

## NOTICE OF VILLAGE BOARD MEETING

**DATE: Tuesday, June 8, 2021**  
**TIME: 6:00 pm**  
**PLACE: Harrison Municipal Building**  
**W5298 State Road 114**  
**Harrison, WI 54952**

NOTICE IS HEREBY GIVEN that a Village Board meeting will be held at 6:00 pm on Tuesday, May 11, 2021 at the Harrison Municipal Building. This is a public meeting and the agenda is listed below.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Village Board
4. Correspondence or Communications from Board and Staff
  - a) Kiwanis Summer Events Schedule
  - b) Village liability insurance has agreed to tender the Smithouse v. VOH case
  - c) Social media comments are positive of the Boards' decision to invest in new park equipment. The only concern from one individual was if it would be accessible for children with limited abilities.
5. Public Comments

Please be advised per State Statute section 19.84(2), information will be received from the public; be further advised that there may be limited discussion on the information received; however, no action will be taken under public comments. It is the policy of the Village that there is a three-minute time limit per person. Time extensions may be granted by the President. Please register your name on the sign-in sheet prior to the start of the meeting.
6. Corrections and Approval of the Previous Meetings Minutes
  - a) May 25, 2021
7. Unfinished Business from Previous Meetings for Consideration or Action

None
8. New Business for Consideration and possible Action
  - a) Request for Deferred Assessment Annual Service Fee be waived for W6436 Woodland Rd.
  - b) Consider Operator License Applications for approval.
  - c) Consider Liquor License Applications for approval.
  - d) Consider Special Event Permit for Bailey and Handel Dr. Block Party.
  - e) Consider Seller's Permit for G&M Fireworks on Darboy Corner Store lot.

- f) Response from Village Board regarding Darboy Sanitary District 20% fee increase.
- g) Consider addition of a Gaga Ball Pit at Darboy Park.
- h) Award bid for N Coop Road Culvert Replacement
- i) Award bid for Noe Road Trail Resurfacing
- j) Approve contract for muskrat trapping
- k) Accept temporary roads in Stargazer Estates Subdivision

9. Future Agenda Items

- a) Timeline of Park Improvements
- b) PASER Ratings
- c) Recording of Meetings – (new Manager’s priority)
- d) IT Options – (budget time)
- e) Consider options to reduce traffic on Peters Road by the Yard Waste / Dump Site.

10. Adjournment

Any person with hearing disabilities or requiring special accommodations to participate in the meeting should contact the Clerk’s Office (920-989-1062) at least 24-hours prior to the meeting. This is a public meeting.

Agenda posted on June 4, 2021 at [www.harrison-wi.org](http://www.harrison-wi.org) and Municipal Building lobby  
Vicki Tessen, Clerk

# **SUMMER FUN** Harrison/Buchanan IN THE **PARK**

Presented by Kiwanis Club of Darboy

## **June 9th Ice Cream Social**

**5:30 – 7:30 pm / Darboy Community Park**

**Free ice cream provided by Culver's, Fox Wolf Watershed Alliance  
Demonstration, games, craft projects, bounce house, popcorn**



## **June 23rd Touch a Truck**

**5:30 – 7:30 pm / Darboy Community Park**

**Trucks from Town of Buchanan & Harrison, Theda Star and Gold Cross, and more  
crafts, bounce house, popcorn**

## **July 21st Sports and Games**

**5:30 – 7:30 pm / Darboy Community Park**

**Many sports and games for the kids to try, craft project, bounce house, popcorn**



## **August 11th Flight Night**

**5:30 – 7:30 pm / Darboy Community park**

**Hot air balloons, craft project, bounce house, popcorn**



**We will also have the lawn tractor pulling the train through the park.**

September 28, 2001

Sandy Please publish on October 2, 2001 – Tuesday as a Class 1 notice.

One affidavit is needed for proof of publication.

Thank you

Leann Buboltz  
989-1062

**TOWN OF HARRISON  
PUBLIC HEARING NOTICE  
October 18, 2001  
8 pm**

Notice of public hearing on special assessments for public improvements and policy on special assessment payments, installments, deferred assessments and other terms and conditions related to the Town of Harrison sewer and water infrastructure, in the Town of Harrison, Calumet County, WI.

Please take notice that the government body of the Town of Harrison, Calumet County, Wisconsin has declared its intention to exercise its taxing power in accordance with 66.60 WI State Statutes, to levy special assessments upon property within the following described assessment district for benefits conferred upon the property by the improvement of sewer and water infrastructure of the following area.

Property Description: The Town of Harrison is proposing construction of sanitary sewer and water main utilities to service a portion of the Town of Harrison. This portion of the project consists of construction of a 10" sanitary sewer and 10" water main along Woodland Road from Lake Park Road to approximately 2600 feet east of Lake Park Road.

A report showing proposed plans and specification, estimated cost on improvements and proposed assessments is on file in the municipal clerk's office and may be inspected there during any business day between the hours of 8am-3pm

You are further notified that the governing body of the Town of Harrison, Calumet County, Wisconsin, will hear all interested persons, or their agents or attorneys, concerning matters contained in the preliminary resolution authorizing the assessments and in the above described report at 8pm on the 18<sup>th</sup> day of October 2001 at W5298 Hwy 114, Menasha, WI 54952. All objections will be considered at this hearing and thereafter the amount of the assessments will be finally determined.

Date published – October 2, 2001.

Attest:

---

Leann S. Buboltz, Adm. Coordinator/Deputy Clerk  
Town of Harrison

December 6, 2001

[REDACTED]  
[REDACTED] Woodland Road  
Menasha, WI 54952

Dear Mr. [REDACTED]:

Please find enclosed information regarding a public hearing on special assessments to be held on

DATE: December 20, 2001

TIME: 8PM

LOCATION: TOWN HALL – W 5298 HWY 114

The Town of Harrison is proposing construction of sanitary sewer and water main utilities to service a portion of the Town of Harrison. The preliminary report shows the estimated costs of the utilities and the lateral to your residence.

You are invited to appear before the Town Board at the December 20, 2001 hearing and express your comments and concerns.

Respectfully,

Leann B – Adm. Coord.  
Town of Harrison  
W5298 Hwy 114  
Menasha, WI 54952

December 6, 2001

I, the undersigned have received notification of the public hearing scheduled for December 20, 2001 at 8pm.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

Please forward back to the Town Hall at your earliest convenience. Thank you for your help.

