

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
02/28/2017**

A regular meeting of the Village of Harrison was called to order on Tuesday, February 28, 2017 at 7:00pm in the Harrison Municipal Building with President Jim Salm presiding. After the Pledge of Allegiance was recited, the Clerk called the roll.

Board present: President Jim Salm, Trustees Joe Sprangers, Buddy Lisowe, Tyler Moore, Kevin Hietpas, Dave La Shay, and Tammy Nelson

Staff present: Public Works Director Bob Kesler, Clerk Jennifer Weyenberg, Village Manager Travis Parish, Treasurer JoAnn Ashauer, Fire Chief Amos Mikkelson

Other present: Brett Bowe, Calumet Co. Sheriff Dept

Correspondence or Communications from Board and Staff

Trustee Hietpas received a letter from a resident who would like to see improvements in the Darboy Community Park.

Public Comments

Jay Bowers, Steve Ebben, Gino Giordana, and Brian Lotzer all spoke in favor of the proposed baseball complex and hoped the Village would partner with Kaukauna Youth Baseball to support the project.

Charles Gehl requested that the board allow ATV use on High Cliff Road,

Recommendation from Ad Hoc Park Committee with regards to Kaukauna Youth Baseball site (Item 10f moved up in the agenda)

Motion: Trustee Nelson and second by Trustee Lisowe to approve the recommendation from the Ad Hoc Park Committee that the project be funded through a 10-year loan in the amount of \$450,000 and raising park impact fees to \$1,054.00/single family and \$977/multi-family and using those impact fees to make the yearly payments on the loan.

Vote: Motion to approve the recommendation carried 7-0.

Consent Agenda

a) Minutes 01/31/17

b) Payment of Bills and Claims

c) Bartender Licenses- Paul LeClair (Darboy Club), Tracy Miller (Countryside), Ashley Rohrer (Lake Park Sportzone), Jennifer Heid

Motion: Trustee Nelson and second by Trustee La Shay to approve the consent agenda.

Discussion: Trustee Nelson questioned if any of the licenses should be held for discussion until after the Policy Guidelines are approved.

Vote: Motion to approve carried 7-0.

Appointments

None

Unfinished Business from Previous Meetings for Consideration or Action

a) Creation of ATV routes

Brett Bowe of the Calumet Co. Sheriff's Dept. spoke against designating ATV routes. Vehicles used for farming have long been exempt and they can continue to use the road as long as they have the appropriate Ag stickers. It would be dangerous to allow recreational vehicles on Old Hwy Rd, Hwy 55, Firelane 10, etc. No action was taken at this meeting; the request was previously denied.

b) Approve Amendments to Standard Specifications Manual

Motion: Trustee Nelson and second by Trustee Lisowe to approve the recommendation that the Standard Specifications Manual be amended to include provisions and typical cross-sections for concrete streets.

Discussion: none

Vote: Motion to approve carried 7-0.

New Business for Consideration or Action

a) Request for Sewer Service- Lee Fredericks- Stommel Road

Motion: Trustee Hietpas and second by Trustee Moore that the Village Board work with the Village of Sherwood to extend sewer and water service outside the Village of Sherwood.

Discussion: The land owner is requesting a detachment because his property has not been able to pass for a private on-site sanitary system other than a holding tank which is prohibited; Sherwood has sewer and water lines to the property but they have a policy that doesn't allow them to service properties outside of their village limits. Mr. Fredericks stated that he had already paid for the assessments and it was noted that, under state law, service must be provided if the assessment has been paid. It is Harrison's understanding that the Village of Sherwood must provide service, regardless of whether or not it is in the Village of Harrison. Detachment is not necessary.

Vote: Motion carried 7-0.

b) Ordinance V17-03 Adopting Comprehensive Plan Amendment

Motion: Trustee Nelson and second by Trustee Lisowe to adopt Ordinance V17-03.

Amendment: Trustee La Shay and second by Trustee Lisowe to amend motion to include that both conceptual plans be included. Motion to amend carried 7-0.

Discussion: The original comp plan was approved in 2004 and updated in 2009. With the incorporation and development occurring, it was decided that a major update would be completed by 2017.

Vote: Motion to approve carried 7-0.

c) Approve Kambura Acres II Development Agreement

Motion: Trustee La Shay and second by Trustee Moore to approve the development agreement for Kambura Acres II as recommended provided we get a guaranteed letter of credit or cash escrow.

Discussion: The agreement is similar to the one for Phase I, but several provisions must be completed including, but not limited to, all utilities being installed and all terraces, drainage swales, and ditches being graded, seeded, and mulched/matted and inspected. Under the terms of the agreement, no permits will be issued until the roads are accepted in a graveled state.

Vote: Motion carried 7-0.

d) Approve Land Dedication Agreement for Lift Station

Motion: Trustee Lisowe and second by Trustee Nelson to approve the land dedication agreement.

Discussion: The village has been working with Waverly Sanitary District to construct a lift station and has identified the property that it will be built upon. The property owner, who is the developer of Kambura Acres, has offered to deed his property to the Village in exchange for Harrison not enforcing its parkland dedication requirement or any upcoming fee in lieu of parkland dedication; and, Harrison installs risers on sewer mains for future lots in the Kambura Acres subdivision.

Vote: Motion carried 7-0.

e) Certified Survey Map- Ralph Hopfensperger- Schmidt Rd

Motion: None

Discussion: The Plan Commission recommended approval of the CSM with the following 4 conditions:

1. A note on the face of the CSM shall read, "Only Lot 2 & Lot 3 will receive building permits or zoning permits until a public road is constructed from Schmidt Road to the south line of Lot 3."
2. Schmidt Road shall be dedicated with 40-feet of width.
3. A note on the face of the CSM shall read, "All lots will have future assessments for sanitary sewer and water when available. There may be future assessments for storm sewer and roads."
4. A note on the face of the CSM shall read, "The Village of Harrison may officially map a future roadway on Lot 2 & Lot 3."

The board had questions about the 66' reservation for future roadway.

Vote: No action was taken; the Planner was asked to work with Ralph Hopfensperger and bring the CSM back at a future meeting.

g) Policy Guidelines for Operator Licenses

Motion: Trustee Lisowe and second by Trustee Nelson to adopt the policy and attach it to each application.

Discussion: A policy has been created to set standards for the denial of an operator's license and ensures that denials are consistent with the criteria outlined in it.

Motion: Motion carried 7-0.

Reports of Ad Hoc Committees and Departments

Ad Hoc Park Committee minutes and recommendations

Village Manager's Report

Village Clerk's Report

Public Works Report

Sheriff Department Monthly Log

Future Agenda Items

Trustee Moore reported that someone from DuTriRun may attend a future meeting to provide an update on future events; Trustee Hietpas requested that the board discuss the chip seal program.

Closed Session

Motion: Trustee La Shay and 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 property on Manitowoc Road and an agreement with Kaukauna Youth Baseball.

Discussion: None

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

The Village Board did not reconvene into open session pursuant to section 19.85(2) of the Wisconsin Statutes for possible action on the closed session. The board adjourned in closed session.

Jennifer Weyenberg, Village Clerk
Dated March 1, 2017
Approved March 28, 2017