

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
01/14/2020**

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 on January 14, 2020. 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
Board excused: None
Staff present: Village Manager Travis Parish, Clerk-Treasurer Jennifer Weyenberg, Director of Public Works Laura Jungwirth, Engineer Lee Reibold of McMahan

Correspondence or Communications from Board and Staff

- a) ECWRPC New Housing Fee Report- the report was distributed to board members in accordance with Wis. Stats. 66.10014. This new law requires cities and villages with a population of 10,000 or more prepare a report of their residential development fees. The village contracted with ECWRPC to prepare the report.

Public Comments

Dick McFaul on Emerald Lane asked that the village send out letters with estimated costs of urbanizing that area. They don't know if the petition circulated in 2019 had accurate information.

Ryan Vanlankvelt on State Park Court shared issues with the assisted living facility on Amy Avenue and asked about the berm that was supposed to be built.

Scott Handschke on Emerald Lane says he has spoken with some of the residents in that area and they still prefer a repaving project similar to Hopfensperger and Hearthstone instead of a full urbanization with special assessments.

Dave Lehner on Coral Court asked if he would be able to tap in his existing drainage pipes to the new system that is being proposed.

Emily Rach on Touchdown Drive spoke in favor of concrete streets- her family moved to Kimberly Heights subdivision knowing concrete streets and sidewalks were proposed in 2021 and hopes the village moves forward with those plans.

Wayne Beyer on Pearl Drive said he's also spoken to neighbors and some are in favor of upgrading to curb and gutter and others are unsure until they get more information on the costs of the project.

Consent Agenda

Discharge of Firearms- Corey Stumpf on Firelane 12, Applications for Operator Licenses- Dawn Philipsen, Stacey Boettcher, Samantha Ahrens

Discussion: None

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

Vote: Motion carried 7-0.

Appointments

None

Unfinished Business from Previous Meetings for Consideration or Action

- a) Cost Benefit Life Cycle Analysis for Asphalt and Concrete

Discussion: Director of Public Works Laura Jungwirth presented the pros and cons of both asphalt and concrete focusing on the costs, maintenance, and life-cycle performance of each.

Motion: Trustee Fochs with second by Trustee Moore to bid the Golden Way, Cameo Court, Coral Court and Pearl Court project in both asphalt and concrete.

Vote: Motion carried 7-0.

b) Special Assessment Policy (moved up on the agenda)

Discussion: Staff presented an updated special assessment policy with language that residential areas shall be assess 2/3 of the total project costs and the village shall pay the remaining 1/3 costs. Exceptions include corner lots, multiple frontage lots, agricultural lots, cul-de-sacs and triangular lots. Payment schedules are based on the total amount of the assessment. There was no consensus on how special assessment should be handled, and no action was taken on the policy.

Motion: None

Vote: None

New Business for Consideration or Action

a) Annual Compensation and Bonus Policy

Discussion: Staff presented an Annual Compensation and Bonus Policy. It would allow for all employees to be considered for a bonus based on (a) development of a significant cost savings operational procedure, (b) performance in a temporary work assignment at a higher level of responsibility, or (c) an unusually high workload. There were questions about how to effectively implement the policy and ensure that all departments were evaluated fairly. It was noted that setting performance goals in the private sector is different than public sector. Staff suggested that longevity bonuses be considered to reward employees who reach milestone anniversaries.

Motion: None

Vote: None

b) Sidewalk Policy

Discussion: Staff presented a sidewalk policy to establish guidelines for the installation of new sidewalks and the replacement of existing sidewalks in the Village of Harrison. It is the goal of the village to have curb, gutter and sidewalks on both sides on all existing and future streets. Some board members said they support sidewalks in new areas, some were opposed to 'retro-fitting', and others were in favor of installing sidewalks "where it makes sense." There was no consensus on the standards and priorities, and no action was taken on the policy.

Motion: None

Vote: None

Closed Session

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

Roll Call Vote: Miller-aye

Lisowe- aye

Bartlein- aye

Hietpas- aye

Moore- aye

Nickel- aye

Fochs- 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 an employee regarding a wage claim from the Operations Manager.

The Board also met in closed session under 19.85(1)(g) to confer with legal counsel about strategy regarding current or likely litigation in the assessment settlement with Gregorski 22 LLC.

At 10:55pm, the board reconvened in open session under 19.85(2) to take action on a matter discussed in closed session. [Motion by Trustee Nickel with second by Trustee Fochs- motion carried 7-0].

Motion by Trustee Lisowe with second by Trustee Nickel to deny the claim submitted by the Operations Manager. Motion to deny the claim was approved 5-0-0 with President Hietpas and Trustee Bartlein abstaining from the vote.

Motion by Trustee Lisowe with second by Trustee Miller to adjourn the meeting. Motion carried 7-0 at 11:05pm.

Jennifer Weyenberg, Village Clerk-Treasurer
Dated January 15, 2020
Approved by the Village Board on January 28, 2020