

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
05/28/19**

The Board of Review (BOR) was called to order at 7:00pm. Because the assessment roll was not completed, the BOR was adjourned to July 31, 2019 at 10:00am. Motion by Trustee Lisowe with second by Trustee Nelson to adjourn. Motion carried.

The regular meeting of the Village of Harrison Board was called to order following the adjournment of the BOR. After the Pledge of Allegiance was recited, roll call was taken.

Board present: President Kevin Hietpas, Trustees Lou Miller, Buddy Lisowe, Darlene Bartlein, Tyler Moore, Gary Nickel, and Tamra Nelson
Board excused: None
Staff present: Clerk Jennifer Weyenberg, Planner Mark Mommaerts, Village Manager Travis Parish, Fire Chief Amos Mikkelson

Correspondence or Communications from Board and Staff
None

Public Comments

Marv Pohl, Hickory Dr, asked when the storm sewer and street reconstruction project would be finalized. Village Manager Travis Parish answered that the engineer and contractor will meet to do the final walk-through. The rainy weather has delayed closing out the project.

Shaun Forslund, Kernan Ave, spoke in favor of moving forward with the Farmers Field improvements. Fox Cities Festival of Lights still has interest in using the park.

Consent Agenda

Payment of Bills and Claims, Minutes from 05/14/19

Discussion: None

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

Vote: Motion carried 7-0.

Appointments

a) Fire Commission- Kevin Rolain (term expiring 04/15/2024)

Discussion: None

Motion: Trustee Nelson with second by Trustee Nickel to appoint Kevin Rolain.

Vote: Motion carried 6-0 with Trustee Moore abstaining.

b) Fire Commission- Mike Pompa (term expiring 04/18/2022)

Discussion: None

Motion: Trustee Nelson with second by Trustee Nickel to appoint Mike Pompa.

Vote: Motion carried 6-0 with Trustee Moore abstaining.

Unfinished Business from Previous Meetings for Consideration or Action

a) Discuss Farmers Field Improvements

Discussion: It was noted that this discussion was postponed at a previous meeting so that staff could get quotes on electrical work. Village Manager T. Parish explained that a park layout/concept plan is needed in order to get electrical quotes, so he needs to know if the board is committed to the project. Trustees Nelson, Nickel, and Lisowe supported moving forward with the project and asked about funding options- the 2019 budget included funding for the Kaukauna Youth Baseball (KYB) park which is no longer happening. Trustee Moore supported at a minimum stabilizing the property, seeding it, and constructing the gravel drive. President Hietpas asked that everyone consider the clubs and organizations in the area who have expressed an interest in donating to the project.

Motion: Trustee Nickel with second by Trustee Lisowe to proceed with shifting funds from the KYB project and approve moving forward with the Farmers Field project.

Vote: Motion carried 5-2 with President Hietpas and Trustee Bartlein opposed.

New Business for Consideration or Action

a) Fire Chief- Letter of Resignation

Discussion: Chief Amos Mikkelson thanked the board, staff, and department for their support during the past 2 ½ years and expressed how proud he is of the department and its accomplishments. Resigning from the part-time Chief position allows him to focus on his family.

Motion: None

Vote: None

b) Purchase New Fire Truck for Harrison Utilities

Discussion: Harrison Utilities received a quote of \$ 56,206.00 from Utility Sales and Service for a 2020 Ford F250 XL. The quote was dated 02/19/19 and good for 60 days. The board wanted to see an updated quote from Utility Sales and Service along with quotes from other vendors.

Motion: None. Village Manager T. Parish will talk to Harrison Utilities about getting additional quotes and an updated one from Utility Sales and Service.

Vote: None.

c) Approve Agreement between Village of Harrison and City of Menasha for Payment of Public Fire Protection Charges

Discussion: The city's proposed agreement states they will pay \$39,566.31 towards the public fire protection fees owed for 2018 upon approval; the village will allow extensions, connections, stubs and/or hookups; on or before August 30, 2019 the city will pay the remaining \$39,566.30; on or before July 1, 2019 Harrison Utilities will apply to the PSC to have the charges applied directly to the water bills.

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

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

d) Resolution V2019-06 Final Resolution Authorizing Public Improvement and Levying Special Assessments against Benefitted Property in the Village of Harrison, Wisconsin (Rustic Lane and Hickory Dr.)

Discussion: All property owners will be given the option of paying in cash/check or in seven annual installments with 5.5% interest.

Motion: Trustee Moore with second by Trustee Nickel to approve Resolution V2019-06.

Vote: Motion carried 7-0.

e) Certified Survey Map- Hernke- N6498 Lakeshore Dr

Discussion: The applicant is proposing a 3-lot CSM in order to create a new lot on Harrison Road and to adjust the lot lines around the existing home on Lakeshore Drive. Lot 1 will be a new single-family home, Lot 2 will contain the existing house and garages, and Lot 3 will be the remaining land.

Motion: Trustee Lisowe with second by Trustee Moore to approve the CSM.

Vote: Motion carried 7-0.

f) Certified Survey Map for Zero Lot Line- Porath- N9673 & N9675 Hopfensperger Rd

Discussion: The applicant is proposing a 2-lot CSM in order to create a zero-lot line unit. Setback and lot area requirements have been met.

Motion: Trustee Moore with second by Trustee Lisowe to approve the CSM with the condition that all provisions in Section 117-135 of the zoning code of ordinances shall be met, including but not limited to easements, common wall construction, and covenants.

Vote: Motion carried 7-0.

g) Landscaping in Drainage Easement- Bahlman- W5717 Parker Court

Discussion: The property owner wants to place a portion of a landscaping berm and trees/shrubs within a 15' drainage easement along the south side of the property.

Motion: Trustee Nelson with second by Trustee Moore to approve the request provided the "Permission to Occupy Drainage Easement Agreement" is signed and recorded at the county.

Vote: Motion carried 7-0.

Reports

Calumet County Sheriff's Department- Officer Lederer reported an increase in traffic on Blackoak Street due to the construction on LP but speeding wasn't an issue. Most cars were going 0-5 mph over. Harrison Fire Rescue- they were dispatched to 40 calls in April. YTD total is 141 calls. Zoning Permits- 16 permits were issued in April. YTD total is 36 permits. Estimated number of vacant lots = 161.

Closed Session- North Shore Apartments Phase II (Toonen)

Motion by Trustee Lisowe with second by Trustee Moore 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)(e) the board met in closed session to deliberate or negotiate the purchase of public property, the investment of public funds, or conduct other business when competitive or bargaining reasons require a closed session.

The board meeting adjourned in closed session.

Jennifer Weyenberg, Village Clerk-Treasurer
Dated May 28, 2019
Approved by the Village Board on June 11, 2019