Leann B.  
Town of Harrison

| <u>FirstName</u> | <u>LastName</u> | <u>Address</u>     | <u>City</u> | <u>State</u> | <u>PostalCode</u> |
|------------------|-----------------|--------------------|-------------|--------------|-------------------|
| William          | Krajina         | W6486 Woodland Rd. | Menasha     | WI           | 54952             |
| Greg & Antonia   | Lauer           | W1470 Peters Road  | Kaukauna    | WI           | 54130             |
| Gordon & Verona  | Van De Hey      | W6618 Hwy 10-114   | Menasha     | WI           | 54952             |
| Jerome           | Schreiber       | W6302 Woodland Rd. | Menasha     | WI           | 54952             |
| Joe & Dawn       | Van Zeeland     | W6408 Woodland Rd. | Menasha     | WI           | 54952             |
| Terri & Barb     | Stinski         | W6436 Woodland Rd. | Menasha     | WI           | 54952             |
| Jerome           | Kolosso Jr.     | N8904 County LP    | Menasha     | WI           | 54952             |
| Darbroek Inc.    |                 | W6003 County KK    | Appleton    | WI           | 54915             |
| Bruce & Margaret | Jahnke          | W6390 Woodland Rd. | Menasha     | WI           | 54952             |
| Don              | Bachaus         | P.O. Box 431       | Neenah      | WI           | 54956             |



William Krajna  
W6486 Woodland Rd.  
Menasha, WI 54952

Greg & Antonia Lauer  
W1470 Peters Road  
Kaukauna, WI 54130

Jerome Schreiber  
W6302 Woodland Rd.  
Menasha, WI 54952

Joe & Dawn Van Zeeland  
W6408 Woodland Rd.  
Menasha, WI 54952

Terri & Barb Stinski  
W6436 Woodland Rd.  
Menasha, WI 54952

Jerome Kolosso Jr.  
N8904 County LP  
Menasha, WI 54952

Darbroek Inc.  
W6003 County KK  
Appleton, WI 54915

Bruce & Margaret Jahnke  
W6390 Woodland Rd.  
Menasha, WI 54952

September 17, 2002

«FirstName» «LastName»  
«Address»  
«City», «State» «PostalCode\_\_\_\_\_»

RE: WOODLAND ROAD SEWER/WATER PROJECT

Dear «FirstName» «LastName»:

Please find enclosed information regarding Woodland Road Special Assessment and Infrastructure Installation.

Project Description - Construction of sanitary sewer and water main utilities to service a portion of the Town of Harrison. This portion of the project consists of construction of a 10" sanitary sewer and 10" water main along Woodland Road from Lake Park Road to approximately 2600' east of Lake Park Road.

The public hearing was held October 18, 2001. You will find the following items attached.

1. Installment Assessment Notice
2. Policy explaining payment, installments, deferred assessment (terms and conditions)
  - Total present assessment
  - 5-year assessment – deferral
  - Indefinite assessment – deferral
3. Final Resolution adopted November 2001
4. The FINAL Engineer's Report showing the construction costs. Your amount shown does not include
  - \$28.00 per acre annual fee on deferred acreage
  - Residential - \$1500.00 connection fee made payable upon actual connection to system to the Town of Harrison
  - Commercial – For commercial sites a \$1500.00 connection fee will be assessed at an equivalent to 1 connection per 1 acre of land respectively.
  - Waverly Sanitary District's connection fee (ph# 731-0002)

You have a choice to pay in a one-lump sum (see total due column) by November 1, 2002, partial lump payments or 10 equal payments over a 10 year span. Please find an estimated amortization showing the annual payments, if you choose the 10 year pay back option. If we do not hear from you, your first payment out of ten payments will automatically be added to the tax roll.

Should you have any questions please feel free to contact myself or one of the Town Board members to assist you.

Respectfully,  
Leann B-Adm. Coordinator/Deputy Clerk  
Town of Harrison  
Enc

AFFIDAVIT OF MAILING

I, \_\_\_\_\_ acknowledge receipt of the Final Resolution Packet (letter dated September 17, 2002).

Date: \_\_\_\_\_

Please forward back to the Town Hall. This will be placed in the Woodland Road Project File. Thank you.

**POLICY ON SPECIAL ASSESSMENT PAYMENTS, INSTALLMENTS,  
DEFERRED ASSESSMENTS AND OTHER TERMS AND CONDITIONS  
RELATED TO THE TOWN OF HARRISON SEWER AND WATER  
INFRASTRUCTURE CONSTRUCTION OF 2000**

**FRONT FOOT OR FRONTAGE ASSESSMENTS**

Special Assessments, levied by the Town that relate to and are categorized as front foot or frontage assessments, shall become due and payable on the tax bill of the Town of Harrison first following the levy of the assessment. Payment for said assessments may be made in full, or at the option of the taxpayer, paid by equal annual installments over a period not exceeding ten (10) years, at a rate of interest of two percent (2%) over the interest rate which the Town pays for its borrowing to finance the project for which the assessment is being levied. All front foot or frontage assessments shall be levied for each foot of all parcels which front upon or are adjacent to road right-of-ways within which sewer and water mains are installed, except for the following:

- A. Residential parcels, that at the time of the levy have an existing occupied residence upon the parcel and said parcel is not capable of being further subdivided, shall be assessed at a maximum front foot or frontage assessment of one hundred fifty (150) feet. The intent of the Town is to limit the assessment to the benefit provided to each parcel with the assumption that the parcel cannot be further subdivided and sold for profit, where an existing residential lot is capable of being subdivided the entire front footage shall be assessed.
- B. Farmland parcels that fall within the exemption of Wisconsin Statutes 60.66 (6m) shall be subject to a lien for the assessment and said assessment shall be collected as provided by Wisconsin Statute 60.66 (6m) (1)(2)(3).

**AREA ASSESSMENTS**

Special assessments for the project levied by the Town and categorized as area or

area-wide assessments shall become due and payable on the tax bill of the Town first following the levy of the assessment. Payment for said assessment shall be made in full or at the option of the taxpayer, paid by equal annual installments over a period not to exceed ten (10) years, at a rate of interest of two percent (2%) amount above the interest rate which the Town pays for its borrowing to finance the installation of the project for which the special assessment is levied.

All area assessments shall be levied against each acre or partial acre within the designated area of the assessment and shall be paid as above subject to the following exceptions:

- A. Parcels covered under one legal description and/or tax parcel number may, where said parcel exceeds three (3) acres in size, elect to defer payment of the assessment on up to fifty percent (50%) of the acreage of the specific parcel in excess of three (3) acres. Said deferral may be for a period not to exceed five (5) years. The deferral shall be exercised at the time that the assessment first becomes due and shall be made by written application to the Town Treasurer. The request shall specify the acreage upon the parcel for which the deferral is requested and shall be accompanied by a map or drawing designating the area of the parcel for which the request is made.

