

**VILLAGE OF HARRISON  
BOARD MEETING MINUTES  
10/29/2019**

A regular meeting of the Village of Harrison Board was called to order at 7:11 pm on October 29, 2019 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, Tyler Moore, Jim Fochs, Gary Nickel

Staff present: Village Manager Travis Parish, Deputy Clerk-Treasurer Carie Krause, Planner Mark Mommaerts, Director of Public Works Laura Jungwirth

Correspondence or Communications from Board and Staff

An article written by Lending Tree listing the Best Places for Young Families in Wisconsin was shared by Village Manager Travis Parish. The article listed the Village of Harrison as #2 in the state.

Public Comments

Wayne Beyer, Pearl Drive spoke regarding an Urbanization survey that was being shared in his neighborhood. He believes the survey was bias, did a disservice to the neighborhood and urged the board to consider the inaccurate information that was presented.

Rick Agen, State Park Ct spoke regarding the noise and light pollution from the new facility on Amy Ave.

Dean LeClair, Emerald Ln spoke against Urbanization stating if given a choice he would choose the less expensive option.

Shari Beck, Golden Way spoke against Urbanization stating that the road needs to be fixed but sidewalks are not needed.

Lira Martinez, Golden Way spoke against Urbanization stating that she walks the roads every day and there is no need for sidewalks, just repair the potholes.

Michael Krajnik, Emerald Ln spoke against Urbanization stating that the road is fine the way it is, he doesn't support sidewalks, curb & gutter and does not want any special assessment other than replacing the road.

Phil Roberts, Pearl Dr spoke in favor of Urbanization stating that improved safety needs to be addressed.

Brian Demro, Emerald Ln spoke against Urbanization stating that people should have been notified with estimates of available options.

Matt Warner, Pearl Dr spoke against Urbanization stating that he is opposed to curb & gutter and would prefer no assessments.

John Hren, Emerald Ln spoke against Urbanization.

Scott Handschke, Emerald Ln spoke against Urbanization stating that he put together the neighborhood survey after attending the budget meeting to have a representation of the subdivision.

Heidi Warner, Pearl Dr. spoke against Urbanization stating that there are better places to spend money.

Ryan Vac, State Park Ct spoke regarding noise and light pollution from the new facility on Amy Ave. as well as a complaint about discharge of firearms.

#### Consent Agenda

Certified Survey Map for Hopfensperger at W4958 Schmidt Rd; Certified Survey Map for Mueller at Pigeon Rd; Application for Operator License for Kasey Lawson, Brianna Moss; Certificate for Payment #3 in the amount of \$401893.73 to PTS Contractors for 2019 Paving Program

Discussion: None.

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

Vote: Motion carried 7-0.

#### Appointments

None

#### Unfinished Business from Previous Meetings for Consideration or Action

None

#### New Business for Consideration or Action

a) Application for "Class B" Intoxicating Liquor and Beer License for Vargas Bros LLC, N8331 State Park Rd.

Discussion: Trustee Lisowe voiced concerns over the application missing an end date and Town being marked instead of Village. He would like to see these errors corrected before approving the License.

Motion: Trustee Nickel with a second by Trustee Moore to approve the license.

Vote: 5-2 with Trustee Lisowe and Trustee Fochs opposed.

b) Approve Agent Jose Vargas, Vargas Bros LLC.

Discussion: None.

Motion: Trustee Nickel with a second by Trustee Bartlein to approve the agent.

Vote: 6-1 with Trustee Lisowe opposed.

c) Permission to Occupy Drainage Easement – Calmes – W5435 Mile Long Drive

Discussion: The property owner is requesting permission to place a fence within a drainage easement.

Motion: Trustee Moore with a second by Trustee Nickel to approve the occupy drainage easement.

Vote: 7-0.

d) Ord V19-10 – Adopting Amendments to Comprehensive Plan – Premier Real Estate Management, LLC – Friendship Drive

Discussion: The applicant is proposing to amend the future land use map in the Comprehensive Plan to allow for multiple-family residential.

