

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
03/29/16**

A meeting of the Village of Harrison board was convened on Tuesday, March 29, 2016 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: President Jim Salm, Trustee Joe Sprangers, Trustee Lou Miller, Trustee Tyler Moore, Trustee Kevin Hietpas, Trustee Dave La Shay, and Trustee Pete Stier.

Staff present: Manager Travis Parish, Clerk Jennifer Weyenberg, Planner Mark Mommaerts, Public Works Director Bob Kesler and Treasurer JoAnn Ashauer.

Public Comments

ThedaCare and County Health Dept. representatives Paula Morgen, Laurie Olson, Bonnie Kolbe, Keren Rosenberg asked the board to approve Resolution V2016-07 supporting Weight of the Fox Valley.

Jeremy Lisowe, N9064 Blackoak Street, asked that someone look at a drainage problem at his property.

Buddy Lisowe, N9016 Papermaker Pass, spoke against approving Resolution V2016-02 levying the Final Assessments in Papermaker Ridge. He hoped the board would consider granting credits for those with corner lots.

Larry Schmitz, N9838 Royce Court, spoke against the comprehensive plan update. He did not favor the survey put together by Vierbicher.

Christina Rogers, who filed an application for an operator's license, spoke to the board asking they support her request to hold a bartender license at Countryside Bar.

Scott Sass, N9054 Papermaker Pass, supported the method of assessing for sidewalks in Papermaker Ridge and didn't believe the corner lots should receive any credits.

Consent Agenda

- a) Municipal Payments in the amount of \$ 442,419.369
- b) Operator Licenses for Kevin Lambie (HAA), Brenda Marquardt (HAA), Rebecca Schaeffer (HAA), Rebecca Mader (HAA), Michael Mader (HAA), Robert Fredericks (HAA), Lois Fredericks (HAA), Hilary Sprangers (Silver Spur), Christina Rogers (Countryside Bar & Grill), Mae West (Darboy Corner Store), Brittany Pekuri, Judith Laitala
- c) Minutes from 01/12/16 (VB), 02/23/16 (VB), 03/08/16 (VB), 03/08/16 (COW)
- d) Discharge of Firearms for N8222 State Park Rd
- e) Ecological Management Agreement with McMahon Associates for Amy Ave and Lakeview Ponds
- f) Operation and Maintenance Agreement with McMahon Associates for Amy Ave and Lakeview Pond

Motion by Trustee Stier and second by Trustee Moore to approve all items on the consent agenda.
Motion carried 7-0.

Development Agreements for Parker Farms subdivision: This item was moved up in the agenda at the request of President Salm. The developer has requested to construct the curb & gutter and paving in the

fall of 2016, which is earlier than the July 2017 date approved in their developer agreement for Phase 1. However, the Phase 2 developer agreement allows for paving to occur once 50% of lots are built which means there is a potential that Phase 2 could be paved prior to Phase 1. Motion made by Trustee La Shay and second by Trustee Stier to deny the amendment to the developer agreement for Parker Farms. A request to amend the motion (La Shay/Moore) to include that the percentages be removed on the Phase 2 agreement was carried 7-0. Motion to deny the amendment and remove the percentages from the Phase 2 agreement carried on a roll call vote with all members voting AYE.

Resolution V2016-02 Final Assessment for constructions of sidewalks in Paper Maker Ridge subdivision: Motion by Trustee La Shay and second by Trustee Miller to approve the assessments as provided by our Village Engineer. Motion carried 6-1 with Trustee Moore opposed.

Overtime Policy: The committee of the whole asked that staff find possible changes to the overtime policy to allow for some type of benefit for overtime worked in excess of 8 hours per day. Village Manager Parish presented an option that allows for PTO to count towards hours worked. Motion by Trustee Moore and second by President Salm that the board does not change the overtime policy at this time as the current policy conforms with the state law. Motion was withdrawn. New motion by Trustee Hietpas and second by Trustee La Shay was made to approve changing the policy and including that PTO counts toward hours worked. Motion carried 7-0.

Subdivision Improvement Policy: Motion by Trustee La Shay and second by Trustee Miller to approve the subdivision improvement policy. Motion carried 7-0. The policy will set a standard procedure for development of new subdivisions.

Authorize staff to work with post office to allow for Harrison mailing address: Motion by Trustee Sprangers and second by Trustee Hietpas to move forward and pursue the option of an alternate last line. Motion carried 7-0. The possible last line would allow residents and businesses the option to use the existing city name with zip code or to use Harrison with the existing zip code.

6-month Class "B" Beer License for Harrison Athletic Association, Inc.; Rebecca Mader, Agent: Motion by Trustee Moore and second by Trustee Miller to approve the application. Motion carried 7-0.

Authorize road dept. to correct drainage issue at N9064 Blackoak St: Staff recommends installing a catch basin where the culvert outfalls into the property and that a pipe be extended to the existing storm sewer. Motion by Trustee La Shay and second by Trustee Miller to approve correcting the drainage issue. Motion carried 7-0.

Changes to Plan Commission membership: Staff requests that the agreement be amended to allow for any town or village resident to apply for one of the 4 residents' seats which allows for greater flexibility in filling open seats. Motion by Trustee La Shay and second by Trustee Hietpas to make changes as presented. Motion carried 7-0.