Assessments for parcels falling within the exemptions pursuant to Wisconsin Statute 66.60 (6m) (Farmland) shall be filed as a lien as required by statute to preserve the assessment.

- B. Deferrals/exemptions requested and granted under Paragraph A above shall be subject to an annual deferral/exemption charge of fifty-five dollars (~~\$55.00~~) <sup>\$28.00</sup> per acre upon the deferred acreage. The annual charge shall be included upon the tax bill or added to deferral/exemption for each year in which the deferral/exemption is in effect as of January 1 of said tax year. The deferral/exemption and annual charge for deferral/exemption shall continue until one of the following occurs:

1. The expiration of the five (5) year deferral period.
2. The taxpayer elects to pay the deferred assessment in full.


*Amended 8-29-00  
Res 06-00*

*needs to be calculated before payoff on!*

3. The taxpayer pays part of the deferred assessment in full and requests a continuation of the deferral as to specific acreage within the parcel.
  4. The parcel is developed either all or in part. The parcel shall be considered to be developed when any of the following occurs thereby immediately causing the assessment for the entire parcel to become due and payable in full:
    - a. Subdivision by plat, certified survey map or other conveyance of title.
    - b. Application for a permit to construct any structure or make any improvement thereon regardless of the amount of acreage used.
  5. The exemption for farmland ends or ceases to apply to a parcel. When the statutory exemption ends as described in Wisconsin Statute 60.66 (6m) (1)(2)(3) the Town shall either levy the special assessment and deferred charges or if previously levied shall proceed to collect the special assessment and deferred charges in the manner prescribed by the law and policy of the Town.
- C. At the time when a deferred assessment becomes due (either all or in part) said taxpayer may elect to pay said deferred assessment in full or at the option of the taxpayer in equal annual installments for a period not to exceed ten (10) years, at a rate of interest of two percent (2%) over the rate of interest paid by the Town for its borrowing to finance the project. The deferred assessment shall thereafter not be subject to the annual deferral charge.


The policy on special assessment payments, installments, deferred assessments & other terms and conditions related to the Town of Harrison sewer and water infrastructure construction of 2000 was officially adopted on August 10, 2000 at the regular town board meeting.

Attest:

  
 Leann S. Buboltz,  
 Administrative Coordinator/Deputy Clerk

 8-10-00  
 Allison Blackmer, Chair      Date

  
 Larry Sprangers, Supervisor

  
 Joe Sprangers, Supervisor

TOWN OF HARRISON  
RESOLUTION NO 01-04  
SERIES 2001

Preliminary Resolution Declaring Intent to Exercise Special Assessment Powers Under 66.60 of  
the Wisconsin Statutes

BE IT HEREBY RESOLVED by the Town Board of the Town of Harrison, Calumet County,  
Wisconsin as follows:

- 1) The Town Board hereby declares its intention to exercise its powers under Section 66.60 Wisconsin Statutes to levy special assessments upon property within the following described area for benefits conferred upon such property by improvement of the following:

Property Description: The Town of Harrison is proposing construction of sanitary sewer and water main utilities to service a portion of the Town of Harrison. This portion of the project consists of construction of a 10" sanitary sewer and 10" water main along Woodland Road from Lake Park Road to approximately 2600 feet east of Lake Park Road.

- 2) The total amount assessed against such improvements shall not exceed the total cost of improvements. The Town Board hereby determines that such improvements shall be made under the policy power and that the amount assessed against each parcel shall be on a cost per front foot, area, or unit cost basis.
- 3) The assessment against any parcel shall be paid in accordance with the special assessment policies of the Town of Harrison Ordinance regulating the levy of special assessments of the Town of Harrison and certain special policies adopted by the board relative to the development for which this assessment is levied. Said special assessment policy is adopted by this ordinance by reference and incorporated herein as if set forth in full.
- 4) The engineers of the Town of Harrison are hereby directed to compile a report consisting of the following:
  - a) Plans and specifications of said improvements
  - b) A summary of the allotted cost of said improvements
  - c) A schedule of the proposed assessments showing the properties which are benefited by the improvements.

Upon completing such report the engineer is directed to file a copy thereof in the Town Clerk's office for public inspection and that said report shall be on file no less than 10 days prior to the public hearing upon the special assessments.

- 5) Upon receiving the report of the engineers of the Town of Harrison regarding said project, the Town Clerk is hereby directed to give notice of public hearing on such report as specified in Section 66.60 (7) of the Wisconsin Statutes. The hearing shall be held in the Town Hall of the Town of Harrison at a time set by the Clerk in accordance with Section 66.60 (7) of the Wisconsin Statutes.

Passed approved by the Town of Harrison Board on the 4th of December, 2001.

\_\_\_\_\_  
Leann Buboltz, Deputy Clerk/Adm Coord  
Town of Harrison

\_\_\_\_\_  
Allison Blackmer, Chair  
Town of Harrison

\_\_\_\_\_  
Date

## WOODLAND ROAD SEWER/WATER ASSESSMENT POLICY NOVEMBER 8, 2001

Excerpts from October 30, 2001 town board meeting

### Woodland Road

- 1) October 18, 2001 public hearing action
  - a) Special Assessment Policy
  - b) Atty. Roger Clark stated that everything appears to be in order. Question remained with the connection of Gordon Van De Hey Jr's new home located approximately ¼ mile off of Woodland Road. It was noted that a 200' strip along Woodland is located within the sewer service area. With that information the Board went on record;
    - i) Assessment/connection of the Van Den Hey's home closest to Woodland Road remained in tact.
    - ii) Change – Laterals will not be provided for Van De Hey's home located approximately ¼ mile away from Woodland Road.
  - c) Front Footage Assessments – changes. On lots with an existing residence, greater than 150' in width, a maximum present assessment will be placed on the first 150' with the remaining front footage placed as an indefinite deferral. Once those lots change their use or are split, the indefinite deferred amount will change to a present assessment.
  - d) A motion was made by Joe and seconded by Larry to approve of the changes to Assessment Policy for the Woodland Road Project that match the Lake Park Project with the removal of the "exemption of hookup/connection."
  - e) A joint meeting with the Town and the Waverly Sanitary District needs to be scheduled to discuss when the line will be turned over to the District.

