

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
10/24/2017**

A regular meeting of the Village of Harrison was called to order on Tuesday, October 24, 2017 at 7:00pm in the Harrison Municipal Building. After the Pledge of Allegiance was recited, roll call was taken.

Board present: President Jim Salm, Trustees Joe Sprangers, Buddy Lisowe, Kevin Hietpas, Dave La Shay, Tyler Moore and Tammy Nelson
Board excused: None
Staff present: Village Manager Travis Parish, Clerk Jennifer Weyenberg, Public Works Director Bob Kesler and Planner Mark Mommaerts

Correspondence or Communications from Board and Staff

a) UNPS Planning Grant Application Scoring by Rank for 2018: T. Parish reported that the DNR has scored the village's grant application as number one out of 33 submitted.

Board members received copies of a letter from City of Menasha dated October 17, 2017. The letter informed the village that the City Council voted to explore servicing their own citizens with utilities formerly provided by the Waverly Sanitary District.

Public Comments

Ken Porsche asked the board to consider waiving the \$75.00 invoice he received for a replacement garbage can. He was asked to submit a formal request so that it could be placed on a future agenda for consideration.

Consent Agenda

Payment of Bills and Claims, Minutes from 09/26/17, 10/10/17, 10/10/17 (closed)

Discussion: None

Motion: Trustee Nelson with second by Trustee Moore to approve the items on the consent agenda.

Vote: Motion carried 7-0.

Unfinished Business from Previous Meeting for Consideration or Action

a) Approve Change in Fire Dept. Bank Accounts

Discussion: T. Parish recommended that the fundraising account be reopened under the village's name and that the petty cash issues be addressed as a separate matter. The two current Town accounts labeled "fundraising" and "petty cash" should be closed.

Motion: Trustee Lisowe with second by Trustee Nelson to close the Fundraising account under the Town's name and reopen it under the Village's name with Amos Mikkelson and Jared Gerl listed as check signers. A revised ordinance should be drafted to address the petty cash account.

Vote: Motion carried 6-0 with Trustee Moore abstaining.

b) Traffic concerns- Cedar Ridge II

Discussion: PW Director B. Kesler reported that there haven't been many calls received by the Sheriff's department in this area. If the board wishes, the PW Dept. could place 25 mph signs along the route throughout the subdivision.

Motion: Trustee La Shay with second by Trustee Hietpas to postpone action.

Vote: Motion carried 7-0.

New Business for Consideration or Action

a) Discharge of Firearms Ordinance and Map Review

Discussion: The office has received many complaints about the goose hunting occurring near Northshore Apartments on County LP. The landowner does have a permit to hunt the land because she owns approximately 75 acres, and the village requires at least 40. Staff recommends that the board revise the current map to account for new development.

Motion: Trustee Nelson and second by Trustee Moore to review an amended ordinance and revised map at a future meeting.

Vote: Motion carried 7-0.

b) Firelane 12 Grading Plan Costs

Discussion: A property owner on FL 12 is building a new house and public access to his property is quite steep. The total cost for re-grading is \$3536.00. The Public Works Committee recommends that the property owner reimburse the village for the costs.

Motion: Trustee La Shay with second by Trustee Hietpas to accept the PW Committee's recommendation that the property owner reimburse the village.

Vote: Motion carried 6-1 with Trustee Nelson opposed.

c) 2018 Supplemental Police Services Contract with Calumet County

Discussion: The village provides police protection services through a contract with Calumet Co., with an additional 40 hours of services per week. The contract for next year has a 2% increase for a total of \$110,115.20.

Motion: Trustee Lisowe with second by Trustee Hietpas to approve the 2018 Supplemental Police Services Contract with Calumet Co.

Vote: Motion carried 7-0.

d) Certified Survey Map- Peters Road (Compost Site)

Discussion: The village has been leasing a 10-acre site on the Appleton Coated property and as part of the recent sale of the business there is an option to buy the parcel rather than leasing it. The CSM creates the 10-acre parcel.

Motion: Trustee Lisowe with second by Trustee Hietpas to approve the CSM. It was noted that the legal name on the CSM might have to change since "Appleton Coated" is no longer in business.

Vote: Motion carried 7-0.

e) Certified Survey Map- Dogwood Lane

Discussion: The village is proposing a 3-lot CSM in order to acquire Lot 1 for a future park and Lots 2 & 3 will be sold by the developer for future building sites. The CSM also dedicates Dogwood Ln to connect the two ends and creates a new north/south roadway.

Motion: Trustee Lisowe with second by Trustee Nelson to approve the CSM which should also include a 12-ft utility easement for Lots 1, 2, and 3.

Vote: Motion carried 7-0.

f) Land Conveyance Agreement Addendum #1 (Dogwood Ln)

Discussion: The Village has entered into an agreement with Lamers Realty, Inc. to acquire property for a future park and the Public Works Dept. will construct the roadways adjacent to the property. Due to wetland permits, Lamers Realty should be the lead agent with the village paying for its portion of the costs.

Motion: Trustee Nelson with second by Trustee Hietpas to approve Addendum #1 to the Land Conveyance Agreement between the Village and Lamers Realty, Inc.

Vote: Motion carried 7-0.

g) Blackoak Street Right-of-Way Acquisition

Discussion: Planner M. Mommaerts reported that Ms. Van De Hey countered with an appraisal for her property.

Motion: None. Informational purposes only.

Vote: None taken.

Reports of Ad Hoc Committees and Departments

Calumet County Sheriff's Department incident report from September was distributed and the Village Clerk gave updates on the purchase of new election equipment and the new logo.

Closed Session

Motion: Trustee Lisowe with second by Trustee Nelson to meet in closed session pursuant to Wis. State Stats §19.85 (1)(e) 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 Kaukauna Youth Baseball facilities.

Discussion: None

Vote: Roll Call vote carried with Sprangers, Lisowe, Moore, Salm, Hietpas, La Shay and Nelson voting "aye".

The board did not reconvene into open session and the meeting adjourned in closed session.

Jennifer Weyenberg, Village Clerk

Dated October 24, 2017

Approved November 14, 2017