

**NOTICE OF PUBLIC MEETING**

VILLAGE OF HARRISON, CALUMET (& OUTAGAMIE) COUNTY, WI

NOTICE IS HEREBY GIVEN that a Village of Harrison Board Meeting will be held at the Harrison Municipal Building, W5298 State Road 114, Menasha on Tuesday, December 13, 2016 at 7:00pm. The agenda is printed below.

1. Call to Order the Village Board Meeting for December 13, 2016
2. Pledge of Allegiance
3. Roll Call of Village Board
4. Correspondence or Communications from Board and Staff
5. Public Comments  
Please be advised per State Statute section 19.84(2), information will be received from the public; be further advised that there may be limited discussion on the information received; however, no action will be taken under public comments. It is the policy of the Village that there is a three minute time limit per person. Time extensions may be granted by the President. Please register your name on the sign-in sheet prior to the start of the meeting.
6. Consent Agenda
  - a) Minutes from 11/29/16, 11/22/16
  - b) Application for License to Serve- Timothy Rueckl (Countryside)
7. Items removed from Consent Agenda (if any)
8. Appointments
  - a) Zoning Board of Appeals
9. Unfinished Business from Previous Meetings for Consideration or Action
  - a) Change in material for trail along Jochmann Drive in Parker Farms
  - b) Speed Study Results from Stommel Rd
10. New Business for Consideration or Action
  - a) Approve Marie McDougal as Agent for Countryside Pub & Grill, LLC
  - b) Approve Class B Combination Beer and Liquor license for Countryside Pub & Grill, LLC
  - c) Selling a limited number of stickers to Buchanan for compost site use
11. Reports of Ad Hoc Committees and Departments
  - a) None
12. Future Agenda Items
13. Closed Session: The Village Board will meet in closed session pursuant to Wis. State Stats. §19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session in regards to properties on Dogwood Lane and an agreement with Lake Park Sportzone. The Village Board may reconvene into open session pursuant to section 19.85(2) of the Wisconsin Statutes for possible action on the closed session.
14. Adjournment

Agenda is posted at Harrison Municipal Building and [www.harrison-wi.org](http://www.harrison-wi.org). Any person with hearing disabilities or requiring special accommodations to participate in the meeting should contact the Clerk's Office (920-989-1062) at least 24-hours prior to the meeting. This is a public meeting.

**VILLAGE OF HARRISON  
BOARD MEETING MINUTES  
11/29/2016**

A regular meeting of the Village of Harrison was called to order on Tuesday, November 29, 2016 at 7:00pm in the Harrison Municipal Building with President Jim Salm presiding. After the Pledge of Allegiance was recited, the Clerk called the roll.

Board present: President Jim Salm, Trustees Joe Sprangers, Buddy Lisowe, Tyler Moore, Kevin Hietpas, Dave La Shay, and Tamra Nelson.

Staff present: Planner Mark Mommaerts, Public Works Director Bob Kesler, Treasurer JoAnn Ashauer, Clerk Jennifer Weyenberg, Manager Travis Parish

Correspondence or Communications from Board and Staff

None

Public Comments

None

Consent Agenda

a) Summary of Bills and Claims

b) Application for License to Serve- Jordyn Roe (Waverly Beach)

Motion: Trustee La Shay and second by Trustee Nelson to approve the consent agenda.

Discussion: None

Vote: Motion carried 7-0.

Items removed from Consent Agenda (if any)

None

Appointments

None

Unfinished Business from Previous Meetings for Consideration or Action

a) Ordinance V16-12- Building Certificate of Occupancy

Motion: Trustee Nelson and second by Trustee Lisowe to approve Ord. V16-12 Building Occupancy Ordinance.

Discussion: Occupancy will be granted based on meeting all of the required inspections for foundation height, grading height, and driveway heights. The ordinance provides for a grading permit in order to obtain occupancy before final grading is complete.

Vote: Motion carried 7-0.

New Business for Consideration or Action

a) Conditional Use Permit- Milis Enterprises- County KK east of Bies Rd

Motion: Trustee La Shay and second by Trustee Hietpas to approve the Conditional Use Permit for Milis Enterprises on County KK dependent on staff recommendations.

Recommendations are as follows:

1. *All equipment, materials, and other items related to the business shall be stored inside. No outside storage of business related items shall be allowed. Vehicles stored outside of the building shall be screened from view from the roadway and adjacent properties by a fence, plantings, or a combination thereof.*
2. *Zoning permits, which meet the requirements of the zoning ordinance, shall be obtained for all building construction.*
3. *An erosion control permit shall be obtained.*
4. *The Building Inspector shall be consulted regarding building permits, including state permits if needed.*
5. *The Calumet County Planning Department shall be consulted regarding sanitary permits.*
6. *All signage shall require a separate permit and shall meet the requirements of the zoning ordinance.*
7. *Screening of all parking and loading areas from adjacent properties shall be provided either through a solid fence (wood, vinyl or other similar aesthetic material) or plantings.*
8. *A dumpster enclosure shall be provided that meets, or exceeds, the requirements of the zoning ordinance.*
9. *Failure to comply with these conditions may cause for the Conditional Use Permit to be revoked.*
10. *Exterior building materials be brought back to the Plan Commission for approval.*

Discussion: The CUP allows the petitioner to operate a contractor business in a building proposed to be 80' x 240' with 17' walls. Questions were asked about access to the property and why the exterior building materials needed to be reviewed by the PC. It was explained that the Comprehensive Plan has the area marked for commercial use which requires a review of the building materials whereas Gen Ag does not.

Vote: Motion carried 7-0.

b) Ordinance V16-11- Zoning Map Amendment- Drake Homes, LLC- County N north of Jochmann Dr

Motion: Trustee Nelson and second by Trustee La Shay to approve Ordinance V16-11 Amending the Village of Harrison Official Zoning Map from Two-Family Residential to Single-Family Residential (Suburban).

Discussion: The existing duplex will be redeveloped as part of the subdivision plat.

