

**VILLAGE OF HARRISON
PUBLIC HEARING & BOARD MEETING MINUTES
02/26/19**

A meeting of the Village of Harrison Board was called to order on Tuesday, February 26, 2019 at 7:00pm in the Harrison Municipal Building, W5298 State Road 114. 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, Tamra Nelson
Board excused: None
Staff present: Clerk Jennifer Weyenberg, Planner Mark Mommaerts, Village Manager Travis Parish

Correspondence or Communications from Board and Staff

Trustee Lisowe spoke on the following matters: (a) using plows with snow gates, (b) the sidewalk near the pond hasn't been shoveled, (c) should the village create a Facebook page, (d) should the speed on Blackoak St be lowered.

Public Comments

Resident Don Mielke asked that the village consider extending sewer and water to his property near Pigeon Rd and Hwy 114.

Presentation from Justin Fischer, Baird

Mr. Fischer presented a long-term capital improvement borrowing plan for the village.

Consent Agenda

Payment of Bills and Claims, Minutes from 02/12/19, Operator Licenses for Lorraine Bailey

Discussion: None

Motion: Trustee Nelson with second by Trustee Moore to approve the consent agenda.

Vote: Motion carried 7-0.

Items Removed from Consent Agenda

None

Appointments

None

Unfinished Business from Previous Meetings for Consideration or Action

a) None

New Business for Consideration or Action

a) Reconsider Bud Rusch request for reimbursement for oversizing pipes (denied at the Sept. 11, 2018 meeting)

Motion: Trustee Nelson with second by Trustee Hietpas to allow reconsideration.

Vote: Motion to reconsider approved 6-1 with Trustee Sprangers opposed.

Motion: Trustee Nelson with second by Trustee Hietpas to pay \$5,941.50 back to Mr. Rusch.

Vote: Motion carried 4-3 with President Salm, Trustee Sprangers, and Trustee Lisowe opposed.

b) Kiwanis Club of Darboy Donation

Discussion: The Kiwanis is looking to give a "Legacy" gift to the village. A one-time donation up to \$50,000 was approved by their board with the hopes that it can be used towards building a large shelter/playground equipment at the new Farmers Field Park, or replacing the park equipment at Darboy Community Park.

Motion: No motion was made. This was information only from representatives of the Kiwanis Club.
Vote: None taken.

c) Sewer & Water Request on Hwy 114- Don Mielke

Discussion: Mr. Mielke spoke under public comments. There was no action on this item.

d) Certified Survey Map- Don Mielke- Mielke Road (Tax ID 43796)

Discussion: The property owner has two agricultural parcels and plans to subdivide the property fronting Mielke Road into single-family lots. The owner is working with Calumet Co. Planning regarding the private sanitary systems. Access will come from Mielke Rd. via culvert and private driveway to each lot.

Motion: Trustee Lisowe and second by Trustee Hietpas to approve the CSM with the condition that a grading/drainage plan be reviewed and approved by the village.

Vote: Motion carried 7-0.

e) Certified Survey Map- Don Mielke- Mielke Road (Tax ID 43768)

Discussion: The owner is proposing a 2-lot CSM for the property located along Mielke Road for single-family home sites. The owner is working with Calumet Co. Planning regarding the private sanitary systems. Access will come from Mielke Rd. via culvert and private driveway to each lot.

Motion: Trustee Lisowe and second by Trustee Moore to approve the CSM with the condition that a grading/drainage plan be reviewed and approved by the village.

Vote: Motion carried 7-0.

f) Relocated Building Permit- Steven VerBust- Zirbel Drive

Discussion: The applicant is seeking to move a house from W5961 Woodland Road to a vacant lot on Zirbel Drive. The moving route is primarily through private farmlands and along Hwy 10. PW Department has no concerns about the house moving down Kasten Road as long as the ground is frozen and the Building Inspector has no concerns regarding the structural soundness of the house. A \$50,000 performance bond and proof of \$1,000,000 public liability insurance must be submitted.

Motion: Trustee Lisowe with second by Trustee Hietpas to approve the relocation in accordance with all required submittals and conditions of approval of the relocated building ordinance.

