

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
02/23/21**

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 February 23, 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 and Kirk Pontow
Board Excused: None
Staff Present: Clerk-Treasurer Jennifer Weyenberg, Operations Manager Jeff Funk, Planner Mark Mommaerts, Fire Chief Jarred Gerl

Correspondence or Communications from Board and Staff

President Hietpas shared the Carlson Dettmann Organizational Analysis with the board.

Public Comments

Resident Larry Schmitz addressed anonymous letter.

Reports

Reports from Harrison Fire Rescue, Calumet Co. Sheriff Dept., Planning and Zoning, Harrison Utilities and the Treasurer's Statement of Income and Expenses are on file with the village clerk.

Appointments

7(a) Audrey Moore- Administrative Committee
No action taken.

Also, it was moved by President Hietpas, seconded by Trustee Bartlein, to appoint Trustee Pete Stier to the Calumet County Tail Committee. Motion carried 7-0.

Unfinished Business from Previous Meetings for Consideration or Action

8(a) Rules and Procedures for Village Board Meetings
Moved by Trustee Stier, seconded by Trustee Handschke, to approve. Motion carried 7-0.

8(b) Lease of Village-owned Land on CTH N
Moved by Trustee Handschke, seconded by Trustee Miller, to approve. Motion carried 7-0.
Farm Lease with Mr. Ken Mader is set at \$200/acre.

8(c) Ordinance V21-06 Amend Stormwater Utility Ordinance for Credits and Adjustments
Moved by Trustee Stier, seconded by Trustee Miller, to adopt Ordinance V21-06 with "unbuildable parcel" removed [page. 5, Section B(2)(b)]. Motion carried 7-0.

New Business for Consideration or Action

9(a) Payment of Bills and Claims January 22, 2021-February 18, 2021

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

9(b) Minutes from 02/09/21 and 11/30/20

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

9(c) GovHR USA Professional Announcement

No action taken.

9(d) Ordinance V21-07 Zoning Map Amendment- ECHOE Enterprises- County KK

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

This rezones Tax ID 33114 from Office & Retail Commercial [COR] to Community Commercial [CC].

9(e) Conditional Use Permit- ECHOE Enterprises- County KK

Moved by Trustee Van Hefty, seconded by Trustee Miller, to approve with the following conditions:

1. *Hours of operation, or access to the building interior, shall be limited to 6:00am-10:00pm daily.*
2. *Berms and landscape areas be provided along the south side of the development. The berm should be approximately 5-feet in height with trees, evergreens, and other plantings that are 4-5-feet in height at the time of planting. Care should be taken to design the berm and plantings to provide approximately 50% opacity within 5-years.*
3. *The stormwater management plan approval shall be in accordance with the Harrison requirements or buy-in to the regional pond.*
4. *All exterior building materials shall adhere to the Village Zoning requirements unless a special exception is granted by the Plan Commission.*
5. *All exterior lighting shall be direct cut-off fixtures to reduce/eliminate any glare.*
6. *All provisions of the zoning ordinance and all other Village ordinances shall be met.*
7. *Any comments or revisions from Village staff during the site plan review process shall be incorporated as conditions of approval.*
8. *All necessary permits shall be obtained prior to construction.*

Motion carried 7-0.

9(f) Final Plat for Stargazer Estates- Lexington Homes- Midway Road

Moved by Trustee Van Hefty, seconded by Trustee Miller, to approve with the following conditions:

1. *The Final Plat shall include the statement, "No improvements are allowed within the areas reserved for public utility and drainage easements. Improvements include, but are not limited to, building structures, driveways, parking areas, sheds, landscaping or fences. Any improvement shall be allowed only by special exception of the Village of Harrison Zoning Administrator."*
2. *The Utility Easement shall name the Village of Harrison and Harrison Utilities as a grantee for water, sanitary, and storm sewer utility purposes. All water, sanitary, and storm sewer laterals are to be stubbed into all lots a minimum of 6-feet.*
3. *All notes stated in Section 34.08.030 Section D.1.f shall be included on the final plat.*
4. *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.*

5. *All lots shall have a storm sewer lateral provided for sump pump discharge.*
6. *Outlot 1 to be deeded to the Village.*
7. *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.*
8. *All comments from the Village engineer and staff shall be included in the Plan Commission discussion and decision.*
9. *A note shall be added to the plat indicating no access to County AP/Midway Road for lots 1 and 48.*
10. *A grading/drainage stormwater management plan and erosion control plan shall be reviewed and approved by the Village engineer and Village staff.*
11. *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.*
12. *Grading/Drainage Plan shall identify elevations of ground at the foundation.*
13. *Sidewalks and laterals shall be indicated on the infrastructure plans.*
14. *The final plat and final grading/drainage plans shall include benchmarks for all fire hydrants. Benchmarks shall refer to hydrant tag bolts.*
15. *Plans shall be sent to the appropriate utility entities for review (ie phone, cable, gas/electric, sewer/water).*
16. *A street light shall be installed at the intersection of Constellation Drive & County AP/Midway Road. Any proposed street lights shall be installed and upfront costs to be paid by the Developer. The Village will assume long-term maintenance.*

Motion carried 6-1 with Trustee Stier opposed.

9(g) Zero Lot Line Certified Survey Map- Uecker- N9047 & N9049 Spring Valley Rd

Moved by Handschke, seconded by Trustee Van Hefty, to approve with the following conditions:

1. *A note on the face of the Certified Survey Map shall read, "When attached single-family dwelling units are created, matters of mutual concern to the adjacent property owners due to construction, catastrophe, use, and maintenance shall be guarded against by private/restrictive covenants and deed restrictions, and no approving authority shall be held responsible for the enforcement of same."*
2. *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 document shall be provided to the Village Planner.*

Motion carried 7-0.

9(h) Resolution V2021-04 Fee & Penalty Schedule

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

9(i) Engineering Service Order (Graef)- N Coop Road Culvert

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

9(j) Staff Concerns

No action taken.

Adjournment

Moved by Trustee Bartlein, seconded by Trustee Miller to adjourn. Motion carried 7-0 at 8:32pm.

Approved March 09, 2021 with corrections