Vote: Motion carried 7-0.

c) Certified Survey Map- Don Mielke- Mielke Rd

No action taken at the request of the petitioner. This might be brought back to a future meeting.

d) Final Plat of Kambura Acres II- Rusch Development Properties- S Coop Rd

Motion: Trustee La Shay and second by Trustee Moore to approve the Final Plat for Kambura Acres II with Plan Commission recommendations. Recommendations are as follows:

1. *The "6' Utility Easement" shall be added from the right-of-way line inward to include the Waverly Sanitary District as a Grantee for the purposes of maintenance, repair, and/or replacement of sanitary or water infrastructure and access thereto.*
2. *Erosion Control Silt Fence shall be installed, in accordance with State Specifications, along the right-of-way line of Zach Street prior to issuance of building permits and zoning permits.*
3. *All lots shall have a storm sewer lateral provided for sump pump discharge.*
4. *All drainageways, drainage easement, and associated infrastructure shall be installed, graded and seeded prior to issuance of building permits and zoning permits.*
5. *All utilities, including but not limited to, sanitary sewer, water, storm sewer, gas, electric, cable, phone, shall be installed prior to issuance of building permits and zoning permits.*
6. *The Village Board shall accept the roadway in a graveled state prior to issuance of building permits and zoning permits.*
7. *All other improvements, including but not limited to, curb & gutter, asphalt 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.*

Discussion: This is a 20 lot subdivision that matches Phase I to the north. A new road named Zach Street will intersect with S Coop Rd. Trustee Nelson asked why the requirement of open space and trails were not included in the final plat. It was explained that the requirement was not in effect at the time that the preliminary plat was approved by the board and therefore is not required for this phase.

Vote: Motion carried 7-0.

e) Certified Survey Map- Natasha Mader- N9524 Noe Rd

Motion: Trustee Moore and second by Trustee Lisowe to accept the Certified Survey Map for Natasha Mader, N9524 Noe Rd, with any recommendations made by staff.

Discussion: The CSM will combine two properties into one and bring the existing detached garage into compliance with the zoning ordinance.

Vote: Motion carried 7-0.

f) Update Fee & Penalty Schedule

Motion: Trustee Nelson and second by Trustee La Shay to approve the updated fee and penalty schedule.

Discussion: Staff clarified that any future changes to the fee schedule would require board approval. The fees collected will be used to pay for the contracted services for inspection of the lot grades.

Vote: Motion carried 7-0.

g) Resolution V2016-12 Authorizing Village to Remove Snow on Future Sidewalk on CTH LP

Motion: Trustee Nelson and second by Trustee Moore to approve Resolution V2016-12 authorizing the Village of Harrison to remove the snow on the future sidewalk to be located on the east side of CTH LP.

Discussion: The sidewalk will abut large tracts of land that are undeveloped and may be overly burdensome to some property owners. Because the Village will be required to remove snow from the west side of CTH LP, staff recommended that the Village

also remove snow from the east side until the area becomes more developed. Trustees La Shay and Sprangers questioned the vague language used to define “more developed”.

Vote: Motion carried 5-2 with Trustees Sprangers and La Shay opposed.

h) Fire Chief Status Update

Motion: Trustee Nelson and second by Trustee La Shay to proceed with hiring a part-time fire chief.

Discussion: Village Manager T. Parish shared the job description for the 20 hour a week, salaried position.

Vote: Motion carried 6-0 with Trustee Moore abstaining.

Reports of Ad Hoc Committees and Departments

a) Calumet Co. Sheriff Department

b) Village Manager’s Report- T. Parish reported that he will meet with Village of Sherwood Administrator Randy Friday on 11/30 at 1:00pm.

No action taken.

Future Agenda Items

None

Closed Session

Motion: Trustee La Shay and second by Trustee Sprangers to meet in closed session pursuant to Wis. State Stats. §19.85 (1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session in regards to properties on County N, Manitowoc Rd, and Dogwood Lane.

Discussion: None

Vote: Roll Call vote carried with Sprangers, Lisowe, Moore, Salm, Hietpas, La Shay, and Nelson voting “aye”.

The board adjourned in closed session.

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Jennifer Weyenberg, Village Clerk

Dated November 30, 2016

Approved December 13, 2016

**VILLAGE OF HARRISON  
BUDGET MEETING MINUTES  
11/22/2016**

The public budget hearing for the Village of Harrison was held on Tuesday, November 22, 2016 at 8:15pm in the Harrison Municipal Building with President Jim Salm presiding. After the Pledge of Allegiance was recited, the public hearing was opened.

Public Participation for Proposed Budget

Village Manager presented the proposed budget and highlighted the following: a levy of \$2,324,156.00 which is an increase of 7.9% from the prior year; net new construction of 3.78%; and debt service payments in the amount of \$156,040.52 for loans taken out for infrastructure improvements in TID #1, a new snowplow truck, and land purchase on County N.

Close Public Hearing

The hearing was closed at 9:05pm.

The meeting for the board of the Village of Harrison was called to order at 9:06pm in the Harrison Municipal Building with President Jim Salm presiding. The Village Clerk called the roll.

Board present: President Jim Salm, Trustees Joe Sprangers, Buddy Lisowe, Dave La Shay and Tamra Nelson.

Staff present: Village Clerk Jennifer Weyenberg, Public Works Director Bob Kesler, and Village Manager Travis Parish.

Board excused: Trustees Tyler Moore and Kevin Hietpas

Adopt the 2017 Departmental Budget

Motion: Trustee Sprangers with second by Trustee Lisowe to adopt the departmental budget.

Discussion: None

Vote: Motion carried 5-0.

There being no other business, a motion was made by Trustee La Shay with a second by Trustee Lisowe to adjourn. Motion carried 5-0.

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Jennifer Weyenberg, Village Clerk  
Dated November 23, 2016  
Approved December 13, 2016



# APPLICATION FOR LICENSE TO SERVE FERMENTED MALT BEVERAGES AND INTOXICATING LIQUORS

Village of Harrison, Wisconsin Town of Harrison, Wisconsin

To the Board of the Village of Harrison, WI or Town of Harrison, WI:

I hereby apply for a license to serve, from date hereof to June 30, 2017, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitation imposed by Section 125 of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me.

I understand that any falsification, omissions, or misleading information on this application is grounds for denial of my license application or revocation of any license issued.