Vote: Motion carried 7-0.

g) Preliminary Plat- Hidden Pines Subdivision- Harrisville Lane

This item is postponed to the March meeting.

h) Ordinance V19-01 Zoning Map Amendment- Hidden Pines Subdivision- Harrisville Lane

Discussion: The current owner is requesting a zoning map amendment to rezone the property from General Agricultural [AG] to Single-Family Residential (Suburban) [RS-1] for Hidden Pines subdivision. Both staff and plan commission recommend approval.

Motion: Trustee Lisowe with second by Trustee Hietpas to approve Ordinance V19-01.

Vote: Motion carried 7-0.

i) Ordinance V19-02 Zoning Map Amendment- Amy Avenue Commercial Development- Amy Ave

Discussion: The developer is requesting to rezone the property from Office & Retail Commercial [COR] to Business Park [BP]. This will allow for light manufacturing and trade/contractor storage offices. Staff and plan commission recommend approval.

Motion: Trustee Moore with second by Trustee Lisowe to approve Ordinance V19-02.

Vote: Motion carried 7-0.

j) Conditional Use Permit- Amy Avenue Commercial Development- Amy Ave

Discussion: The applicant is seeking a CUP to construct 8 commercial buildings for retail, trade and contractors, and light industrial uses along Amy Ave between Prosperity Drive and Highline Road. The total number of units will vary based on business needs, but approx. 36-42 units are proposed. There will be shared parking areas for the buildings, all materials will be stored inside, and garbage/recycling dumpsters will be stored in an enclosed area.

Motion: Trustee Lisowe with second by Trustee Nelson to approve the Conditional Use Permit with the following 13 conditions:

1. *A detailed site plan review, pursuant to Section 13.0 of the zoning ordinance, shall be completed prior to issuance of a zoning permit.*
2. *Building materials and design shall be as approved by the Plan Commission at the October 2018 meeting. Deviations from the approved elevations shall require review and approval by the Plan Commission.*
3. *No outside storage, including but not limited to materials, equipment, or products, shall be allowed for any business within the development.*
4. *All mechanical equipment (ground or roof-mounted) shall be screened from view from a public road.*
5. *Access to the development shall be from Amy Avenue.*
6. *The hours of operation for any business within the development shall be limited to 7:00am to 6:00pm Monday through Friday and 7:00am and 3:00pm on Saturdays. The Plan Commission may approve alternate hours upon request from the business.*
7. *Only those uses permitted in the applicable zoning district and trade or contractor uses shall be allowed within the development.*
8. *A Zoning Certificate of Occupancy shall be required for initial occupancy of a unit or a change of occupancy for each unit to ensure compliance with the zoning ordinance.*
9. *Light manufacturing uses may be allowed after a map amendment (rezoning) to an appropriate zoning district has been approved.*
10. *All exterior lighting shall be direct cut-off fixtures*
11. *One freestanding sign, that meets the requirements of the zoning ordinance, shall be allowed. All other business signage shall be wall-mounted and shall meet the requirements of the zoning ordinance.*
12. *All applicable local, County, and State rules, regulations, and ordinances shall be met.*
13. *Recycling/Garbage dumpsters must be kept in an enclosure.*

Vote: Motion carried 7-0.

k) Preliminary Plat- Creekside Estates Subdivision- Woodland Road

Discussion: The developer is proposing a 40-lot subdivision located on the south side of Woodland Road along Kasten Road and east of S. Coop Rd. Lot sizes will range from 0.5 – over 1.0 acre. Two cul-de-sacs are proposed due to the environmental conditions of existing wetlands and navigable streams.

Motion: Trustee Nelson with second by Trustee Nickel to approve the preliminary plat with the following conditions:

