

**NOTICE OF VILLAGE BOARD MEETING**

**DATE:** Tuesday, June 30, 2020  
**TIME:** 7:00pm  
**PLACE:** Harrison Municipal Building  
W5298 State Road 114  
Harrison, WI 54952

Pursuant to Wis. Stats. §19.84, NOTICE is hereby given to the public that a Village of Harrison Board Meeting will be held on Tuesday, June 30, 2020 at 7:00pm. The agenda is listed below. This is a public meeting.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Village Board
4. Reports
  - a) Harrison Fire Rescue
  - b) Calumet County Sheriff's Department
  - c) Planning and Zoning
  - d) Public Works Department
  - e) Operations Manager
  - f) Clerk-Treasurer
  - g) Statement of Income and Expenses
  - h) Harrison Utilities
5. 2017-2018 Village of Harrison Audit Review- Dave Maccoux, CLA
6. Correspondence or Communications from Board and Staff
  - a) Zack Thompson request to keep pig in a residential area
  - b) Rusch Development Properties LLC request for Village to construct road east of Kambura Acres
7. 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.

8. Unfinished Business from Previous Meetings for Consideration or Action
  - a) Grace period for alcohol licenses (Clerk-Treasurer)
  - b) W5878 August Place Drainage Issues (Public Works)
  - c) Streets and Roads Special Assessment Policy (Village Manager)
  
9. New Business for Consideration or Action
  - a) Minutes from 05/27/20 (Clerk-Treasurer items 8a-s)
  - b) Minutes from 06/09/20
  - c) Minutes from 06/17/20
  - d) Payments of Bills and Claims
  - e) "Class B" License for Menasha Entertainment LLC (Agent Kevin Weaver)
  - f) "Class B" License for Kenneth Sprangers
  - g) "Class B" License for Rock II, LLC (Agent Charles Storino)
  - h) "Class B" License for Bobbers, LLC (Agent David Levknecht)
  - i) "Class B" License for Two Pair of Dice, LLC (Agent Jessica Daul)
  - j) "Class B" License for North Shore Golf Club, LLC (Agent Jonathan Kruse)
  - k) "Class B" License for Lake Park Pub, Inc (Agent Brian Rasmussen)
  - l) "Class B" License for Little Chicago, LLC (Agent Brian Rasmussen)
  - m) "Class B" License for Cimarron Bar, Inc (Agent Tom Day)
  - n) "Class B" License for Vargas Bros, LLC (Agent Jose Vargas)
  - o) "Class A" License for Darboy Corner Store, Inc. (Agent Patricia Rodencal)
  - p) Cigarette and Tobacco Product Retail License for Darboy Corner Store
  - q) Cigarette and Tobacco Product Retail License for Silver Spur Saloon
  - r) Cigarette and Tobacco Product Retail License for North Shore Golf Club
  - s) Deny Operator's Application for C. Straumfjord
  - t) Certificate of Payment #2 for Lift Station #5 Abandonment to DeGroot, Inc. (Public Works)
  - u) Waste Oil Furnace Replacement (Public Works)
  - v) Creekside Estates Road Acceptance (Public Works)
  - w) Floodplain Study in Ryford Street Area (Public Works)
  - x) Certified Survey Map- Atlas Developments & Construction- Lot 15 Creekside Estates (Planner)
  - y) Certified Survey Map- Hannemann- N6465 & N6473 Harrison Road (Planner)
  - z) Certified Survey Map- Hopfensperger- N8057 Stommel Road (Planner)
  - aa) Certified Survey Map- Wallace- W4814 Schmidt Road (Planner)
  - bb) Zero Lot Line Certified Survey Map- Uecker- N8957 & N8959 Spring Valley Rd (Planner)
  - cc) Zero Lot Line Certified Survey Map- Uecker- N9088 & N9090 Spring Valley Rd (Planner)
  - dd) Release of Utility Easement on Lot 3 in Lake Park Villas in City of Menasha (Village Manager)
  - ee) Ordinance V20-06 Streets and Roads Regulations- Heavy Traffic Route (Village Manager)
  - ff) Allow Dan Biese the use of his ATV to maintain the birdhouses in the State Park ponds (Village Manager)
  - gg) Resolution V2020-04 Resolution Authorizing a Streets and Roads Fee (Village Manager)

10. Future Agenda Items

11. Closed Session

Pursuant to Wis. Stats. §19.85(1)(e), the Board will meet 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:

Lexington Homes  
Toonen Companies

The Board may reconvene in open session pursuant to Wis. Stats. §19.85(2) to take action on any matter discussed in closed session or for such other purposes as are allowed by law.

12. Adjournment

Agenda posted 06/25/2020 and posted at [www.harrison-wi.org](http://www.harrison-wi.org) and Municipal Building lobby  
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.



# Harrison Fire Rescue

Fire Station 60 • Fire Station 70 • EMS



## Activity Report Harrison Village Board Meeting June 29, 2020

1. Harrison Fire Rescue was dispatched to 28 incidents from June 1<sup>st</sup> – June 21<sup>st</sup>
  - As of June 21<sup>st</sup>, HFR has responded to a total of 219 incidents in 2020
  - All precautionary safety measures put into effect will remain in place until we deem it safe/practical to lax the restrictions. Should one of our responders unknowingly carry the COVID-19 virus, s/he could unknowingly expose or transmit the infection to our other emergency responders. With quarantine protocols in place, that has the potential to essentially shut down Village emergency response.
2. Members of HFR routinely donate service hours for the betterment of our community. These volunteers make our emergency services a visible presence and showcase the good our community has to offer by demonstrating both pride and commitment.
  - PR events remain suspended
3. With the recent pandemic, we have made significant modifications to both our response protocols and training schedules.
  - Business meetings continue with an option to participate online
  - Trainings continue with safety precautions in place
4. Chief Gerl continues to meet weekly with Calumet County Emergency Operations

Respectfully Submitted,

*Jarred Gerl*

Jarred Gerl  
Chief – Harrison Fire Rescue  
[Jgerl@harrison-wi.org](mailto:Jgerl@harrison-wi.org)

# Harrison Fire Rescue

Menasha, WI

This report was generated on 6/23/2020 1:17:55 PM



## Incident Type and Street Name for Date Range

Incident Status: All | Start Date: 06/01/2020 | End Date: 06/22/2020

Incident Date	Address	Incident Type
06/01/2020	Muirfield WAY, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
06/02/2020	Highway 114, Harrison, WI 54952	Motor vehicle accident with injuries
06/02/2020	Highway 114, Harrison, WI	Extrication of victim(s) from vehicle
06/03/2020	Christopher LN, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
06/03/2020	Highway 10, Harrison, WI 54952	Dispatched & cancelled en route
06/03/2020	State Park RD, Sherwood, WI 54169	EMS call, excluding vehicle accident with injury
06/08/2020	State Park RD, Sherwood, WI 54169	EMS call, excluding vehicle accident with injury
06/08/2020	Johann DR, Harrison, WI 54915	Carbon monoxide incident
06/09/2020	Schmidt RD, Woodville (Town of), WI 54110	Motor vehicle/pedestrian accident (MV Ped)
06/10/2020	Hearthstone DR, Harrison, WI	Alarm system activation, no fire - unintentional
06/10/2020	Firelane 4 RD, Harrison, WI 54952	Dispatched & cancelled en route
06/10/2020	County Highway N, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
06/12/2020	Mase CT, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
06/13/2020	County Highway N, Harrison, WI 54915	Vehicle accident, general cleanup
06/13/2020	Linden Hill DR, Harrison, WI 54915	Attempted burning, illegal action, other
06/14/2020	Brenda DR, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
06/15/2020	North Shore RD, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
06/16/2020	Gina DR, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
06/16/2020	County Trunk KK, Harrison, WI 54915	Motor vehicle accident with injuries
06/16/2020	Firelane 5 RD, Harrison, WI 54952	Building fire
06/17/2020	Military RD, Harrison, WI 54952	Off-road vehicle or heavy equipment fire
06/18/2020	E Midway RD, Menasha, WI 54952	Building fire
06/18/2020	Victorian DR, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
06/18/2020	Friendship DR, Harrison, WI 54130	Building fire
06/19/2020	Schmidt RD, Woodville (Town of), WI 54130	EMS call, excluding vehicle accident with injury
06/20/2020	Highway 114, Harrison, WI 54952	Motor vehicle accident with injuries
06/21/2020	County Highway D, Brillion (Town of), WI 54110	Motor vehicle accident with injuries
06/21/2020	State Park RD, Harrison, WI 54952	Motor vehicle/pedestrian accident (MV Ped)

Total incidents: 28

Lists the Incident Date, Street Name (including City, State, Zip), and Incident Type of incidents occurring within the given Date Range. Only Reviewed incidents are included.

# HARRISON MAY 2020

	844	825	836	837	TOTAL	MAY	COMPLAINTS:	CITATIONS:		
HARRISON	844	825	836	837	348	HOURS WORKED	MISCELLANEOUS	3	FAIL TO YIELD RIGHT-OF-WAY	1
HOURS WORKED	12	132	96	108	348	DAILY MILES	DOMESTIC	1	PAC	1
DAILY MILES	182	1344	976	969	3471	COMPLAINT HRS	HAZARD	4	POSSESSION OF PARAPHERNALIA	1
COMPLAINT HRS	6.6	7.2	9.5	10	33.3	FOLLOW UP HRS	ORDINANCE	6	BLUE LIGHTS ON VEHICLE	1
FOLLOW UP HRS		2.4	3.9	0.3	6.6	ACCIDENT INV HRS	RECKLESS DRIVING	6	VIOLATE RED TRAFFIC LIGHT	1
ACCIDENT INV HRS		5.2	1.5	0.9	7.6	ACC FOLLOW UP HRS	SUSPICIOUS SITUATION	3	SPEED	6
ACC FOLLOW UP HRS			0.3	0.6	0.9	AGENCY ASSIST HRS	911 HANGUP	4	NO VALID MOTORCYCLE LICENSE	1
AGENCY ASSIST HRS		1.3			1.3	SHERIFF COMPL. INV.	ABANDONED	2	OPERATE W/O INSURANCE	2
SHERIFF COMPL. INV.	4	16	15	23	58	SHERIFF FOLLOW UP	DEATH	1	OWI	2
SHERIFF FOLLOW UP		6	5	1	12	SHERIFF ASSIST	HARASSMENT	4	HIT AND RUN	1
SHERIFF ASSIST		2		3	5	REPORT ACCIDENT	DISTURBANCE	3	OPERATE AFTER REVOKED	1
REPORT ACCIDENT		2	1	1	4	NONREPORTABLE	PARKING	3		
NONREPORTABLE		1	1		2	ACCIDENT FOLLOW UP	WELFARE	2		
ACCIDENT FOLLOW UP			1	1	2	ACCIDENT ASSIST	JUVENILE	2		
ACCIDENT ASSIST					0	AGENCY ASSISTS	FRAUD	2		
AGENCY ASSISTS		3			3	CITIZEN ASSIST	THEFT	1		
CITIZEN ASSIST		2	2		4	MOTORIST ASSIST	SUSPICIOUS PERSON	2		
MOTORIST ASSIST	1	3		4	8	PROPERTY CHECKS	VIOLATE COURT ORDER	1		
PROPERTY CHECKS		3	1		4	ARRESTS	TRESPASS	1		
ARRESTS					0	WARRANT ATTEMPT	DAMAGE	1		
WARRANT ATTEMPT		13	1	4	18	TRAFFIC CITS.	NOISE	2		
TRAFFIC CITS.					0	ORD. CITS.	ANIMAL	3		
ORD. CITS.					0	JUV ALCOHOL CITS.	SUSPICIOUS VEHICLE	1		
JUV ALCOHOL CITS.		2			2	O. W. I. ARRESTS	ARRESTS:			
O. W. I. ARRESTS		7	1	2	10	WRITTEN WARNINGS	DOMESTIC DC	1		
WRITTEN WARNINGS		2			2	15 DAYS	RECKLESS ENDANGERMENT	1		
15 DAYS		1			1	PARKING CITS.	PO HOLD	1		
PARKING CITS.					0	HOUSE ALARM	OWI	1		
HOUSE ALARM					0	BUSINESS ALARM				
BUSINESS ALARM					0	ALARM ASSIST				
ALARM ASSIST		2			2	AMB. ASSIST	CASO	2		
AMB. ASSIST		1		1	2	FIRE ASSIST	KAUKAUNA PD	1		
FIRE ASSIST										