Last Name: RUECKL First Name: TIMOTHY Middle I: J  
 Street Address: 104 1/2 HIGH CT. City: WRIGHTSTOWN Zip: 54180  
 Day Phone: 920-217-9680 Evening Phone: 920-217-9680  
 Date of Birth: 02/23/1965 Where will you be working?: COUNTRY SIDE  
 Driver's License Number: \_\_\_\_\_

Do you currently hold or have held an operator's license within the last 2 years? (YES) NO  
 If yes, please list the municipality which issued your license: TOWN OF MORRISON, TOWN OF SWAMICO <sup>LITTLE</sup>

List any offenses you have been convicted of in the last 5 years which were felony, misdemeanor, or local ordinance. Include juvenile convictions and alcohol related traffic violations (drunk driving, open intoxicant in vehicle, etc.) Failure of full disclosure may prohibit approval of license.

Violation	County or Municipality	Approximate Date
UNDER AGE SALE	BROWN CO. TOWN OF MORRISON	DEC. 31, 2014

WITNESS SIGNATURE:  
 Subscribed and sworn to before me this 6th day of December 2016 at.  
 X Timothy J Rueckl 12-6-16  
 Applicant Signature Date

Sonni J. Blue  
 Witness Signature Notary Public, WI  
 Witness Address: Comm. expires 10-01-17

Office Use Only: \$25.00  Background Check   
 Course Completion

Cam Kraus Deputy Clerk-Treasurer 12/6/16



STATE OF WISCONSIN  
DEPARTMENT OF JUSTICE

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Request Date: **12/6/2016**

Report Date: **12/6/2016**

This criminal background check was performed by searching the following data submitted to the Crime Information Bureau

Name: **RUECKL, TIMOTHY J**

Date of Birth: **2/23/1965**

Alias Names:

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NOTICE TO EMPLOYERS

It may be a violation of state law to discriminate against a job applicant because of an arrest or conviction record. Generally speaking, an employer may refuse to hire an applicant on the basis of a conviction record only if the circumstances of the offense for which the applicant was convicted substantially relate to the circumstances of the particular job. For more information, see [Statute 111.335](#) and the Department of Workforce Development's publication, Arrest and Conviction Records Under the Law.

Before you make a final decision adverse to an applicant based on the following arrest record, in addition to any other opportunity you offer the applicant to explain the following arrest record, please notify the applicant of:

1. His or her right to challenge the accuracy and completeness of any information contained in a arrest record, and
2. The process for submitting a challenge

The applicant should submit his or her challenge to CIB on Form DJ-LE-247. Form DJ-LE-247 is available free of charge on [The Department of Justice website](#) or by calling [\(608\) 266-7314](#). A challenge may include a request for comparison of the fingerprints of the person submitting the challenge to the fingerprints on file that are associated with the Wisconsin arrest record below.

NO RECORD FOUND

An arrest record search based only on a name, date of birth, and other identifying data that is not unique to a particular person (like "sex" or "race") may result in:

1. Identification of criminal history records for multiple persons as potential matches for the identifying data submitted, or
2. Identification of an arrest history record belonging to a person whose identifying information is similar in some way to the identifying data that was submitted to be searched, but is not the same person whose identifying data was submitted for searching. The Crime Information Bureau (CIB) therefore cannot guarantee that the response below pertains to the person in whom you are interested without a fingerprint submission.





VILLAGE OF HARRISON

**HARRISON**

TOWN OF HARRISON

**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Date:**

December 13, 2016

**Title:**

Zoning Board of Appeals Appointments

**Issue:**

Who should the Village Board appoint to the Zoning Board of Appeals

**Background and Additional Information:**

The Zoning Board of Appeals (ZBA) is a 5-member, plus 2 alternates, citizen board that hears variances and administrative appeals to the zoning ordinance. Currently, the ZBA has 3 members. There are vacancies for 2 positions and the 2 alternate positions are vacant. A notice was placed in the newsletter and 3 people applied for the positions, John Jung, Pat Hennessey, and Craig Majewski.

**Budget/Financial Impact:**

None

**Recommended Action:**

Staff recommends appointing Craig Majewski and Pat Hennessey as full members and John Jung as an alternate member. Staff is still waiting to confirm interest from all the applicants.

**Attachments:**

- Applications



## APPLICATION FOR COMMITTEES OR COMMISSIONS

Committee Preference (please circle): PUBLIC SAFETY PUBLIC WORKS ECONOMIC DEVELOPMENT  
PLAN COMMISSION PARKS COMMITTEE ZONING BOARD OF APPEALS FIRE COMMISSION

Name PAT HENNESSEY

Address N9661 County Rd N

Resident of Harrison (# of years) 50 Phone <sup>(920)</sup> 734-7247 <sup>(920)</sup> 419-2611 cell

Name of Employer DARBOW SAN DIST

Occupation Supt / GM Phone 788-6048 - office

Education (Please indicate the highest grade completed or highest degree and major course of study.)

12<sup>th</sup> Water Courses - FUTC - NEWT  
& Continuing Ed Classes - Supervision  
+ MANAGEMENT FUTC

Civic and other activities (Please list past and present civic activities and organizational memberships, especially those which may be relevant to the appointment you are seeking.)

HOU MSO Commissioner

Time constraints relative to the duties of the committee or commission position

2<sup>nd</sup> Tues every month I have a meeting  
at Heart of the Valley MSO at 6 pm @ Darbow S.D.  
Meetings 2<sup>nd</sup> + 4<sup>th</sup> Tues 8 AM

What do you believe to be the most important task or basic mission of the committee or commission in which you are interested?

Be objective + use common sense

To the best of your knowledge and belief, would there be any conflict of interest (personal business, investments, etc.) if you were appointed to a committee or commission? If yes, why?

None I can think of

Comments (Please briefly describe other qualifications, experience and other information which you would like the Board to consider or which you believe are particularly relevant to the appointment you are seeking.)

I know the area Having lived here all my life, along with working in DARBON AREA AND with other Agency's + BOARDS on A Regular Basis.