1. *A temporary turnaround shall be constructed on the southern stub of Edgewood Lane. The northern stub shall connect to Kasten Road.*
2. *Tower Drive shall be renamed to Noe Road.*
3. *Woodland Road to be dedicated with 40-feet of road right-of-way.*
4. *All lots shall have a storm sewer lateral provided for sump pump discharge.*
5. *Final utility, street plans, and stormwater management/erosion control plans shall be reviewed and approved by the Village Engineer and Village staff in writing prior to approval of the Final Plat and prior to utility and street construction.*
6. *A Development Agreement shall be executed prior to approval of the final plat.*
7. *Parkland dedication or a fee-in-lieu of parkland shall be negotiated as part of the Development Agreement.*
8. *An assessment waiver shall be signed prior to the approval of the final plat, if there will be any assessments by Village. A note, listing the improvements to be assessed, shall be added to the final plat indicating that the Village of Harrison will assess all lots equally.*
9. *A street light shall be installed at the intersection of Tower Drive and Woodland Road. Any proposed street lights shall be installed and upfront costs to be paid by the Developer. The Village will assume long-term maintenance.*
10. *All streets to be concrete with 5-foot wide concrete sidewalks on both sides. Street construction to be in accordance with the Harrison Specifications Manual. The exception may be the cul-de-sac in the southwest corner, this street shall match that of the future street to the south.*
11. *High-back, integral concrete curb shall be utilized rather than the mountable curb.*
12. *Access to Outlot 1 and Outlot 2 shall be provided with the ability to avoid the wetlands.*
13. *Wetland concerns on Lots 3,5,6, 10 & 23 should be addressed to ensure the lots are buildable. Wetland fill permits granted for these lots shall be provided to the Village and recorded.*

14. All drainageways, drainage easement, and associated infrastructure shall be installed, graded and seeded prior to roadway acceptance.
15. All utilities, including but not limited to, sewer & water, storm sewer, gas, electric, cable, phone, shall be installed prior to roadway acceptance.
16. The Village Board shall accept the roadway prior to issuance of building permits and zoning permits.
17. Erosion Control Silt Fence shall be installed, in accordance with State Specifications, along the right-of-way line of all streets prior to roadway acceptance.
18. All other improvements, including but not limited to, curb & gutter, concrete paving, sidewalks, shall be installed prior to issuance of building permits or zoning permits, unless the Village Board approves a Subdivision Development Agreement to allow for improvements to be installed at a later date.
19. All comments from the Village engineer shall be included in the Plan Commission discussion and decision.
20. Location of all sidewalk curb ramps shall be approved by Harrison staff.
21. A grading/drainage stormwater management plan and erosion control plan shall be reviewed and approved by the Village engineer and Village staff.
22. Multiple benchmark locations shall be established for use during building construction and shall be identified on the final grading/drainage plan.
23. All environmental corridors shall be clearly identified and setback lines to be indicated.
24. Grading/Drainage Plan shall identify elevations of ground at the foundation.
25. Other comments from the Public Works Dept. and Village Engineer shall be included in the conditions of approval. These will be provided to the developer upon plan review completion.
26. A 12-foot Utility Easement shall be added to the front of all lots. All laterals shall be stubbed into the lot a minimum of 6-feet.

Vote: Motion carried 7-0.

l) Ordinance V19-03 Zoning Map Amendment- Creekside Estates Subdivision- Woodland Road
 Discussion: The developer and current owner is requesting to rezone the property from General Agricultural [AG] to Single-Family Residential (Suburban) [RS-1] for Creekside Estates. Staff and plan commission recommend approval.

Motion: Trustee Moore with second by Trustee Lisowe to approve Ordinance V19-03.

Vote: Motion carried 7-0.

m) Resolution V2019-03 Payoff 2017 Snowplow Truck Loan

Discussion: The terms of the loan were for five years with the option to payoff at any time, and the village wishes to payoff the current loan before they replace a truck in 2020.

Motion: Trustee Lisowe with second by Trustee Nelson to approve Res. V2019-03.

Vote: Motion carried 7-0.

Reports

Activity reports for Calumet Co. Sheriff's Department, Zoning Permits, Harrison Fire Rescue and the Treasurer's Statement of Income and Expenses were distributed.

Closed Session – Jeff Marlowe of Lexington Homes, TID #1 Development Agreement (Gregorski); Hidden Pines Development Agreement, Purchase Property (Halverson)

Motion by Trustee Lisowe with second by Trustee Hietpas to enter closed session.

Roll Call Vote: Sprangers- aye
 Lisowe- aye
 Moore- aye
 Salm- aye
 Hietpas-aye
 Nickel- aye
 Nelson- aye

Pursuant to Wis. Stats §19.85(1)(e) the board met in closed session to deliberate or negotiate the purchase of public property, investment of public funds, or conduct other business when competitive or bargaining require a closed session.

The village board did not reconvene in open session. The meeting adjourned in closed session.

Jennifer Weyenberg, Village Clerk-Treasurer
Dated February 26, 2019
Approved by the Village Board on March 26, 2019