

VILLAGE OF HARRISON

BOARD MEETING MINUTES

08/18/2020

A meeting of the Village of Harrison Board was called to order at 6:00pm in the Harrison Municipal Building, W5298 State Road 114 on July 14, 2020. After the Pledge of Allegiance was recited, roll call was taken.

Board Present: President Kevin Hietpas, Trustees Lou Miller, Mark Van Hefty, Darlene Bartlein, Scott Handschke, Pete Stier
Board Excused: Tyler Moore
Staff Present: Village Manager Travis Parish, Clerk-Treasurer Jennifer Weyenberg, Planner Mark Mommaerts

Public Comments

Village Manager T. Parish said the Darboy Kiwanis Club has asked to hold an alternative ice cream social at the Darboy Community Park. It will be an "Anti-Social Ice Cream Event" at the park on August 26th. Ice cream will be served drive-thru style.

President Hietpas shared that a resident called to thank the board in helping his neighbor in the Golden Way project area.

Trustee Stier shared that a resident spoke to him concerning Air BnBs in the village.

New Business for Consideration or Action

Gravel Road Acceptance and Request to Install Curb & Gutter and Asphalt Streets in Kimberly Heights 4

The developer is requesting to install curb & gutter and asphalt paving earlier than stated in the approved development agreement, beginning the week of August 17th. Motion by Trustee Van Hefty with second by Trustee Stier to approve the request provided that a walk-through of the gravel roadways be completed and punch list items be addressed prior to paving; that the gravel roads be accepted; and, a 3-year financial guarantee be provided, in an amount equal to the cost of curb & gutter and asphalt. Motion carried 6-0.

Award Crack Fill Bid

Two bids were received, and McMahon recommends awarding the bid to the low bidder, Fahrner Asphalt Sealers, LLC for a unit price of \$1.65/lb, for a total bid quantity of 121,212.12 lbs. Motion by Trustee Stier with second by Trustee Miller to approve awarding contract to Fahrner. Motion carried 6-0.

Formation of Administration Committee

President Hietpas shared he had done some research on how other municipalities handle similar meetings, and an Administration Committee could be used in place of the special board meetings the village held recently. After discussion of how many people should be on the committee, if the full board should be members, and if it should be an ad-hoc committee, the board determined that it will be a 5-person committee made of the 3 village board members

and two citizens. The citizen positions will be posted on the website along with an application. This will be brought back to a future meeting for formal approval.

Village Board Tablets and Email addresses

President Hietpas said it was brought to his attention that our network is not secure as it should be. The new trend is to not have a server onsite but instead have a web based server. Also, board members would be interested in each having an ipad. Estimated cost is \$350-400 per ipad and this will be discussed more at budget time.

Preparation for Village Manager's Review

Under the Village Manager's new contract, the yearly review has been changed to be conducted by the full board instead of by the Village President. Trustee Handschke distributed a job review template to the other board members and Village President that can be used. No action was taken.

Discussion on Parks

The board discussed improvements at the Clover Ridge Park, equipment at Darboy Community Park, and Dogwood Park. Discussions continue with Town of Buchanan about taking over their share of Darboy Community Park. Festival of Lights has asked that higher-quality wood chips be used from Skid and Pallet rather than using the free wood chips from the village's yard waste site. No action was taken.

Discussion on Village-owned Land

Consensus of the board was the village should sell land it owns when the opportunity is there. No action was taken.

Consideration of previous motion on Farmers Field

Village Manager Parish asked for direction moving forward. The previous motion from 01/28/2020 was to approve putting in everything at the park for approximately \$1.5 million, but the board has turned over since that decision. If the plan is to stick with that motion, the next step is to have the engineer put together the bid package. If the plan is to go in a different direction, then staff's work is done and all that is left is to seed the park. It was noted that there has been a request from a potential developer to extend our sewer and water from Woodland Rd up to Manitowoc Rd and the village is currently getting pricing on that. If that moves forward, then the park would have access to sewer and water. Motion by Trustee Handschke with second by Trustee Stier to rescind the motion for the Farmers Field construction and financing until such time sewer and water is possible and revisited. President Hietpas clarified that from what he remembered back at the January meeting when the motion was made it was not to bid it out, but that Public Works Director L. Jungwirth would come back with pricing. It was part of the discussion, but was not made part of the motion. Motion carried 6-0. Village Manager Parish will let Public Works know they should seed it down and get the soccer fields to a playable condition.

Future Agenda Items

Trustee Handschke asked what the process will be for updating the village ordinances. Village Manager Parish will start to bring sections of the code to the board.

Adjourn

There being no other business, motion by Trustee Stier with second by Trustee Van Hefty to adjourn. Motion carried at 8:02pm.

Jennifer Weyenberg, Village Clerk-Treasurer

Dated: August 18, 2020

Approved: August 25, 2020