Return by mail to:  
Town/Village of Harrison  
W5298 Hwy 114  
Menasha, WI 54952

Or email to the Village Clerk at: [jweyenberg@townofharrison.org](mailto:jweyenberg@townofharrison.org)



## APPLICATION FOR COMMITTEES OR COMMISSIONS

Committee Preference (please circle): PUBLIC SAFETY PUBLIC WORKS ECONOMIC DEVELOPMENT  
PLAN COMMISSION PARKS COMMITTEE ZONING BOARD OF APPEALS FIRE COMMISSION

Name Craig Majewski  
Address N9217 Christopher Lane Appleton WI 54915  
Resident of Harrison (# of years) 2 Phone 920-655-3690  
Name of Employer Kolosso Toyota  
Occupation Parts specialist Phone 920-738-3672

Education (Please indicate the highest grade completed or highest degree and major course of study.)

3rd year of College Majoring in Theology +  
Business Management

Civic and other activities (Please list past and present civic activities and organizational memberships, especially those which may be relevant to the appointment you are seeking.)

N/A

Time constraints relative to the duties of the committee or commission position

None that I can foresee currently

What do you believe to be the most important task or basic mission of the committee or commission in which you are interested?

To review Appeals of Zoning Codes and determine  
if allowing an exception in a code or misinterpretation  
of a code should be allowed to be if the town/village as a whole

To the best of your knowledge and belief, would there be any conflict of interest (personal business, investments, etc.) if you were appointed to a committee or commission? If yes, why?

Not to my knowledge

Comments (Please briefly describe other qualifications, experience and other information which you would like the Board to consider or which you believe are particularly relevant to the appointment you are seeking.)

I do not have a lot of experience in small government like this but I am passionate about happenings where I live and want to be more involved. I feel this is a great starting point. I also am very inquisitive and I am not afraid to ask questions and remain neutral on points until I feel I have necessary information to make a decision.

Thank you for your consideration,  
Craig Majewski

Return by mail to:  
Town/Village of Harrison  
W5298 Hwy 114  
Menasha, WI 54952

Or email to the Village Clerk at: [jweyenberg@townofharrison.org](mailto:jweyenberg@townofharrison.org)



## APPLICATION FOR COMMITTEES OR COMMISSIONS

Committee Preference (please circle): PUBLIC SAFETY PUBLIC WORKS ECONOMIC DEVELOPMENT  
PLAN COMMISSION PARKS COMMITTEE ZONING BOARD OF APPEALS FIRE COMMISSION

Name John W. Jung

Address WS920 Tranquil Way

Resident of Harrison (# of years) 16 Phone 920-450-9038

Name of Employer RPS Solutions, LLC

Occupation Design Phone 920-450-9038

Education (Please indicate the highest grade completed or highest degree and major course of study.)

Asso. degree Printing & Publishing

Civic and other activities (Please list past and present civic activities and organizational memberships, especially those which may be relevant to the appointment you are seeking.)

Harrison Park Committee  
Club Master Park 3061  
Harrison Election Staff

Time constraints relative to the duties of the committee or commission position

None

What do you believe to be the most important task or basic mission of the committee or commission in which you are interested?

Get all the details - make a fair choice.

To the best of your knowledge and belief, would there be any conflict of interest (personal business, investments, etc.) if you were appointed to a committee or commission? If yes, why?

No

Comments (Please briefly describe other qualifications, experience and other information which you would like the Board to consider or which you believe are particularly relevant to the appointment you are seeking.)

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**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Date:**

December 13, 2016

**Title:**

Request for change in material for trail along Jochmann Drive in the Parker Farms subdivision

**Issue:**

Should the Village approve a change in material from asphalt to concrete for the 10-foot wide trail along Jochmann Drive in the Parker Farms subdivision?

**Background and Additional Information:**

The developer of the Parker Farms subdivision is interested in paving the 10-foot wide trail in concrete rather than asphalt. Some of the reasons include aesthetics. Since the driveways will be concrete there would be a consistent material along the whole trail rather than a change of material from asphalt to concrete at each driveway. A concrete trail will last longer and should require less maintenance in the future. Any maintenance or replacement can be done by panels rather than repaving.

The development agreement states that the developer is responsible *“To furnish, construct and install a 2-1/2 inch, 10-foot wide asphalt multi-use trail on the north side of Jochmann Drive in accordance with the plat, plans, specifications and drawings and to complete said installation as set forth in the schedule above. The Village of Harrison agrees to reimburse the Developer a sum equal to the cost difference between a concrete sidewalk and the asphalt trail. The cost to be reimbursed shall be based on actual costs. A change to the trail pavement material shall require approval from the Village of Harrison.”* Since the Village is already sharing in the cost of the trail, any change to the material will be picked up by the Village, unless the developer is agreeable to additional cost share.

**Budget/Financial Impact:**

Quotes for work to be done in 2017...

- 5-foot Concrete Sidewalk = \$26,386.50 (Developer to pay for cost of sidewalk.)
- 10-foot Asphalt Trail = \$13,970.00 (Developer responsible for total cost since it is less than cost of 5-foot sidewalk.)
- 10-foot Concrete Trail = \$54,927.00 (Village responsible for \$28,540.50.)

**Recommended Action:**

Determine at the meeting whether concrete or asphalt will be utilized for the trail so the developer can construct accordingly. Staff recommends a concrete trail.