Attest:

Leann S. Buboltz, Adm Coord  
Town of Harrison



**RESOLUTION 01-05**  
**SERIES 2001**  
**TOWN OF HARRISON**  
Calumet County  
State of Wisconsin  
**RESOLUTION RELATED TO SEWER AND WATER CONSTRUCTION**  
**WOODLAND ROAD (A PORTION)**

A FINAL RESOLUTION AUTHORIZING SPECIAL ASSESSMENTS FOR SEWER AND WATER PUBLIC IMPROVEMENT CONSTRUCTION WITHIN THE PUBLIC RIGHT OF WAY ON PORTIONS OF THE FOLLOWING STREET (S): WOODLAND ROAD – 2600' EAST COMMENCING AT LAKE PARK ROAD WITHIN THE TOWN OF HARRISON (MORE SPECIFICALLY DESCRIBED IN THE ENGINEERING REPORT). SAID RESOLUTION HEREBY AUTHORIZES AND LEVIES SPECIAL ASSESSMENTS AGAINST ABUTTING PROPERTY OWNERS AND AREA WIDE ASSESSMENTS IN THE PROPOSED SERVICE AREA UNDER THE PROVISIONS OF WISCONSIN STATUTE CHAPTER 60-66.60(1) (b), ET AL. POLICE POWER, WIS. STATS. 1997-1998 AS AMENDED.

WHEREAS, the Town Board of Supervisors of the Town of Harrison, Calumet County, Wisconsin, did pass a Preliminary Resolution on the 20th day of September, 2001, declaring their intention to exercise special assessment powers under Wisconsin Statutes, Chapter 60 and 66.60 (1) (b) et al, for construction of a 10" sanitary sewer and 10" water main along Woodland Road from Lake Park Road to approximately 2600' east of Lake Park Road. As described in the noticed Engineering Report, all lands located within the Town of Harrison. That the Clerk published the required statutory notice of public hearing on special assessments as required by WI Stats. 66.60(7) and did further mail a copy of said notice of public hearing to all of the abutting property owners and all the property owners within the area within which said assessment would be levied as required within the statutory time.

WHEREAS, the abutting property owners and those owners owning real estate within the area proposed for service, which service will be provided by the said sewer and water public improvement are those owners of real estate within the area described in the preceding paragraph as included in the Engineer's report; and

WHEREAS, the Town Board of Supervisors of the Town of Harrison, Calumet County, Wisconsin, did hold a public hearing at the Town of Harrison hall located at W5298 Hwy 114, Menasha, WI 54952, Calumet County on the 18th day of October, 2001 at 8:00 pm., pursuant to the published notice of public hearing and mailing of said notice to abutting property owners and owners of property in the area of the proposed assessment for the purpose of informing and hearing all interested persons concerning the Preliminary Resolution and the Report of the Town of Harrison Engineer on the proposed improvements and did hear all persons desiring audience at said hearing;

NOW, THEREFORE, BE IT RESOLVED by the Town Board of Supervisors of the Town of Harrison, Calumet County, Wisconsin as follows:

1. That the Report of the Town of Harrison Engineer pertaining to the project and all the plans and specifications thereto, and all proposed assessments related to the project, as modified, is hereby approved and adopted.
2. That the Town of Harrison is aware that the work for said sewer and water public improvement will be carried out in accordance with the Report of the Town of Harrison Engineer.
3. That the payment of said improvements will be made by assessing the Town of Harrison's costs to abutting property owners under Chapter 60 and Chapter 66.60(1) (b), et al, WI Stats., 1997-1998 (Police Powers) as amended. That payment of said improvements shall be made in part by connection fees, charges or costs for those persons using the system at the time of said connection to the system for use thereof.
4. That the Town of Harrison shall hereafter enact ordinances providing for the necessary and reasonable cost to be imposed and collected which shall be used to pay the remaining obligations of the Town not recovered by the special assessments levied herein.

5. That all costs levied to property owners as shown on the Report of the Town of Harrison Engineer are true and correct and have been determined on a reasonable and equitable basis and are hereby confirmed.
6. That the levied assessments shall be paid in cash, in full, or in ten annual installments to the Town of Harrison with all deferred payments to bear interest at a rate of one percent (1%) above the borrowing rate of the Town. Installments or assessments not paid when due shall bear interest from the delinquent date at the rate of eighteen percent (18%) per annum.
7. That assessments have been calculated and are hereby levied as shown on the Engineer's Report for which an exemption pursuant to WI Stats. 66.60 may be applicable. The property owners of said property have been notified of the proposed assessment and been made part to said assessment proceedings through said statutory procedures. Said property owners had the opportunity to be heard at public hearing as to any property to which the statutory exemption applies and the Town hereby resolved to impose and levy said assessment and collect said exempted assessment together with exemption equivalent charges and/or the equivalent value of the assessment at such time that said exemption is terminated or no longer applies. Said property owners are by these proceedings and this Resolution notified that the Town hereby levies such assessment as allowed by law. Should it be determined that said levy may by law be presently prohibited, the Town resolves that it shall record a lien with the Register of Deeds of Calumet County on said exempted lands describing the levy and exemption for notice of the intended imposition of special assessment upon the termination of the exemption or at the time that the exemption no longer applies.
8. The Clerk of the Town of Harrison is directed to publish this Resolution as a Class One notice in the Post Crescent, Appleton, Wisconsin.
9. The Town of Harrison shall further mail a copy of this final Resolution and a statement of the final assessment against abutting property, to each abutting property owner whose name appears on the assessment roll and whose post office address is shown or can, with reasonable diligence, be ascertained. The Town of Harrison shall further record with the Register of Deeds of Calumet County, notice of these proceedings, notice of this assessment, and/or notice of the intention to levy such assessment which recording shall constitute a lien on the property for which said assessment has been levied (or shall be levied in the future) at the time that the exemption specified in the statute have terminated or no longer apply to the property. This assessment may be revised, where necessary, pursuant to Chapter 60 and Chapter 66 Wisconsin Statutes.

Presented, approved and passed this 8<sup>th</sup> day of November, 2001.