**Village of Harrison  
May-20 Zoning Permit Report**

	Current Year				Previous Year			
	Permits	YTD Permits	Estimated Value	YTD Estimate Value	Permits	YTD Permits	Estimated Value	YTD Estimate Value
<b>Residential</b>								
Single Family	5	27	\$ 1,623,000	\$ 7,921,000	7	22	\$ 1,962,100	\$ 6,175,100
Two Family (units)	0 ( 0 )	0	\$ 0	\$ 0	0 ( 0 )	0	\$ 0	\$ 0
Multi Family (units)	0 ( 0 )	0	\$ 0	\$ 0	0 ( 0 )	0	\$ 0	\$ 0
Additions	2	4	\$ 86,500	\$ 208,500	2	6	\$ 121,077	\$ 236,077
Acc. Structures	4	10	\$ 91,500	\$ 137,500	5	9	\$ 29,800	\$ 48,250
Miscellaneous	12	28	\$ 87,246	\$ 243,658	9	20	\$ 97,980	\$ 173,980
<b>Total Residential</b>	23	69	\$ 1,888,246	\$ 8,510,658	23	57	\$ 2,210,957	\$ 6,633,407
<b>Com./Ind.</b>								
New	0	1	\$ 0	\$ 350,000	0	2	\$ 0	\$ 5,400,000
Additions	0	1	\$ 0	\$ 16,000	0	0	\$ 0	\$ 0
Acc. Structures	0	0	\$ 0	\$ 0	0	0	\$ 0	\$ 0
Miscellaneous	1	2	\$ 300,000	\$ 307,600	0	0	\$ 0	\$ 0
<b>Total Com./Ind.</b>	1	4	\$ 300,000	\$ 673,600	0	2	\$ 0	\$ 5,400,000
<b>Combined Total</b>	24	73	\$ 2,188,246	\$ 9,184,258	23	59	\$ 2,210,957	\$ 12,033,407

Number of Vacant Lots Remaining 169

## Department of Public Works Updates June 30, 2020

### Farmer's Field Park

- Staff is in the process of working with We Energies on getting electrical service to the main pavilion location.
- Staff is assembling a Request for Proposal (RFP) to hire out for Engineering Services to complete a design and assemble a bid packet.
- Gravel base is complete on roughly 80% of asphalt paths. Topsoil has been placed, and staff needs to fine grade the soccer fields. Seed placement and stabilization on the baseball diamond and sledding hill will be completed by the end of July.

### Darboy Park

Picnic tables and benches are being ordered for Darboy Park, and benches will be placed along the path near the pond. Volleyball nets have been installed, but the restroom facilities remain closed.

### Wet Pond on Manitowoc and McKayla

Complaints have been received about trees dying and dropping material along the west side of the wet pond located at the northwestern corner of McKayla and Manitowoc. Due to the proximity to fences and homes, the Village has hired Aspen Tree Service to perform the trimming/removals. Work is anticipated to be complete by the end of July.

### Fire Station 60 Front Entry

The front entry at the Fire Station 60 building has been leaking for years, so a quote was obtained by W&L Insulation and Roofing to perform the repair work. Staff is waiting on a schedule from the contractor as the proposal was approved.

### Yard Waste Site

The Yard Waste Entry Sign has been ordered from Brush Boy Customs and will be ready for installation in early July. Drop off hours were updated from closing at 3:30 pm to closing at 3:00 pm on Mon, Wed and Fri. The website and all informational handouts were updated.

### Golden Way Area Project

Staff was instructed to bid a Grind and Repave/Mill and Overlay Project including Golden Way, Coral Court and Pearl Drive in the base bid. Emerald Drive, Garnet Court and Woodsedge Court are being included as supplemental bids and the bid packet is currently being assembled. Public Advertisements for the bids are scheduled for June 23<sup>rd</sup> and June 30<sup>th</sup>, with a Bid Opening of July 7<sup>th</sup>. The Bid Award is tentatively scheduled for July 14<sup>th</sup> pending the board meeting schedule. Letters are being assembled and will be sent to all affected property owners outlining the work being completed and notifying residents of the bid schedule and tentative ditch grading schedule.



### **Crack Fill Program**

A crack fill program is currently being assembled, and it is anticipated that the bidding process will begin in early July.

### **Highway Crew**

- The entire Village is currently being swept with a street sweeper operated one staff member and should be fully complete within the next week or two.
- Potholing around the Village is ongoing and will continue throughout the summer as conditions allow.
- Several grates on yard drains were replaced as they were either damaged or impeding the flow of water.
- Village property and roadside ditches have been getting cut on a regular basis. Efficiency has gone from 4.5 days last year to 2.5 days this year to complete an entire round of grass cutting on all Village-owned properties and public lands.
- Shouldering work was completed on Woodland Road starting the week of June 22<sup>nd</sup>.
- As equipment is being utilized, certain items have required repair, so staff continues to work on the equipment as the issues come up.

## Treasurer's Report of Income and Expenses- Statements Ending 05/31/20

Investor's Community Bank Business Checking Account 0300 (GENERAL)		
Beginning Balance		\$2,227,762.85
Credit		\$85,568.15
Debit		\$414,996.71
Ending Balance		\$1,898,334.29
Investor's Community Bank Checking Account 1753 (TAXES)		
Beginning Balance		\$3,041,395.75
Credit		\$967.26
Debit		\$130,243.01
Ending Balance		\$2,912,120.00
Investor's Community Bank Business Checking Account 8500 (TOWN)		
Beginning Balance		\$43,988.03
Credit		\$44.22
Debit		\$32,974.50
Ending Balance		\$11,057.75
BMO Harris Bank Checking Account 1189 (FIRE DEPARTMENT)		
Beginning Balance		\$1,559.32
Credit		\$0.00
Debit		\$103.24
Ending Balance		\$1,456.08
Total Ending Balance of All Checking Accounts		<b>\$4,822,968.12</b>

Investor's Community Bank Money Market 0310		
Beginning Balance		\$1,861,387.25
Credit		\$0.00
Debit		\$0.00
Interest Paid		\$1,157.12
Ending Balance		\$1,862,544.37
Investor's Community Bank Tax Money Market 1110		
Beginning Balance		\$469,375.95
Credit		\$0.00
Debit		\$0.00
Interest Paid		\$291.78
Ending Balance		\$469,667.73
East Wisconsin Savings Bank Money Market 4895		
Beginning Balance		\$288,065.84
Credit		\$0.00
Debit		\$0.00
Interest Paid		\$134.19
Ending Balance		\$288,200.03
Total Ending Balance of All Money Market Accounts		<b>\$2,620,412.13</b>

Local Government Investment Pool		
Beginning Balance		\$248,628.65
Credit		\$0.00
Debit		\$0.00
Interest Paid		\$41.21
Ending Balance		<b>\$248,669.86</b>

Community First Credit Union CD 70008		
Beginning Balance		\$320,088.37
Interest Paid		\$0.00
Ending Balance		\$320,088.37
State Bank of Chilton CD 0343		
Beginning Balance		\$125,403.75
Interest Paid		\$937.95
Ending Balance		\$126,341.70
State Bank of Chilton CD 1028		
Beginning Balance		\$310,768.09
Interest Paid		\$593.86
Ending Balance		\$311,361.95
State Bank of Chilton CD 0368		
Beginning Balance		\$258,884.08
Interest Paid		\$1,946.95
Ending Balance		\$260,831.03
East Savings CD 7150		
Beginning Balance		\$255,691.88
Interest Paid		\$0.00
Ending Balance		\$255,691.88
Total Ending Balance of All CDs		<b>\$1,274,314.93</b>

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Jennifer Weyenberg, Clerk-Treasurer

## Correspondence Agenda Item 4a

-----Original Message-----

From: [9206374400@mms.uscc.net](mailto:9206374400@mms.uscc.net)

Sent: Friday, June 19, 2020 3:57 PM

To: [darlenebartlein@new.rr.com](mailto:darlenebartlein@new.rr.com)

Subject: Fwd: Fwd:

Good afternoon Darlene,

Its Zack Thompson about the pig story. The story is as follows.

We were driving through iowa on our way back from Arizona and found Lucky (the pig) in the middle of a lane of traffic on I-80 onto we stopped and rescued him. Unfortunately with covid and being 7 on a Friday there was no where for him to go. So he made the journey back with us. He has been excellent to our family and they have grown attached to him very quickly. He is a American Landrace according to the vet. We have had him seen by Thomas a vet at High cliff veterinary. He said the pig is very healthy even after falling from a truck on the highway. We would like to be able to keep him as he has quite the following on Facebook and everyone likes his story and it would be devastating to my daughter to see him go. If you use Facebook to you can see his story at "The ride. A story through Lucky's eyes".

I really appreciate the help in this matter. Fell free to reach out with any questions. I'm hoping the rules can be changed to allow pigs or at least his breed. Thank you again.

**Rusch Development Properties LLC  
W6132 Shagbark Hickory Lane  
Menasha, WI 54952-9764**

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June 22, 2020

Village Board Members  
Village of Harrison  
W5298 Hwy 114  
Menasha, WI 54952

RE: Future Road To Be Built On Property Currently Owned By The Village

I believe the Village of Harrison currently owns a parcel of land located directly east of our subdivision, Kambura Acres, located in Section 15 of the Village of Harrison, Calumet County, Wisconsin. At a recent Village Board meeting held on May 26, 2020, future construction of a road on this parcel was briefly discussed. I ask the Board to make a decision on this soon, as it affects future traffic flow from our subdivision.

When we originally developed plans for Kambura Acres in late 2013/early 2014, these plans showed two streets, namely Ryford Street and Zach Street, exiting to the west onto South Coop Road. Future roads from our subdivision were to provide an exit to the north to Woodland Road and to the east through the property now owned by the Village. When construction was done in 2018/2019, we built the roads in our subdivision to accommodate these exits. We expected these future roads would carry traffic from the eastern part of our subdivision so all vehicles would not have to exit on either Ryford or Zach Streets. Those were the initial plans and were accepted as presented as we began to develop the site.

Since then, the proposed exit to the north was eliminated completely. I expect this was done because of the amount of wetlands to the area directly north of this exit. It appears the road we built, expecting it to proceed northward to Woodland, was done to accommodate the development north of us. Presently this now provides an exit through our subdivision for a cul-de-sac which I believe will allow for three homes to be built in this area.

Elimination of this road increases the need for the road to be built to the east on the Village's property. In previous discussions costs were mentioned, which need to be addressed. I believe plans were to build a bridge at the far western edge of this property, which I feel would not be necessary unless mandated by law. I believe two large diameter culverts, installed with proper rock placed at the inlets and outlets, would carry any amount of water passing through this area. It is our hope the Village Board would act on this and construct this needed road in the very near future.

Sincerely,



Bud Rusch, Managing Member  
Rusch Development Properties LLC

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**VILLAGE BOARD MEETING****From:**

Jennifer Weyenberg, Village Clerk-Treasurer

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**VILLAGE OF HARRISON****Meeting Date:**

June 30, 2020

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**Title:**

Two Month Forgiveness Period for "Class A" and "Class B" Applications

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**Issue:**

Should the Village grant a forgiveness period for payment on licenses

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**Background and Additional Information:**

Laurie Levknecht of Bobbers Bar emailed the village board on May 11, 2020 and asked that Harrison follow the lead of other municipalities and consider the following (*excerpt from email*):

- Lowering the renewal cost of existing class B liquor licenses to the lowest amount allowed by state statute.
- Waive the renewal fee for class b beer license.
- Waive renewal fees for existing operators license.
- Consider a reduction in any of these fees in relation to the businesses not being open for a portion of the current license period and not having any current revenue, due to closures, to cover the cost of the licenses.

I did not hear from any board members and the item was not placed on an agenda for discussion. At the June 9, 2020 board meeting, Trustees asked if a 2-month forgiveness period to pay fees could be granted.

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**Budget/Financial Impact:**

A forgiveness period would not result in a financial loss.

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**Recommended Action:**

A municipality can regulate license fees as long as they meet the statutory maximum and minimum. However, under Sec. 125.04(8) a valid alcohol beverage license cannot be issued until the applicant files a receipt showing payment of the license fee. I would not recommend a forgiveness period. The board could consider refunding a portion of the fees already paid.

