

**VILLAGE OF HARRISON  
BOARD MEETING MINUTES  
11/24/2020**

A regular meeting of the Village of Harrison Board was called to order at 6:00pm in the Harrison Municipal Building, W5298 State Road 114 on November 24, 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, Operations Manager Jeff Funk, Fire Chief Jarred Gerl

**Open Public Hearing for 2021 Budget**

Village Manager T. Parish presented the budget. The general levy is \$2,833,960.00 and debt service is \$779,094.00.

**Close Public Hearing for 2021 Budget**

With no public members signed in to speak for/against the budget, the hearing was closed at 6:09pm.

**Correspondence or Communications from Board and Staff**

T. Parish- Neenah Menasha Wastewater Treatment Plant- Phosphorous Compliance Construction Project

The commission will explore options for funding the construction project for the phosphorous removal. Construction and borrowing are slated for 2022, with preliminary estimates at \$15 million.

**Public Comments**

None

**Reports**

Harrison Fire Record: Dispatched to 48 incidents from 10/22-11/19. Year to date total is 445 calls.

Calumet Co. Sheriff's Dept: Incident logs for September and October were included for review in the packet.

Planning and Zoning: 37 permits were issued in October. Year to date total is 262.

Public Works Department: Crews are doing oil changes, checking storm sewers, and cleaning up seasonal equipment.

Harrison Utilities: No report

Village Manager: Updates were given on the PSC Refund issue, Coop Rd. Transfer, Kesler Rd. Paving, Harrison Utilities accounting, and Covid-19 Grants.

Statement of Income & Expenses: Ending balances were included in the report.

Clerk-Treasurer: 75% of voters cast absentee ballots. 2,118 persons voted during the in-person hours from 10/20-10/30.

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

Payment of Bills and Claims (tabled on 10/27/20)

Motion by Trustee Stier with second by Trustee Miller to approve. Motion carried 7-0.

**New Business for Consideration or Action**

Resolution V2020-19 Adopting the 2021 Annual Budget and Establishing the Property Tax Levy for the Village of Harrison

Motion by Trustee Moore with second by Trustee Stier to approve. Motion carried 7-0.

Resolution V2020-15 Setting a Public Hearing Date for a Public Way Discontinuance (Unnamed Road intersecting High Cliff Road)

Motion by Trustee Handschke with second by Trustee Miller to approve Res. V2020-15 setting the public hearing date of January 12, 2021 at 6:00pm. Motion carried 7-0.

Certified Survey Map- Propson- Schaefer Road

Motion by Trustee Moore with second Trustee Miller to approve the CSM with a note that the right-of-way for Schaefer Road be dedicated to the public. Motion carried 7-0. The CSM separates the house from the building.

Ordinance V2020-17 Zoning Map Amendment- Deno- Peters Road & N. Harwood Rd

Motion by Trustee Handschke with second by Trustee Stier to approve Ord. V20-17 Zoning Map Amendment. Motion carried 7-0. Location IDs 40616, 44780 & 40576 are rezoned from General Agricultural [AG] to Rural Residential [RR].

Certified Survey Map – Deno – N. Harwood Road

Motion by Trustee Moore with second by Trustee Stier to approve the CSM. Motion carried 7-0. The CSM creates a lot for a single-family home site at Location ID 40576.

Certified Survey Map – Deno – Peters Road

Motion by Trustee Moore with second by Trustee Bartlein to approve the CSM. Motion carried 7-0. The CSM separates the existing home and buildings from the remaining agricultural lots.

Ord V20-18 – Zoning Map Amendment – Mielke – Mielke Road

Motion by Trustee Handschke with second by Trustee Stier to approve Ord. V20-18 Zoning Map Amendment. Motion carried 7-0. Location ID 43796 is rezoned from General Agricultural [AG] to Rural Residential [RR].

Certified Survey Map – Mielke – Mielke Road

Motion by Trustee Van Hefty with second by Trustee Miller to approve the CSM. Motion carried 7-0. The CSM creates a lot for a single-family home site.

Ord V20-19 – Zoning Map Amendment – Biggar (Ataraxia) – Manitowoc Road

Motion by Trustee Miller with second by Trustee Bartlein to approve Ord. V20-19 Zoning Map Amendment. Motion carried 6-1 with Trustee Handschke abstaining. Location ID 33502 is rezoned from General Agricultural [AG] to Single-Family Residential (Suburban) [RS-1] and Planned Development Overlay [PDO]. The PDO will be utilized as an overlay to accommodate the unique development standards of the proposed subdivision.

#### Creating Selection Committee for Engineering Services Proposals

Motion by Trustee Handschke with second by Trustee Miller to create a committee under "Option 3" *hybrid model of village board and staff*, with up to 3 board members. Motion carried 7-0. Trustee Handschke then nominated Trustee Van Hefty to serve on committee; Trustee Van Hefty then nominated Trustee Handschke to serve on committee; and, Trustee Handschke then nominated President Hietpas to also serve on the committee.

#### Application for Payment in the amount of \$190,059.57 to Fahrner Asphalt Sealers for 2020 Crack Sealing

Motion by Trustee Handschke with second by Trustee Van Hefty to approve. Motion carried 7-0.

#### Quote from Bob and Dave's for snow removal from CTH KK sidewalks, Lake Park Road sidewalks and trail, Noe Rd trail, Clover Ridge Trail, and Friendship Trail

No action taken. Proposed costs would be higher than Harrison Public Works Dept. doing work themselves.

#### Intergovernmental Cooperation Agreement between City of Appleton and Village of Harrison for Coop Rd.

Motion by Trustee Handschke with second by Trustee Stier to approve. Motion carried 7-0. The village shall pay City of Appleton \$120,000 towards Coop Road asphalt resurfacing project. Payment shall be made within 30 days of the resurfacing project's substantial completion.

#### Minutes from 10/22/20, 10/27/20, 11/09/20

Motion by Trustee Stier with second by Trustee Miller to approve. Motion carried 7-0.

#### Payment of Bills and Claims Oct. 26-Nov. 19, 2020

##### Pulled for Discussion:

By Trustee Handschke- Check numbers 10146 & 10147 Advanced Disposal; Check number 10157 for the GIS software payment; Check number 10178 Tax Overpayment Refund; and Check number 10187 McMahan

By President Hietpas: Check number 10155 Calumet County DHHS EMS Flu Shots; Check number 10157 Cardmember Services; Check number 10244 Lincoln Contractors Supply

Motion by Trustee Moore with second by Trustee Stier to approve. Motion carried 7-0.

#### Temporary Closure of Lobby due to Covid-19

Motion by Trustee Van Hefty with second by Trustee Stier to temporarily close the lobby through March 1, 2021 and re-evaluate at that time. Motion carried 6-1 with President Hietpas opposed. Message will be printed on tax bills, posted on the village website, and a bulletin board will be placed in the inside vestibule. Residents are asked to make appointments to meet with staff.

#### **Future Agenda Items**

Payoff road loan with Investors Bank, create a business license, reduce speed on Schmidt Road, discussion of Schmidt Rd bridge, lessons learned on Golden Way, Village Manager review.

**Adjournment**

Motion by Trustee Moore with second by Trustee Bartlein to adjourn. Motion carried 7-0 at 9:03pm.

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Jennifer Weyenberg, Village Clerk-Treasurer

Dated November 24, 2020

Approved December 8, 2020