Attest:

\_\_\_\_\_  
Leann S. Buboltz – Town of Harrison

\_\_\_\_\_  
Allison Blackmer – Chair

\_\_\_\_\_  
Date

POLICY ON SPECIAL ASSESSMENT PAYMENTS, INSTALLMENTS, DEFERRED ASSESSMENT AND OTHER TERMS AND CONDITIONS RELATED TO THE TOWN OF HARRISON SEWER AND WATER INFRASTRUCTURE CONSTRUCTION OF 2001

FRONT FOOT OR FRONTAGE ASSESSMENTS

Special Assessments, levied by the Town that relate to and are categorized as front foot or frontage assessments, shall become due and payable on the tax bill of the Town of Harrison first following the levy of the assessment. Payment for said assessments may be made in full, or at the option of the taxpayer, paid by equal annual installment over a period not exceeding ten (10) years, at a rate of interest of one percent (1%) over the interest rate 6.25% which the Town pays for its borrowing to finance the project for which the assessment is being levied. All front foot or frontage assessments shall be levied for each foot of all parcels which front upon or are adjacent to road right-of-ways within which sewer and water mains are installed, except for the following:

- A. Residential parcels, that at the time of the levy have an existing occupied residence upon the parcel and said parcel is not capable of being further subdivided, shall be assessed at a maximum front foot or frontage assessment of one hundred fifty (150) feet. The intent of the Town is to limit the assessment to the benefit provided to each parcel with the assumption that the parcel cannot be further subdivided and sold for profit, where an existing residential lot is capable of being subdivided the entire front footage shall be assessed.
- B. Farmland parcels that fall within the exemption of Wisconsin statutes 60.66 (6m) shall be subject to a lien for the assessment and said assessment shall be collected as provided by Wisconsin Statute 60.66 (6m) (1)(2)(3).

AREA ASSESSMENTS

- A. Assessments for parcels falling within the exemptions pursuant to Wisconsin Statute 66.60 (6m) Farmland – shall be filed as a lien as required by statute to preserve the assessment.
- B. Deferrals/exemptions requested and granted under Paragraph A above shall be subject to an annual deferral/exemption charge of twenty-eight dollars (\$28.00) per acre upon the deferred acreage. The annual charge shall be included upon the tax bill or added to deferral/exemption for each year in which the deferral/exemption is in effect as of January 1 of said tax year. The deferral/exemption and annual charge for deferral/exemption shall continue until one of the following occurs:
  1. The expiration of the five (5) year deferral period.
  2. The taxpayer elects to pay the deferred assessment in full.
  3. The taxpayer pays part of the deferred assessment in full and requests a continuation of the deferral as to specific acreage within the parcel.
  4. The parcel is developed either all or in part. The parcel shall be considered to be developed when any of the following occurs thereby immediately causing the assessment for the entire parcel to become due and payable in full:
    - a. Subdivision by plat, certified survey map or other conveyance of title.
    - b. Application for a permit to construct any structure or make any improvement thereon regardless of the amount of acreage used.
  5. The exemption for farmland ends or ceases to apply to a parcel. When the statutory exemption ends as described in Wisconsin Statute 60.66 (6m) (10)(2)(3) the Town shall either levy the special assessment and deferred charges or if previously levied shall proceed to collect the special assessment and deferred charges in the manner prescribed by the law and policy of the town.
- C. At the time when a deferred assessment becomes due (either all or in part) said taxpayer may elect to pay said deferred assessment in full or at the option of the taxpayer in equal annual installment for a period not to exceed ten (10) years, at a rate of interest of one percent (1%) over the rate of interest paid by the Town for its borrowing to finance the project. The deferred assessment shall thereafter not be subject to the annual deferral charge.

The policy on special assessment payments, installments, deferred assessments and other terms and conditions related to the Town of Harrison sewer and water infrastructure construction 2001 was adopted on October 18, 2001 at the regular town board meeting.

Attest:

---

Leann S. Buboltz, Adm Coord  
Town of Harrison

The balance will be paid using installments as follows:

- Principal payable in ten (10) equal annual payments.
- Interest will be at the rate of 1% of amount town has borrowed on.

Deferrals subject to an annual deferral/exemption charge of \$28.00 per acre (upon the deferred acreage).

LIQUOR LICENSE APPLICATIONS  
VILLAGE OF HARRISON  
CALUMET COUNTY, WI

The following applications for licenses to deal in intoxicating liquor and fermented malt beverages have been filed with the Village of Harrison Clerk for the 2021 – 2022 licensing year.

CLASS B COMBINATION LIQUOR & BEER

Bobbers LLC, David Levknecht, Agent, N5564 Lakeshore Drive, Hilbert WI 54129  
Location: Bobbers, W5204 Faro Springs Road

Menasha Entertainment LLC, Kevin Weaver, Agent, 1021 Lucerne 1B, Menasha WI 54952  
Location: Blu Sapphires Cabaret, W7191 Hwy 10 & 114

Cimarron Bar Inc., Tom Day, Agent, N8847 Hwy 10 & 114, Menasha WI 54952  
Location: Cimarron Bar & Grill, W7170 Hwy 10 & 114

Two Pair of Dice, LLC, Jessica Daul, Agent, 720 S State St, Chilton WI 53014  
Location: Countryside Bar & Grill, W5302 Hwy 114

Lake Park Pub, Inc., Brian Rasmussen, Agent, W6394 Manitowoc Rd, Appleton WI 54915  
Location: Lake Park Pub, N8904 County LP

North Shore Golf Club, Inc., Jonathan Kruse, Agent, N231 Forest Ave, Sherwood WI 54169  
Location: North Shore Golf Club, N8421 North Shore West Rd

Salt, LLC, Ross Schmidt, Agent, 1141 Paramount Drive, Chilton, WI 53014  
Location: Salt Fine Dining, N9650 Friendship Dr.

Kenneth Sprangers, W2245 Harvestore Road, Hilbert WI 54129  
Location: Silver Spur Saloon, W5779 CTH KK

Waverly Beach, LLC, Anthony Szymanski, Agent, 1992 Holmgren Way, Green Bay, WI 54304  
Location: Waverly Beach, N8770 Firelane 1

Vargas Bros LLC, Jose Vargas, Agent, N8331 State Park Rd, Menasha WI 54952  
Location: Vargas Broad, N8331 State Park Road

CLASS A COMBINATION LIQUOR & BEER

Darboy Corner Store Inc., Patricia Rodencal, Agent, N9573 Tyler Lane, Kaukauna WI 54130  
Location: Darboy Corner Store, N9690 Hwy N

The Village of Harrison Board will meet and act upon the above applications on June 8, 2021 at 6:00pm at the Harrison Municipal Building, W5298 Hwy 114, Harrison WI.

Vicki Tessen, Clerk-Treasurer  
Village of Harrison

1. To set-up and remove street closing barricades provided by the Public Works Department. Barricades will be delivered on the day before the block party (or Thursday if on a weekend) to the block representative whose name and contact information appears on this application. Barricades will be picked the day after the block party (or Monday if on a weekend).