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**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**

Laura Jungwirth, P.E., Director of Public Works

**Meeting Date:**

6/30/2020

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**Title:**

W5878 Augusta Place Drainage

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**Issue:**

The property owner at W5878 Augusta Place requested that the Village add her property as a future agenda item at the June 9, 2020 Board Meeting.

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**Background and Additional Information:**

The property owner has been experiencing standing water in the roadside ditch after a mini-storm project was completed. Highway crew staff went to take measurements and observations on the ditch to determine if there was any way for it to drain more sufficiently. Grades were obtained, and in 280-feet of roadside ditch there is 0.10-feet of elevation drop, or 0.04% slope. To drain, ditches generally should be around 0.50% or greater. Further, this ditch is an overflow route for anything that bypasses the roadside culvert crossing Muirfield Way. Raising the grade in the ditch would eliminate the overflow route for any storm water down Muirfield.

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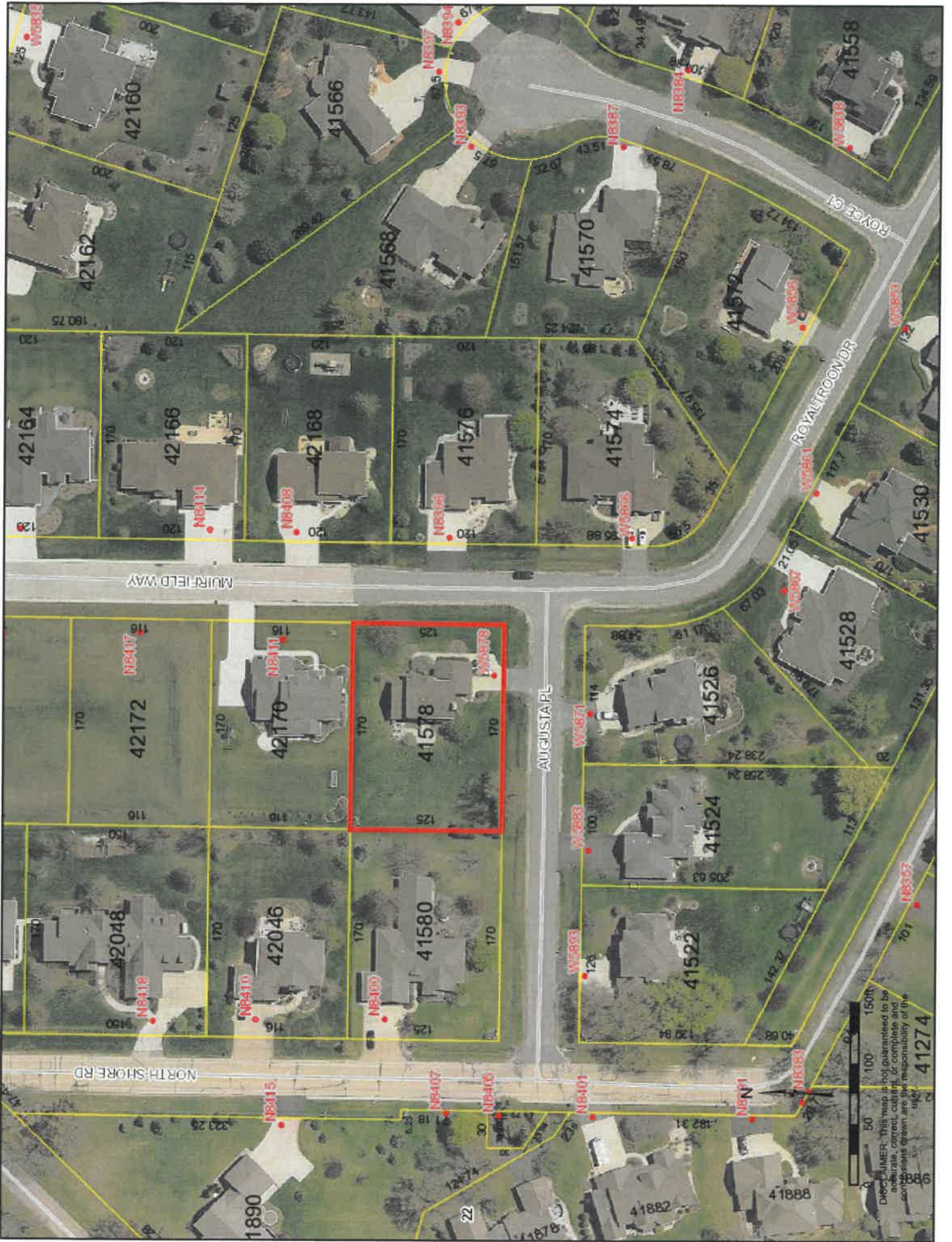
**Budget Impacts:**

None

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**Attachments:**

- Aerial photo of property



50 100 150ft  
Disclaimer: This map is not guaranteed to be accurate, correct, current, or complete and the conditions drawn are the responsibility of the user.  
41274



**VILLAGE OF HARRISON  
STREETS AND ROADS SPECIAL ASSESSMENT POLICY**

**I. GENERAL PROVISIONS**

- A. Total Project Costs include, but are not limited to, construction costs, inspection costs, permit fees, administration costs, land acquisition costs, legal fees, and engineering fees.
- B. The Village Board has the right to assess projects in methods other than those stated in this policy if the Village Board determines that the benefit can be fairly distributed through said method.

**II. STREET CONSTRUCTION AND RECONSTRUCTION**

A. General

- 1. It shall be the policy of the Village of Harrison that all reconstruction, repair or maintenance work on the existing paved portions of the streets and roads within the corporate limits of the Village of Harrison shall be borne from the general funds and/or a transportation fee and shall not be assessed to the property owner.
- 2. The Village of Harrison shall assess the cost for any new infrastructure that is installed on an existing street or road, except for arterial or collector roads that have a village approved plan detailing items not to be assessed.
- 3. Assessments shall be levied on a front foot basis unless the Village Board approves to assess using a different method.
- 4. Assessments may be levied on an area wide basis if the Village Board determines that the benefit can be fairly distributed through this method. In deciding whether to special assess on an area wide basis rather than a front foot basis, the Board may consider whether or not benefiting properties have either no or minimal

frontage on the subject street. Area wide assessments may be based on acreage, square feet of parcels or buildings, traffic generation, parking spaces, or any other basis that the Board believes will fairly distribute the benefit.

5. The standard street design will be based upon the Village of Harrison Streets Specification manual.

6. Publicly owned properties shall be included in any area wide assessment.

**B. Items to be Assessed**

1. The Village shall assess the cost of driveway aprons, culverts, ditching, curb and gutter, laterals, restoration, and any other item that improves the property except the paving of the existing street or road.

**C. Assessment to Corner Lots**

1. On corner lots, the property owner will be assessed the full frontage on the short side of the lot. They will also be assessed 1/2 of the long side up to a maximum of 60 feet.

**D. New Subdivisions**

1. The cost for any new street or road, sewer or water main, storm water infrastructure or any other infrastructure items deemed necessary by the Village Board to be constructed in a new subdivision shall be paid 100% by the developer of the subdivision.

**III. METHOD OF PAYMENT**

A. The following is the payment schedule based upon the total amount of the assessment:

1. Lump sum payment to be paid at due date.
2. One installment if the assessment is \$500.00 or less.
3. Three (3) equal installments if the total assessment is greater than \$500.00 but less than \$999.00.
4. Five (5) equal installments if the total assessment is at least \$1,000.00 but less than \$4,999.00.

5. Ten (10) equal installments if the total assessment is at least \$5,000.00 or greater.
6. The Village Board, at its discretion, may extended the timeline for the payment of special assessments, but at no time shall special assessments be greater than twenty (20) years.
7. The rate of interest on any outstanding special assessment shall be 2% above the current interest rate as found on the BCPL State Trust Fund Loan program website for the number of years that the assessment is valid.

Created: 6/24/2020

Approved:

**VILLAGE OF HARRISON  
BOARD MEETING MINUTES  
05/27/2020**

A special meeting of the Village of Harrison Board was called to order at 1:04pm in the Harrison Municipal Building, W5298 State Road 114 on Wednesday 27, 2020. After the Pledge of Allegiance was recited, roll call was taken.

Board present: President Kevin Hietpas, Trustees Darlene Bartlein, Scott Handschke, Pete Stier, Lou Miller, Mark Van Hefty

Board absent: Trustee Tyler Moore

Staff present: Village Manager Travis Parish, Clerk-Treasurer Jennifer Weyenberg, Director of Public Works Laura Jungwirth, Operations Manager Jeff Funk

Approve Minutes from 05/20/2020

No action taken.

Discuss Road Regulations and Policy

The Village Board discussed culverts, aprons and road maintenance. If a homeowner wants a ditch fixed the village will do so and charge for it. If a road project involves a pulverize and pave the village will cover the full cost. Staff was asked to identify collector roads.

No action was taken.

Discuss Road Assessment Policy

The Village Board would like to address the corner lots are assessed under the current policy. The board also discussed not assessing for roads, assessing for urbanization (ditchwork and storm sewer), and having homeowners pay for aprons and culverts.

No action was taken.

Discuss Drainage Issues

This discussion was rolled into ditches and pulverizing/paving roads above. Staff was directed to proceed with Golden Way and two courts and Emerald Ln as an addendum.

Future Agenda Items

Village Manager T. Parish asked the board to discuss the next steps on Farmers Field.

Adjournment

Motion by Darlene Bartlein, seconded by Lou Miller to adjourn. Motion carried 6-0.

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Jennifer Weyenberg, Village Clerk-Treasurer  
Dated May 27, 2020

**VILLAGE OF HARRISON  
BOARD MEETING MINUTES  
06/09/2020**

A regular meeting of the Village of Harrison Board was called to order at 7:00pm in the Harrison Municipal Building, W5298 State Road 114 on June 9, 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  
Board Excused: Trustee Tyler Moore  
Staff Present: Village Manager Travis Parish, Clerk-Treasurer Jennifer Weyenberg, Planner Mark Mommaerts, Director of Public Works Laura Jungwirth (via webex), Operations Manager Jeff Funk, Fire Chief Jarred Gerl

**Correspondence or Communications from Board and Staff**

An email from Matt Klapps was shared. He asked if there was going to be any sidewalks or trails to Farmers Field Park.

Trustee Handschke read an email received from Tom Sprangers regarding ditch maintenance on Schaefer Rd.

President Hietpas shared that him, Planner Mark Mommaerts and Village Manager Travis Parish met with officials from Village of Hobart to talk about their development and TIF districts. He also asked how ditch problems are being rectified.

Trustee Miller said he'd been asked about reducing liquor license renewal fees and suggested the owners be given a two month forgiveness period to pay the fees.

**Public Comments**

Wendy Clausz, W5878 Augusta Place, stated the ditches on the property are done poorly and the water doesn't drain. It doesn't move and it just sits there. Operations Manager Jeff Funk will view the property on 06/10/2020 and make a recommendation to the board.

Phil Roberts, W6032 Pearl Dr, wants to know what is included in the pulverize and pave plan.

Mary Hamilton, N9599 Golden Way, also said they still have water in their ditches.

Sue Roberts, W6032 Pearl Dr, asked why the project was planned for years ago but not completed. She asked that her road and ditches be fixed.

Also distributed was an email from Daniel Pawlowski and Lyn DuChateau, N9591 Golden Way. They asked why the village is not urbanizing that area and that a pulverize and pave does not resolve the drainage, ditch, culvert, parking and safety issues.

**Consent Agenda**

a) Minutes from 05/20/20 and 05/26/20

b) Resolution V2020-03 WI DNR NR208-2020 Compliance Maintenance Resolution for Harrison Utilities

c) Renew Discharge of Firearms Application for Ed Bogard on County N

Motion by Trustee Stier with second by Trustee Miller to approve all items on the consent agenda. Motion carried 6-0.

#### **Items Removed from Consent Agenda**

None

#### **Appointments**

None

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

a) Farmers Field Improvements

Public Works Director L. Jungwirth asked the board how they wished to keep the project moving forward. The next phase would be getting utilities installed, but they need to know what size building and restrooms would be needed. Village Manager T. Parish reported that of the \$663,269.00 accumulated in Park Impact Fees, \$478,164.44 has been spent. No General Funds have been used on this project.