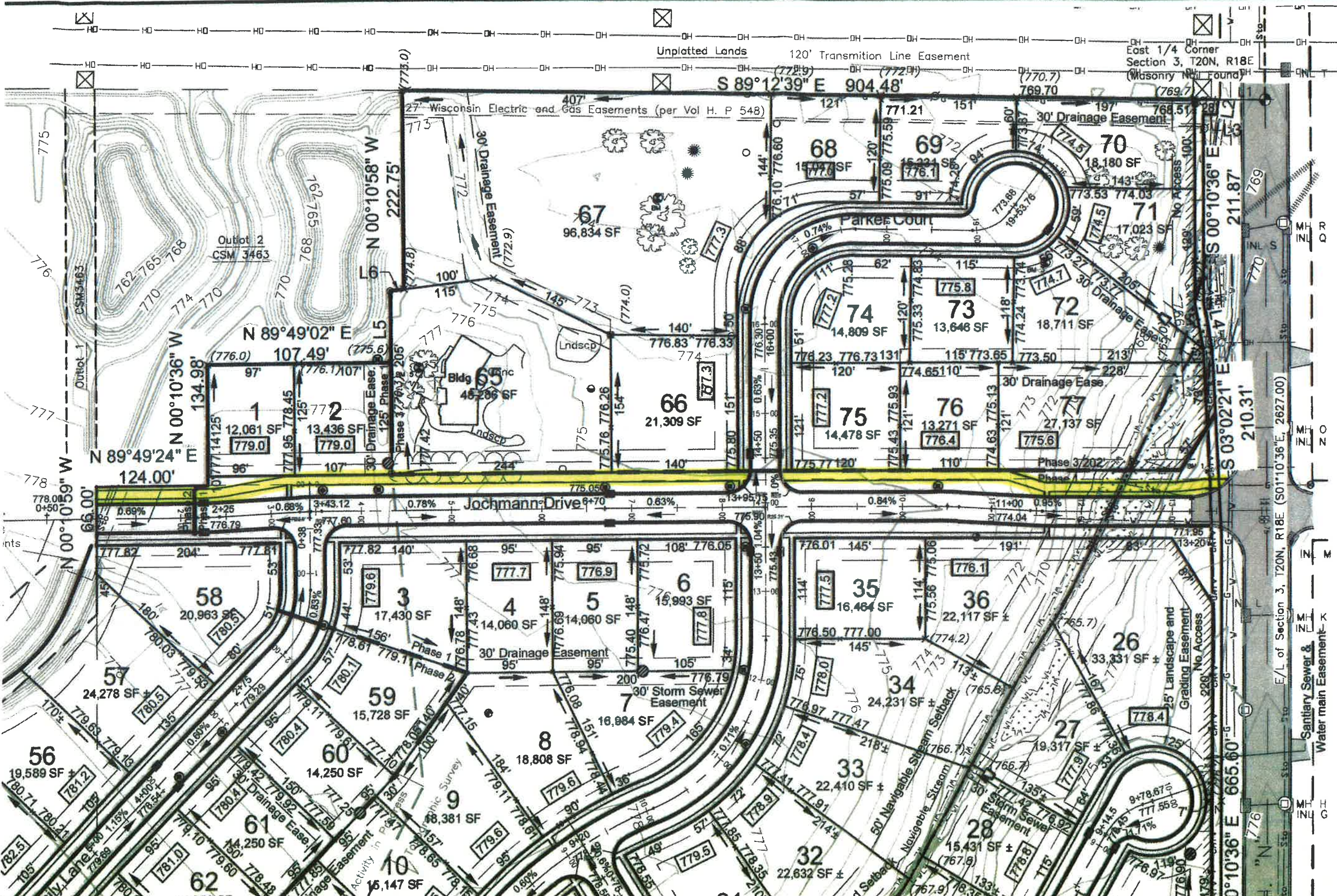
**Attachments:**

- Trail Map
- Pictures of asphalt on Noe Road trail (crack filling & material changes)









**BENCHMARKS (NAVD 88 Datum)**

BM 0	NGS PID 4X74 Brass Disk in concrete Elev 791.60
BM 100	Fire Hydrant. Tag Bolt NW Corner Lot 35, Int. of Jochn Elev 777.81
BM 101	Fire Hydrant. Tag Bolt Parker Way, ±73' N of Int. Joch Elev 777.21
BM 102	Fire Hydrant. Tag Bolt Between Lots 4 & 5; S R/W Joch Elev 777.62
BM 103	Fire Hydrant. Tag Bolt NE Corner Lot 58; Int. of Jochm Elev 779.21
BM 106	Fire Hydrant. Tag Bolt





**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**Date:** Tuesday, December 13th, 2016

**Title:**

Speed Study results on Stommel Rd.

**Issue:**

Should the Village reduce the speed limit on Stommel Rd.?

**Background and Additional Information:**

The Village has received a number of phone calls and emails from a resident in Sherwood concerning the speed limit on Stommel Rd. She is concerned that people are speeding into a developing residential neighborhood as the speed limit transitions from 45 mph to 25 mph in the Sherwood village limits. She has requested that the speed limit on Stommel Rd. from Hwy 114 south to the Village of Sherwood limits be reduced to 35 mph or lower.

The Village conducted a speed zone safety study to determine whether or not the speed limit could be reduced in this area.

The study states that the Village would only have the authority to reduce the speed limit from 45 mph to 40 mph. It does not have the authority to reduce the speed limit to 35 mph.

It also suggested that the 25 mph speed limit on Stommel Rd. in Sherwood is “irrationally low”.