2. Position all picnic tables, chairs, grills, and other leisure items, games and toys on one side of the street so that emergency vehicles could proceed through the area unobstructed if necessary.

3. Remove all items from the street including the barricades not later than 10:00pm.

4. No post holes/tent stakes of any kind can be put in pavement in road right-of-way.

5. Adequate provisions must be made to contain litter and to cleaning of the area at the conclusion of the event.

NOTE: Street closing permits will not be issued for neighborhood block parties on U.S. Highways, State Highways, County Trunk Highways, or Village Streets that serve as major traffic collectors, detour routes, or other streets which by their very nature are deemed hazardous.

|  |
|--|
| <b>Section 1- Event Information</b>              |
| Name of Event: Bailey & Handel Drive Block Party |
| Event Date and Time: Saturday June 12th 2021     |
| Event Description: Block Party                   |
| Estimated Attendance: 25-50                      |
| Will there be amplified music? NO                |
| Will there be street closures? YES               |
| <b>Section 2- Contact Information</b>            |
| Contact Name: Haley Lor                          |
| Address: N9413 Handel drive, Appleton WI 54915   |
| Phone: 920- [REDACTED]                           |
| Organization Name: N/A                           |

# DIRECT SELLERS AND SOLICITORS REGISTRATION

## Clerk's Office

Village of Harrison

W5298 Hwy 114

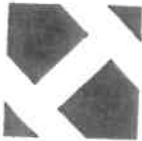
Menasha, WI 54952

The named below individual(s) hereby applies for permission to engage in direct sales or solicitations within the Village limits; agrees to pay a \$100.00 investigative fee; and shall present to the Clerk for examination (1) a driver's license or some proof of identity, (2) a state certificate of examination and approval from the sealer of weights and measures where applicant's business requires use of weighing and measuring devices approved by state authorities, (3) a certificate where the applicant's business involves the handling of food, and is required to be certified under state law; that state the applicant is apparently free from any contagious or infectious disease and is not dated more than 90 days prior to the date of application.

|   |                                       |
|---|---------------------------------------|
| Name of Corporation/Individual  | G+M Fire works LLC / Matt Mastey      |
| Corporation/Individual Address  | 225 S. Parkway Dr Brillion WI 54110   |
| Corporation/Individual Phone #  | 920-588-0311                          |
| Main Crew Operator Name   |                                       |
| Vehicle Make, Model, and License Plate                                      | N/A                                   |
| List Additional Individuals Engaged in Door to Door Solicitations           | N/A                                   |
| Describe Merchandise/Products/Services                                      | Fireworks Stand,                      |
| How Will Solicitation Be Made? (Door to door, printed communications, etc.) | Temporary stand at Darby Corner Store |
| Dates of Solicitation From:   | To:                                   |
| June 9, 2021 to July 10, 2021   |                                       |

Main Crew Operator/Individual Signature

Date



# Village of Harrison

W5298 Hwy 114  
Menasha, WI 54952  
Phone: 920-989-1062

# ZONING PERMIT APPLICATION

### Applicant Information

|  |  |                         |                             |
|--|--|-------------------------|-----------------------------|
| Applicant Name (Indiv., Org. or Entity)<br><b>G&amp;M Fireworks, LLC</b> | Authorized Representative<br><b>Matt Mastey</b>      | Title<br><b>Owner</b>   |                             |
| Mailing Address<br><b>225 S Parkway Dr</b>                               | City<br><b>Brillion</b>                              | State<br><b>WI</b>      | Postal Code<br><b>54110</b> |
| E-mail Address<br><b>Mastey227@gmail.com</b>                             | Telephone (include area code)<br><b>920-588-0311</b> | Fax (include area code) |                             |

### Landowner Information (if different than Applicant)

|   |  |                         |                             |
|---|--|-------------------------|-----------------------------|
| Name (Organization or Entity)<br><b>Darboy Corner Store</b> | Contact Person<br><b>Patricia Rodencal</b> | Title<br><b>Owner</b>   |                             |
| Mailing Address<br><b>N 9690 Cty Rd N</b>                   | City<br><b>Appleton</b>                    | State<br><b>WI</b>      | Postal Code<br><b>54915</b> |
| E-mail Address  | Telephone (include area code)              | Fax (include area code) |                             |

### Project or Site Location

|  |                 |                                    |
|--|-----------------|------------------------------------|
| Site Address / Location:<br><b>N 9690 Cty Rd N</b>   | Location ID(s): | Plat / CSM / Lot No.:              |
| Quarter: <input type="checkbox"/> NW <input type="checkbox"/> NE <input type="checkbox"/> SW <input type="checkbox"/> SE | Section:        | Township: <b>N</b> Range: <b>E</b> |

### Legal Description:

|  |  |
|--|--|
| Current Zoning:                          | Current Use: <b>Gas Station</b>  |
| Lot Dimensions: Front: Side: Rear: Side: | Lot Area: <input type="checkbox"/> acres or <input type="checkbox"/> square feet |

### Project Information

|  |  |  |   |   |
|--|--|--|---|---|
| <b>Structure:</b><br><input type="checkbox"/> Principal<br><input type="checkbox"/> Accessory<br><input type="checkbox"/> Other: _____ | <b>Type:</b><br><input type="checkbox"/> New<br><input type="checkbox"/> Addition<br><input type="checkbox"/> Other: _____ | <b>Use:</b><br><input type="checkbox"/> Res.: <input type="checkbox"/> One-Family<br><input type="checkbox"/> Two-Family<br><input type="checkbox"/> Multi-Family<br><input type="checkbox"/> Com./Ind./Civic<br><input type="checkbox"/> Agricultural | <b>Setbacks – Principal Bldg.:</b><br>Front: Side:<br>Rear: Side: | <b>Setbacks – Accessory Bldg.:</b><br>Front: Side:<br>Rear: Side: |
| Project Description:   |  | Lot Coverage:<br>Existing: Proposed:   | Impervious Surface:<br>Existing: Proposed:                        |   |
| Estimated Cost: \$ _____   |  | Height (to peak):  | No. Stories:  |   |

### Project Plans (see reverse side)

Site Plan       Building Plans       Grading/Drainage Plan

### Fees (Payable to Village of Harrison)

|  |   |  |
|--|---|--|
| <input type="checkbox"/> New Construction - \$250.00 | <input type="checkbox"/> Accessory Building (i.e. shed, detached garage) - \$50.00                        | <input type="checkbox"/> Deck - \$25.00  |
| <input type="checkbox"/> Addition - \$100.00         | <input type="checkbox"/> Accessory Structure - \$25.00<br>(i.e. driveway, patio, pool, filling & grading) | <input type="checkbox"/> Fence - \$25.00 |

### Certification, Permission, & Wetland Notice

**Certification:** I hereby certify that I am the landowner of the property subject to this Application. I certify that the information contained in this form and attachments is true and accurate. I understand that failure to comply with any or all of the provisions of the ordinances and/or permit may result in notices, fines/forfeitures, stop work orders, permit revocation, and cease & desist orders.

