

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
03/26/19**

A meeting of the Village of Harrison Board was called to order on Tuesday, March 26, 2019 at 7:00pm in the Harrison Municipal Building, W5298 State Road 114. After the Pledge of Allegiance was recited, roll call was taken.

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

Correspondence or Communications from Board and Staff

Village Manager Travis Parish (a) shared a letter from a concerned citizen about a blind spot at the corner of Hoelzel Way and Emily Lane; (b) announced a Local Officials Meeting set for Monday April 1st from 5:00-6:00pm at the Sherwood Community Center to discuss proposed improvements along WIS 114/55.

Sheriff Mark Wiegert introduced Chad Lederer as the new officer for the village and Eric Voland as the main contact for the village.

Trustee Lisowe thanked Trustee Joe Sprangers and Village President Jim Salm for their years of service to Harrison.

Public Comments

Those speaking against Agenda Item 10(a) "Request for Funding from KYB for Ball Diamonds":

Brent Peterson, N9591 Tyler Lane
Patti Rodencal, N9573 Tyler Lane
Pete Stier, W5962 Sweet Clover Dr
Sharon Levenhagen, N9431 Snapdragon Ln
Greg Levenhagen, W6465 Cherrybark Circle
Jesse Derks, N8978 Blackoak St
Gayle Pompa, N9471 Harwood Rd
Aprill Rykal, N9057 Blackoak St
Tim Eldred, N9189 State Park Rd
Joe Tenor, N9536 Silver Ct

Those speaking in favor of Agenda Item 10(a) "Request for Funding from KYB for Ball Diamonds":

Jay Bowers, W4674 Dallas Dr (and Kaukauna Youth Baseball)
Janice Bowers, W4674 Dallas Dr
Scott Grohosky, Point of Beginning, Inc.

Kathy Horn, W5903 Manitowoc Rd, requested that minutes be posted immediately following a meeting.

Consent Agenda

Payment of Bills and Claims, Minutes from 02/26/19, Operator Licenses for Allison Kirchen, Marty Granius, Hannah Von Schondorf, Kyle Jones, Janice Giessel, William Ellingsworth, Hanna Bosquez, Taylor Ocasio, Permission to Occupy Drainage Easement- W6312 Champion Trail, Permission to Occupy Drainage Easement- W6570 Brittany Dr

Discussion: None

Motion: Trustee Moore with second by Trustee Hietpas to approve the consent agenda.

Vote: Motion carried 7-0.

Items Removed from Consent Agenda

None

Appointments

None

Unfinished Business from Previous Meetings for Consideration or Action

a) None

New Business for Consideration or Action

a) Request for Funding from KYB for Ball Diamonds

Discussion: Kaukauna Youth Baseball has been fundraising for the construction of ball diamonds on land owned by the village and currently has raised over \$2 million in cash and in-kind donations. The village previously pledged \$1 million towards the construction and KYB is now asking for an additional \$949,489.00. It is estimated that the additional funding of \$949,489.00 and original pledge would be an approximate \$0.14 increase on the mil rate.

Motion: Trustee Nickel with second by Trustee Hietpas to not move forward working with Kaukauna Youth Baseball (clarified so everyone understands this includes the previously approved \$1 million pledged for construction).

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

b) Draft Development Agreement- Hidden Pines Subdivision

Discussion: The village and the developer have not reached an agreement on the installation of concrete roads, curb, gutter and sidewalks and how those costs will be assessed. The village's position is that it will install the concrete work and pay for the costs upfront. It will then assess for the costs across all of the lots, which must be paid before building/zoning permits can be issued. This will help shorten the payback period to the village, rather than allowing homeowners to pay back over 7 years. The developer is also asking that the assessments be split with the stormwater pond outlot included, so 11 ways rather than 10. Staff and the developer are requesting more time to discuss these issues.

Motion: Trustee Nickel with second by Trustee Lisowe to table the item.

Vote: Motion carried 7-0.

c) Draft Development Agreement- Creekside Estates Subdivision

Discussion: The developers are asking for a similar agreement as Hidden Pines. Because that item was tabled, they are asking for more time to discuss the agreement.

Motion: Trustee Lisowe with second by Trustee Nickel to postpone.

Vote: Motion carried 7-0.

d) Preliminary Plat- Hidden Pines Subdivision

Discussion: The proposed subdivision has 10 lots and is located south of Manitowoc Road along Harrisville Lane. Stormwater management is proposed on Lot 10 as dry detention and sediment removal will be obtained through the Lakeview Regional Pond.

Motion: Trustee Lisowe and second by Trustee Nelson to approve the preplat with the following conditions:

1. *A temporary turnaround shall be constructed until the east/west road is extended.*
2. *All lots shall have a storm sewer lateral provided for sump pump discharge.*
3. *Final utility, street plans, and stormwater management/erosion control plans shall be reviewed and approved by the Village Engineer and Village staff in writing prior to approval of the Final Plat and prior to utility and street construction.*
4. *A Development Agreement shall be executed prior to approval of the final plat.*
5. *A fee-in-lieu of parkland shall be negotiated as part of the Development Agreement.*
6. *An assessment waiver shall be signed prior to the approval of the final plat, if there will be any assessments by Village.*
7. *Any proposed street lights shall be installed and upfront costs to be paid by the Developer. The Village will assume long-term maintenance.*
8. *A note shall be added to the final plat indicating that the Village of Harrison will assess all lots for street improvements, including but not limited to, curb & gutter, concrete pavement, and sidewalks.*
9. *All drainageways, drainage easement, and associated infrastructure shall be installed, graded and seeded prior to roadway acceptance.*