Motion by Trustee Handschke to approve engineering for building a shelter with restrooms and to put in utilities- electrical system, underdrain, sanitary pipe, water service and shelter utility connection for that pavilion as specified in appendix F. Trustee Stier asked for clarification that the colored rendering of the current park layout for fundraising purposes quoted at \$2,000 was not included in this motion. Motion seconded by Trustee Miller.

Vote: Motion carried 5-1 with Trustee Stier opposed.

b) Contract for Muskrat Trapping on Village-owned Ponds

The village received two quotes: Suburban Wildlife Solutions LLC at \$5675.00 for two years (5 day removal sessions) and Nuisance Pro for \$9,500 (4 weeks).

Motion by Trustee Van Hefty to approve Nuisance Profor 2020 at \$9,500 to service all the Harrison bounded ponds in the Village of Harrison that are on the list. Motion seconded by Trustee Stier.

Vote: Motion carried 6-0.

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

a) Bidding for Pulverize and Pave of Golden Way, Coral Ct, and Pearl Ct, with alternate bids for Emerald Ln, Woodsedge Ct, and Garnet Ct

Motion by Trustee Handschke to bid the grind and repave of Golden Way, Coral Ct, and Pearl Ct, with an alternative bid to Emerald Ln and Woodsedge Ct and for a microseal of Garnet Ct.

Motion seconded by Trustee Stier.

Vote: Motion carried 6-0.

Public Works staff was asked to view the culverts in the project area and determine how many need to be replaced and will report that information to the Village Manager. If they can do the work themselves, then the only thing that will be bid out is the pulverize and pave.

b) Subdivision Improvement Policy

Planner Mark Mommaerts presented a revised Subdivision Improvement Policy based on previous board discussions. This policy will replace all previous policies, including those most recently adopted in March 2016 and October 2016. New roads shall now be installed as an asphalt street with mountable curb and gutter and storm sewer. A 5-foot concrete sidewalk shall be installed in the right-of-way on each side of the new road. Upon acceptance of the roadway in a temporary state, the roadway shall sit for not less than two freeze/thaw cycles but not more than three cycles. The Subdivider shall provide financial security in an amount sufficient to cover the costs of installing the remaining improvements to a finished state.

Motion by Trustee Handschke to approve the Subdivision Improvement Policy with changes to the introduction removing the dates and in the New Roads section the last sentence. Motion seconded by Trustee Miller.

Vote: Motion carried 6-0.

c) Hidden Pines Development Agreement Addendum #2

Based on discussions from the board, the agreement is proposed to be amended to eliminate concrete streets and integral curb & gutter in favor of mountable curb & gutter with asphalt paving.

Motion by Trustee Handschke to approve Addendum #2 to Hidden Pines Development Agreement which (1) the final roadway surface material shall be asphalt and not concrete [the curb and gutter shall be mountable curb & gutter and not barrier curb & gutter] and (2) all costs of roadway design amendments due to #1 shall be the responsibility of the Village and shall be included in the overall cost of the assessments. Motion seconded by Trustee Stier.

Vote: Motion carried 6-0.

d) Creekside Estates Development Agreement Addendum

Based on discussions from the board, the agreement is proposed to be amended to eliminate concrete streets and integral curb & gutter in favor of mountable curb & gutter with asphalt paving.

Motion by Trustee Stier to approve Addendum #2 to Creekside Estates. Motion seconded by Trustee Bartlein.

Vote: Motion carried 6-0.

e) Amended Southtowne Place Development Agreement

Based on discussions from the board, the agreement is proposed to be amended to eliminate concrete streets and integral curb & gutter in favor of mountable curb & gutter with asphalt paving. The timeframe for final paving was amended from 3-years to 2-years since no winter construction occurred.

Motion by Trustee Miller to approve the amended development agreement for Southtowne Place Subdivision. Motion seconded by Trustee Stier.

Vote: Motion carried 6-0.

f) Bidding Road Maintenance Program

Village staff proposed going to bid for crack filling on Pigeon Rd, Faro Springs (east of 55), Schaefer Rd, Berryfield Ln, Elderberry Ln, Johann Dr, Kees Rd, Lydia Ln, Jordan St (south of Appleton limits), Harmon Rd, Hoffman Ct, Verna Rd, Shea Rd, Sonny Dr, Kernan Ave, Hazelnut Dr, Zirbel Dr and subdivisions Oakwood Estates, Papermaker Ridge I, Flowering Meadows,

Parker Farms, Cobble Creek. Staff recommends microsurfacing on Harwood Rd (Crosstown Rd south to Hwy 114), Harrison Road, and possibly Cedar Ridge II.

Motion by Van Hefty to approve \$500,000 for the crackfilling and microseal. Motion seconded by Trustee Bartlein.

Vote: Motion carried 6-0.

### **Reports**

Harrison Fire Rescue- they were dispatched to 46 incidents from May 1-May 31. They have made modifications to their response protocols due to Covid-19 and special safety precautions are now in place while riding in apparatus, on-scene, and during incidents.

### **Future Agenda Items**

Trustee Handschke asked about the Transportation and Utility Fee and asked that Village Manager T. Parish calculate how much additional revenue we can capture from the apartment buildings. He also asked about the Road Upgrade Assessment policy and Travis will bring that back as well. Trustee Handschke said he would like to have a road maintenance report each month where Operations Manager Jeff Funk can come in and say what they did.

President Hietpas asked if the auditor's report was lined up and if we could revisit the cell phone policy. He also asked for an update on the Schmidt Rd bridge project.

Trustee Bartlein asked if Reports could be moved up in the agenda so that people don't have to wait until the end of the meeting.

President Hietpas asked if the board could schedule another workshop to discuss the structure of Public Works and Harrison Utilities as far as an organizational chart and job descriptions. The meeting is set for Wednesday, June 17, 2020 at 9:00am.

### **Adjourn**

There being no other business, a motion was made by Trustee Stier and seconded by Trustee Miller to adjourn. Motion carried 6-0.

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Jennifer Weyenberg, Village Clerk-Treasurer

Dated: June 09, 2020

Approved: June 30, 2020



## VILLAGE OF HARRISON

### BOARD MEETING MINUTES

06/17/2020

A special meeting of the Village of Harrison Board was called to order at 9am in the Harrison Municipal Building, W5298 State Road 114 on Wednesday June 17, 2020. After the Pledge of Allegiance was recited, roll call was taken.

Board present: President Kevin Hietpas, Trustees Darlene Bartlein, Scott Handschke, Pete Stier, Lou Miller, Mark Van Hefty

Board absent: Trustee Tyler Moore

Staff present: Village Manager Travis Parish, Deputy Clerk-Treasurer Carie Krause, Director of Public Works Laura Jungwirth, Operations Manager Jeff Funk

#### Items Moved Up

President Hietpas requested to move item #5 (Discuss/Possible Action of Ditches and Culverts for Golden Way, Courts and Emerald Lane Project) ahead of #4 (Discussion/Possible Action on Harrison Utilities and Public Works).

#### Discuss Possible Action of Ditches and Culverts for Golden Way, Courts, and Emerald Lane Project

The Village Board discussed the ditches and culverts for Golden Way, Courts, and Emerald Lane Project with village staff. The consensus was that anything impeding water flow would be considered a violation. Staff was directed to enforce the ditch policy, replace culverts at the homeowners cost, have staff regrade ditches, communicate via a mass mailing to homeowners regarding the project costs and the possible need to remove items that are impeding water flow.

No action was taken.

#### Discuss Harrison Utilities and Public Works

The Village Board discussed Harrison Utilities and the Public Works Department with the village and utility staff. The consensus was to look for ways to improve productivity, remove redundancies and create better communications between all departments. Annual reviews, monthly department reports, efficiency, staffing needs and job descriptions will be looked into further at the next special meeting.

No action was taken.

#### Future Agenda Items

The Village Board agreed to meet Thursday, June 25<sup>th</sup>, 2020 at 9am for a special meeting.

#### Adjournment

Motion by Scott Handschke, seconded by Darlene Bartlein to adjourn. Motion carried 6-0.

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Carie Krause, Village Deputy Clerk-Treasurer

Dated June 17, 2020

Summary of Payments:		May 21 - June 24	
<b>Check Register (general)</b>			
#9445-9480	bilis paid 06/01/20	39,640.15	
#9481-9529	bilis paid 06/12/20	190,784.59	
#9530-9549	bilis paid 06/24/20	27,156.26	
<b>Check Register (tax account)</b>			
<b>Direct Pay</b>			
United HealthCare	transaction 06/10/20	15,701.42	
Reliance Standard	transaction 06/19/20	598.31	
Wisconsin Retirement	transaction 05/31/20	18,443.86	
Merchant's Choice	transaction 06/02/20	30.63	
We Energies	transaction 05/26/20	4,229.45	
Delta Dental	transaction 06/01/20	690.04	
Verizon Wireless	transaction 06/24/20	47.69	
<b>Payroll</b>			
Payroll #11 net pay by direct dep	5/28/2020	28,502.81	
Payroll #12 net pay by direct dep	6/11/2020	28,912.55	
Payroll #13 net pay by direct dep	6/25/2020	29219.29	
<b>Payroll Taxes</b>			
State payroll #10	5/26/2020	1978.59	
Federal payroll #11	6/2/2020	8772.38	
State payroll #11	6/9/2020	1,861.25	
Federal payroll #12	6/15/2020	8,598.64	
<b>TOTAL</b>		<b>405,167.91</b>	

Summary of Payments Approved By:

\_\_\_\_\_  
President Kevin Hiepbas

\_\_\_\_\_  
Trustee Pete Slier

\_\_\_\_\_  
Trustee Scott Handschke

\_\_\_\_\_  
Trustee Tyler Moore

\_\_\_\_\_  
Trustee Darlene Bartlein

\_\_\_\_\_  
Trustee Mark Van Hefty

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Trustee Lou Miller

Presented by: Jennifer Weyenberg, Clerk-Treasurer  
Approved: June 30, 2020

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
9445	6/01/2020	BIRSCHBACH INSPECTION SERVICE INC BUILDING INSPECTIONS FOR APRIL 2020	
100-00-52400-000-000		Building Inspector - Contract BUILDING INSPECTIONS FOR APRIL 2020	9,285.00
Total			9,285.00
9446	6/01/2020	BRAD WELHOUSE MAY CELL PHONE STIPEND	
100-09-53311-500-022		Hwy Dept - Telephone MAY CELL PHONE STIPEND	30.00
Total			30.00
9447	6/01/2020	CALUMET COUNTY TREASURER-HIGHWAY DEPARTMENT 019005	
100-09-53311-903-000		Hwy Dept - Salt & Sand INVOICE 1/1 - 1/31/20 SALT BRINE	834.91
Total			834.91
9448	6/01/2020	CARDMEMBER SERVICE 4798510057423846	
100-02-51400-400-000		Gen. Admin - Supplies FROM 4/12 CANVA GRAPHIC DESIGN	12.95
100-02-51400-305-000		Gen. Admin - Training/Conf. FROM 4/17 & 20 UWEX REGIST CLERK TRAININ	40.00
100-00-51100-115-000		Village Board-Training/Mileage FROM 5/1 WI MUNICIPAL CL BOARD TRAINING	40.00
100-00-51100-400-000		Village Board-Supplies FROM 4/28 OFFICE DEPOT BINDERS HANDBOOKS	64.88
Total			157.83
9449	6/01/2020	CARSTENS ACE HARDWARE 199622	
100-06-52200-400-000		Fire Dept - Supplies FROM 5/14/20 SHOCK TREAT 199622	15.00
Total			15.00
9450	6/01/2020	CHAD BOESCH REIMBURSE SAFETY BOOTS, MAY CELL STIPEND	
100-09-53311-400-000		Hwy Dept - Supplies REIMBURSE SAFETY TOE BOOTS	226.83

