

# **COMMITTEE OF THE WHOLE**

## **MEETING MINUTES**

### **04/14/15**

- 1) Call to order- Meeting was called to order in the Harrison Municipal Building, W5298 Hwy 114, by Village Manager Travis Parish at 6:00pm.
- 2) Pledge of Allegiance- recited.
- 3) Roll Call- Village President Jim Salm, Trustees Pete Stier, Dave La Shay, Kevin Hietpas, Tyler Moore, Lou Miller, 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- Letter received from City of Menasha Mayor Don Merkes was distributed to the committee.
- 5) Approve minutes from March 10, 2015- Motion (Moore<sup>1</sup>/Salm<sup>2</sup>) to approve minutes. Motion carried unanimously.
- 6) Agreement with McMahon Associates to Investigate Development of Water and Sewer System for Harrison Rd. Area- Amy Vaclavik from McMahon Associates has proposed a study to investigate various alternatives for providing sewer and water service to the area south of Sherwood. The quote for these services is \$45,600 which was not budgeted for this year. Concerns were expressed that the service area was too small and doesn't allow for enough future growth. While the costs were not budgeted for, it was noted that funds could be taken from the engineering account to pay for it. Consensus was to place the agreement on the next Village board agenda for action.
- 7) Request to place patio in drainage easement at N8603 Winding Trail Dr.- The property owners requested permission to construct a patio within a drainage easement. This item was voted on at the March 31<sup>st</sup> with the motion to approve the request failing on a 3-4 vote. Since that meeting, Trustees Moore and Kussmann walked the property and requested that the board discuss the request again. Both believe the placement of the patio won't cause the drainage problems as originally thought. Consensus from the committee of the whole was to have an engineer look at the area and give an opinion as to whether the drainage easement can be eliminated. This item will be placed on the next Village board agenda for action.
- 8) Discuss Trail incentive for Parker Farms Subdivision- Harrison requires 5 ft. wide concrete sidewalks on both sides of streets in new subdivisions, but in this case, the village requested a 10 ft. wide asphalt trail be constructed along Jochmann Drive. This trail would then connect to the Noe Road trail. The cost difference between the sidewalk and trail is estimated at \$22,632 and the board needs to decide who is responsible for paying the increased costs. Most of the committee members agreed that the Village should be the one to pay the increased costs. This item will be placed on the next Village board agenda for action.
- 9) Amy Ave. Pond Maintenance Agreement- McMahon has submitted two proposals to manage and maintain the pond until the plantings are more established. There were no questions or concerns from the committee. This will be placed on the next Village board agenda for action.
- 10) Kernan Ave. Road and Drainage Improvements- A mini-storm sewer system is proposed for the area near Kernan Ave and Hazelnut Ln to improve drainage. The overall costs would be \$472,012 of which \$43,200 is assessable to the homeowners. If agreed upon, the Town and Village would have to enter into a cooperative agreement for the assessments. The costs to the Town would come out of the \$800,000 in the road budget. Chair Bartlein, President Salm, Trustees Moore and Hietpas spoke in favor of the project. This item will be placed on the next Town board agenda for action.
- 11) Quotes for Projector/Monitor System for boardroom- Staff received quotes on installing a projector and monitor system for the board room. The new system would make it easier for the audience to

see information that is being discussed. The quotes are \$1540 for a projector with pull down screen (installation not included), \$2,200 for a 70" monitor (installation not included), and \$3882 for an 80" monitor (installation included). This item will be placed on the next Village board agenda for action.

- 12) Friendship Trail Funding- (moved ahead of Item #7)- Grants currently secured for the Friendship Trail do not cover the full costs of the project resulting in a shortage between \$22, 964387 and \$43,842.96. This is above and beyond the money that the Town has already spent on land acquisition for the trail. Calumet County has stated they will not cover any of the shortage that is not covered by the grants. Neither the Town nor the Village budgeted any extra dollars for this project. The committee was reminded that the Town agreed to assume the future maintenance of the trail so that will include costs as well. Trustees Stier, La Shay, and Moore agreed it was best to move forward with the project using Park Impact Fees to offset the increased costs. Trustee Kussmann expressed concerns about being on the hook for these additional costs when no exact dollar amount has been given. Trustee Hietpas suggested that we also look at sharing some of the maintenance costs with the County. This item will be placed on the next Village board agenda for action.
- 13) Review Department Reports (all reports are on file with the Clerk)
  - a) Village Manager
  - b) Calumet County Sheriff Department
  - c) Harrison Fire Rescue
  - d) Public Works
  - e) Planning
- 14) Closed Session: Motion (Kussmann<sup>1</sup>/Moore<sup>2</sup>) 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. Motion carried on roll call vote: Stier- aye; La Shay- aye; Hietpas- aye; Moore- aye; Salm- aye; D.Barltein- 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- meeting was adjourned in closed session.

Jennifer Weyenberg, Clerk

Dated April 15, 2015

Approved May 12, 2015