

**VILLAGE OF HARRISON  
BOARD MEETING MINUTES  
09/27/2016**

A regular meeting of the Village of Harrison board was called to order on Tuesday, September 27, 2016 at 7:00pm in the Harrison Municipal Building with President Jim Salm presiding. After the Pledge of Allegiance was recited, roll was called.

Board present: President Jim Salm, Trustees Joe Sprangers, Buddy Lisowe, Tyler Moore, Kevin Hietpas and Tamra Nelson.

Staff present: Planner Mark Mommaerts, Treasurer JoAnn Ashauer, Clerk Jennifer Weyenberg, and Village Manager Travis Parish.

Excused: Trustee Dave La Shay

Correspondence or Communications from Board and Staff  
None

Public Comments

Grant Argall, W6021 Zinnia Drive: Mr. Argall told the board that there have been rats in his yard, car, and now his house. He believes they are feeding off of food being left out by someone in the area. A pest control company will be at his house on 09/28/16 and the village board requested that he let T. Parish know what was found. If the pest control specialist can identify a source, and it is indeed from a neighbor leaving out food, then the village will send a nuisance letter to that property owner.

Tom Wippich, N9254 Hedgerow Drive: Did not add any additional comments regarding the rat problem, but confirmed there is a problem with them near his property as well.

Scott Van Groll, N9276 Hedgerow Drive: He is also having problems with rats and also believes it because of food being left out. He thinks more than one property owner may be leaving the food out.

After further discussion regarding the rat problem, Mr. Argall added that he isn't happy about having to pay for a pest control specialist if this is a village-wide issue. Manager T. Parish explained that the village doesn't have the authority to hire someone and enter private property in search of the source of the problem. He offered to send an area-wide letter to the residents reminding them to remove food sources and compost materials until the rats are gone. Mr. Argall did not feel that sending out a letter was the right approach.

Dennis Berger, N9151 Kernan Ave (Clerk noted that the resident lived in the Town of Harrison, not Village of Harrison): Mr. Berger told the Village Board that he is upset about the quality of work done on his street. The ditch is too steep and the gravel is falling from the shoulder of the road into the ditch. He does not want to receive the bill for the assessment when the work is not yet finished.

Bruce Berlowski, N9393 Emily Lane: He was told that the full road would be completed this October but he's being told it won't be until next year. Planner Mommaerts explained the developer's agreement calls for the road to be completed between July 1 and October 1 of 2017. If the developer wishes to move the time frame up, he can ask the board to amend the current agreement.

Consent Agenda

- a) Payment of Bills and Claims
- b) Operator License applications- Andrew Stumbris for Darboy Club

- c) Discharge of Firearms Application- Tony Mader, N9093 County N
- d) Minutes from 08/30/16 and 09/13/16

Minutes from 09/13/16 were removed from the consent agenda at the request of Trustee Hietpas. Motion by Trustee Nelson and second by Trustee Moore to approve the remaining items on the consent agenda. Motion carried 6-0.

#### Items removed from Consent Agenda

Minutes from 09/13/16: Trustee Hietpas made a motion to change wording under the "Correspondence or Communications from Board or Staff" from "...he cautioned against putting **notes** out in the public on Facebook." to "...he cautioned against putting **false information** out in the public on Facebook." The motion did not receive a second.

Motion then made by Trustee Nelson and second by Trustee Moore to approve the minutes from 09/13/16. Motion carried 5-1 with Trustee Hietpas opposed.

#### Appointments

None

#### Unfinished Business from Previous Meetings for Consideration or Action

None

#### New Business for Consideration or Action

- a) Creation and Hiring of Parttime bookkeeper/Accountant position: Staff recommends the hiring of a part-time bookkeeper/accountant for approx. 20 hours a week. Responsibilities would include maintenance of the general ledger, preparation of financial reports and journal entries, and month-end and annual closing procedures with possible payroll functions. Motion by Trustee Nelson and second by Trustee Moore to approve creating the position of part-time bookkeeper and accountant and authorizing the Village Manager to advertise and hire a qualified person for the position. Motion carried 6-0.
- b) Purchase of Lots 57 and 58 of Oakwood Estates on Blackoak Street for small park: Staff has contacted the owner of the lots and he is willing to sell them to the Village for a price of \$35,000. There are wetlands, but nothing that would prohibit the Village from putting park equipment on the land. The expenses could come from the Park Impact Fees fund. Motion by Trustee Nelson and second by Trustee Moore to refer this item to the Plan Commission for a review and report. Motion carried 6-0.
- c) Increase Escrow Fees for Building Permits: Staff recommends raising the escrow fee from \$300 to \$1500 in order to ensure better compliance from the builders. There have been problems in the past when builders refuse to install proper erosion control measures. Motion by Trustee Moore and second by Trustee Nelson to increase the building escrow fees from \$300 to \$1500. Motion carried 6-0.
- d) Recommendation from Public Works Committee for Construction of Lift Station #6: There are concerns that Waverly Sanitary District may not have the financial capacity to borrow for the project. The Public Works Committee recommends that the Village finance the construction of the lift station provided that an agreement be worked out where the Village maintains ownership of the lift station but that Waverly Sanitary District is contracted for the maintenance and operation of it. Approximate cost of the project is \$4.3 million and the loan payment would need to be budgeted for in 2017. Motion by Trustee Nelson and second by Trustee Hietpas to authorize the Village Manager to negotiate an agreement that would allow for the Village to finance and own lift station #6. Motion carried 6-0.

- e) Resolution V2016-11 Establishing a new Municipal Ward Plan: Motion by Trustee Lisowe and second by Trustee Moore to approve Resolution V2016-11. Motion carried 6-0. The resolution outlines the reporting units and polling places. Wards 3-6, 10, 17 will vote at Sunrise Elementary School. Wards 7-9, 14, 15-16 will vote at the Harrison Municipal Building. Wards 11-13, 18 will vote at Christ the Rock.

Reports of Ad Hoc Committees and Departments

Travis Parish submitted the Village Manager's report and announced that Mary Kohrell from the University of WI-Extension office has announced her resignation which will be effective later this year.

Future Agenda Items

None

There being no other business, a motion was made by Trustee Moore and second by Trustee Lisowe to adjourn at 8:14pm. Motion carried 6-0.

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Jennifer Weyenberg, Village Clerk

Dated September 28, 2016

Approved October 11, 2016