Motion: Trustee Moore with a second by Trustee Bartlein to approve Ord V19-10 with staff recommendations.

Vote: 7-0.

e) Ord V19-11 – Zoning Map Amendment – Premier Real Estate Management, LLC – Friendship Drive

Discussion: The applicant is proposing to rezone from General Agricultural [AG] to Multiple-Family Residential [RM].

Motion: Trustee Moore with a second by Trustee Fochs to approve the Zoning Map Amendment with staff recommendations.

Vote: 7-0.

f) Conditional Use Permit – Premier Real Estate Management, LLC – Friendship Drive

Discussion: The applicant is proposing a 10-building development with 120-units total. Zoning ordinance requires a CUP for any multiple-family developer greater than 3-buildings or greater than 24-units.

Motion: Trustee Moore with a second by Trustee Bartlein to approve the Conditional Use Permit with staff recommendations.

Vote: 7-0.

g) Ord V19-12 – Adopting Amendments to Comprehensive Plan – Southtowne Place – Manitowoc Road

Discussion: The applicant is proposing to amend the future land use map in the Comprehensive Plan to allow for two-family residential on the northern portion of the property.

Motion: Trustee Moore with a second by Trustee Miller to approve adopting amendments to the comprehensive plan with staff recommendations.

Vote: 7-0.

h) Ord V19-13 – Zoning Map Amendment – Southtowne Place – Manitowoc Road

Discussion: The applicant is proposing to rezone from General Agriculture [AG] to Single-Family Residential (Suburban) [RS-1] and Two-Family Residential [RT].

Motion: Trustee Moore with a second by Trustee Fochs to approve the Zoning Map Amendment with staff recommendations.

Vote: 7-0.

i) Ord V19-14 – Adopting Amendments to Comprehensive Plan – Novotny/Sweere – County KK

Discussion: The applicant is proposing to amend the future land use map in the Comprehensive Plan to allow for multiple-family residential on the southern portion of the property.

Motion: Trustee Lisowe with a second by Trustee Miller to approve the Comprehensive Plan Amendment for Novotny/Sweere.

Vote: 7-0.

j) Ord V19-15 – Zoning Map Amendment – Novotny/Sweere – County KK

Discussion: The applicant is proposing to rezone from Office & Retail Commercial [COR] to Multiple-Family Residential [RM].

Motion: Trustee Lisowe with a second by Trustee Bartlein to approve the Zoning Map Amendment.

Vote: 7-0.

k) Amy Avenue Extension – Novotny/Sweere – County KK

Discussion: The applicant is requesting that the extension of Amy Avenue be eliminated.

Motion: Trustee Lisowe with a second by Trustee Fochs to DENY the request for eliminating Amy Ave through the property.

Vote: 7-0.

l) Certified Survey Map – Novotny/Sweere

Discussion: The applicant is proposing a 2-lot Certified Survey Map in order to create separate parcels for the proposed development.

Motion: Trustee Lisowe with a second by Trustee Fochs to approve the CSM for Novotny/Sweere with the condition for the future Amy Ave be dedicated to the public for roadway purposes.

Vote: 7-0.

m) Ord V19-16 – Zoning Map Amendment – Kimberly Heights 4 – Schmidt Road

Discussion: The applicant is proposing a zoning map amendment for the property located along Schmidt Road in preparation for phase 4 of the Kimberly Heights subdivision.

Motion: Trustee Moore with a second by Trustee Miller to approve the Zoning Map Amendment for Kimberly Heights 4.

Vote 7-0.

n) Certified Survey Map – Kimberly Heights 4 – Schmidt Road

Discussion: The applicant is proposing a 2-lot Certified Survey Map.

Motion: Trustee Moore with a second by Trustee Miller to approve the CSM for Kimberly Heights 4.

Vote 7-0.

o) Conditional Use Permit – Bill's Custom Conveying – Hwy 114.

Discussion: The applicant is proposing a two-phase development for a property along Hwy 114.

Motion: Trustee Lisowe with a second by Trustee Moore to approve the CUP for Bills Custom Conveying with all staff listed conditions.