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-09-53311-500-022		Hwy Dept - Telephone MAY CELL PHONE STIPEND	30.00
Total			256.83
9451	6/01/2020	CORPORATE NETWORK SOLUTIONS, INC 62715	
100-02-51400-400-006		Gen. Admin - Service Contracts HPE FOUNDATION CARE WARRANTY 62715	725.00
Total			725.00
9452	6/01/2020	D & D EQUIPMENT CL10762	
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 5/20/20 PARTS CL10762	121.50
Total			121.50
9453	6/01/2020	EMERGENCY MEDICAL PRODUCTS, INC. 2166028	
100-08-52300-000-000		1st Responders - Operating Exp FROM 5/11/20 SUPPLIES 2166028	1,163.82
Total			1,163.82
9454	6/01/2020	FOX VALLEY TECHNICAL COLLEGE TPB0000577807	
100-06-52200-305-000		Fire Dept - Training/Mem TPB0000577807 4/21/20 J KOSSEL	605.10
Total			605.10
9455	6/01/2020	GRANT GORGES MAY CELL PHONE STIPEND	
100-09-53311-500-022		Hwy Dept - Telephone MAY CELL PHONE STIPEND	30.00
Total			30.00
9456	6/01/2020	JARRED GERL MAY STIPEND, PAIL, LID, PUMP, FILE TAB, LABEL	
100-06-52200-400-000		Fire Dept - Supplies REIMBURSE PAIL, LID, PUMP, FILE TABS, LABELS	68.16
100-07-52200-500-022		Fire Station 70 - Telephone MAY CELL PHONE STIPEND	40.00

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
<b>Total</b>			<b>108.16</b>
9457	6/01/2020	JAY DAHL REIMBURSE HIGH CLIFF STATE PARK KEYS	
100-06-52200-400-000		Fire Dept - Supplies REIMBURSE HIGH CLIFF STATE PARK KEYS	10.35
<b>Total</b>			<b>10.35</b>
9458	6/01/2020	JEFF FUNK MAY CELL PHONE STIPEND	
100-09-53311-500-022		Hwy Dept - Telephone MAY CELL PHONE STIPEND	40.00
<b>Total</b>			<b>40.00</b>
9459	6/01/2020	JEFF WISNET REIMBURSE SAFETY BOOTS, MAY CELL STIPEND	
100-09-53311-400-000		Hwy Dept - Supplies REIMBURSE SAFETY TOE BOOTS	269.03
100-09-53311-500-022		Hwy Dept - Telephone MAY CELL PHONE STIPEND	30.00
<b>Total</b>			<b>299.03</b>
9460	6/01/2020	JENNIFER WEYENBERG MAY CELL PHONE STIPEND	
100-00-51600-500-022		Municipal Bldg - Telephone MAY CELL PHONE STIPEND	40.00
<b>Total</b>			<b>40.00</b>
9461	6/01/2020	JOE'S POWER CENTER 67969, 68490, 67500	
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 5/20/20 SWITCH FERRIS MOWER 67969	123.83
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 5/19/20 PARTS LAWNMOWER 68490	37.32
100-09-53311-901-000		Hwy Dept - Ditching/Grading FROM 5/8/20 CUB CADET COMMERCIAL RIDER 67500	17,619.00
<b>Total</b>			<b>17,780.15</b>
9462	6/01/2020	KAYLEE GREZINSKI MAY CELL PHONE STIPEND	

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
 Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-09-53311-500-022		Hwy Dept - Telephone	40.00
		MAY CELL PHONE STIPEND	
Total			40.00
9463	6/01/2020	LANGE ENTERPRISES, INC 72506	
100-09-53315-902-000		Hwy Dept - Signs	519.29
		FROM 5/20/20 YARD WASTE SITE SIGNS 72506	
Total			519.29
9464	6/01/2020	LAURA JUNGWIRTH	
		MAY CELL PHONE STIPEND	
100-09-53311-500-022		Hwy Dept - Telephone	40.00
		MAY CELL PHONE STIPEND	
Total			40.00
9465	6/01/2020	LISOWE OIL DIV OF ADVANCED FUEL SERV 22720	
100-09-53311-600-030		Hwy Dept - Fuel	570.76
		FROM 5/13/20 22720	
Total			570.76
9466	6/01/2020	MARK MOMMAERTS	
		MAY CELL PHONE STIPEND	
100-00-51600-500-022		Municipal Bldg - Telephone	40.00
		MAY CELL PHONE STIPEND	
Total			40.00
9467	6/01/2020	MENARDS-APPLETON EAST 83918	
100-09-53311-900-000		Hwy Dept - Road Maintenance	94.89
		FROM 5/19/20 MAILBOX, SLEDGEHAMMER 83918	
Total			94.89
9468	6/01/2020	MIKE BRANTMEIER	
		MAY CELL PHONE STIPEND	
100-06-52200-500-022		Fire Station 60 - Telephone	30.00
		MAY CELL PHONE STIPEND	
Total			30.00

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
 Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
9469	6/01/2020	MIKE NETT MAY CELL PHONE STIPEND	
100-09-53311-500-022		Hwy Dept - Telephone MAY CELL PHONE STIPEND	40.00
Total			40.00
9470	6/01/2020	OFFICE DEPOT BUSINESS CREDIT FROM 4/30/20 OFFICE SUPPLIES	
100-02-51400-400-000		Gen. Admin - Supplies FROM 4/30/20 OFFICE SUPPLIES	416.58
Total			416.58
9471	6/01/2020	RENNERTS 42116	
100-06-52200-600-000		Fire Dept - Vehicle Maint. FROM 5/4/20 NFPA COMPLIANT TESTS-PUMPS 42116	830.00
Total			830.00
9472	6/01/2020	SHORT ELLIOT HENDRICKSON, INC 386331, 386332	
100-00-52400-200-000		Inspections - Grade Checks LOT GRADE CHECKS, DRIVEWAY GRADE CHECKS 386331	1,040.00
100-00-52400-200-000		Inspections - Grade Checks LOT GRADE CHECK, TEMP GRADE, FOUNDATION 386332	2,375.00
Total			3,415.00
9473	6/01/2020	SPECTRUM- 5101 607975101052420	
100-02-51400-400-006		Gen. Admin - Service Contracts SERVICE PERIOD 5/23-6/22	129.83
Total			129.83
9474	6/01/2020	STEVE LITTLE REIMBURSE HEPA FILTERS, MAY CELL STIPEND	
100-08-52300-000-000		1st Responders - Operating Exp REIMBURSE 2 BVM HEPA FILTERS	14.00
100-08-52300-000-000		1st Responders - Operating Exp MAY CELL PHONE STIPEND	30.00
Total			44.00

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
 Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
9475 8457	6/01/2020	STUMPF EXCAVATING & TRUCKING	
100-09-53311-505-000		Hwy Dept - Building Maint	240.00
		PUMP HOLDING TANKS 5/15/20 8457	
Total			240.00
9476 402160	6/01/2020	SUPERIOR VISION INSURANCE	
100-02-51400-200-000		Gen. Admin - Benefits	73.95
		OFFICE VISION INSURANCE FOR JUN 20 402160	
100-09-53311-200-000		Hwy Dept - Benefits	59.85
		SHOP VISION INSURANCE FOR JUN 20 402160	
100-01-51101-200-000		Planning - Benefits	24.65
		PLANNER VISION INSURANCE FOR JUN 20 402160	
100-00-14500-000-000		Due from Special Purpose Dist.	88.03
		UTILITIES VISION INSURANCE FOR JUN 20 402160	
Total			246.48
9477 MAY CELL PHONE STIPEND	6/01/2020	TRAVIS PARISH	
100-00-51600-500-022		Municipal Bldg - Telephone	40.00
		MAY CELL PHONE STIPEND	
Total			40.00
9478 17397811	6/01/2020	W.S. DARLEY & CO	
100-06-52200-400-000		Fire Dept - Supplies	370.64
		FROM 5/15/20 BOOTS 17397811	
Total			370.64
9479 MAY CELL PHONE STIPEND	6/01/2020	WESLEY POMPA	
100-07-52200-500-022		Fire Station 70 - Telephone	30.00
		MAY CELL PHONE STIPEND	
Total			30.00
9480 408014310-2020-1	6/01/2020	WISCONSIN DNR- ENVIRONMENTAL FEES	
100-00-53441-000-000		Storm Sewer Maint./Ponds	1,000.00
		STORMWATER FEES 408014310-2020-1	



INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
<b>Total</b>			<b>1,000.00</b>
9481	6/12/2020	360 CONSTRUCTION LLC ESCROW RETURN N9336 ROSELLA DR	
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN N9336 ROSELLA DR	1,500.00
<b>Total</b>			<b>1,500.00</b>
9482	6/12/2020	ACCURATE APPRAISAL, LLC 3096	
100-05-51500-000-000		Assessor - Contract 2020 FIELD WORK, DATA ENTRY, REVIEW 3096	22,620.00
<b>Total</b>			<b>22,620.00</b>
9483	6/12/2020	ADVANCED DISPOSAL B20000453329	
100-00-53620-000-000		Refuse and Garbage Services COMMERICAL TRASH DUMPSTER FOR MAY	85.00
100-00-53635-000-000		Recycling Services COMMERICAL RECYCLING DUMPSTER for MAY	58.00
100-00-53620-000-000		Refuse and Garbage Services FUEL FEE	0.00
100-00-53620-000-000		Refuse and Garbage Services LANDFILL TAX	0.00
100-00-53620-000-000		Refuse and Garbage Services RES TRASH 90 GALLON CARTS for MAY	32,689.74
100-00-53635-000-000		Recycling Services RES RECYCLING SINGLE STREAM MAY	14,999.55
100-00-53620-000-000		Refuse and Garbage Services REPLACEMENT CART(S) -	0.00
100-00-53620-000-000		Refuse and Garbage Services FALL PICK UP	0.00
100-00-53620-000-000		Refuse and Garbage Services BULKY ITEM PICKUP-	0.00
100-00-53620-000-000		Refuse and Garbage Services BULKY PICKUP	0.00
100-00-53620-000-000		Refuse and Garbage Services 2 TIRES 5155 SCHMIDT RD	100.00

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
 Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-53620-000-000		Refuse and Garbage Services TIRE STATE PARK RD	50.00
100-00-53620-000-000		Refuse and Garbage Services MICROWAVE 4650 HIGHCLIFF	50.00
100-00-53620-000-000		Refuse and Garbage Services TIRE US HWY 10	50.00
100-00-53635-000-000		Recycling Services RESID RECYCLE	0.00
100-00-53620-000-000		Refuse and Garbage Services COMMERCIAL TRASH DUMPSTER PARK DEC	0.00
100-00-53635-000-000		Recycling Services COMM RECYCLING PARK DEC	0.00
100-00-53620-000-000		Refuse and Garbage Services ENERGY & ENVIRONMENTAL FEE PARK 11/30/19	0.00
100-00-53620-000-000		Refuse and Garbage Services ADMIN, COMPLIANCE/IMPACT FEES PARK 11/30	0.00
Total			48,082.29

9484 6/12/2020 ADVANCED DISPOSAL  
 B20000454294

100-00-53620-000-000		Refuse and Garbage Services COMMERICAL TRASH DUMPSTER FOR DEC	0.00
100-00-53635-000-000		Recycling Services COMMERICAL RECYCLING DUMPSTER for DEC	0.00
100-00-53620-000-000		Refuse and Garbage Services FUEL FEE	0.00
100-00-53620-000-000		Refuse and Garbage Services LANDFILL TAX	0.00
100-00-53620-000-000		Refuse and Garbage Services RES TRASH 90 GALLON CARTS for DEC	0.00
100-00-53635-000-000		Recycling Services RES RECYCLING SINGLE STREAM DEC	0.00
100-00-53620-000-000		Refuse and Garbage Services REPLACEMENT CART(S) -	0.00
100-00-53620-000-000		Refuse and Garbage Services FALL PICK UP	0.00
100-00-53620-000-000		Refuse and Garbage Services BULKY ITEM PICKUP-	0.00

