

**VILLAGE OF HARRISON  
BOARD MEETING MINUTES  
04/24/2018**

A regular meeting of the Village of Harrison Board was called to order on Tuesday, April 24, 2018 at 7:00pm in the Harrison Municipal Building, W5298 State Road 114. After the Pledge of Allegiance was recited, the newly elected trustees were sworn into office and roll call was taken.

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

Public Comments

Residents Kristina Smits and Amy Sievert asked the board to enforce a “vicious dog” ordinance.

Consent Agenda

Payment of Bills and Claims, Minutes from 03/27/18 and 04/10/18, Application for Operator License ending June 30, 2018, Discharge of Firearms for Cathy Ott, Donation to EastShore Humane Assoc.

Discussion: None

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

Vote: Motion carried 7-0.

Appointments

a) Scott Chicoine as Chair, Zoning Board of Appeals (term exp. 04/30/21)

b) John Jung, Zoning Board of Appeals (term exp. 04/30/21)

Discussion: Under state statute, ZBA members are non-elected officials appointed to 3-yr terms starting May 1<sup>st</sup> of the year.

Motion: Trustee Lisowe with second by Trustee Hietpas to approve the nominations of Chicoine and Jung.

Vote: Motion carried 7-0.

Unfinished Business from Previous Meetings for Consideration or Action

None

New Business for Consideration or Action

a) Certified Survey Map – Hardin, W7027 FL 3

Discussion: The applicant wishes to combine the lands in order to create a wider lot on the lake and build a new home in the middle of the property. The plan commission recommended approval with the note that both lots must be sold together.

Motion: Trustee Lisowe with second by Trustee Hietpas to approve the CSM.

Vote: Motion carried 7-0.

**b) Accept Roads in Graveled State in Kimberly Heights Subdivision**

Discussion: The on-site inspectors have verified construction of utilities, base, and gravel. All village specifications have been met and the developer requests that the roads be accepted so that zoning permits and building permits can be issued.

Motion: Trustee Nelson with second by Trustee Moore to approve Hoelzel Way (from County N east to subdivision plat limits), Rosella Drive (from Hoelzel Way north to the subdivision plat limits), and Touchdown Dr.

Vote: Motion carried 7-0.

**c) Resolution V2018-09 to Re-Assign Eisenhower Dr funds to Blackoak St. project**

Discussion: The village is not eligible for federal funding for the Eisenhower project until the 2021-22 budget cycle. The money that has been set aside for the project will be re-assigned to the construction of the Blackoak St. extension.

Motion: Trustee Sprangers with second by Trustee Lisowe to approve the resolution.

Vote: Motion carried 7-0.

**d) Resolution V2018-10 Preliminary Resolution Declaring Intent to Exercise Special Assessment Under Municipal Police Powers for Storm Interceptor Sewer and Street Construction (Willow and Dogwood Ln)**

Discussion: The village will levy assessments for the construction of a storm interceptor sewer and street construction. The assessment district includes all property fronting upon both sides of Willow Ln from its intersection with Lilac Road to its intersection with Dogwood Ln and W6359 Lilac, W6351 Lilac, W6372 Dogwood, N8912 Harrisville, W6355 Dogwood, W6358 Dogwood, W6366 Dogwood. Total amount of assessment per lot shall not exceed \$1744.20.

Motion: Trustee Nelson with second by Trustee Hietpas to approve the preliminary resolution.

Vote: Motion carried 7-0.

**e) Resolution V2018-11 Preliminary Resolution Declaring Intent to Exercise Special Assessment Under Municipal Police Powers for Storm Interceptor Sewer and Street Construction (Rustic Ln and Hickory Dr)**

Discussion: The village will levy assessments for the construction of a storm sewer and street construction. The assessment district includes all property fronting upon both sides of Rustic Ln from its intersection with Handel Dr to its intersection with Hickory Dr and all property fronting upon both sides of Hickory Dr from its western intersection with Rustic Ln to its eastern intersection with Rustic Ln and including N9562 Handel Dr. Total amount of assessment per lot shall not exceed 50% of total cost of improvements.

Motion: Trustee Nelson with second by Trustee Sprangers to approve the resolution using the optional driveway assessment provided by McMahon.

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

f) New Electric Service for Lift Station #6

Discussion: As part of the project, WE Energies needs to extend electricity to the lift station that will be located north of the Hwy 10/114 split. The cost to extend electricity is \$26,628.24 and will come from the utility fund.

Motion: Trustee Nelson with second by Trustee Moore to approve the contract with WE Energies.

Vote: Motion carried 7-0.

g) Contract with CESA 10 for MDS Online

Discussion: OSHA requires all organizations to keep a safety data sheet binder containing all information on chemicals located on the property. CESA 10 is offering to provide this service for an annual fee of \$1500. They are also offering to conduct a chemical inventory and a one-time data entry fee for \$1348.

Motion: Trustee Nelson with second by Trustee Lisowe to contract with CESA 10 for MSDS online software with an annual fee of \$1500 and to conduct the one-time chemical inventory and data entry in the amount of \$1348.

Vote: Motion carried 4-3 with Trustees Moore, Hietpas, and Nickel opposed.

h) Phone Stipend for Employees

Discussion: The village board offers stipends to some employees but phones to others. Some of the public works employees are asking for a stipend instead of carrying a village-issued phone. The Public Works Director and Operations Manager however still want village-issued phones. The village manager is recommending one policy for all employees.

Motion: Trustee Moore with second by Trustee Nickel that those Village employees that need to be reached 24 hours a day and wish to use their personal devices have the option of a \$40 monthly stipend. The Public Works Director and Operations Manager will be provided a phone. The paging system needs to be added to all phones.

Vote: Motion carried 7-0.

i) Storm Water Pond for Baseball Complex in Harrison

Discussion: A storm water pond is required on the property being developed for the new baseball complex. Since the location is a highly-visible entrance in the village, staff recommends enhancing the appearance of the pond and including signage that welcomes people to Harrison.

Motion: Trustee Nelson with second by Trustee Moore to allow staff to proceed in obtaining construction estimates and a breakdown of costs.

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

j) Discuss Holiday Lights at Farmers Field

Discussion: Mr. Shaun Forslund is proposing a walk-through light display similar to the one done at the Green Bay Botanical Gardens with lighted paths and tunnels, animated displays, and decorations. Most of the costs would be covered through sponsorships and fundraisers. A percentage of the donations collected during the holiday season would be distributed back to area non-profits.

Motion: Trustee Lisowe with second by Trustee Nelson to support the light display (beginning in 2019).

Vote: Motion approved 7-0.

k) Summons and Complaint from Dale Deno concerning Merbach Rd

Discussion: Dale Deno and Kim Cha Deno have filed legal action against the village. A claim can be filed with the village's insurance and a lawyer will be provided to us or the village can proceed using its own attorney.

Motion: Trustee Sprangers with second by Trustee Hietpas to proceed using its own attorney at Herrling Clark.

Vote: Motion carried 7-0.

### Reports

\*The village manager updated the board on Hwy N, Garners Creek, the sheriff's department contract, Farmers Field, and Kaukauna Youth Baseball Complex.

\*The sheriff's department reported 208.8 total hours worked in March 2018.

\*Harrison Fire Rescue responded to 32 calls in March bringing the total to 103 calls for the year.

There being no other business, a motion was made by Trustee Moore and seconded by Trustee Lisowe to adjourn at 8:20pm. Motion carried 7-0.

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Jennifer Weyenberg, Village Clerk

Dated April 24, 2018

Approved May 29, 2018