

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
09/12/2017**

A regular meeting of the Village of Harrison was called to order on Tuesday, September 12, 2017 at 7:00pm in the Harrison Municipal Building. After the Pledge of Allegiance was recited, roll call was taken.

Board present: President Jim Salm, Trustees Joe Sprangers, Buddy Lisowe, Kevin Hietpas, Dave La Shay and Tammy Nelson
Board excused: Trustee Tyler Moore
Staff present: Village Manager Travis Parish, Clerk Jennifer Weyenberg, Public Works Director Bob Kesler, Planner Mark Mommaerts

Correspondence or Communications from Board and Staff

Trustee La Shay reported on the County's proposal for a sales tax.

Public Comments

Marvin Pohl, Hickory Drive, asked for confirmation that the urbanization of Hickory Dr be part of the 2018 budget discussion.

Judy Hebbe asked that the board consider creating a dog park on the village-owned land on Manitowoc Rd.

Olivia and Michelle Warner, Lilac Rd, asked the board to consider putting a path or sidewalk on Manitowoc Rd. They also reported that the drainage swale near Woodland Rd hasn't been cleared and is overgrown with cattails. There is leftover debris along Woodland from the chip seal project.

Consent Agenda

Applications for Operator Licenses (expiring June 30, 2018), Certificate of Payment #3 – 2017 Chip Seal

Discussion: Trustee Nelson removed the Certificate of Payment for further discussion.

Motion: Trustee Nelson with second by Trustee Lisowe to approve the remaining items on the consent agenda.

Vote: Motion carried 6-0.

Discussion on Removed Item: Trustee Nelson opposed the approval of payment.

Motion: Trustee Sprangers and second by Trustee La Shay to approve the Certificate of Payment #3.

Vote: Motion carried 5-1 with Trustee Nelson opposed.

Appointments

a) Joint Review Board

Discussion: President Salm noted that the president has typically held that position.

Motion: Trustee Lisowe and second by Trustee Hietpas to approve the nomination of Jim Salm.

Vote: Motion carried 6-0.

Unfinished Business from Previous Meeting for Consideration or Action

a) Approve agreement with A2Z Design

Discussion: The village board had previously authorized staff to get quotes from marketing firms to create a brand/logo for the village. Staff recommends working with A2Z. The final product will include stationary suite products, logo, and options for vehicle graphics and park signage.

Motion: Trustee Lisowe with second by Trustee Sprangers to approve the agreement with A2Z for a cost not to exceed \$12,500.

Vote: Motion carried 6-0.

New Business for Consideration or Action

a) Permission to Occupy Drainage Easement at N9454 Evan St

Discussion: The applicant is asking for permission to place a fence 15-feet into the easement, approximately 35-feet from the property line. This easement (ditch) has the potential to carry a significant amount of water and there are two 48” culverts under Payten St. Staff recommends denial of the request.

Motion: Trustee Nelson with second by Trustee Hietpas to approve the request to place the fence in the easement provided the standard “Permission to Occupy Drainage Easement Agreement” is signed and recorded with the Register of Deeds.

Vote: Motion carried 4-2 with Trustees Sprangers and Lisowe opposed.

b) Development Agreement for Kimberly Heights

Discussion: An agreement is required as part of our subdivision plat approval process. It calls for the developer to install an asphalt binder on the roadway and then the village will assess each lot for concrete street and sidewalk at a later date. Trustee Sprangers requested that language be added to address who is responsible for the costs at the intersection of Schmidt and N. This item was referred back to staff and will be brought back to a future meeting.

Motion: None.

Vote: None.

c) Contract with Omni Associates for Illicit Discharge and Detection Elimination Program

Discussion: The Village is required by the WI DNR to have a MS4 Permit and as part of the permit, the Village is required to monitor for illicit discharge into streams, rivers, ponds and lakes. Omni has provided these services since 2010.

Motion: Trustee Sprangers with second by Trustee Lisowe to approve a one-year contract at \$4278.

Vote: Motion carried 6-0.

d) Contract Proposal from Accurate Appraisal for Assessor Services

Discussion: The village’s current contract with Accurate will expire and they are recommending a 4-year agreement in which a market revaluation will occur in 2019. No action was taken. The Village Manager was authorized to work with Accurate on a new contract and bring it back for approval.

Motion: None.

Vote: None.

Closed Session

Motion: Trustee Lisowe with second by Trustee Moore 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 a land agreement for properties on Dogwood Ln.

Discussion: None

Motion: Trustee Lisowe with second by Trustee Sprangers to enter closed session.

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

Motion to adjourn occurred in closed session.

Jennifer Weyenberg, Village Clerk
Dated September 12, 2017
Approved September 26, 2017