

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
12/29/15**

The regular meeting of the Village of Harrison Board was convened on Tuesday, December 29, 2015 at 7:00pm in the Harrison Municipal Building with President Jim Salm presiding. After the Pledge of Allegiance was recited, roll was called.

Members Present: Trustees Joe Sprangers, Lou Miller, Tyler Moore, Kevin Hietpas, Dave La Shay, Pete Stier, and President Jim Salm.

Staff Present: Manager Travis Parish, Clerk Jennifer Weyenberg, and Planner Mark Mommaerts.

Correspondence or Communications from Board and Staff: Trustee La Shay said that he had been contacted by a resident on Box Elder Way following the snowstorm. She requests that our road department remove the snow from her driveway apron because she is disabled. No action was taken.

Public Comments for items not on the agenda: (1) The property owner at N7380 Hwy 114 asked the board of the options for getting water to his property. His current well system is failing and Village of Sherwood is not willing to offer services unless the property owner detaches from Harrison and annexes to Sherwood. Trustee La Shay requested that Manager Parish contact our attorney to see if Sherwood can be forced to provide the services without the annexation. Trustee Hietpas thanked for the resident for his patience since he's been dealing with this issue for over a year; (2) the property owner at N7303 S Harwood Road asked for clarification on the ordinance approved that regulates the number of animals a person can keep. The board explained that the ordinances restrict number of animals in the urban areas but not the AG districts.

Consent Agenda

- a) Municipal Payments from 11/20/15 through 12/23/15
- b) Operator Licenses for Tammy Hank, Leah Gundrum, Paul Phillips
- c) Minutes from 11/24/15

Motion by Trustee Moore and second by Trustee La Shay to approve the consent agenda. Motion carried 7-0.

Items removed from Consent Agenda- none

Appointments

- a) Comprehensive Plan Steering Committee: Planner Mommaerts presented a list of 8 individuals to serve on the steering committee. The 8 individuals recommended by Mark were Jim Fochs, Paul Klister, Bob Drifka, Andy Uecker, Dave Schmalz, Bob Mayfield, Mark Duerwachter, and Todd Romenesko. His list also included an open position to be filled by a board member. Trustee La Shay expressed interest in serving on the committee as the board member and also recommended that resident Rick Kindschi be placed on the committee given his background. President Salm stated that he would also be serving on the committee. Motion by Trustee Moore and second by Trustee Miller to approve the nominees. Trustee Sprangers questioned whether or not President Salm could appoint himself without a vote of the board. The motion was clarified that the approval was for the list provided by Planner Mommaerts and also board members Dave La Shay and Jim Salm. Motion carried 6-1 with Trustee Sprangers opposed.

- b) Election Inspectors for 2016-2017: Clerk Weyenberg presented 32 names for appointment. Motion by Trustee Stier and second by Trustee La Shay to approve the inspectors. Motion carried 7-0.

Unfinished Business from Previous Meetings for Consideration or Action

- a) Costs to Correct Drainage Issues at W6043 Moonflower Dr: Staff recommended the installation of a catch basin and pipe to alleviate the pool of water in the backyards. The estimated cost of the project is \$11,580. Motion by Trustee La Shay and second by Trustee Stier to approve. Motion carried 7-0.

New Business for Consideration or Action

- a) Appoint Agent for North Shore Golf Club: The former agent for North Shore Golf Club retired in December. The golf club requests the appointment of Barbara Schaeffer as his replacement. Motion by Trustee Stier and second by Trustee Miller to approve. Motion carried 7-0.
- b) Conditional Use Permit for David Frahm Plastering- On December 15th, the Plan Commission recommended the approval of the CUP with the conditions: (1) All equipment, vehicles, materials, and other items related to the business shall be stored inside. No outside storage of business related items shall be allowed; (2) An erosion control permit shall be obtained; (3) The building inspector shall be consulted regarding building permits, including state permits if needed; (4) The Calumet Co. Planning Director shall be consulted regarding sanitary permits; (5) All signage shall require a separate permit and shall meet the requirements of the zoning ordinance; (6) Screening of all parking and loading areas from adjacent properties shall be provided either through a solid fence (wood, vinyl, or other similar aesthetic material) or plantings. Motion by Trustee Stier and second by Trustee Hietpas to approve the Plan Commission's recommendation. Motion carried 7-0.
- c) Hire Consulting Services for Comprehensive Plan Update and District Plan- The Village Manager, Planner and President interviewed two firms and recommended the board accept the proposal from Vierbicher Associates. Their proposal includes performing a detailed market analysis for a proposed Village Center and TIF area, updating the current comprehensive plan, and creating a district plan for a proposed Village Center. Their plan is within the budgeted amount. Motion by Trustee La Shay and second by Trustee Sprangers to approve the Village of Harrison consulting for the Comp Plan Update with Vierbicher Associates for \$80,000 in budgeted funds. Motion carried 7-0.
- d) Reduce Letter of Credit for Papermaker Ridge Subdivision- The developer has requested a reduction in the letter of credit for Phase I. Motion by Trustee Moore and second by Trustee Hietpas to reduce the letter of credit for Phase I to \$21,628.75 which is estimated to cover the costs for terrace restoration, asphalt paving, and sidewalk replacement. Motion carried 7-0.

Future Agenda Items- County LP rebuild, website upgrade, and elections update will be placed on the next Committee of the Whole agenda.

There being no other business, a motion was made by Trustee Stier and a second by Trustee La Shay to adjourn at 8:05pm. Motion carried 7-0.

Jennifer Weyenberg, Village Clerk
December 29, 2015
Approved January 26, 2016