Vote 7-0.

p) Ord V19-17 – Zoning Text Amendment – Driveway Openings & Drainage Easements

Discussion: Adopt Ord V19-17 approving zoning amendments to allow staff to authorize fences in drainage easements under certain conditions and to allow an additional driveway for corner lots in the single-family zoning district. Trustee Nickel questioned if the driveway material on the 2<sup>nd</sup> needed to be the same as the first. Planner Mommaerts answered that no material requirements exist.

Motion: Trustee Nickel with a second by Trustee Fochs to amend Ord V19-17 Driveway Openings & Drainage Easements as printed with the addition of the second driveway have the same material as the first.

Vote 7-0.

q) Updates to Discharge of Firearms Map

Discussion: Village Manager Travis Parish spoke regarding the need to extend the map.

Motion: Trustee Fochs with a second by Trustee Miller to accept the Discharge of Firearm Map as presented.

Vote 7-0.

r) Acceptance of Gravel Road for Kambura Acres III

Discussion: Conditional acceptance pending completion of remaining punch list items and sign-off by Director of Public Works.

Motion: Trustee Nickel with a second by Trustee Miller to accept gravel roads for Kambura Acres III provided the punch list is done for the Village of Harrison and Harrison Utilities.

Vote 7-0.

s) Request for mini-storm sewer on Bailey Drive – Ken Quella, W5574 Bailey Drive

Discussion: Recommendation from Village Manager Travis Parish is to gather more information and get some cost estimates.

Motion: None.

Vote: None.

t) Harrison Utilities – Discussion/Approval of sewer and water extensions to 2<sup>nd</sup> addition to Southfield in the City of Menasha.

Discussion: Staff recommends conditional approval of the sewer and water extension to the 2<sup>nd</sup> addition of Southfield subdivision based upon the changes being addressed as outlined in the M&E recommendation letter.

Motion: Trustee Lisowe with a second by Trustee Fochs to approve the sewer and water extensions based upon the changes in the M&E letter.

Vote: 7-0.

u) Harrison Utilities – Discussion/Approval of sewer and water extension to 3<sup>rd</sup> Addition to Woodland Hills in the City of Menasha.

Discussion: Staff recommends that the Village Board hold off on approval until the revisions have been made as detailed by the M&E letter.

Motion: Trustee Lisowe with a second by Trustee Moore to hold off until revisions are made.

Vote: 7-0.

v) Approve using Village Attorney Rossmeissl to contest Orlee Roebke small claims filing.

Discussion: Staff recommends hiring Attorney Rossmeissl to contest the Orlee Roebke small claims filing.

Motion: Trustee Lisowe with a second by Trustee Nickel to hire attorney Rossmeissl to contest the claim filing.

Vote 7-0.

w) Approve payment to Calumet County for property located at W6505 Manitowoc Rd.

Discussion: Staff recommends approval of payment in the amount of \$54,129.60 to Calumet County for the property located at W6505 Manitowoc Rd.

Motion: Trustee Fochs with a second by Trustee Miller to approve payment to Calumet County in the amount of \$54,129.60.

Vote 7-0.

x) Approve Distribution Easement for WE Energies (Lift Station #6).

Discussion: Village Manager Travis Parish stated that a 12 foot wide easement is needed.

Motion: Trustee Moore with a second by Trustee Fochs to approve the We Energies request as printed and circulated.

Vote 7-0.

### Reports

Lieutenant Voland reported that the new Calumet County/Village of Harrison squad car is being striped and decaled right now and should be in service within the next week or two. The Village will have the same 3 Deputies in 2020 as they did in 2019, providing a consistent and stable connection to the Village. Trustee Lisowe questioned the cost to add flashing speed signs above the current speed limit signs. Lieutenant Voland will get an estimate, President Hietpas would like the Harrison Public Works Dept to check with Calumet County as well.

### Adjourn

Discussion: None

Motion: Trustee Moore with a second by Trustee Fochs to adjourn at 8:48pm

Vote: Motion carried 7-0.

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Carie Krause, Village Deputy Clerk-Treasurer  
Dated October 31, 2019