**Permission:** As landowner of the property, I hereby give the permit authority permission to enter and inspect the property to evaluate this application, to determine compliance with the ordinances and to perform corrective actions after issuing proper notice to the landowner.

**Wetland Notice:** You are responsible for complying with state and federal laws concerning construction near or on wetlands, lakes, and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs. For more information, visit the department of natural resources wetlands identification web page (<https://dnr.wi.gov/topic/wetlands/identification.html>) or contact a department of natural resources service center.

|   |                                |
|---|--------------------------------|
| Applicant Signature<br><i>Matt Mastey</i> | Date Signed<br><b>6-1-2024</b> |
| Landowner Signature (required)            | Date Signed                    |

### LEAVE BLANK – FOR MUNICIPAL USE ONLY

|  |                              |                |              |           |  |
|--|------------------------------|----------------|--------------|-----------|--|
| Date Complete<br>Application Received: | Fee Received: \$             | Date Approved: | Inspections: |           |  |
|  | Receipt No.:                 |                | Principal    | Accessory |  |
|  | Permit No.:                  |                | Front:       |           |  |
|  |                              |                | Side:        |           |  |
|  | Rear:                        |                |              |           |  |
|  | Side:                        |                |              |           |  |
|  | Building Height:             |                |              |           |  |
|  | Building Coverage:           |                |              |           |  |
|  | Impervious Surface Coverage: |                |              |           |  |



---

**VILLAGE BOARD MEETING**

**From:**

Mark J. Mommaerts, AICP, Planner

---

**VILLAGE OF HARRISON**

**Meeting Date:**

June 8, 2021

---

**Title:**

N Coop Road Culvert Replacement Bid Award

---

**Issue:**

Should the Village Board award the bid for the N Coop Road Culvert Replacement?

---

**Background and Additional Information:**

Bids were advertised for the N Coop Road Culvert Replacement. The project is located on N Coop Road, just south of Lorna Lane. The project consists of removing the existing 8' x 5' reinforced concrete box culvert and replace with single 14'-10"w x 4'-10"h x 54'-9" long aluminum box culvert. Replacement shall include providing asphalt pavement binder course layer, crushed aggregate base course, erosion control, culvert pipe, head/wing walls, and site restoration.

The bid opening will occur on Monday, June 7<sup>th</sup> at 1:00pm. Additional information will be provided at the meeting.

---

**Budget Impacts:**

Unknown until bids are opened.

---

**Action Options:**

1. Award bid.
2. Postpone action.
3. Do not award bid.

---

**Attachments:**

- Aerial Map



---

**VILLAGE BOARD MEETING****From:**

Mark J. Mommaerts, AICP, Planner

---

**VILLAGE OF HARRISON****Meeting Date:**

June 8, 2021

---

**Title:**

Noe Road Trail Resurfacing Bid Award

---

**Issue:**

Should the Village Board award the bid for the Noe Road Trail Resurfacing?

---

**Background and Additional Information:**

Bids were advertised for the Noe Road Trail Resurfacing. The project is located on Noe Road, between Valley Lane and Manitowoc Road. The project consists of crack sealing and micro-surfacing of approximately 6,350 feet of 10-foot wide asphalt paved trail east side of Noe Road, between Valley Lane and Manitowoc Road, including trail segment around the Noe Road Regional Stormwater Pond. An alternate bid will include work for pavement striping (marking).

The bid opening will occur on Monday, June 7<sup>th</sup> at 1:30pm. Additional information will be provided at the meeting.

---

**Budget Impacts:**

Unknown until bids are opened.

---

**Action Options:**

1. Award bid.
2. Postpone action.
3. Do not award bid.

---

**Attachments:**

- Aerial Map



---

**VILLAGE BOARD MEETING**

**From:**

Mark J. Mommaerts, AICP, Planner

---

**VILLAGE OF HARRISON**

**Meeting Date:**

June 8, 2021

---

**Title:**

Muskrat Trapping Contract Award

---

**Issue:**

Should the Village Board award a contract for muskrat trapping?

---

**Background and Additional Information:**

The Village sent out a request for proposals (RFP) for muskrat trapping for the 2021 season. The proposal was for 4-weeks of trapping during the year, 3 weeks during June/July and 1 week during November/December. All wet detention ponds under Village ownership at the time of proposal were included. Since that time, the Village has taken ownership of 1-2 more ponds. Proposals were to include consultant's contact information, understanding of services, rates charged for services, and proof of insurance.

---

**Budget Impacts:**

\$19,229.50 - \$48,000.

---

**Action Options:**

1. Award contract.
2. Postpone action.
3. Do not award contract.

Staff recommends awarding the contract for muskrat trapping to Suburban Wildlife Solutions, LLC.

---

**Attachments:**

- Proposal from Suburban Wildlife Solutions, LLC
- Proposal from Bauer Wildlife & Pest Solutions, LLC

# Suburban Wildlife Solutions LLC

Keeping the *Wild*  
Out of your *Life*

Proposed Agreement for 2021

Date 5-31-2021

Submitted To: Village of Harrison

Submitted By: Suburban Wildlife Solutions

Objective: Remove muskrats on Village of Harrison's ponds included in the request for proposal 2021.

Suburban Wildlife Solutions successfully removed muskrats for the town in the 2017, 2018, and 2019 calendar years. Muskrats were removed to protect the aquatic vegetation and to help reduce the erosion and burrows into the banks of the ponds. During those three years we had zero concerns or problems voiced from the town employees or the residents of the Town of Harrison.

\$19,229.50 for muskrat removals in the 2021 calendar year

Any other trapping other than muskrats, such as raccoons, wood chucks, opossums, ground hogs, skunks, ect. can be done at an additional charge for the Village of Harrison but is NOT included in this proposal.

Any additional ponds not included in the above bid would be \$195.00 for a pond up to 1.5 acres in surface area and \$295.00 for a pond greater than 1.5 acres. This would be for one week of muskrat removal.

