

COMMITTEE OF THE WHOLE

MEETING MINUTES

10/13/15

- 1) Call to order- Meeting was called to order at 6:30pm in the Harrison Municipal Building by Village Manager Travis Parish.
- 2) Pledge of Allegiance- recited.
- 3) Roll Call- Present: Village Trustees Pete Stier, Dave La Shay, Kevin Hietpas, Tyler Moore, Lou Miller, Joe Sprangers, Village President Jim Salm, Town Trustee Karmen Jones and Town Chair Darlene Bartlein. Staff: Village Manager Travis Parish, Planner Mark Mommaerts, and Clerk Jennifer Weyenberg. Town Supervisor Duaine Stillman was excused.
- 4) Communications from Boards or Staff
 - a) Parliamentary Procedure seminar on 10/19/15- The City of Menasha is hosting a Parliamentary Procedure seminar on October 19, 2015 at the Public Library. All members of our boards are encouraged to attend.
- 5) Public Comments for items not on the agenda- Wally Kussmann, N9124 Hedgerow Drive, requested that the boards consider adding money to the budget to repair playground equipment, lands, and buildings at Darboy Community Park; Larry Schmitz, Royce Ct., praised the boards for allowing the road crews to finish the project started by Gersek Inc. and thanked T. Parish for sending the letter out; Ryan Lisowe, Papermaker Pass, noted that a farmer's property was damaged during the road construction in Papermaker Ridge.
- 6) Presentations
 - a) Ayres & Associates regarding County LP construction- Concerns were expressed about the raised median because of (1) the backing up of traffic at Lake Park Sportzone and (2) the efficiency of the fire trucks to exit and enter the fire station at the corner of LP & 114. The median also eliminates a left-hand turn option into driveways of some of the property owners. It was also noted that at points along County LP there is not enough road right-of-way. Ayres explained that the use of federal and state funds require that you look at the installation of bike and pedestrian paths and then prove that it couldn't be done.
 - b) Schenck SC regarding 2014 financials- Dave Macco from Schenck presented the financial reports for 12/31/14. The committee had no questions.
- 7) Items for Discussion
 - a) Request from Ryan Lisowe to waive assessment for sidewalks – the committee had no comments.
 - b) Access permit on County AP- Staff is seeking authorization to apply for an access permit from Calumet County to construct a new road access on County AP. Committee members spoke in favor of the project with no one opposed. The location of project is in the Town and the request for will be placed on the upcoming Town agenda for approval.
 - c) Update on Lift Station #6- T. Parish informed everyone that staff had met with Martenson & Eisele and East Central Regional Planning Commission to discuss the process for including lands in the Lift Station #6 sewer service area. The next step is to formally request an amendment to the Fox Cities Sewer Service Area Plan which could come as early as January 2016. Committee members requested an updated map of the area.
 - d) Discharge of Firearms waiver modifications- A firearms waiver was granted at a previous Village meeting to a property owner who did not own the required 40 acres. Staff did not believe that this was allowed as it violated an ordinance. The consensus was to rescind the motion at the upcoming Village meeting.
 - e) Creation of voting wards- The question was asked whether or not the Village could create voting districts for the local offices. The clerk provided an overview of the voting wards in Harrison and noted that the village board has 6 trustees that all serve at large. The creation of aldermanic

wards could create more confusion for voters and poll workers as it would require additional ballot styles for the spring elections. There are no other known villages in the state that use aldermanic wards. One option offered is moving to “seated positions” in which the seats on the board are “at large” but are numbered 1-6 and persons interested in serving on the board must first declare which seat he/she is running for. The consensus of the committee was that no further action is needed at this time. The current system will remain as is.

- f) Website review- Trustee Hietpas noted some areas which could be improved including the calendars, incomplete tabs, bill pay, and agendas & minutes. T. Parish informed the committee that we are requesting a meeting with representatives with Avastone to address many of these issues.
- g) Solicitor’s permit- a draft ordinance was presented to the committee for review. The ordinance regulates solicitors, requires a background check, and provides for an application fee. Persons delivering newspapers, selling home grown produce, soliciting on behalf of a charitable or religious organization are exempt. The ordinance will be placed on the village agenda and town agenda for approval.
- 8) 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
- 9) Closed Session: Motion (La Shay¹/Salm²) to enter closed session pursuant to Wis. State Stats. §19.85 (1)(g) to confer with legal counsel about strategy regarding current or likely litigation to hire legal representation in Case 2015CV000134. Motion carried with a roll call vote: Sprangers- aye; Miller- aye; Jones- aye; Bartlein- aye; Salm- aye; Moore- aye; Hietpas- aye; La Shay- aye; Stier- aye. The committee of the whole did not reconvene into open session pursuant to section 19.85(2) of the Wisconsin Statutes for possible action on the closed session.
- 10) Adjourn- meeting was adjourned in closed session.

Jennifer Weyenberg, WCMC

Dated October 14, 2015

Approved November 10, 2015