credit/debit transactions- Clerk Jennifer Weyenberg presented the board members with information about GovPayNet. The service is free of charge to the Town and Village as all costs are issued to the purchaser; GovPay would provide a scanner to swipe cards; they accept MasterCard, VISA, American Express and Discover; users have the options of swiping a card, going on-line themselves, or calling their 1-888 # and submitting card info. Resident Chris Hietpas asked if the link would be on the new website and was told it would be. It was suggested that the attorney review the agreements and bring them back to a future village board meeting for approval.
- 8) Review Amendments to Road Maintenance: Culvert Requirements Ordinance- Staff is proposing an amendment that would require 40-foot culverts for new or replacement agriculture driveway allowing for a larger turning radius for the large equipment. The changes also clarify that end walls are not included in the 40-foot length requirement. This item will be placed on the next village and town agendas for approval.
- 9) Update on Website and Logo design- The board was presented with new logo designs based off of previous suggestions. The consensus was to stay with what we've been using. Village Manager Travis Parish updated the boards on the status of the new website. The contract time with Avastone has been exceeded and the final website is not up and running. After viewing the new website in its "test mode", there were many opinions given on the photos used, the colors selected, the shape of buttons and tabs, etc.
- 10) Update on Sonny Drive extension- Planner Mark Mommaerts informed the boards of the plans to extend Sonny Drive and it was noted that the extension was included in the \$1.5 million borrowing.
- 11) Update on creation of Harrison Utility District- Village Manager Travis Parish gave an update on the meeting he had with the PSC. While the PSC said the village could move forward with creating a utility district, they still favor consolidating the number of districts across the state. They did not offer any suggestions on how to move forward with the Waverly Sanitary District and Darboy Sanitary District. The issue of providing services to the south side of the village was not addressed.
- 12) Update on the installation of street light at corner of Friendship Rd and County KK- WE Energies confirmed that they would not be able to install the light on an existing pole. Instead, a wood pole could be placed with a new light at a cost of \$3,300+ with a monthly fee. The consensus was that the

intersection still remains a safety concern and the board would like to see the area lighted. This item will be placed on the next village board agenda for discussion.

- 13) Review Department Reports- Reports are on file with the Village Clerk.
 - a) Village Manager
 - b) Calumet County Sheriff Department
 - c) Harrison Fire Rescue
 - d) Public Works
 - e) Planning
- 14) Closed Session: Motion (Stier¹/La Shay²) 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 also to discuss the boundary agreement with the City of Menasha. Motion carried on a roll call vote: Stier- aye; La Shay- aye; Hietpas- aye; Moore- aye; Salm- aye; D.Bartlein- 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.

- 15) Adjourn- The meeting adjourned in closed session.

Jennifer Weyenberg, Clerk
Dated March 11, 2015
Approved April 14, 2015