

VILLAGE OF HARRISON
BOARD MEETING MINUTES
05/26/15

1. Call to Order- Meeting was called to order in the Harrison Municipal Building, W5298 Hwy 114, Menasha by President Salm at 7:00pm.
2. Pledge of Allegiance- recited.
3. Roll Call- Present: Trustees Pete Stier, Dave La Shay, Kevin Hietpas, Tyler Moore, Joe Sprangers, and President Jim Salm. Trustee Lou Miller was excused. Staff in attendance included Public Works Director Bob Kesler, Planner Mark Mommaerts, Village Manager Travis Parish and Clerk Jennifer Weyenberg.
4. Correspondence or Communications from Board and Staff
 - a) A letter received from Mr. Pitzen, High Cliff Rd., regarding nuisance complaint, was distributed to all members.
5. Public Comments- Brent Veasers from Toonen Enterprises discussed the options available for finishing Sonny Drive. This discussion will be placed on a future agenda.
6. Consent Agenda
 - a) Municipal Payments from 04/29/15 through 05/21/15 (Removed by Trustee Hietpas)
 - b) Village board minutes from 04/28/15
 - c) Village board minutes from 05/12/15
 - d) Operator Licenses for July 1, 2015- June 30, 2016 (Removed by Trustee Moore)
 - e) Partnership with Norsec for electronics collection on 09/09/15
Motion (La Shay¹/Stier²) to approve items b, c, and e. Motion carried 6-0.
7. Items removed from Consent Agenda-
Item a: Motion (La Shay¹/Stier²) to approve the payments from 04/29/15-05/21/15. Motion carried 6-0.
Item d: Motion (Moore¹/La Shay²) to approve all operator license applications except for Katelyn Weyenberg. Motion carried 6-0. List of approved applications is attached.
8. Appointments
 - a) None
9. Unfinished Business from Previous Meeting
 - a) Agreement with McMahon Associates to Investigate Development of Water and Sewer System for Harrison Rd. area- Motion (Hietpas¹/Stier²) to remove the item from the table. Motion carried 6-0. The board members agreed to discuss the costs for this project at budget time. Motion (Sprangers¹/La Shay²) to postpone this item until the next budget cycle. Motion carried 6-0.
10. New Business for Consideration or Action
 - a) Class B Combination Liquor & Beer and Class A Combination Liquor & Beer Applications – Motion (La Shay¹/Hietpas²) to approve the applications. Motion carried 6-0. List of approved licenses is attached.
 - b) Cigarette and Tobacco Products License Applications- Darboy Corner Store and Silver Spur- Motion (Moore¹/Sprangers²) to approve applications for Darboy Corner Store and Silver Spur. Motion carried 6-0.

- c) Agreement with State to Provide Weights and Measures Service- Motion (Stier¹/La Shay²) to approve the agreement with the State. Motion carried 6-0. The agreement will cost \$400 per year; the board requested that next year we negotiate with City of Appleton to see if we can partner with them.
 - d) Request to Place Fence in Easement at N8936 Blackoak Street- Motion (Moore¹/La Shay²) to approve the request. Motion carried 5-1 with Trustee Sprangers opposed. The owners of the property will be placing a 6-foot vinyl fence within the 20-ft drainage easement along the rear lot line. The owner is required to sign the "Permission to Occupy Drainage Easement Agreement" as part of the approval.
 - e) Ordinance V15-08 Creating Article IX, Ch. 22 of Municipal Code of Ordinances, Sump Pump Discharge- Motion (Moore¹/Stier²) to waive the reading of the ordinance. Motion carried 6-0. Motion (La Shay¹/Stier²) to approve Ordinance V15-08. Motion carried 6-0.
 - f) Ordinance V15-09 Luniak Annexation- Motion (La Shay¹/Moore²) to waive the reading of the ordinance. Motion carried 6-0. The question was raised if the Luniak property is contiguous to the Village boundaries. Motion (Stier¹/La Shay²) to approve Ordinance V15-09. Motion to approve failed with no votes in favor.
 - g) Ordinance V15-10 Birling Annexation- Because Ordinance V15-09 did not get approved, the Birling property would not be contiguous to the Village boundaries. Motion (La Shay¹/Stier²) to refer the ordinance to the Village Attorney for review. Motion carried 6-0.
 - h) Condominium Plat for Harrison Business Park – Amy Ave- The developer is proposing 3 commercial condominium buildings with 4-units in each building for a total of 12 units. Motion (La Shay¹/Moore²) to approve the condo plat provided only 2 new driveways be permitted along Amy Ave between buildings A/B and buildings B/C and that storm drains connect to storm sewer laterals if provided. Motion carried 6-0.
 - i) Certified Survey Map- Mike Brantmeier, N7686 Hwy 114- The purpose of the CSM is to add approximately 40 feet from the adjacent parcel to the applicant's parcel. Motion (Stier¹/Sprangers²) to approve the CSM. Motion carried 5-0 with Trustee Moore abstaining.
 - j) Certified Survey Map- Eleanora Hoelzel Trust, Manitowoc Road- Motion (Stier¹/La Shay²) to approve the CSM. Motion carried 6-0. Lot 1 will be 10.701 acres with no road frontage; Lot 2 will be 10.701 acres with road frontage along Manitowoc Rd; Lot 3 will be 8.02 acres with road frontage.
11. Future Agenda Items- Trustee La Shay would like the board to discuss credit card availability for staff and also the process for approving operator licenses for applicants who have criminal records. Trustee Hietpas requested the board discuss the website and the development of parks.
12. Adjournment- Motion (Stier¹/La Shay²) to adjourn at 8:03pm. Motion carried 6-0.

Jennifer Weyenberg, Village Clerk
 Dated May 27, 2015
 Approve June 30, 2015