

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
09/26/2017**

A regular meeting of the Village of Harrison was called to order on Tuesday, September 26, 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, Tyler Moore and Tammy Nelson
Board excused: Trustee Dave La Shay
Staff present: Village Manager Travis Parish, Clerk Jennifer Weyenberg, Planner Mark Mommaerts

Correspondence or Communications from Board and Staff

None

Public Comments

Alex & Kelly Koch, Bill & Ruth Pflund, Dave Baldwin from Harwood Road reported issues taking place at the property on the corner of Manitowoc Rd and Harwood Road. They have called the sheriff's department several times and asked the board if any additional steps could be taken. Issues reported included a camper parked on the property without a sanitary permit, a person living in the shed, unlicensed and barking dogs, children in the street, and animal abuse.

Consent Agenda

Applications for Operator Licenses (expiring June 30, 2018), Payment of Bills and Claims, Minutes from 08/29/17, 09/12/17

Discussion: None

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

Vote: Motion carried 6-0.

Unfinished Business from Previous Meeting for Consideration or Action

a) Development Agreement for Kimberly Heights

Discussion: Planner Mark Mommaerts requested that the item be held over so that he could gather more information about the phases for Kimberly Heights. The developers had no objections to delaying action.

Motion: Trustee Lisowe with second by Trustee Hietpas to hold the matter over.

Vote: Motion carried 6-0.

New Business for Consideration or Action

a) Traffic Concerns- Cedar Ridge II

Discussion: A resident in Cedar Ridge II would like to know what options are available to reduce the amount of "cut through" traffic in the subdivision and also keep motorists from speeding. Residents support the use of speed bumps and the board suggested installing the portable speed limit radar signs.

Motion: None taken. The board asked that Public Works Director Bob Kesler and Village Manager Travis Parish bring options back to a future meeting.

Vote: None

b) Preliminary Plat for Kimberly Heights II

Discussion: The developer submitted a pre-plat for the second phase which has 16 lots with 2 street connections to the south (Dusty Dr and Schrieber Lane). Planner Mark Mommaerts requested that action be delayed so that he could properly review the street and utility plans that had just come in prior to the meeting.

Motion: Motion by Trustee Nelson with second by Trustee Moore to approve the preliminary plan for Kimberly Heights II.

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

c) Conditional Use Permit for Swinkles Trucking & Excavating on Schmidt Rd

Discussion: Swinkles is requesting the permit for a resource extraction site for the Kimberly Heights subdivision property. The plan is to refine the topsoil and shred it for off-site locations. With this property being close to a residential area there are concerns about dust and noise.

Motion: Trustee Hietpas and second by Trustee Nelson to approve the Conditional Use Permit with the following conditions placed on the permit:

1. The Permit shall expire on November 20, 2017. All refining (pulverizing, shredding, etc.) shall cease on or before November 20, 2017. Any refining after November 20th will be a violation of the zoning ordinance subject to penalties found therein.
2. No refining (pulverizing, shredding, etc.) shall occur on Saturdays or Sundays. The only activity to occur on Saturdays is for material to be hauled off the site.
3. All remaining material shall be hauled off-site over the winter months. Such activity shall be permitted under the erosion control permit for the Kimberly Heights subdivision.

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

d) Request for street light at corner of CTH KK and Handel Dr

Discussion: A resident asked the village to install a light at the intersection because many people are missing the turn on to Handel Dr from KK. The estimated cost for a light is \$2500-4000.

Motion: Trustee Nelson with second by Trustee Moore directing staff to contact WE Energies to check the feasibility and cost to install a light at the corner.

Vote: Motion carried 6-0.

e) Certified Survey Map for Jason Jahnke at N8744 Zirbel Drive

Discussion: The owner is proposing a 2-lot CSM to split the property and create a buildable lot for sale. Each lot is 1.5+ acres with frontage along Zirbel Dr. Currently, the area has private sewer and water but the village is proposing to extend sewer and water service to that area within the next 1-2 years. The Plan Commission recommended approval indicating a 20-ft sanitary sewer and watermain easement.

Motion: Trustee Moore with second by Trustee Hietpas to approve the CSM with note for a 20-ft sanitary and watermain easement.

Vote: Motion carried 6-0.

f) Affidavit of Correction for Lot 1 Hialeah Beach at W5691 Firelane 12

Discussion: The owner at the property tore down the existing structure and wishes to construct a new home. The subdivision was platted in 1940 and included a 86-ft setback which the house did not meet. The owner is asking the setback line be removed from the plat and that the village's zoning setback of 50-ft be used instead.

Motion: Trustee Sprangers with second by Trustee Hietpas to approve the Affidavit of Correction.

Vote: Motion carried 6-0.

g) Maintenance Agreement for Lot 1 Hialeah Beach at W5691 Firelane 12

Discussion: This property is accessed over the area designated as a public roadway. The owner has asked the village to improve the roadway by raising the grade with additional stone/gravel and clearing trees. The agreement will allow for access over the roadway with the conditions that it remains open and free and clear of all vehicles and snow. Maintenance is the responsibility of the owner.

Motion: Trustee Sprangers with second by Trustee Nelson to approve the agreement.

Vote: Motion carried 6-0.

h) Request to remove silt fence requirement for Kambura Acres II

Discussion: The developer has graded and seeded the terrace and feels that the vegetation will reduce soil erosion. He is asking that he not be required to install silt fence along the road right-of-way.

Motion: Trustee Sprangers with second by Trustee Lisowe to deny the request.

Vote: Motion to deny carried 6-0.

i) Request for Temporary Limited Easements and a Permanent Limited Easement- CTH LP

Discussion: The County plans on utilizing the Lakeview Pond to meet their stormwater requirements for the urbanization of LP project. In order to access the pond, the county is proposing a permanent easement to run east and west from LP to Lakeview Pond along the Waverly Sanitary District property line. Staff recommends holding off until more information is received about the amount of water being diverted and how it affects the Blackoak St. stormwater project.

Motion: None taken.

Vote: None

Reports of Ad Hoc Committees and Departments

Reports from Harrison Fire Rescue, the Calumet County Sheriff's Department, and Village Manager were shared.

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 1) a development project with Toonen Companies and 2) possible purchase of property for regional stormwater pond.

Discussion: None

Motion: Trustee Nelson with second by Trustee Hietpas to enter closed session.

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

Motion to adjourn occurred in closed session.

Jennifer Weyenberg, Village Clerk

Dated September 26, 2017

Approved October 24, 2017