10. *All utilities, including but not limited to, sewer & water, storm sewer, gas, electric, cable, phone, shall be installed prior to roadway acceptance.*
11. *The Village Board shall accept the roadway prior to issuance of building permits and zoning permits.*
12. *Erosion Control Silt Fence shall be installed, in accordance with State Specifications, along the right-of-way line of all streets prior to roadway acceptance.*
13. *All other improvements, including but not limited to, curb & gutter, concrete paving, sidewalks, shall be installed prior to issuance of building permits or zoning permits, unless the Village Board approves a Subdivision Development Agreement to allow for improvements to be installed at a later date.*
14. *All comments from the Village engineer shall be included in the Plan Commission discussion and decision.*
15. *Location of all sidewalk curb ramps shall be approved by Harrison staff.*
16. *A grading/drainage stormwater management plan and erosion control plan shall be reviewed and approved by the Village engineer and Village staff.*
17. *Multiple benchmark locations shall be established for use during building construction.*
18. *All environmental corridors shall be clearly identified and setback lines to be indicated.*
19. *Grading/Drainage Plan shall identify elevations of ground at the foundation.*
20. *High-back, integral concrete curb shall be utilized rather than the mountable curb.*
21. *A 12-foot Utility Easement for the Village of Harrison shall be added to the front of all lots.*
22. *All water, sanitary, and storm laterals shall be stubbed into the lot a minimum of 6-feet.*
23. *A 30-foot Storm Sewer Easement shall be provided along the east side of the subdivision. The easement is to be centered along the property line or can be entirely within the subdivision boundary.*

Vote: Motion carried 7-0.

e) Final Plat- Kambura Acres III Subdivision

Discussion: This 3rd phase is a twenty lot subdivision and calls for a new road called Conor Circle to create a loop between Ryford St and Zach St.

Motion: Trustee Moore and second by Trustee Hietpas to approve the Final Plat for Kambura Acres III Subdivision with the following conditions:

1. *Erosion Control Silt Fence shall be installed, in accordance with State Specifications, along the right-of-way line of Zach Street prior to issuance of building permits and zoning permits.*
2. *All lots shall have a storm sewer lateral provided for sump pump discharge.*
3. *All drainageways, drainage easement, and associated infrastructure shall be installed, graded and seeded prior to issuance of building permits and zoning permits.*
4. *All utilities, including but not limited to, sanitary sewer, water, storm sewer, gas, electric, cable, phone, shall be installed prior to issuance of building permits and zoning permits.*
5. *The Village Board shall accept the roadway in a graveled state prior to issuance of building permits and zoning permits.*
6. *All other improvements, including but not limited to, curb & gutter, asphalt paving, sidewalks, shall be installed prior to issuance of building permits or zoning permits, unless the Village Board approves a Subdivision Development Agreement to allow for improvements to be installed at a later date.*

Vote: Motion carried 7-0.

f) Discuss Bonding for Park Projects and Construction of Unison Way

Discussion: The village was looking at a potential \$5 million in costs for upcoming projects- Farmers Field (1.5 million), KYB Ball Diamonds (request for additional 1.95 million) and KYB Ball Diamonds (previously approved 1.5 million). Because of the decision made earlier in tonight's meeting regarding KYB, the 1.95 million + 1.5 million is no longer needed. This leaves only the monies needed for Farmers Field, and Village Manager Travis Parish suggested that a loan may be in order rather than a bond. He will bring interest rates to a future meeting for discussion.

Motion: None made. No action was taken.

Vote: None.

g) Review and Approve Engineering/Consulting Services with Sherwood for Roadway Improvements for State Park Road and Kesler Road

Discussion: Harrison and Sherwood have begun talks to jointly reconstruct State Park Road and Kesler Road. Cedar Corporation has submitted a proposal for engineering services with the following timeline: Design Phase (March-May 2019); Bidding Phase (May-June 2019); Bid Opening (May-June 2019); Contract Award (June 2019); Construction Phase (June-September 2019)

Motion: Trustee Moore with second by Trustee Nickel to approve the service contract with Cedar Corporation.

Vote: Motion carried 7-0.

h) Graphics for new Sheriff Department/Village police vehicles

Discussion: The first vehicle has been purchased and should arrive this summer. The village wishes to incorporate its logo and brand in the graphics. Village and Sheriff's Department have been working on design ideas. The consensus of the board was to place the full color Harrison logo below the Sheriff's.

Motion: None taken. Graphics were shared for feedback.

Vote: None.

i) Resolution V2019-04 Adopting the 2019 Annual Budget for Harrison Utilities

Discussion: A formal resolution for the Harrison Utilities budget was not adopted at the time the village's budget was adopted.

Motion: Trustee Lisowe with second by Trustee Nelson to approve Resolution V2019-04 Adopting the 2019 Annual Budget for Harrison Utilities.

Vote: Motion carried 7-0.

Reports

Activity reports for Calumet Co. Sheriff's Department, Zoning Permits, Harrison Fire Rescue and the Treasurer's Statement of Income and Expenses were distributed.

Closed Session - TID #1 Development Agreement (Gregorski)

Motion by Trustee Moore with second by Trustee Nickel to enter closed session.

Roll Call Vote: Sprangers- aye

Lisowe- aye

Moore- aye

Salm- aye

Hietpas-aye

Nickel- aye

Nelson- aye

Pursuant to Wis. Stats §19.85(1)(e) the board met in closed session to deliberate or negotiate the purchase of public property, investment of public funds, or conduct other business when competitive or bargaining require a closed session.

The village board did not reconvene in open session. The meeting adjourned in closed session.

Jennifer Weyenberg, Village Clerk-Treasurer

Dated March 26, 2019

Approved by the Village Board on April 30, 2019