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-53620-000-000		Refuse and Garbage Services BULKY PICKUP	0.00
100-00-53635-000-000		Recycling Services RESID RECYCLE	0.00
100-00-53620-000-000		Refuse and Garbage Services COMMERCIAL TRASH DUMPSTER PARK JUNE	87.00
100-00-53635-000-000		Recycling Services COMM RECYCLING PARK JUNE	49.00
100-00-53620-000-000		Refuse and Garbage Services ENERGY & ENVIRONMENTAL FEE PARK 5/31/20	46.54
100-00-53620-000-000		Refuse and Garbage Services ADMIN, COMPLIANCE/IMPACT FEES PARK 5/20	20.46
Total			203.00
<hr/>			
9485	6/12/2020	BRIAN MISCHLER CONST LLC GRADING ESCROW RETURN W6522 ETHAN DR	
100-00-21060-000-000		Building Escrows Payable GRADING ESCROW RETURN W6522 ETHAN DR	1,500.00
Total			1,500.00
<hr/>			
9486	6/12/2020	CALUMET COUNTY TREASURER Otte/Boucher tax bill correction	
100-00-24010-000-000		Due to County - Tax Apprtnmnt Otte/Boucher tax bill correction	319.36
Total			319.36
<hr/>			
9487	6/12/2020	CONWAY SHIELD 458214-IN	
100-06-57220-000-000		Fire Dept - Capital Outlay GLOBE REAXTION JACKET, PANTS, LETTERS 0458214-IN	13,081.20
Total			13,081.20
<hr/>			
9488	6/12/2020	CORPORATE NETWORK SOLUTIONS, INC 62538	
100-02-51400-400-006		Gen. Admin - Service Contracts CONTRACT LABOR BLOCK 20 HOURS 62538	2,600.00
Total			2,600.00
<hr/>			
9489	6/12/2020	CYPRESS HOMES INC GRADING ESCROW RETURN W5681 JONES WAY	

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21060-000-000		Building Escrows Payable GRADING ESCROW RETURN W5681 JONES WAY	1,500.00
<b>Total</b>			<b>1,500.00</b>
9490	6/12/2020	DRAKE HOMES ESCROW RETURN N9333 MULHOLLAND LN	
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN N9333 MULHOLLAND LN	1,500.00
<b>Total</b>			<b>1,500.00</b>
9491	6/12/2020	ELEGANT HOMES ESCROW RTN N9384 ROSELLA, W5537 HOELZEL	
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN W5537 HOELZEL WAY	1,500.00
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN N9384 ROSELLA DR	1,500.00
<b>Total</b>			<b>3,000.00</b>
9492	6/12/2020	ELEGANT HOMES GRADING ESCROW RETURN N9384 ROSELLA DR	
100-00-21060-000-000		Building Escrows Payable GRADING ESCROW RETURN N9384 ROSELLA DR	1,500.00
<b>Total</b>			<b>1,500.00</b>
9493	6/12/2020	FERGUSON WATERWORKS #1476 303395	
100-09-53311-901-000		Hwy Dept - Ditching/Grading FROM 6/5/20 DITCH GRATE 303395	1,307.04
<b>Total</b>			<b>1,307.04</b>
9494	6/12/2020	GREEN BAY HIGHWAY PRODUCTS 36397	
100-09-53311-901-000		Hwy Dept - Ditching/Grading FROM 5/29/20 OLD HIGHWAY RD 36397	1,936.28
<b>Total</b>			<b>1,936.28</b>
9495	6/12/2020	HARRISON UTILITIES ACCOUNT 000-2781-00	
100-07-52200-500-023		Fire Station 70 - Water/Sewer ACCOUNT 000-2781-00	32.60

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
 Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
<b>Total</b>			<b>32.60</b>
9496	6/12/2020	HARWELL HOMES INC GRADING ESCROW RETURN W6093 RYFORD ST	
100-00-21060-000-000		Building Escrows Payable GRADING ESCROW RETURN W6093 RYFORD ST	1,500.00
<b>Total</b>			<b>1,500.00</b>
9497	6/12/2020	JACOBS DESIGN HOMES GRADE ESCROW RETURN W5521& W5561 HOELZEL	
100-00-21060-000-000		Building Escrows Payable GRADING ESCROW RETURN W5521 HOELZEL WAY	1,500.00
100-00-21060-000-000		Building Escrows Payable GRADING ESCROW RETURN W5561 HOELZEL WAY	1,500.00
<b>Total</b>			<b>3,000.00</b>
9498	6/12/2020	JENNIFER STRULLMYER ESCROW RETURN W6021 ZACH ST	
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN W6021 ZACH ST	1,500.00
<b>Total</b>			<b>1,500.00</b>
9499	6/12/2020	JOE'S POWER CENTER 69174, 70259, 70564	
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 6/3/20 CLUTCH FERRIS MOWER 69174	593.45
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 6/3/20 BLADE SET 70259	62.44
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 6/5/20 BLADE SET SIMPLICITY MOWER 70564	99.38
<b>Total</b>			<b>755.27</b>
9500	6/12/2020	JX ENTERPRISES INC 2446838P	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance FROM 5/1/20 2007 STERLING 2446838P	35.34
<b>Total</b>			<b>35.34</b>
9501	6/12/2020	KAATS WATER CONDITIONING INC. ACCT 1130062	

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-09-53311-400-000		Hwy Dept - Supplies CHARGES THROUGH 5/27/20	53.52
Total			53.52
9502	6/12/2020	KREPLINE TRUCKING & EXCAVATING INC 6539	
100-00-57220-000-000		Capital Outlay - Parks FROM 5/19/20 PARK 3" BREAKER,1.25" DENSE 6539	35,485.10
Total			35,485.10
9503	6/12/2020	LAVONNE VERBETEN GRADING ESCROW RETURN N9392 DUSTY DR	
100-00-21060-000-000		Building Escrows Payable GRADING ESCROW RETURN N9392 DUSTY DR	1,500.00
Total			1,500.00
9504	6/12/2020	LCF HOMES LLC ESCROW RETURN N9370 TOUCHDOWN DR	
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN N9370 TOUCHDOWN DR	1,500.00
Total			1,500.00
9505	6/12/2020	LISOWE OIL DIV OF ADVANCED FUEL SERV 22766, 22767, 22817, 01823 CREDIT	
100-09-53311-600-030		Hwy Dept - Fuel FROM 5/21/20	739.73
		22766	
100-09-53311-600-030		Hwy Dept - Fuel FROM 5/21/20	558.48
		22767	
100-09-53311-600-030		Hwy Dept - Fuel FROM 5/18/20 TOTE CREDIT	-150.00
		01823	
100-09-53311-600-030		Hwy Dept - Fuel FROM 6/5/20	1,193.05
		22817	
Total			2,341.26
9506	6/12/2020	LTTJ PROPERTIES LLC ESCROW RTN N8067 STOMMEL,N9363 TOUCHDOWN	
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN N8067 STOMMEL RD	1,500.00
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN N9363 TOUCHDOWN DR	1,500.00

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
 Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
<b>Total</b>			<b>3,000.00</b>
9507 59455	6/12/2020	MARTENSON & EISELE INC	
100-09-53311-000-000		Hwy Dept - Engineer/Consultant FROM 6/5/20 UNARCHIVE PLAN SETS 59455	840.00
<b>Total</b>			<b>840.00</b>
9508	6/12/2020	MATT BOBBER CONSTRUCTION LLC ESCROW RETURN W5643 JONES WAY	
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN W5643 JONES WAY	1,500.00
<b>Total</b>			<b>1,500.00</b>
9509 918126, 918576	6/12/2020	MCPAHON	
100-00-53441-200-000		Stormwater Planning UNPS STORMWATER PLANNING 918576	12,320.00
100-00-53441-200-000		Stormwater Planning UNPS STORMWATER PLANNING 918126	915.00
<b>Total</b>			<b>13,235.00</b>
9510	6/12/2020	MIDWEST DESIGN HOMES ESCROW RETURN N9371 TOUCHDOWN DR	
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN N9371 TOUCHDOWN DR	1,500.00
<b>Total</b>			<b>1,500.00</b>
9511 2895	6/12/2020	MIDWEST WORKWEAR	
100-09-53311-400-000		Hwy Dept - Supplies LOGO WEAR SUMMER HELP 2895	105.96
<b>Total</b>			<b>105.96</b>
9512	6/12/2020	MOLLY MUELLER GRADING ESCROW RETURN N8260 PIGEON RD	
100-00-21060-000-000		Building Escrows Payable GRADING ESCROW RETURN N8260 PIGEON RD	1,500.00
<b>Total</b>			<b>1,500.00</b>

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
9513	6/12/2020	PFILE HOMES INC ESCROW RTN N9365 MULHOLLAND,W6004 RYFORD	
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN N9365 MULHOLLAND LN	1,500.00
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN W6004 RYFORD ST	1,500.00
Total			3,000.00
9514	6/12/2020	RIESTERER & SCHNELL, INC Chilton 1776317, 1777043, 1773362	
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 6/3/20 PARTS-GREASE, FILTERS 1776317	312.90
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 6/3/20 ALTERNATOR 1777043	543.13
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 5/30/20 JOHN DEERE TRACTOR REPAIR 1773362	5,093.73
Total			5,949.76
9515	6/12/2020	SCHMIDT BROS CUSTOM INC GRADING ESCROW RETURN N9344 ROSELLA DR	
100-00-21060-000-000		Building Escrows Payable GRADING ESCROW RETURN N9344 ROSELLA DR	1,500.00
Total			1,500.00
9516	6/12/2020	SCOTT HERRON GRADING ESCROW RETURN N9313 ROSELLA DR	
100-00-21060-000-000		Building Escrows Payable GRADING ESCROW RETURN N9313 ROSELLA DR	1,500.00
Total			1,500.00
9517	6/12/2020	SERVICEMASTER BUILDING MAINTENANCE 33745	
100-02-51400-400-006		Gen. Admin - Service Contracts FROM 6/1/20 JANITORIAL JUNE 33745	925.00
Total			925.00
9518	6/12/2020	SHERWOOD ELEVATOR 102511	
100-00-55200-000-000		Parks - Maint. and Utilities HERBICIDE 102511	145.00



INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
 Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
<b>Total</b>			<b>145.00</b>
9519	6/12/2020	SPECTRUM- 4901 607974901052520	
100-02-51400-400-006		Gen. Admin - Service Contracts SERVICE PERIOD 5/24-6/23	203.44
<b>Total</b>			<b>203.44</b>
9520	6/12/2020	STAMPS.COM S1092620061	
100-02-51400-400-006		Gen. Admin - Service Contracts METER 7434038 SERVICE FEE 6/1-6/30 S1092620061	39.99
<b>Total</b>			<b>39.99</b>
9521	6/12/2020	STEVEN VER BUST ESCROW RETURN N8183 STATE PARK RD	
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN N8183 STATE PARK RD	1,500.00
<b>Total</b>			<b>1,500.00</b>
9522	6/12/2020	STUMPF EXCAVATING & TRUCKING 8479	
100-09-53311-505-000		Hwy Dept - Building Maint PUMP HOLDING TANKS 6/2/20 8479	240.00
<b>Total</b>			<b>240.00</b>
9523	6/12/2020	TECC SECURITY SYSTEMS INC 51258	
100-02-51400-400-006		Gen. Admin - Service Contracts SERVICE 4/24/20 51258	186.99
<b>Total</b>			<b>186.99</b>
9524	6/12/2020	TOM RIEMER CONSTRUCTION COMPANY ESCROW RETURN W4275 HARRISON RD	
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN W4275 HARRISON RD	1,500.00
<b>Total</b>			<b>1,500.00</b>
9525	6/12/2020	VIRTUE HOMES ESCROW RETURN N9366 VARSITY LN	

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21060-000-000		Building Escrows Payable ESCROW RETURN N9366 VARSITY LN	1,500.00
Total			1,500.00
9526	6/12/2020	WASTE OIL DOCTOR, LLC 4771	
100-09-53311-505-000		Hwy Dept - Building Maint FROM 6/8/20 PARTS 4771	1,357.00
Total			1,357.00
9527	6/12/2020	WELLS FARGO FINANCIAL LEASING 5010489369	
100-02-51400-400-006		Gen. Admin - Service Contracts COVERAGE PERIOD 5/17-6/16/20 5010489369	575.69
Total			575.69
9528	6/12/2020	WI DEPT OF AGRICULTURE, TRADE CONSUMER PROTECT 115-0000017103	
100-02-51400-400-006		Gen. Admin - Service Contracts WEIGHTS AND MEASURES CONTRACT 115-0000017103	400.00
Total			400.00
9529	6/12/2020	WIL-KIL PEST CONTROL 3898754, 3898755	
100-02-51400-400-006		Gen. Admin - Service Contracts FIRE STATION 60 NA	0.00
100-02-51400-400-006		Gen. Admin - Service Contracts FIRE STATION 70 NA	0.00
100-02-51400-400-006		Gen. Admin - Service Contracts EXTERIOR INSECT FIRE STATION #60 NA	0.00
100-02-51400-400-006		Gen. Admin - Service Contracts EXTERIOR INSECT FIRE STATION 70 NA	0.00
100-02-51400-400-006		Gen. Admin - Service Contracts POWER SPRAY - VILLAGE HALL 3898755	146.75
100-02-51400-400-006		Gen. Admin - Service Contracts VILLAGE HALL 3898754	81.75
Total			228.50
9530	6/24/2020	BIRSCHBACH INSPECTION SERVICE INC BUILDING INSPECTIONS FOR MAY 2020	