References available upon request regarding pond work or you can also look at Google or Facebook also.

Insurance requirements:

Liability, auto. & workmen's comp insurance as required by the Village:

Insurance: Liability insurance specific to trapping \$1,000,000 per occurrence, \$2,000,000 max. \$1,000,000 liability in business auto insurance, and Workman' Comp policy, specific to trapping and wildlife disease. Insurance information will be updated with the city when it renews.

**This insurance certificate was emailed to the Town of Harrison on Wednesday May 12<sup>th</sup> at 1:41 pm.**

Reports: When trapping is complete a report will be given on each pond, detailing the number of traps set and muskrats removed.

Brief Overview of Muskrats: Muskrats are very prolific as referenced in the article below. (Reference article is from Wisconsin Department of Natural Resources, Bureau of Wildlife Management)

Muskrats -----Muskrats are widely distributed throughout North America. This species can adapt to a wide variety of climates. Muskrats are dependent upon habitats including water. This species thrives in many lakes, rivers, creeks, ponds, and marshes. Muskrats can tolerate a certain amount of pollution in water, and this important furbearer is often found living within large cities.

#### Reproduction

Muskrats are one of our most prolific species. Adult muskrats can have up to five litters in a year's time. Muskrats in northern states seem to average about 2.5 litters a year. Litter sizes vary, and 5 or 6 kits per litter is common. Female muskrats born in the spring are sometimes capable of raising their own litter by late summer or early autumn. An average female muskrat will raise about 15 or 16 young in a good year. One female muskrat has been known to produce 46 young in one year.

#### General

Uncontrolled muskrat populations do cause damage to private property and habitat. Hole digging activities undermine earthen dams and dikes. Damages also occur to irrigation canals and farm ponds. Large populations of muskrats also cause "eat-outs". These areas are simply overcropped by the feeding activities of the muskrats and the loss of vegetation and resulting silting makes the area less productive for other wildlife species as well. Muskrat "eat-outs" often destroy the roots of the vegetation, and it may take 15-20 years for the habitat to return to its original capacity to serve wildlife.

Other: An approved ANSI/ISEA 207-2006 Public Safety reflective vest will be worn at all times while trapping to help a person identify me as someone who has permission to work on the ponds.

Any trap loss due to theft will be reported to the DNR and Town of Harrison Police Department and then the loss of traps will be invoiced and paid by the Village of Harrison. (We had no trap losses to date in working with the Town of Harrison)

Feedback: I would appreciate any and all feedback of my removal activities to be communicated to me immediately via cell. I have never had any complaints from residents or from municipalities that I have worked with.

That being said, I totally understand that I am the only wildlife removal specialist most people will ever meet, so for them to have a positive image is a very important responsibility to me.

Thank you!

Kurt Schroeder - Owner  
Suburban Wildlife Solutions LLC  
suburbanws@gmail.com

Questions Call  
Cell 920-228-1033

N1940 County Road CC  
Kaukauna, WI 54130

[WWW.SuburbanWildlifeSolutionsLLC.com](http://WWW.SuburbanWildlifeSolutionsLLC.com)







April 26, 2021

Jeff Funk /Operations Manager  
Village of Harrison  
W5298 Hwy 114, Menasha  
WI, 54952  
Email at [jfunk@harrison.com](mailto:jfunk@harrison.com)

To whom it may concern:

The following proposal is being submitted by Bauer Wildlife Pest Solutions LLC for the trapping and removal of Muskrat from ponds around the Village of Harrison.

**PROPOSAL CONTENT:**

**1)Contact Information**

Chris Bauer  
P.O. Box 146 Allenton, WI 53002  
Cell (262) 675 4139  
Email: [Chris@Bauerwildlife.com](mailto:Chris@Bauerwildlife.com)

**2) Service provided**

a. 3 weeks of live trapping and removal (between months of June and July) on all contracted ponds found on the map provided. Also understanding the possibility of additional ponds added during the contract year. Any and all extra ponds must be discussed before contract is signed given the short window to complete the job.

b. 1 week of lethal trapping and removal (between the months of November and December) on all contracted ponds to complete the 4 weeks of contracted Muskrat trapping (see maps for more information on pond names and locations)

**3) Rates**

a. Each pond per week = \$600 x 20 ponds = \$12,000 per week

\$12,000 per week x 4 weeks = \$48,000

b. Each additional pond added is \$750 per week x however many ponds added being no more than ten ponds to keep the quality of job standers set by Bauer Wildlife LLC.

c. If any additional ponds are added then a 5% volume discount will be added to any extra pond added

**4) Questions**

If you have any questions or concerns please feel free to contact me

Cell: 262 675 4139

Email: [Chris@BauerWildlife.com](mailto:Chris@BauerWildlife.com).

We thank you for your time and look forward to working with the Village of Harrison

---

**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Meeting Date:**

June 8, 2021

---

**Title:**

Stargazer Estates Temporary Road Acceptance

---

**Issue:**

Should the Village Board accept the roads in Stargazer Estates Subdivision in a temporary state?

---

**Background and Additional Information:**

The Developer is requesting acceptance of the roads in order to start individual home building activities. The subgrade and gravel have been proof rolled, and the 1 ½" temporary binder will be installed on Friday, June 4<sup>th</sup>. A site-walk through must be held with the Developer, Contractor, Village of Harrison staff and Harrison Utilities staff. Any punch list items must be resolved. All drainageways, drainage easements, and associated infrastructure must be installed, graded and seeded. Silt fence must be installed along the ROW line of all streets, the development agreement must be signed. Private utilities (AT&T, We Energies and Spectrum) are incomplete, We Energies is not scheduled until the middle/end of July. Village of Harrison and Harrison Utilities may have remaining items to be addressed, depending on site-walk through.

The Developer desires to start digging basements for homes in the next few weeks. The reason is that a delay in the basements may cause a delay in other materials being delivered pushing the home completion out beyond 2021.

---

**Budget Impacts:**

None.

---

**Action Options:**

1. Accept roads in the Stargazer Estates Subdivision in a temporary state.
2. Accept roads in the Stargazer Estates Subdivision in a temporary state with conditions to be met prior to permit issuance.
3. Postpone action.
4. Do not accept roads.

Staff will be reviewing the roads prior to the meeting and will provide additional information at the meeting. Conditional Acceptance could be granted pending completion of punch list items and sign-off by Public Works staff and Planner.

---

**Attachments:** Subdivision plat

