

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
05/14/19**

A meeting of the Village of Harrison Board was called to order on Tuesday, May 14, 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 Kevin Hietpas, Trustees Lou Miller, Buddy Lisowe, Darlene Bartlein, Gary Nickel and Tamra Nelson
Board excused: None
Staff present: Clerk Jennifer Weyenberg, Planner Mark Mommaerts, Village Manager Travis Parish, Engineer Lee Reibold

Correspondence or Communications from Board and Staff

Shaun Forslund, Fox Cities Festival of Lights regarding Farmers Field Park- letter included in board packet.

Village Manager Travis Parish reported that the village has been awarded \$21,352.30 in recycling grants from the DNR.

Kelly Christman, N9015 Papermaker Pass, submitted a request to place three (3) spruce trees in the drainage easement. This will be brought back as an action item on the next agenda.

Public Comments

Bud Rusch (regarding agenda item 10a) reminded the board that he was previously told the connection fees would be \$2,300 but now they are being proposed at \$3,400.

Matt Gehl would like to build a new home on Harrison Road, but the property does not have electrical service. WE Energies' preliminary cost of extending service is \$23,950.65. Mr. Gehl is requesting for the village to help.

Kent Gross (regarding agenda item 10f) asked the board to consider his amendment requests to the development agreement for Hidden Pines.

Consent Agenda

Minutes from 04/30/19, Change Order #4 for Lift Station #6, Certificate of Payment #4 for Lift Station #6

Discussion: None

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

Vote: Motion carried 7-0.

Appointments

a) None

Unfinished Business from Previous Meetings for Consideration or Action

a) None

New Business for Consideration or Action

a) Approve Connection Fee in the Amount of \$3,400 for Areas Served by Lift Station #6

Discussion: Engineering firm Martenson and Eisele recommends a connection fee in the amount of \$3,400.00 for areas served by Lift Station #6. Earlier recommendations from M&E had the connection fee at \$2,300.00.

Motion: Trustee Nelson with second by Trustee Bartlein to approve the \$3,400.00 for lots sold after 05/14/2019 and \$2,300.00 for lots sold prior to 05/14/19. Developer Bud Rusch must provide a list of lots sold to Village Building Inspector Paul Birschbach.

Vote: Motion carried 7-0.

b) Approve Harrison Utilities Service Area Map

Discussion: Martenson and Eisele has updated the service area map.

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

Vote: Motion carried 7-0.

c) Award Bid to PTS Contractors, Inc. for 2019 Storm Sewer and Drainage Improvements and Asphalt Paving Program in the Amount of \$1,432,158.65

Discussion: Engineer Lee Reibold reviewed the projects for 2019. The village will install a mini storm sewer system and repave Gina Drive, Michelle Way, Holly Drive, and Hopfensperger Road. As part of the bid, the village will also address drainage issues for 5 homes on Jochmann Drive and patch parts of Handel Dr. Included in the bid is the paving of Zach Street which is part of Kambura Acres II. The developer will also get his own bid and compare the two costs.

Motion: Trustee Nickel with second by Trustee Moore to award bid to PTS Contractors, Inc. not to exceed \$1,432,158.65.

Vote: Motion carried 7-0.

d) Development Agreement- Creekside Estates

Discussion: Revisions to the agreement include letting the gravel roads sit for at least one freeze/thaw cycle but not more than three (3) years. During this time the roads shall have a 1 ½" temporary asphalt binder. Permits can be issued upon approval of gravel roads. Final street paving and sidewalks will be installed by the developer and a financial guarantee will be submitted by the developer to cover the cost of street paving. The village will reimburse for water and sewer main oversizing and overdigging in accordance with Harrison Utilities ordinances and policies.

Motion: Trustee Moore with second by Trustee Miller to approve the development agreement.

Vote: Motion carried 6-1 with Trustee Nickel opposed.

e) Final Plat- Creekside Estates

Discussion: The final plat includes 40 lots located on the south side of Woodland Road along Kasten Road and east of S. Coop Rd.

Motion: Trustee Nelson with second by Trustee Moore to approve the final plat with the following conditions:

1. *Outlot 1 to have a 30-foot Access & Storm Sewer Easement.*
2. *Lot line between Lot 30/Outlot 2 to be moved west 15-feet to provide access to the stormwater pond on Outlot 2.*
3. *Final Street & Utility Plans and Grading/Drainage Plans that meet all the comments from the Village and Village engineer shall be submitted, reviewed, and approved prior to the Village signing the final plat.*
4. *A temporary turnaround shall be constructed on the eastern stub of Delta Drive. A temporary easement on Lot 15 and Outlot 3 shall be recorded. The eastern stub of Edgewood Drive shall connect to Kasten Road.*
5. *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.*
6. *High-back, integral concrete curb shall be utilized rather than the mountable curb.*
7. *Final street plan set to include sidewalks and curb ramps. Location of curb ramps to be approved by the Village.*
8. *The Utility Easement shall name the Village of Harrison and Harrison Utilities as a grantee for water, sanitary, and storm sewer utility purposes. All water, sanitary, and storm sewer laterals are to be stubbed into all lots a minimum of 6-feet.*
9. *Erosion Control Silt Fence shall be installed, in accordance with State Specifications, along the right-of-way line of Zach Street prior to issuance of building permits and zoning permits.*
10. *All lots shall have a storm sewer lateral provided for sump pump discharge.*

11. All drainageways, drainage easement, and associated infrastructure shall be installed, graded and seeded prior to issuance of building permits and zoning permits.
12. All utilities, including but not limited to, sanitary sewer, water, storm sewer, gas, electric, cable, phone, shall be installed prior to roadway acceptance.
13. The Village Board shall accept the roadway in a "graveled state" prior to issuance of building permits and zoning permits.
14. A street light shall be installed at the intersection of Noe Road 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.
15. An assessment waiver shall be signed and approved by the Village Board prior to the Village signing 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.
16. All improvements, including but not limited to, curb & gutter, concrete paving, sidewalks, shall be installed prior the Village signing the final plat, unless the Village Board approves a Subdivision Development Agreement to allow for improvements to be installed at a later date.
17. A floodplain study shall be completed to determine foundation elevations for lots along the stream.

Vote: Motion carried 6-1 with Trustee Nickel opposed.

f) Development Agreement- Hidden Pines

Discussion: Revisions to the agreement include letting the gravel roads sit for at least one freeze/thaw cycle but not more than three (3) years. During this time the roads shall have a 1 ½" temporary asphalt binder. Permits can be issued upon approval of gravel roads. Final street paving and sidewalks will be installed by the developer and a financial guarantee will be submitted by the developer to cover the cost of street paving.

Motion: Trustee Lisowe with second by Trustee Moore to approve the development agreement with the stormwater pond buy-in fee reduced from \$6,496.95 per acre to \$4,585.95 per acre, the removal of 1 ½ inch temporary binder asphalt requirement, and the date to install concrete changed to 2020.

Vote: Motion carried 7-0.

Reports

None were submitted.

Closed Session- Operations Manager

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

Roll Call Vote: Miller- aye
 Lisowe- aye
 Bartlein- aye
 Hietpas- aye
 Moore-aye
 Nickel- aye
 Nelson- aye

Pursuant to Wis. Stats §19.85(1)(c) the board met in closed session to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

The board meeting adjourned in closed session.

Jennifer Weyenberg, Village Clerk-Treasurer
 Dated May 14, 2019
 Approved by the Village Board on May 28, 2019