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-52400-000-000		Building Inspector - Contract BUILDING INSPECTIONS FOR MAY 2020	10,830.00
<b>Total</b>			<b>10,830.00</b>
9531	6/24/2020	BJ RICKEL D 48308	
100-09-53311-400-000		Hwy Dept - Supplies FROM 6/16/20 SOCKET, GEAR PULLER D 48308	532.98
<b>Total</b>			<b>532.98</b>
9532	6/24/2020	BOBCAT PLUS LG04284	
100-09-53311-901-000		Hwy Dept - Ditching/Grading FROM 6/11/20 BOBCAT RENTAL LOADER 3 DAY LG04284	1,275.00
<b>Total</b>			<b>1,275.00</b>
9533	6/24/2020	CARDMEMBER SERVICE 4798510057423846	
100-02-51400-400-000		Gen. Admin - Supplies FROM 5/12 CANVA GRAPHIC DESIGN	12.95
100-02-51400-400-000		Gen. Admin - Supplies FROM 5/12 ADOBE	15.74
100-09-53311-400-000		Hwy Dept - Supplies FROM 5/11 FEDERAL LICENSING	95.00
100-00-57220-000-000		Capital Outlay - Parks FROM 5/28 ION EXCHANGE SEED FOR PARK	1,184.75
<b>Total</b>			<b>1,308.44</b>
9534	6/24/2020	CORPORATE NETWORK SOLUTIONS, INC 62964	
100-02-51400-400-006		Gen. Admin - Service Contracts CONTRACT LABOR BLOCK 20 HOURS 62964	2,600.00
<b>Total</b>			<b>2,600.00</b>
9535	6/24/2020	GREEN BAY HIGHWAY PRODUCTS 36472	
100-09-53311-901-000		Hwy Dept - Ditching/Grading FROM 6/8/20 HDPE, COUPLERS, ELBOWS 36472	1,045.16
<b>Total</b>			<b>1,045.16</b>

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
9536	6/24/2020	HIGHWAY LANDSCAPERS INC 6010-2232	
100-00-57220-000-000		Capital Outlay - Parks FROM 6/11/20 EROSION MAT, STAPLES 6010-2232	381.00
Total			381.00
9537	6/24/2020	JOE'S POWER CENTER 70006, 72035, 72036	
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 6/17/20 SIMP DECK REBUILD SPINDLES 70006	595.91
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 6/17/20 ENGINE OIL 72035	49.98
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 6/17/20 BLADES 72036	77.82
Total			723.71
9538	6/24/2020	LISOWE OIL DIV OF ADVANCED FUEL SERV 22858, 22859	
100-09-53311-600-030		Hwy Dept - Fuel FROM 6/12/20 22858	845.51
100-09-53311-600-030		Hwy Dept - Fuel FROM 6/12/20 22859	464.25
Total			1,309.76
9539	6/24/2020	MENARDS-APPLETON EAST 85751, 85760	
100-09-53311-901-000		Hwy Dept - Ditching/Grading FROM 6/17/20 CONCRETE 85751	46.83
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance FROM 6/17/20 SUPPLIES 85760	19.60
Total			66.43
9540	6/24/2020	MGD INDUSTRIAL CORPORATION 183613	
100-09-53311-400-000		Hwy Dept - Supplies FROM 6/16/20 SUPPLIES 183613	645.47
Total			645.47
9541	6/24/2020	PERSONNEL CONCEPTS 9343589715	

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-09-53311-400-000		Hwy Dept - Supplies	192.85
		FROM 6/15/20 LABOR, OSHA, HIPAA POSTERS 9343589715	
		Total	192.85
9542	6/24/2020	SPECTRUM- 6401 606836401060920	
100-02-51400-400-006		Gen. Admin - Service Contracts	424.91
		ACC 606836401 SERVICE PERIOD 6/8-7/7/20	
		Total	424.91
9543	6/24/2020	STAMPS.COM 64686201526537557	
100-02-51400-400-005		Gen. Admin - Postage	2,500.00
		METER 7434038 POSTAGE ON ACCOUNT 64686201526537557	
		Total	2,500.00
9544	6/24/2020	STUMPF EXCAVATING & TRUCKING 8494	
100-09-53311-505-000		Hwy Dept - Building Maint	240.00
		PUMP HOLDING TANKS 6/15/20 8494	
		Total	240.00
9545	6/24/2020	SUPERIOR VISION INSURANCE 414500	
100-02-51400-200-000		Gen. Admin - Benefits	73.95
		OFFICE VISION INSURANCE FOR JUL 20 414500	
100-09-53311-200-000		Hwy Dept - Benefits	59.85
		SHOP VISION INSURANCE FOR JUL 20 414500	
100-01-51101-200-000		Planning - Benefits	24.65
		PLANNER VISION INSURANCE FOR JUL 20 414500	
100-00-14500-000-000		Due from Special Purpose Dist.	88.03
		UTILITIES VISION INSURANCE FOR JUL 20 414500	
		Total	246.48
9546	6/24/2020	TAMMY HEITING CANCEL PARK RENTAL 7/11/20 VIRUS RESTRIC	
100-00-46722-000-000		Park Shelter Rental Fee	47.25
		CANCEL PARK RENTAL 7/11/20 VIRUS RESTRIC	
100-00-21041-000-000		Sales Tax Due to State	2.75
		CANCEL PARK RENTAL 7/11/20 VIRUS RESTRIC	

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
Thru: 6/24/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
<b>Total</b>			<b>50.00</b>
9547	6/24/2020	VALLEY LAWN CARE, LLC 200241, 200242	
100-00-55200-000-000		Parks - Maint. and Utilities ACCOUNT 34103 SERVICE CLOVER RIDGE PARK 200241	1,000.00
100-00-55200-000-000		Parks - Maint. and Utilities ACCOUNT 4524 SERVICE DARBOY COMM PARK 200242	1,000.00
<b>Total</b>			<b>2,000.00</b>
9548	6/24/2020	WIL-KIL PEST CONTROL 3923128, 3924835, 3924836	
100-02-51400-400-006		Gen. Admin - Service Contracts FIRE STATION 60 3924835	42.00
100-02-51400-400-006		Gen. Admin - Service Contracts FIRE STATION 70 3924836	42.00
100-02-51400-400-006		Gen. Admin - Service Contracts EXTERIOR INSECT FIRE STATION #60 NA	0.00
100-02-51400-400-006		Gen. Admin - Service Contracts EXTERIOR INSECT FIRE STATION 70 NA	0.00
100-02-51400-400-006		Gen. Admin - Service Contracts POWER SPRAY - VILLAGE HALL NA	0.00
100-02-51400-400-006		Gen. Admin - Service Contracts VILLAGE HALL 3923128	81.75
<b>Total</b>			<b>165.75</b>
9549	6/24/2020	WISCONSIN MEDIA 3374353	
100-02-51400-800-000		Gen. Admin - Publications BILL PERIOD MAY 1-MAY 31 3374353	618.32
<b>Total</b>			<b>618.32</b>
<b>Grand Total</b>			<b>257,581.00</b>

INVESTORS COMMUNITY BANK

Accounting Checks

Posted From: 5/22/2020 From Account:  
Thru: 6/24/2020 Thru Account:

---

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	257,581.00
Total Expenditure from all Funds	257,581.00

---

**VILLAGE BOARD MEETING****From:**

Jennifer Weyenberg, Village Clerk-Treasurer

---

**VILLAGE OF HARRISON****Meeting Date:**

June 30, 2020

---

**Title:**

"Class A" and "Class B" Applications

---

**Issue:**

Should the village renew licenses for July 1, 2020- June 30, 2021

---

**Background and Additional Information:**

The following applications have been filed with the Village Clerk and are pending approval:

Menasha Entertainment LLC, Kevin Weaver, Agent, 1021 Lucerne 1B, Menasha WI 54952

Location: Blu Sapphires Cabaret, W7191 Hwy 10 & 114

Kenneth Sprangers, W2245 Harvestore Road, Hilbert WI 54129

Location: Silver Spur Saloon, W5779 CTH KK

Rock II LLC, Charles Storino, Agent, 1718 S Walden Ave, Appleton WI 54915

Location: Waverly Beach, N8770 Firelane 1

Bobbers LLC, David Levknecht, Agent, N5564 Lakeshore Drive, Hilbert WI 54129

Location: Bobbers, W5204 Faro Springs Road

Two Pair of Dice, LLC, Jessica Daul, Agent, 720 S State St, Chilton WI 53014

Location: Countryside Bar & Grill, W5302 Hwy 114

North Shore Golf Club, Inc., Jonathan Kruse, Agent, N231 Forest Ave, Sherwood WI 54169

Location: North Shore Golf Club, N8421 North Shore West Rd

Lake Park Pub, Inc., Brian Rasmussen, Agent, W6394 Manitowoc Rd, Appleton WI 54915

Location: Lake Park Pub, N8904 County LP

Little Chicago LLC, Brian Rasmussen, Agent, W6394 Manitowoc Rd, Appleton WI 54915

Location: Little Chicago Dining & Spirits, N9650 Friendship Dr



Cimarron Bar Inc., Tom Day, Agent, N8847 Hwy 10 & 114, Menasha WI 54952  
Location: Cimarron Bar & Grill, W7170 Hwy 10 & 114

Vargas Bros LLC, Jose Vargas, Agent, N8331 State Park Rd, Menasha WI 54952  
Location: Vargas Broad, N8331 State Park Road

Darboy Corner Store Inc., Patricia Rodencal, Agent, N9573 Tyler Lane, Kaukauna WI 54130  
Location: Darboy Corner Store, N9690 Hwy N

---

**Budget/Financial Impact:**

None.

---

**Recommended Action:**

Approve applications.

---

**VILLAGE BOARD MEETING****From:**

Jennifer Weyenberg, Village Clerk-Treasurer

---

**VILLAGE OF HARRISON****Meeting Date:**

June 30, 2020

---

**Title:**

Application for Cigarette and Tobacco Products for Retail Licenses

---

**Issue:**

Should the Village grant licenses for July 1, 2020- June 30, 2021

---

**Background and Additional Information:**

Applications have been filed by Silver Spur, Darboy Corner Store and North Shore Golf Club. Silver Spur and Darboy Corner Store are renewals and the application for North Shore is new.

---

**Budget/Financial Impact:**

None

---

**Recommended Action:**

Recommend approval of the applications.

---

**VILLAGE BOARD MEETING****From:**

Jennifer Weyenberg, Village Clerk-Treasurer

---

**VILLAGE OF HARRISON****Meeting Date:**

June 30, 2020

---

**Title:**

Deny Operator License for C. Straumfjord

---

**Issue:**

Should the Village deny application for operator license

---

**Background and Additional Information:**

The village's guidelines state a person does not qualify for an operator's license if they are a "habitual law offender" [two or more offenses within five years] or [three or more offenses within 7 years].

The guidelines also specifically state an applicant does not qualify if there are two or more offenses within five years of possession of a controlled substance or drug paraphernalia.

A background check on the applicant showed the following:

02/17/2020 Possession of THC (charges pending)

09/08/2016 Possess Drug Paraphernalia (guilty due to no contest)

08/06/2015 Possession of THC (guilty due to no contest)

---

**Budget/Financial Impact:**

None.

---

**Recommended Action:**

Recommend denial of the application in accordance with the Village's Policy Guidelines for Operator Licenses. Applicant will be given information on how to appeal the decision and has the opportunity under state law to discuss the matter in closed session at a future meeting.