**Budget/Financial Impact:**

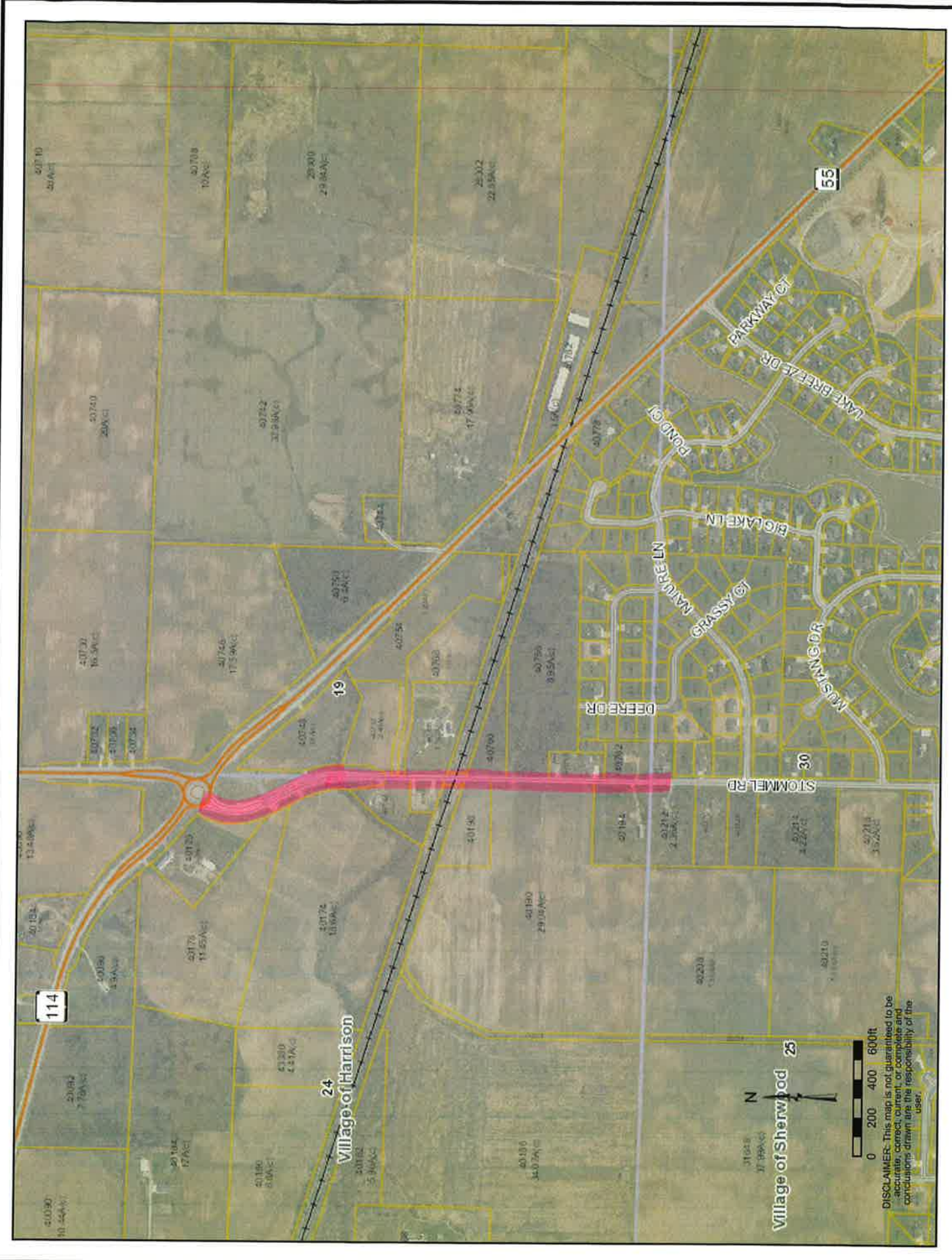
Cost of sign and labor.

**Recommended Motion:**

Motion to reduce the speed limit on Stommel Rd. from 45 mph to 40 mph.

**Attachments:**

- Map
- Email
- Study Results



114

19

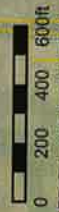
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Village of Harrison

Village of Sherwood



DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

40710  
26 ACRES

40708  
10 ACRES

29300  
29.85 ACRES

26312  
22.55 ACRES

40720  
20 ACRES

40742  
32.88 ACRES

40774  
17.88 ACRES

40737  
16.56 ACRES

40746  
17.59 ACRES

40754  
18.24 ACRES

40759  
9.55 ACRES

40732  
13.00 ACRES

40733  
13.00 ACRES

40734  
13.00 ACRES

40748  
19.11 ACRES

40752  
18.24 ACRES

40760  
18.24 ACRES

40762  
18.24 ACRES

40102  
12.49 ACRES

40150  
11.55 ACRES

40172  
11.69 ACRES

40180  
29.09 ACRES

40152  
13.49 ACRES

40159  
8.34 ACRES

40176  
17.65 ACRES

40186  
8.04 ACRES

40190  
4.51 ACRES

40192  
5.96 ACRES

40196  
34.07 ACRES

40208  
13.44 ACRES

40210  
14.10 ACRES

40194  
18.24 ACRES

40214  
2.38 ACRES

40216  
4.22 ACRES

40218  
3.72 ACRES

PARKWAY CT

LAKE BREEZE DR

POND CT

BIG LAKE LN

NATURE LN

GRASSY CT

MUSTANG DR

DEERE DR

STOMMEL RD



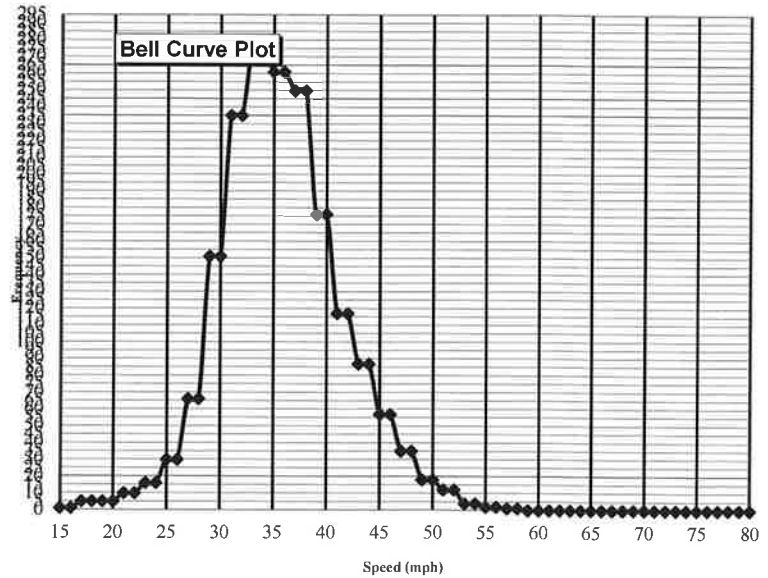
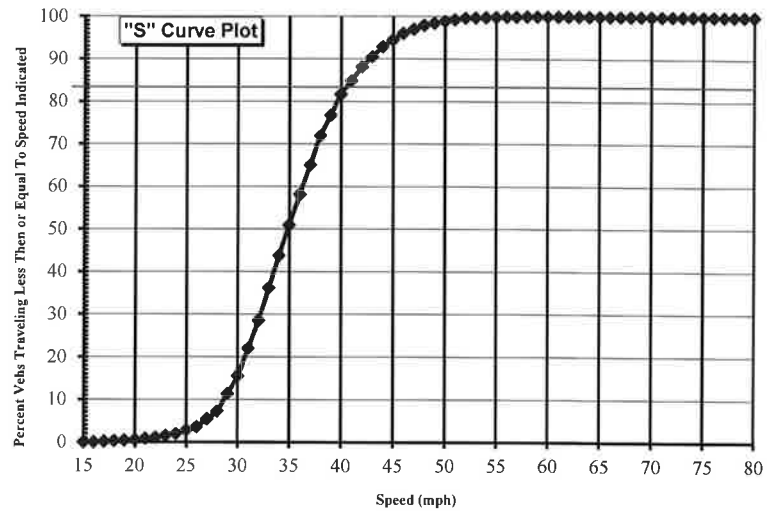
Date:	10-31 to 11-3 2016	Hwy:	Stommel Road	Direction:	NB and SB	SUMMARY OF VEHICLES BY TYPE: Passenger = 100.0% Trucks = 0.0% Buses = 0.0%
Time:		Location:	Capture zone 600 feet south of RR tracks	Posted Speed:	45	
Observer(s):		County:	Calumet	Weather:		
				Pav't Condition:		

