

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
05/08/2018**

A public hearing was called to order on Tuesday, May 8, 2018 at 6:00pm in the Harrison Municipal Building, W5298 State Road 114 to hear comments on the storm interceptor sewer and street construction project affecting all property fronting upon both sides of Willow Ln. from its intersection with Lilac Rd. to its intersection with Dogwood Ln. and all the following properties:

W6359 Lilac Rd. Menasha, WI
W6351 Lilac Rd. Menasha, WI
W6372 Dogwood Ln. Menasha WI
N8912 Harrisville Ct. Menasha, WI

W6355 Dogwood Ln. Menasha, WI
W6358 Dogwood Ln. Menasha, WI
W6366 Dogwood Ln. Menasha, WI

Engineer Lee Reibold provided an overview of the project and answered questions. Kathy Weber, N8967 Willow Ln was signed in to speak for the project.

The public hearing was closed by Village President Jim Salm at 6:30pm.

A separate public hearing was then called to order at the same location listed above to hear comments on the storm sewer and street construction project affecting all property fronting upon both sides of Rustic Ln. from its intersection with Handel Dr. to its intersection with Hickory Dr. and all property fronting upon both sides of Hickory Dr. from its western intersection with Rustic Ln. to its eastern intersection with Rustic Ln. and including the property located at N9562 Handel Dr.

Engineer Lee Reibold provided an overview of the project and answered questions. Marvin Pohl, W5557 Hickory Dr; Gary Topinka, W5530 Rustic Ln; and Phil Garnearz, W5563 Rustic Ln were signed in to speak for the project.

The public hearing was closed by Village President Jim Salm at 7:10pm.

A regular meeting of the Village of Harrison Board was then called to order at the same location listed above. After the Pledge of Allegiance was recited, roll call was taken.

Board present: President Jim Salm, Trustees Joe Sprangers, Buddy Lisowe, Tyler Moore, Kevin Hietpas, Gary Nickel and Tamra Nelson
Board excused: None
Staff present: Village Manager Travis Parish, Clerk Jennifer Weyenberg, Public Works Director Bob Kesler, Planner Mark Mommaerts and Engineer Lee Reibold

Correspondence from Board or Staff

Trustee Lisowe was contacted about speeding on Blackoak Street and requested that a speed board be placed in that area.

Trustee Nickel was contacted about flooding in the area of Colin Street.

Trustee Hietpas said he read an article in the Times Villager about how the Town of Buchanan wanted out of its partnership in Darboy Community Park and asked what the status was of that request. Village Manager Travis Parish answered that the former parks committee had discussed the request and didn't think it was beneficial to Harrison to buy out Buchanan.

Public Comments

None

Appointments

None

Unfinished Business from Previous Meetings for Consideration or Action

a) Clarification on Phone Stipend for Employees

Discussion: The motion made at the April 24th meeting was that "village employees that need to be reached 24 hours a day and wish to use their personal devices have the option of a \$40 monthly stipend. The Public Works Director and Operations Manager will be provided a phone. The paging system needs to be added to all phones." Because there is currently nothing in writing about which employees need to be reached 24-hours a day or which employees are eligible for the stipend, the village clerk requested that staff either update job descriptions, the employee handbook, or create a cell phone policy.

Motion: None. This matter will be brought back to a future meeting.

Vote: None taken.

New Business for Consideration or Action

a) Permission to place shed in drainage easement- N9641 Darboy Dr

Discussion: The property owner is asking for permission to place an 8'x10' shed within a drainage easement along the rear of the property. Staff recommends approval of the request and that the standard Permission to Occupy Drainage Easement Agreement be signed and recorded.

Motion: Trustee Nelson with second by Trustee Hietpas to approve the request with staff recommendations.

Vote: Motion carried 7-0.

b) Request for Salt Storage

Discussion: The Public Works Director is asking permission to build a 600-ton salt storage building out at the compost site. The proposals received were: Structures Unlimited \$86,495, Greenfield Contractors \$98,804.37 and MPB Builders \$99,238.00

This project was not budgeted for.

Motion: None. The board asks that the village manager discuss the issue at a future meeting after he has reviewed the budget.

Vote: None

c) Award Contract H0006-9-17-00923 (Blackoak and Winding Trails Storm Sewer) to Peters Concrete Co. in the amount of \$593,151.70

Discussion: On 04/11/18, 6 bids were received ranging in price from \$593,151.70 to \$811,753.50. The village engineer recommends awarding the contract to Peters Concrete Company, which includes the alternate items.

Motion: Trustee Sprangers with second by Trustee Lisowe to award the contract to Peters Concrete in the amount of \$593,151.70

Vote: Motion carried 7-0.

d) Award Contract H0006-9-17-00924(Hickory Dr and Rustic Ln Urbanization) to Gene Frederickson Trucking and Excavating, Inc. in the amount of \$612,338.90

Discussion: On 04/05/18, 5 bids were received ranging in price from \$612,338.90 to \$830,492.00. The village engineer recommends awarding the contract to Gene Frederickson Trucking and Excavating.

Motion: Trustee Lisowe with second by Trustee Nelson to award the contract to Gene Frederickson Trucking and Excavating in the amount of \$612,338.90

Vote: Motion carried 7-0.

e) Review Draft Assessment Policy

Discussion: Village Manager Travis Parish distributed a draft policy and asked that trustees submit their comments to him. This will be brought back to a future meeting.

Motion: None

Vote: None

There being no other business, a motion was made by Trustee Lisowe and seconded by Trustee Moore to adjourn at 9:00pm. Motion carried 7-0.

Jennifer Weyenberg, Village Clerk

Dated May 8, 2018

Approved May 29, 2018