# Village of Harrison

## Policy Guidelines for Operator Licenses

### Intent.

Any person 18 or older who is serving or selling alcohol beverages in an establishment with a Class A, B, or C license must obtain an operator's license (commonly referred to as a bartender's license), unless the person is under (a) the immediate supervision of someone with the privilege of an operator's license, (b) the approved agent of a corporation or limited liability company, (c) a person with an operator's license, or (d) a person with a manager's license. It is the responsibility of the Village Board to issue an operating license to any applicant who is qualified under state law.

All applications for operators' licenses are processed in the Office of the Village Clerk and background checks are conducted. All applications, along with the findings of those background checks, are forwarded to the Village Board and placed on the Consent Agenda for consideration. The Village President or any Trustee may request the removal of an application from the Consent Agenda for further discussion. The Village Board makes the final decision on licensing by either accepting or rejecting the application.

Because individuals granted an operator's license must act in cooperation with the Calumet Co. Sheriff's Department to enforce the alcohol beverage laws, drunk driving laws, and assist with minimizing disturbances of the peace and maintaining the safety of the community, individuals with a past history of negative or uncooperative contacts with police agencies will be scrutinized. The following guidelines have been adopted to help the board in making its decision and determining what circumstances are more likely to result in denial of a license application.

### Guidelines.

Wisconsin's Fair Employment law prohibits the denial of a license based on a pending arrest or conviction unless the record "*substantially* relates" to the licensing activity. However, the law does not specifically define this term. For the purposes of licensing, the board determines that:

there is a *substantial* relationship between the illegal purchase, use, and sale of controlled substances AND engaging in bartending which involves the purchase and sale of a closely regulated substance;

there is a *substantial* relationship between offenses of drunk driving and underage drinking AND engaging in bartending; and that

committing law violations while under the influence of drugs or alcohol shall be considered as reasons for denial.

Subject to Wisconsin's Fair Employment Law, an applicant may not be a "habitual law offender". For the purposes of licensing, the board further determines that "habitual" refers to:

Two (2) or more offenses within the past five (5) years.

Three (3) or more offenses within the past seven (7) years.

Six (6) or more offenses within the past ten (10) years.

### Grounds for Denial.

Any person who has been convicted of a felony, unless duly pardoned, does not qualify for an operator's license.

Any person who has not truthfully and completely filled out the application does not qualify for an operator's license.

Any person who has been convicted (or charges pending) of the following does not qualify for an operator's license:

1 or more offenses within the last 5 years related to battery, sexual assault, injury by negligent use of a vehicle, hit and run, or intimidation of a witness or victim. These offenses are all considered to be crimes against other persons.

1 or more offenses within the last 5 years related to resisting or obstructing a police officer, bribery of a public employee or official, bail jumping, or perjury. These offenses are all considered to be crimes involving lack of cooperation with law enforcement.

1 or more offenses within the last 5 years of maintaining a drug trafficking place, possession with intent to manufacture, or distribution of illegal substance.

2 or more offenses within the last 5 years of possession of a controlled substance or drug paraphernalia.

2 or more offenses within the last 5 years of operating a motor vehicle while under the influence of intoxicants or drugs.

2 or more offenses within the last 5 years of open intoxicants in public places or in a motor vehicle.

2 or more offenses within the last 5 years of disorderly conduct or damage to property.

### **Applicant's Right to Appeal.**

If the application is denied by the board, the Village Clerk shall, in writing, inform the applicant of the denial, the reasons therefore, and of the opportunity to request a reconsideration of the application by the board in a closed session. Such notice must be sent by registered mail to, or served upon, the applicant at least ten days prior to the board's reconsideration of the matter. At such reconsideration hearing, the applicant may present evidence and testimony as to why the license should be granted.

If, upon reconsideration, the board again denies the application, the Village Clerk shall, in writing, inform the applicant of the reasons. An applicant who is denied any license, upon reconsideration of the matter, may apply to circuit court, pursuant to Wis. Stats. § 125.12(2)(d), for review.

### **Conclusion.**

This policy attempts to set standards for the denial of an operator's license and ensures that any denial shall be consistent with the criteria outlined above.

This policy was adopted by the Village Board on February 28, 2017.

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**VILLAGE BOARD MEETING**

---

**VILLAGE OF HARRISON**

**From:**

Laura Jungwirth, P.E., Director of Public Works

**Meeting Date:**

6/30/2020

---

**Title:**

Certificate of Payment #2 for Lift Station #5 Abandonment to DeGroot, Inc.

---

**Background and Additional Information:**

Partial payment for this project is scheduled monthly, and this payment would be for all work completed through June 10, 2020.

---

**Budget Impacts:**

The total amount for Pay Estimate #2 is \$87,122.66

---

**Attachments:**

- Certificate of Payment #2 from Martenson and Eisele, Inc.



# Martenson & Eisele, Inc.

professionals dedicated to serving people committed to improving their communities

Planning  
Environmental  
Surveying  
Engineering  
Architecture

## LETTER OF TRANSMITTAL

To: Travis Parish  
Village Manager  
Village of Harrison  
W5298 State Road 114  
Harrison, WI 54952

Date: June 11, 2020

Re: Abandon Lift Station No. 5  
Village of Harrison, Wisconsin  
M&E Project No. 1-0038-039

Cc:

Copies	Date	Description
1	6/11/2020	Certificate of Payment No. 2

Transmitted as checked below:

- |  |  |
|--|--|
| <input type="checkbox"/> For Your Information          | <input checked="" type="checkbox"/> For Necessary Action |
| <input type="checkbox"/> For Your Signature and Return | <input type="checkbox"/> Per Your Request                |
| <input type="checkbox"/> For Review and Comment        | <input type="checkbox"/> Per Our Conversation            |
| <input type="checkbox"/> For Recording and/or Filing   | <input type="checkbox"/> For Your Files                  |
| <input type="checkbox"/> Returned for Corrections      |  |

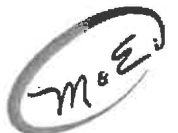
Remarks:

Please mail payment directly to DeGroot, Inc., 4201 Champion Road, Green Bay, WI 54311.

If you have questions or comments, please call me at (920) 203-0865. Thank you.

By:   
Mary Jo Miller, P.E., Project Engineer

c: Marty Jensen, DeGroot, Inc.





# Martenson & Eisele, Inc.

Your Solution Professionals

Planning - Environmental - Surveying - Engineering - Architecture

<b>To:</b> <b>Village of Harrison</b> <b>Attn: Travis Parish, Village Manager</b> <b>W5298 State Road 114</b> <b>Harrison, WI 54952</b>	<b>Certificate of Payment No. 2</b> <b>Issue Date: June 10, 2020</b> <b>Abandon Lift Station No. 5</b> <b>Village of Harrison</b> <b>Calumet County, Wisconsin</b> <b>M&amp;E Project No. 1-0038-039</b>
---	---

This is to certify that in accordance with terms of the Agreement dated: February 28, 2020

**Contractor:** DeGroot, Inc.  
4201 Champion Road  
Green Bay, WI 54311

is entitled to **(partial)** payment for work performed through: June 10, 2020

Attached herewith you will find:

- Contractor's Application for Payment
- Itemized Cost Breakdown

<b><u>Payment/Contract Summary</u></b>	
Original contract	\$536,521.65
Actual Units and/or Changes	\$5,550.00
Contract Plus Changes	\$542,071.65
Work Completed to Date (see Attached)	\$270,673.06
Retainage (5%)	\$13,533.65
Amount Due Contractor	\$257,139.41
Less Previous Payments	\$170,016.75
Amount due this Payment (mail to Contractor)	<b>\$87,122.66</b>

Certified by  
**Martenson & Eisele, Inc.**

Mary Jo Miller, P.E.

C: DeGroot, Inc.



**PAY REQUEST NO. 2**

Abandon Lift Station No. 5  
 Village of Harrison, Calumet County, Wisconsin  
 Owner: Village of Harrison  
 Contractor: DeGroot Inc.  
 Engineer: Mary Jo Miller, P.E.

Prepared By:  
 Martenson & Eisele, Inc.  
 1377 Midway Rd., Menasha, WI 54952  
 (920) 731-0381  
 www.martenson-eisele.com

Item	Description	Bid Costs and Quantities			Construction Costs and Quantities		
		Bid Quantity	Unit Bid Cost	Total Amount	Total Actual Quantity	Unit Bid Cost	Total Amount
<b>General Work</b>							
<b>Base Bid 1 - ABANDON LIFT STATION NO. 5</b>							
1	Lump Sum Mobilization	1.00	\$4,545.00	\$4,545.00	1.00	\$4,545.00	\$4,545.00
2	Lump Sum Installation and Maintenance of Traffic Control	1.00	\$6,888.20	\$6,888.20	1.00	\$6,888.20	\$6,888.20
				<b>\$11,433.20</b>			<b>\$11,433.20</b>
<b>General Work Subtotal</b>							
3	Lump Sum Clearing and Grubbing	1.00	\$3,535.00	\$3,535.00		\$3,535.00	\$0.00
4	Lump Sum Topsoil Spreading, Stockpiling, Re-Spreading and Fine Grading	1.00	\$12,625.00	\$12,625.00	0.25	\$12,625.00	\$3,156.25
5	Each Stone Tracking Pad	1.00	\$1,515.00	\$1,515.00		\$1,515.00	\$0.00
6	Lump Sum Topsoil, Seed, Fertilize and Mulch	1.00	\$24,745.00	\$24,745.00		\$24,745.00	\$0.00
7	Square Yards Erosion Matting	810.00	\$3.03	\$2,454.30		\$3.03	\$0.00
8	Square Yards Gravel Shoulder Restoration with 3/4-inch Base Course Material	200.00	\$5.76	\$1,152.00		\$5.76	\$0.00
9	Lump Sum Remove and Replace Landscape Berm and Trees at North Shore Drive	1.00	\$5,555.00	\$5,555.00		\$5,555.00	\$0.00
10	Lump Sum Erosion Control Monitoring, Record Keeping and Termination	1.00	2,525.00	\$2,525.00	0.50	2,525.00	\$1,262.50
				<b>\$58,106.30</b>			<b>\$4,418.75</b>
<b>Erosion Control and Restoration Subtotal</b>							
<b>Sanitary Sewer Components</b>							
11	Linear Feet 8-inch Sanitary Sewer	466.00	\$80.80	\$37,652.80		\$80.80	\$0.00
12	Linear Feet 12-inch Sanitary Sewer	1,039.00	\$93.47	\$97,115.33		\$93.47	\$0.00
13	Linear Feet 15-inch Sanitary Sewer	880.00	\$104.07	\$91,581.60	829.00	\$104.07	\$86,274.03
14	Linear Feet 24-inch Steel Casing Pipe- Bored and Jacked, with Appurtenances	65.00	\$601.07	\$39,069.55		\$601.07	\$0.00
15	Linear Feet 30-inch Steel Casing Pipe- Bored and Jacked, with Appurtenances	286.00	\$514.86	\$147,249.96	296.00	\$514.86	\$152,398.56
16	Vertical Feet Sanitary Manhole	145.00	\$247.27	\$35,854.15	56.46	\$247.27	\$13,960.86
17	Each Sanitary Manhole Casting	8.00	\$729.22	\$5,833.76	3.00	\$729.22	\$2,187.66
18	Lump Sum Abandon Existing Lift Station No. 5	1.00	\$12,625.00	\$12,625.00		\$12,625.00	\$0.00
				<b>\$466,982.15</b>			<b>\$254,821.11</b>
<b>Sanitary Sewer Improvements Subtotal</b>							
				<b>\$836,821.85</b>			<b>\$270,673.06</b>
<b>TOTAL BASE BID 1</b>							

---

**VILLAGE BOARD MEETING**

---

**VILLAGE OF HARRISON**

**From:**

Laura Jungwirth, P.E., Director of Public Works

**Meeting Date:**

6/30/2020

---

**Title:**

Waste Oil Furnace Replacement

---

**Issue:**

The existing waste oil furnace in the shop is failing and requires replacement.

---

**Background and Additional Information:**

There are two oil furnaces in the shop, the first was replaced in 2017 and the second one is now failing. The Waste Oil Doctor recently came to see if it could be repaired, but it was determined that it is past its useful life and should be replaced.

---

**Budget Impacts:**

Estimate for replacing the furnace is \$10,200 and would come out of the Building Maintenance Budget.

---

**Attachments:**

- