

# **VILLAGE OF HARRISON**

## **BOARD MEETING MINUTES**

### **09/29/2020**

A regular meeting of the Village of Harrison Board was called to order at 7:30pm in the Harrison Municipal Building, W5298 State Road 114 on September 29, 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, Tyler Moore

Board Excused: None

Staff Present: Village Manager Travis Parish, Clerk-Treasurer Jennifer Weyenberg, Planner Mark Mommaerts, Director of Public Works Laura Jungwirth, Fire Chief Jarred Gerl

#### **Reports**

Fire Chief Jared Gerl reported on the activity of Harrison Fire Rescue for the past month. Joe Tenor of the Calumet County Sheriff Dept discussed the recent shooting at Sapphires. There have been a number of calls to Sapphires this year so Lt. Voland will meet with them to discuss the issues. Planning and Zoning, Public Works, Statement of Income and Expenses, and Harrison Utilities have reports on file.

#### **Correspondence or Communications from Board and Staff**

Request to keep pig in residential area on Spring Valley Road

Update: The pig has been re-homed and the matter has been resolved.

#### **Augusta Place Update**

Update: Four storm sewer laterals were launched with a push camera from the homes out the main ditch by Speedy Clean, Inc. There were calcification deposits noted in sump pump laterals and in the mini-storm sewer system due to naturally occurring minerals in the shallow bedrock and groundwater. Public Works Director L. Jungwirth recommends the following:

Complete repairs on offsets and perform spot repairs on Augusta Place ditch flow line.

Contractor cost would be \$500 for each offset repair and approximately \$1,500 for grading and restoration in isolated areas of the ditch flow line. Total estimated cost is \$2,500.

This matter was referred back to Public Works.

#### **Public Comments**

Julie Van Sambeek: Discussed the growing popularity of pickleball.

Carey Reed: He is running for office as the new Calumet County Circuit Court Judge.

Scott DeWitt: Discussed the asphalt in Kimberly Heights subdivision and the board's previous vote to require full-depth of 4".

Michael Malcheski & Fran Renn Malcheski: Asked for the board's support on the agenda items for Lexington Homes.

Matt Barnes: Spoke in opposition of the agenda items for Lexington Homes.

Jeff Marlow: Spoke in favor of the agenda items for Lexington Homes.

## **Appointments**

Administrative Committee- Julie Lopas

This item was held over.

## **Unfinished Business from Previous Meeting for Consideration or Action**

Harrison Fire Rescue By-Laws

Discussion: Chief Jarred Gerl presented the updated by-laws.

Motion: Trustee Moore with second by Trustee Stier to accept.

Vote: Motion carried 7-0.

Short Term Rental Ordinance

Discussion: Village Manager presented the proposed ordinance regulating short term rentals. It was requested to add the following to the standards: (12) Proof of Insurance required.

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

Vote: Motion carried 7-0.

Purchase of ipads/tablets for Village Board

Motion: Trustee Stier with second by Trustee Bartlein to direct the Village Manager to work with Calumet County to purchase iPads.

Vote: Motion carried 7-0.

## **New Business for Consideration or Action**

Ordinance V2020-10 Comprehensive Plan Amendment- Lexington Homes (Mirrago)- Midway Road

Ordinance V2020-11 Zoning Map Amendment- Lexington Homes (Mirrago)- Midway Road

Conditional Use Permit- Lexington Homes (Mirrago)- Midway Road

Certified Survey Map- Lexington Homes (Mirrago)- Midway Road

Discussion: The applicant is proposing a mix of single-family and multi-family residential development on property located along Midway Road, Tax IDs 43286 and 43288. The development consists of six 10-unit buildings and six 14-unit buildings with reserved parkland. Staff received correspondence in regard to opposition to the land use change and rezoning. The Plan Commission voted to postpone the items until next month.

Motion: Trustee Moore with second by Trustee Stier to approve Ordinances V2020-10 and V2020-11, Conditional Use Permit, and Certified Survey Map for Lexington Homes (items a,b,c,d on the agenda)

Vote: Motion carried 6-1 with Trustee Bartlein abstaining.

Resolution V2020-11 Final Resolution Authorizing Public Improvement and Levying Special Assessments against Benefitted Property in the Village of Harrison- Willow Lane, Dogwood Lane, Harrisville Court, Harrisville Lane

Motion: Trustee Moore with second by Trustee Stier to approve Res. V2020-11.

Vote: Motion carried 7-0.

Resolution V2020-12 Resolution to Pay Off Loans with Investors Community Bank Dated April 27, 2016 and March 2, 2018

Motion: Trustee Handschke with second by Trustee Miller to approve.

Vote: Motion carried 7-0.

#### Southtowne Place Subdivision Road Acceptance

Discussion: Al Lamers is requesting road acceptance of Southtowne Place to begin development of individual residential lots. Public Works Director L. Jungwirth recommends conditional acceptance pending completion of the following:

- Site walk-through and completion of punch list items for both the Village of Harrison and Harrison Utilities.
- As-Built drawings for utilities, road right of way, drainage easements and storm water treatment ponds.
- Storm and sanitary sewer televising review and approval.
- Notification of completion for installation of private utilities (We Energies, Spectrum, AT&T, etc.).
- Contractor schedule for asphalt binder installation.
- Silt fence installation along the right of way.
- Final restoration of right of way, drainage easement and pond areas.

Motion: Trustee Handschke with second by Trustee Stier to conditionally accept the roads pending completion of the above-mentioned items.

Vote: Motion carried 7-0.

#### Harrison Utilities Sewer Connection Fees

Discussion: Proposed Fees are single-family per unit (\$3,800.00); multi-family 1<sup>st</sup> unit (\$3,800.00); and each additional unit (\$500.00).

Motion: Trustee Handschke with second by Trustee Miller to approve Resolution V2020-13 Establishing a Harrison Utilities Sewer Connection Fee

Vote: Motion carried 7-0.

#### Storm Pipe Installation Within Right of Way

Discussion: There have been multiple requests by property owners to install storm sewer pipe in the bottom of the roadside ditches abutting their property to alleviate standing water after rain events. The current ordinance requires approval of the Town of Harrison Board of Supervisors. Public Works Director L. Jungwirth is asking to revise the ordinance to provide staff the authority to review and approve pipe installations within the right-of-way.

Motion: Trustee Moore with second by Trustee Bartlein to amend our Ordinance 20.12.020 [paragraph F] to read, "review and approval by the Department of Public Works."

Vote: Motion carried 7-0.

Note: Due to the approval of the above agenda item, there was no board action on items 9 (j) and 9 (k). Staff will handle the requests to place pipe within the right of way.

#### Ryford Street Road Extension and Creek Crossing

Discussion: McMahon has completed a floodplain analysis and assembled costs for construction.

Option 1: Install a 43"x68" elliptical (54" equivalent) reinforced concrete pipe sized to convey the 25-year storm event. Entire road would meet standard specifications (66-foot right of way, 35-foot road width with concrete mountable curb and asphalt road surface, and two 5-foot wide sidewalks).

Option 2: Install a 47"x71" elliptical (60" Equivalent) corrugated metal pipe sized to convey the 25-year storm event. Road would meet standard specifications.

Option 3: Install a 4'x8' precast concrete box culvert sized to convey the 100-year storm event. Road would meet standard specifications.

Option 4: Install a 4'x8' precast concrete box culvert sized to convey the 100-year storm event. The road width would be narrowed to eliminate parking lanes and the terrace width reduced. This would shorten the total length of pipe required.

**Budget Impacts:**

Option 1: Approximately \$330,000

Option 2: Approximately \$315,000

Option 3: Approximately \$400,000

Option 4: Approximately \$340,000-\$350,000

Motion: None made. The board favored option 4, and Village Manager T. Parish will include this as part of the capital budget.

Vote: None.

**Quotes for 2020 Illicit Discharge Detection and Elimination Field Screening**

Discussion: Staff received quotes from Westwood Professional Service, McMahon, and Cedar Corp.

Motion: Trustee Handschke with second by Trustee Miller to hire McMahon for the amount of \$4,400.

Vote: Motion carried 7-0.

**Families First Compliance Policy**

Discussion: Village Manager T. Parish stated the League of Wisconsin Municipalities has provided guidance for municipalities to approve a policy that follows the Families First Coronavirus Response Act (FFCRA).

Motion: None

Vote: None

**Certified Survey Map- Keuer- N7437 Hwy 55**

Discussion: The applicant is proposing to adjust a lot line- Tax ID 40926 will add property along High Cliff Road from Tax ID 40924.

Motion: Trustee Handschke with second by Trustee Miller to approve 7-0.

Vote: Motion carried 7-0.

**Certified Survey Map- Andre- N9403 Noe Road**

Discussion: The applicant is proposing to adjust a lot line to include all improvements on Lot 1 and then Lot 2 will be used as a new home site.

Motion: Trustee Handschke with second by Trustee Miller to approve.

Vote: Motion carried 7-0.

**Zero Lot Line Certified Survey Map- Roberts- N9021 & N9023 Spring Valley Road**

Discussion: The applicant wishes to split a parcel into 2-lots and create a zero-lot line unit. The Building Inspector has verified the wall construction between the units is per code.

Motion: Trustee Bartlein with second by Trustee Van Hefty to approve with the condition that the private/restrictive covenants shall be recorded at the Calumet County Register of Deeds in

accordance with the zero lot line provisions in the zoning ordinance. A copy of such recorded documents shall be provided to the Village Planner.

Vote: Motion carried 7-0.

Affidavit of Correction- Lot 57 Oakwood Estates

Affidavit of Correction- Lot 58 Oakwood Estates

Discussion: This will remove the wetlands from the Final Plat of Oakwood Estates making the lots more desirable for new home sites.

Motion: Trustee Stier with second by Trustee Handschke to approve.

Vote: Motion carried 7-0.

Payments of Bills and Claims

President Hietpas: Check 9854 Superior Vision. Questioned if we could get better rates by having only one policy. Village Manager T. Parish clarified we have one policy; the bill was broken down by department.

President Hietpas: Check 9862 Advanced Disposal Dumpster Fee at Darboy Community Park. Public Works Director L. Jungwirth and Village Manager T. Parish said the public works department uses the dumpsters at the park instead of hauling waste back to the dumpster at the Village Hall.

President Hietpas: Check 9868 Carie Kraus Postage Reimbursement. Village Clerk J. Weyenberg stated the deputy clerk had purchased additional stamps so that they could mail out the absentee ballots.

President Hietpas: Checks 9901 and 9902 Spectrum. Village Manager T. Parish explained the monthly bill covers phone, internet and cable.

Motion: Trustee Handschke and second by Trustee Van Hefty to approve.

Vote: Motion carried 7-0.

Minutes from September 17, 2020

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

Vote: Motion carried 7-0.

Discuss/Approve Dates and Times for Meetings

Discussion: There have been requests to start meetings at 6:00pm instead of 7:00pm and to move Plan Commission to the week before.

Motion: Trustee Stier with second by Trustee Van Hefty to begin at 6:00pm for regular meetings at the earliest convenience.

Vote: Motion carried 7-0.

Planner Mark Mommaerts is asked to discuss moving the Plan Commission dates and times at their next meeting.

### **Closed Session**

The board met in closed session pursuant to Wis. Stats. §19.85(1)(e), 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 to address the following development agreements:

Rucon Construction

Lexington Homes

The Board also met under 19.85 (c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body had jurisdiction or exercises responsibility.

Roll Call Vote:

Miller- aye;

Van Hefty- aye;

Bartlein- aye;

Hietpas- aye;

Handschke- aye;

Stier- aye;

Moore- aye

---

Jennifer Weyenberg, Village Clerk-Treasurer

Dated: September 29, 2020

Approved: October 6, 2020