SPEED RANGE	No. VEHICLES (f)	Speed ^ #	CUMM No. VEHICLES	CUMM %
15	1	15	1	0.0
16	1	16	2	0.1
17	5	85	7	0.2
18	5	90	12	0.3
19	5	95	17	0.5
20	5	100	22	0.6
21	10	210	32	0.9
22	10	220	42	1.2
23	16	368	58	1.6
24	16	384	74	2.0
25	30	750	104	2.9
26	30	780	134	3.7
27	66	1782	200	5.5
28	66	1848	266	7.3
29	151	4379	417	11.5
30	151	4530	568	15.6
31	235	7285	803	22.1
32	235	7520	1038	28.6
33	277	9141	1315	36.2
34	277	9418	1592	43.8
35	261	9135	1853	51.0
36	261	9396	2114	58.2
37	250	9250	2364	65.1
38	250	9500	2614	72.0
39	176	6864	2790	76.8
40	176	7040	2966	81.7
41	117	4797	3083	84.9
42	117	4914	3200	88.1
43	87	3741	3287	90.5
44	87	3828	3374	92.9
45	57	2565	3431	94.5
46	57	2622	3488	96.0
47	35	1645	3523	97.0
48	35	1680	3558	98.0
49	18	882	3576	98.5
50	18	900	3594	99.0
51	12	612	3606	99.3
52	12	624	3618	99.6
53	4	212	3622	99.7
54	4	216	3626	99.8
55	2	110	3628	99.9
56	2	112	3630	99.9
57	1	57	3631	100.0
58	1	58	3632	100.0
59	0	0	3632	100.0
60	0	0	3632	100.0
61	0	0	3632	100.0
62	0	0	3632	100.0
63	0	0	3632	100.0
64	0	0	3632	100.0
65	0	0	3632	100.0
66	0	0	3632	100.0
67	0	0	3632	100.0
68	0	0	3632	100.0
69	0	0	3632	100.0
70	0	0	3632	100.0
71	0	0	3632	100.0
72	0	0	3632	100.0
73	0	0	3632	100.0
74	0	0	3632	100.0
75	0	0	3632	100.0
76	0	0	3632	100.0
77	0	0	3632	100.0
78	0	0	3632	100.0
79	0	0	3632	100.0
80	0	0	3632	100.0
	<b>3632</b>			

STUDY RESULTS

AVERAGE SPEED	50th PERCENTILE	85th PERCENTILE	PACE SPEED RANGE
35.7	34.9	41.0	31.0 to 40.0

% In Pace = 66.0%  
% Over Pace = 18.3%  
% Under Pace = 15.6%



## Travis Parish

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**From:** Bob Kesler  
**Sent:** Wednesday, November 30, 2016 7:55 AM  
**To:** Travis Parish  
**Cc:** Mark Mommaerts  
**Subject:** FW: Speed zone study information  
**Attachments:** Calumet County Stommel Road 600 feet south of RR tracks speed zone study worksheet - template v4.3.pdf

Guys here are our speed study results thx bob.

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**From:** Hamilton, Rodney - DOT [mailto:Rodney.Hamilton@dot.wi.gov]  
**Sent:** Tuesday, November 29, 2016 7:52 AM  
**To:** Bob Kesler  
**Cc:** Hamilton, Rodney - DOT  
**Subject:** RE: Speed zone study information

See attached.

Speed data was processed for Stommel Road. Speed capture zone was approximately 600 feet south of the railroad tracks.

85th percentile speed: 41.0 mph  
50<sup>th</sup> percentile speed: 34.9 mph  
Pace speed range: 31 to 40 mph

Based on national and state regulatory speed zone management criteria, the village/township has authority to lower the speed limit on this segment of Stommel Road to 40 mph. Based on collected speed data, you do not have authority to lower this speed limit to 35 mph. Regulatory speed limits should be set within 5 mph of the recorded 85<sup>th</sup> percentile speed. Either a 40 or 45 mph regulatory speed zone on this segment of roadway is reasonable.

I have driven Stommel Road within Harrison and Sherwood numerous times during the past 15 years. Based on my speed zone management experience, the 25 mph regulatory speed zone in Sherwood is very irrational. I would estimate well over 95% of drivers are operating at speeds over 25 mph. This driving environment does not have geometric or development features that indicate a driver should drive at 25 mph. The 25 mph regulatory speed zone is creating a situation that is forcing residents and visitors to be in violation with state statutes. A vehicle crash with another vehicle, bicycle or pedestrian likely exposes most drivers on this segment to additional civil and criminal liability since they are likely in violation with an irrationally low posted speed limit.

Hope this information is useful.

Rod Hamilton, P.E.  
Traffic Engineer  
Wisconsin Department of Transportation  
DTSD NE Region Traffic  
944 Vanderperren Way  
Green Bay, WI 54304



## Travis Parish

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**From:** Lauren Sell [mailto:lsell183@gmail.com]  
**Sent:** Wednesday, November 30, 2016 9:48 AM  
**To:** Travis Parish  
**Subject:** Re: FW: Speed zone study information

Travis -

Thank you for the follow up. When is the meeting? Are residents able to attend? Is it also possible to consider a children present sign in addition to the lower speed limit?

