

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
09/29/2015**

1. Call to Order – Meeting was called to order by President Jim Salm at the Harrison Municipal Building, W5298 State Road 114 at 7:00pm.
2. Pledge of Allegiance- recited.
3. Roll Call- Board: President Jim Salm and Trustees Joe Sprangers, Lou Miller, Tyler Moore, Kevin Hietpas, Dave La Shay, Pete Stier present. Staff: Village Manager Travis Parish, Planner Mark Mommaerts, Public Works Director Bob Kesler, Clerk Jennifer Weyenberg, Treasurer JoAnn Ashauer.
4. Public Hearing
 - a) Consider the Establishment of Village of Harrison Utility District No. 1 and Village of Harrison Utility District No. 2- T. Parish introduced Dave Wagner from Ehlers & Associates and Stan Martenson from Martenson & Eisele then provided an overview of the way that Darboy Jt. Sanitary District and Waverly Sanitary District put charges on the tax bills. He explained how creating a utility district would help streamline that process and bring everyone into compliance with the taxing laws. President Salm asked for any further comments for/against and then asked for a show of hands from any persons in the audience who would be against the creation of a utility district. No persons raised a hand. The Hearing was then closed.
5. Resolution Pertaining to Public Hearing
 - a) Consider Resolution V2015-11 Creating the Harrison Utility District No. 1 and Harrison Utility District No. 2- Motion (La Shay¹/Miller²) to approve Resolution V2015-11. Motion carried with none opposed.
6. Correspondence or Communications from Board and Staff
 - a) Correspondence received by Ryan Lisowe regarding Papermaker Ridge Sidewalks- the board acknowledged the receipt of the correspondence. There was no further discussion.
7. Public Comments- Larry Schmitz, N8387 Royce Court, spoke about receiving the final assessment notice but noted that the project has not been completed to the property owners' satisfaction. The owners would like written confirmation that the work will be completed and that they will not be held liable for any future costs.
 - a) Chad Leder, W6043 Moonflower Dr, regarding drainage issues- The Leders submitted photos of the drainage problem at their residence. B. Kesler confirmed that the road crews had been out to verify grading and it looks like the lot was graded to the approved plans. Question was raised if a storm sewer was out at the street. Motion (La Shay¹/Hietpas²) to hold off to the next meeting so that staff can gather information and come back to the next meeting. Motion carried with none opposed.
8. Consent Agenda
 - a) Municipal Payments from 08/24/15 through 09/24/15
 - b) Village board minutes from 08/25/15
 - c) Operator Licenses for Robin Frechette, Jacob Dodd, Matthew Dodd, Olivia Switz
 - d) Discharge of Firearms Applications- David McCormick (40 acres State Park Rd)
 - e) Certificate for Payment #1 for seeding and plantings at Lakeview Pond
 - f) Certificate for Payment #6 Lakeview Pond construction
Motion (Stier¹/La Shay²) to approve consent items a, c, d, e, f. Motion carried with none opposed.
9. Items removed from Consent Agenda- Item B was removed by D. La Shay. ***Item 11b of the August minutes read "Resolution V2015-09 Final Resolution Authorizing and Levying Special Assessments- Northshore Estates: Motion (La Shay¹/Miller²) to approve the resolution. As with the Sumac Lane***

project, documents of inspections are requested.” Discussion: The residents from Northshore Estates in attendance spoke about wanting reassurance that the project will be completed before they are expected to pay the assessments in full. Some pointed out the grading and seeding are still bad in some areas. Motion (La Shay¹/Stier²) that we draft a letter stating that assessments are in full and reassurance that no further assessment will be done. Request by La Shay to amend his motion to include that the village completes the work. No second was made on the amendment. Amendment failed. Request by La Shay to withdraw the original motion was seconded by Moore. New motion presented- (La Shay¹/Miller²) requesting that staff draft a letter to residents in Northshore Estates stating that work needing to be done be done completely and fully to the satisfaction of the residents and that the letter states a deadline in which the work must be completed by. B. Kesler added that June 15th would be a favorable date. Motion carried with none opposed.

10. Appointments

- a) None

11. Unfinished Business from Previous Meetings for Consideration or Action

- a) Request to place fence in drainage easement, Bryan Peters at W5412 Red Clover Trail- Motion (Moore¹/Stier²) to accept proposal for a fence in easement at W5412 Red Clover Trail. Motion carried with none opposed.

12. New Business for Consideration or Action

- a) Award bid for Solid Waste Collection and Disposal Services- Motion (Moore¹/Miller²) to award bid to Advanced Disposal for weekly automated refuse and weekly automated recycling. Motion amended (Moore¹/La Shay²) to include the Misc. Items in the bid. Motion with amendment carried with none opposed. Misc. Items include spring/fall yard waste pickup, appliance without refrigerants, and bulky items.
- b) Resolution V2015-10 Creating Heart of the Valley Prevention Partnership Board- Motion (Moore¹/Stier²) to approve the resolution. Motion carried with none opposed. This will be a joint partnership between the villages of Kimberly, Combined Locks, and Harrison to provide community awareness and education in all areas of alcohol & drug abuse.
- c) Lower Cliff Fishing Club request to widen concrete landing pad- the request is to widen the 21' pad to 42' by adding 10' to the west side and 11' to the east side. This would provide for safer entering and exiting during the winter months. Motion (Hietpas¹/Miller²) to approve the request. Motion amended (Sprangers¹/La Shay²) to include that the village does the excavating work. Motion with amendment approved with none opposed.
- d) Certified Survey Map and Zero-Lot Line at N9079 & N9081 Spring Valley Road- Motion (La Shay¹/Miller²) to approve request with Plan Commission's recommendations that (1) the building inspector shall inspect and approve the common wall in accordance with all applicable building codes (2) private/restrictive covenants shall be recorded with the Calumet County Register of Deeds in accordance with the zero lot line provisions in the zoning ordinance and a copy of such recorded documents shall be provided to the Village Planner (3) a note on the face of the CSM shall read "When attached single-family dwelling units are created, matters of mutual concern to the adjacent property owners due to construction, catastrophe, use and maintenance shall be guarded against by private/restrictive covenants and deed restrictions, and no approving authority shall be held responsible for the enforcement of the same." Motion carried with none opposed.
- e) Discharge of Firearms- Sansee Hietpas (39 acres Manitowoc Rd)- Any property owner in the prohibited areas must have 40 acres to request a discharge of firearms permit. Motion (Stier¹/Moore²) to approve the request. Motion carried with none opposed. Concerns were raised about the precedent being set by allowing less than the required 40 acres.

13. Future Agenda Items – Discussions on discharge of firearms, zero lot line CSMs, and voting wards will be placed on the next Committee of Whole agenda.

14. Closed Session: Motion (Moore¹/Miller²) to meet in closed session pursuant to Wis. State Stats. §19.85 (1)(c) and Wis. State Stats. §19.85 (1)(e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility in regards to employee(s) performance and 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: Sprangers- aye; Miller- aye; Moore- aye; Salm- aye; Hietpas- aye; La Shay- aye; Stier- aye.
The board did not reconvene into open session pursuant to section 19.85(2) of the Wisconsin Statutes for possible action on the closed session.
15. Adjournment- Motion to adjourn carried in closed session.

Jennifer Weyenberg, WCMC
Dated October 1, 2015
Approved October 27, 2015