

**VILLAGE OF HARRISON  
BOARD MEETING MINUTES  
09/24/2019**

A regular meeting of the Village of Harrison Board was called to order 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, Tyler Moore, Jim Fochs, Gary Nickel  
Board excused: Trustee Darlene Bartlein  
Staff present: Village Manager Travis Parish, Clerk-Treasurer Jennifer Weyenberg, Planner Mark Mommaerts, Director of Public Works Laura Jungwirth

Correspondence or Communications from Board and Staff

Property Tax Refund- W6359 Manitowoc Road: Wanda Rooyackers, POA for her mother's estate, requested that a filing deadline for unlawful taxes of January 31<sup>st</sup> be extended to September 30<sup>th</sup>.

Public Comments

Phil Roberts on Pearl Drive requested information on the proposed storm sewer and curb/gutter project in his area.

Consent Agenda

Payment of Bills and Claims; Minutes from 09/10/19; Discharge of Firearms- Don Mielke, W5484 Mielke Road; Application for Operator Licenses for Shaun Culver, Julie Haywood, Sheila Butler, Katie Frewerd, Sara Verdon, Tara Karls; Certificate of Payment #2 to PTS Contractors, Inc in the amount of \$472,163.86

Discussion: None

Motion: Trustee Moore with second by Trustee Nickel to approve.

Vote: Motion carried 6-0.

Appointments

None

Unfinished Business from Previous Meetings for Consideration or Action

None

New Business for Consideration or Action

a) \$200 donation to Venturing Crew 9135 for Halloween in the Park

Discussion: The Venturing Crew is organizing the event and asked for \$200 to buy candy and hot chocolate.

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

Vote: Motion carried 6-0.

b) Conditional Use Permit- Uecker Investments- W4954 Highline Rd

Discussion: The applicant is proposing an 8-building, multi-tenant development for the property at W4954 Highline Road.

Motion: Trustee Lisowe with second by Trustee Fochs to approve the conditional use permit with the following 14 conditions:

1. A detailed site plan review, pursuant to Article XIII of the zoning ordinance, shall be completed prior to issuance of a zoning permit.
2. Building materials and design shall be as required in the applicable zoning district as part of the Zoning Ordinance. 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. A planting landscape buffer, or berm, shall be provided to screen the development from adjacent properties.

5. All mechanical equipment (ground or roof-mounted) shall be screened from view from a public road.
6. Access to the development shall be from Highline Road. The existing driveway should be combined with the proposed access or abandoned once the proposed access is built.
7. The hours of operation for any business within the development shall be limited to 7:00am to 7:00pm Monday through Friday and 7:00am and 3:00pm on Saturdays. The Plan Commission may approve alternate hours upon request from the business.
8. Only those uses permitted in the applicable zoning district shall be allowed within the development.
9. 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.
10. Light manufacturing uses may be allowed after a map amendment (rezoning) to an appropriate zoning district has been approved.
11. All exterior lighting shall be direct cut-off fixtures.
12. All buildings and all units shall connect to public sewer & water within one year of public sewer & water being available to the site. Connections shall be in accordance with Darboy Sanitary District standards.
13. All applicable local, County, and State rules, regulations, and ordinances shall be met.
14. Sewer and water easements shall be extended through the property.

Vote: Motion carried 6-0.

c) Ordinance V19-08 Zoning Map Amendment- Uecker Investments- W4954 Highline Rd  
Discussion: The applicant is requesting a zoning map amendment to rezone their property from Office & Retail [COR] to Business Park [BP].

Motion: Trustee Lisowe with second by Trustee Miller to approve the ordinance.

Vote: Motion carried 6-0.

d) Ordinance V19-09 to Repeal and Replace Article IV, Division 2, Plan Commission  
Discussion: The ordinance will require at least 4 citizen (non-elected or appointed officials). The remaining 3 positions will be 2 Trustees and the Village President, who will serve as chair.

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

Vote: Motion carried 6-0.

e) Certified Survey Map- Hopfensperger, Schmidt Road

Discussion: This item was postponed to October.

Motion: None

Vote: None

f) Purchase of New 2020 Ford F250 Utility Truck for Harrison Utilities

Discussion: Two quotes were received. Utility Sales and Service quoted \$57,627 and Olson Trailer and Body was \$62,972.

Motion: Trustee Nickel with second by Trustee Moore to accept the quote and purchase the vehicle from Utility Sales and Service at \$57,627.

Vote: Motion carried 6-0.

g) Payment in Lieu of Driveway Apron Paving for Ray Tritt

Discussion: Mr. Tritt had his driveway pavers removed in order to replace the culvert under his driveway. He removed the pavers himself and wishes to put them back in instead of having the apron poured in asphalt. He is asking the village to pay him what the cost would have been had the apron been paved in asphalt. The Village Engineer estimates the value to be \$1,225.00

Motion: Motion by Trustee Miller with second by Trustee Moore to award Mr. Tritt the \$1225.00

Vote: Motion carried 6-0.

h) Overnight Parking on Village Road Rules and Regulations

Discussion: Village Manager Travis Parish clarified the current ordinance on overnight parking in the village. There is no overnight parking year-round and no person shall park any vehicle on the road between 3:00am and 7:00am. There was no action taken on this issue.

Motion: None

Vote: None

i) Review Harrison Utilities Audit (item moved up on the agenda)

Discussion: This was informational only with the auditor reporting that the Utilities is in good standing.

Motion: None

Vote: None

j) Authorize Village Manager to Purchase a Used Motor Grader Not to Exceed \$275,000

Discussion: Village Manager T. Parish requested authorization to purchase a used grader should he find a good deal on the state's surplus and auction sites. He thought \$275,000 would be enough to purchase a quality piece of equipment.

Motion: Trustee Moore with second by Trustee Miller to authorize the purchase up to \$300,000.

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

### Reports

Monthly reports for the Sheriff's Dept, Zoning, and Treasurer are on file.

### Adjourn

Motion by Trustee Lisowe with second by Trustee Miller to adjourn the meeting.

Discussion: None

Vote: Motion carried 6-0.

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Jennifer Weyenberg, Village Clerk-Treasurer

Dated September 24, 2019

Approved by the Village Board on January 28, 2020