The concern with the speed limit has little to do with the geometric features of the road. The concern is that it is a developing residential area with children present and cars are going well over the speed limit after the it drops to 25 mph. When we decided to build our house here we took into account the 25mph speed limit and the traffic. As a mother who walks with her children on the trail the speed limit is not irrational to me. When I see cars going 50 mph in a 25mph zone past a recreational trail in a residential area the only thing that seems irrational to me is the driver that is speeding. Regardless of if Rod feels the speed limit is irrational it is the speed limit and people are not following it.

I appreciate all the time and effort put into the study. Please understand I am not trying to be difficult I just want to ensure that my children are safe on our many walks or when riding their bikes on the path along the road. I would love to see the speed limit North of our house changed to 40 mph. Ultimately I hope that will help slow people down in the 25 mph zone.

Thanks again.

Lauren & Jerry Sell

On Wed, Nov 30, 2016 at 8:30 AM, Travis Parish <[TParish@harrison-wi.org](mailto:TParish@harrison-wi.org)> wrote:

Lauren,

Please see below and the attachment for the results of the speed study conducted on Stommel Rd.

The WisDot study suggests that it is possible to lower the speed limit to 40 mph, however we would not have the authority to make it any lower. I can put this on the agenda for our board meeting in December.

Please let me know if you have any questions.

Thank You,

**SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY**

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

Town

To the governing body of:  Village of Harrison County of Calumet

City

The undersigned duly authorized officer(s)/members/managers of Countryside Pub & Grill LLC  
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as

Countryside Bar & Grill  
(trade name)

located at 6302 Hwy 114, Wrightstown, WI 54982

appoints Marie A. McDougall  
(name of appointed agent)

104 1/2 High Ct, Wrightstown, WI 54180  
(home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes  No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

McDougall Investments LLC d/b/a Green Beach Bar & Grill, Little Seamco

Is applicant agent subject to completion of the responsible beverage server training course?  Yes  No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 54 yrs

Place of residence last year 104 1/2 High Ct, Wrightstown, 54180

For: Countryside ~~Bar~~ Pub & Grill LLC  
(name of corporation/organization/limited liability company)

By: Marie A. McDougall  
(signature of Officer/Member/Manager)

And: \_\_\_\_\_  
(signature of Officer/Member/Manager)

**ACCEPTANCE BY AGENT**

I, Marie A. McDougall, hereby accept this appointment as agent for the  
(print/type agent's name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Marie A. McDougall 11/28/16 Agent's age 54  
(signature of agent) (date)

104 1/2 High Ct, Wrightstown, WI 54180 Date of birth 3/19/62  
(home address of agent)

**APPROVAL OF AGENT BY MUNICIPAL AUTHORITY  
(Clerk cannot sign on behalf of Municipal Official)**

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on \_\_\_\_\_ by \_\_\_\_\_ Title \_\_\_\_\_  
(date) (signature of proper local official) (town chair, village president, police chief)



# ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning \_\_\_\_\_ 20\_\_\_\_ ;  
ending JUNE 30 20 17

TO THE GOVERNING BODY of the:  Town of }  
 Village of } Harrison  
 City of }

County of Calumet Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

Applicant's Wisconsin Seller's Permit Number: <u>456-10292076</u> <u>35-02</u>	
Federal Employer Identification Number (FEIN): <u>81-451206</u>	
LICENSE REQUESTED ▶	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>50</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input checked="" type="checkbox"/> Class B liquor	\$ <u>175</u>
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$ <u>25</u>
<b>TOTAL FEE</b>	<b>\$ <u>250</u></b>

1. The named  INDIVIDUAL  PARTNERSHIP  LIMITED LIABILITY COMPANY  
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Countryside Pub & Grill, LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

Title	Name	Home Address	Post Office & Zip Code
President/Member			
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent ▶	<u>owner Marie A McDaniel</u>	<u>1046 High Ct, Wrightstown</u>	<u>54180</u>
Directors/Managers			

3. Trade Name ▶ Countryside Bar & Grill Business Phone Number 9206096282  
4. Address of Premises ▶ W5302 Hwy 114 Post Office & Zip Code ▶ Menasha 54952

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period?  Yes  No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant?  Yes  No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business?  Yes  No
8. (a) Corporate/limited liability company applicants only: Insert state WI and date 1/5/2017 of registration.  
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company?  Yes  No  
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin?  Yes  No

(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) bar, cooler, basement storage, dine room

10. Legal description (omit if street address is given above): \_\_\_\_\_

11. (a) Was this premises licensed for the sale of liquor or beer during the past license year?  Yes  No  
(b) If yes, under what name was license issued? Countryside bar & grill LLC

12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864]  Yes  No

13. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in Section 2, above? [phone (608) 266-2776]  Yes  No

14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

**SUBSCRIBED AND SWORN TO BEFORE ME**

this 28<sup>th</sup> day of November, 20 16

[Signature]  
(Clerk/Notary Public)

[Signature]  
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

My commission expires 3/18/17

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

**TO BE COMPLETED BY CLERK**

Date received and filed with municipal clerk <u>11/28/16</u>	Date reported to council/board <u>12/13/16</u>	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	



**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**Date:** Tuesday, December 13th, 2016

**Title:**

Selling a limited number of stickers to Buchanan for compost site use.

**Issue:**

Should the Village sell a limited number of stickers to Buchanan for compost site use?

**Background and Additional Information:**

The Town of Buchanan has contacted staff about the potential for the Village of Harrison to sell them 25-30 stickers so that Buchanan residents may drop off their compost at our site. They are asking if Harrison would be willing to sell them a limited number of stickers at \$25 a sticker. This would be on a trial basis for one year to see how much use the site would receive from Buchanan residents.

**Budget/Financial Impact:**

Potential increase in revenue.

**Recommended Motion:**

Motion to authorize the selling of 25 compost site stickers to the Town of Buchanan at a cost of \$25 per sticker for the 2017 season.

**Attachments:**

None.