

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
01/12/21**

A public hearing and 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 January 12, 2021. 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

Open Public Hearing- Discontinuance for an Unimproved Street

Charles and Cindy Guyette spoke in favor.
No persons spoke against.

Close Public Hearing

Hearing was closed at 6:03pm

Correspondence or Communications from Board and Staff

None

Public Comments

Curt Drexler of Christ the Rock spoke about the stormwater fee.
Greg Landwehr, spoke about Prosperity Dr. extension.

Unfinished Business from Previous Meetings for Consideration or Action

8a) Ordinance V21-02 Business License

Moved by Trustee Moore, seconded by Trustee Bartlein to approve. Motion carried 7-0.

New Business for Consideration or Action

9(a) Minutes from 12/08/20

Moved by Trustee Handschke, seconded by Trustee Van Hefty to have staff rewrite the minutes for this meeting with less narrative and present at the next meeting. Motion carried 5-2 with Stier and Moore opposed.

9(b) Payment of Bills and Claims from 11/20/20-12/24/20

Moved by Trustee Handschke, seconded by Trustee Stier to approve. Motion carried 7-0.

9(c) Discharge of Firearms Application- Corey Stumpf, N8340 Firelane 12

Moved by Trustee Moore, seconded by Trustee Stier to approve. Motion carried 7-0.

9(d) Resolution V2021-01 Vacate and Discontinue an Unimproved Street

Moved by Trustee Handschke, seconded by Trustee Bartlein to approve. Motion carried 7-0.

The right-of-way is located between parcels W4612 High Cliff Rd and W4650 High Cliff Rd.

9 (e) Ordinance V21-01 Zoning Text Amendments (climate control storage)

Moved by Trustee Moore, seconded by Trustee Stier to approve. Motion carried 7-0.

This amendment allows for indoor access, climate-controlled storage facilities as a conditional use in the commercial zoning district.

9(f) Certified Survey Map- Kimberly Clark Corp.- Old Highway Road

Motion by Trustee Van Hefty, seconded by Trustee Miller to approve. Motion carried 7-0.

The CSM creates a parcel to sell to the adjacent property owner.

9(g) Preliminary Plat- Stargazer Estates Subdivision- Midway Road

Motion by Trustee Van Hefty, seconded by Trustee Stier to approve. Motion carried.

The following conditions apply:

1. Right-of-way for Constellation Drive to be 66-feet in width. Ethan Drive and Mckayla Drive may be 60-feet in width to match existing ROW widths.
2. Erosion Control Silt Fence shall be installed, in accordance with State Specifications, along the right-of-way line of all streets prior to roadway acceptance.
3. All lots shall have a storm sewer lateral provided for sump pump discharge.
4. Consider creation of an outlot for the easement area on Lot 26 to be deeded to the Village.
5. All improvements, including but not limited to, utilities, curb & gutter, street paving, sidewalks, shall be installed prior to issuance of building permits or zoning permits, unless the Village Board approves a Subdivision Development Agreement to allow for improvements to be installed at a later date.
6. All comments from the Village engineer and staff shall be included in the Plan Commission discussion and decision.
7. A note shall be added to the plat indicating access control to County AP/Midway Road.
8. A grading/drainage stormwater management plan and erosion control plan shall be reviewed and approved by the Village engineer and Village staff.
9. Final utility and street plans shall be reviewed and approved by the Village Engineer and Village staff prior to approval of the Final Plat and prior to utility and street construction.
10. All environmental corridors shall be clearly identified and setback lines to be indicated.
11. Grading/Drainage Plan shall identify elevations of ground at the foundation.
12. All road names shall be approved by the Appleton Post Office, the Village of Harrison, and Calumet County E911.
13. Sidewalks and laterals shall be indicated on the infrastructure plans.
14. There shall be notes to be added to the face of the final plat in accordance with Section 115-12(d)(1)(f).
15. The final plat and final grading/drainage plans shall include benchmarks for all fire hydrants. Benchmarks shall refer to hydrant tag bolts.
16. Plans shall be sent to the appropriate utility entities for review (ie phone, cable, gas/electric, sewer/water).
17. Consider RS-1 zoning for lots south of Ethan Drive along existing RS-1 zoning.

9(h) Development Agreement- Stargazer Estates Subdivision- Midway Road

Moved by Trustee Handschke, seconded by Trustee Miller to approve the agreement for Stargazer Estates with the consultant observations not to exceed \$107/hr. Motion carried 7-0.

9(i) Affidavit of Correction for Drainage Easement- Lot 15 Southtowne Place Subdivision- Kimberly Trail

Moved by Trustee Moore, seconded by Trustee Stier to approve. Motion carried 7-0.
This relocates the drainage easement to cover the lands for the drainage swale.

9(j) Engineering Services Contract with Graef

Moved by Trustee Handschke, seconded by Trustee Van Hefty to approve the General Municipal Services. Motion carried 7-0.

Moved by Trustee Handschke, seconded by Trustee Van Hefty to approve the Residential Lot Grade Check Services. Motion carried 7-0.

9(k) Prosperity Drive Extension Request- Wallace/NAI Pfefferle

Consensus of the board was to move forward with the project.

9(l) Election Pay

Staff was asked to look for a better way to pay election inspectors instead of on a quarterly basis.

9(m) Review/Amend Stormwater Ordinance

Village Manager was asked to see what other communities are doing. This matter will be brought back to a future meeting.

9(n) Review Open/Close of Village Hall Lobby

Moved by Trustee Handschke, seconded by Trustee Miller to open the lobby with precautions in place. Motion carried 5-2 with Moore and Stier opposed.

9(o) Review/Amend Parking Ticket Ordinance

No action. This item was held over to a future meeting.

9(p) Resolution V2021-02 Establishing Polling Place for February Spring Primary

Moved by Trustee Moore, seconded by Trustee Stier to approve. Motion carried 7-0.
All wards will vote at the Harrison Municipal Building on Feb. 16, 2021.

Future Agenda Items

10(a) Comprehensive Plan/Village Center Plan

Meeting on February 9, 2021 will focus on this.

Closed Session

Roll Call vote to enter closed session:

Miller- aye

Van Hefty- aye

Bartlein- aye

Hietpas- aye

Handschke- aye
Stier- aye
Moore- aye

Pursuant to Wis. Stats. §19.85(1)(e), the Board met 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:
Bayland Buildings (former Darboy Club Site)

Pursuant to Wis. Stats. §19.85(1)(c), the Board also met to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Meeting adjourned in closed session.

Approved January 26, 2021