Maintenance of drainage way between W5791 and W5779 Hearthstone Drive: It appears that a drainage way has not been maintained and the culverts are partially blocked with sediment; the drainage way is under the area of control for Garners Creek Storm Water Utility. Motion by Trustee La Shay and second by Trustee Moore to request that Garners Creek Storm Water Utility do the maintenance on the drainage way at W5791 & W5779 Hearthstone Dr. Motion carried 7-0.

Approve purchase of new plow truck(s): The budget included the purchase of a new plow truck in 2016;

however, one the current trucks in use has had over \$32,000 in repairs with another estimated \$18,000 needed. The State Trust Fund Loan currently has an interest rate of 2.5% for a 5-year loan which makes interest payments approx. \$14,913.59 which is less than the estimated repairs. Motion by Trustee Stier and second by Trustee La Shay to purchase 2 new plows trucks using the budgeted funds as planned and with the State Trust Fund loan. Motion carried 7-0.

Resolution V2016-06 Requesting Calumet County to construct CTH LP as a 3-lane facility: Motion by Trustee La Shay and second by Trustee Stier to approve Resolution V2016-06. Motion carried 7-0.

Resolution V2016-07 Supporting Weight of the Fox Valley: Motion by Trustee Stier and second by Trustee Miller to approve Resolution V2016-07. Motion carried 7-0.

Resolution V2016-08 Participation in the Wisconsin Length of Service Award program: Motion by Trustee La Shay and second by Trustee Sprangers to approve Resolution V2016-08. Motion carried 6-0 with Trustee Moore abstaining. This will allow the Village to be named the owner of the annuity which had been previously held in the Town's name.

Review Impact Fees for new development: The question was asked if the Village should review the park impact fee and look at other funding options for new or needed facilities due to growth. Motion by Trustee La Shay and second by Trustee Stier to have staff look into getting information on review impact fees and bring a report back to the board. Motion carried 7-0.

Correspondence from Hanaway Ross Law Firm representing Ed Gersek, Inc.: Ed Gersek, Inc. is requesting that \$20,571.68 of the \$32,000 retained be returned to them. Motion by Trustee Moore and second by Trustee Miller to disapprove the offer from Ed Gersek. Motion carried 7-0.

RFP for Construction, Drainage Facility, and New Home Grade Inspections: Staff had been asked to develop a RFP for street construction inspection, stormwater management construction inspections, new home foundation and driveway grade checks. Motion by Trustee La Shay and second by Trustee Miller to direct staff to send out RFPs. Motion carried 7-0.

Certified Survey Map for N8897 S Coop Rd: Motion by Trustee Moore and second by Trustee La Shay to accept the CSM as presented. Motion carried 7-0. This will split the property into 2 lots; Lot 1 will be 1.331 acres and Lot 2 will be .669 acres.

Request to place fence in drainage easement at N9445 Evan St: The future owner of the property is requesting to install a 4-ft high wood fence along the property lines. The lot has a 20-ft drainage and utility easement centered on the west and south property lines. Motion by Trustee La Shay and second by Trustee Moore to approve the request. Motion carried 7-0.

Citizen Participation Plan for Comprehensive Plan Update: Motion by Trustee Moore and second by Trustee Stier to accept the Citizen Participation Plan for the Comprehensive Plan Update. Motion carried 7-0.

Approve Eastshore Humane Society Agreement: Motion by Trustee Stier and second by Trustee Moore to approve the Eastshore Humane Association Agreement. Question was raised about the terms of the agreement which calls for an annual payment of \$1500.00 to the humane association. The Village no longer brings dogs to the Sherwood Animal Hospital and part of the \$1500 was originally intended to cover transportation costs. The agreement also states that in the event the number of stray animals exceeds 40, Eastshore will invoice Harrison an additional \$45 per stray. The motion to approve the agreement failed with all 7 members voting against it. The board asked Village Manager Parish to look

into this payment of \$1500 and see if it can be considered a donation so that we aren't locked into an agreement.

"H" Sticker program for compost site: Motion by Trustee Moore and second by Trustee Miller that beginning January 1, 2017 residents must purchase a \$5 sticker each year (for a semi-permanent sticker). Motion carried 6-1 with Trustee Sprangers opposed.

Flooding issue at W5393 County Trunk KK: Flooding at this property has been an issue for years. Calumet County will not put another culvert under County KK as it could flood out Town of Buchanan properties on the other side. The enlargement of Clover Ridge Pond could help and is under the jurisdiction of Garner Creek Stormwater Utility. Staff recommends that Garner Creek be asked to take over and enlarge the Clover Ridge Pond. Motion by Trustee La Shay and second by Trustee Stier that we send a letter to Garners Creek regarding that we sit down and discuss and reach a mutual agreement between Garners Creek, Town of Buchanan, Calumet County, and Harrison. Motion carried 7-0.

Future Agenda Items: None

There being no other business, a motion was made by Trustee Stier and second by Trustee Miller to adjourn at 9:48pm. Motion carried 7-0.

Jennifer Weyenberg, Village Clerk
March 30, 2016
Approved April 26, 2016

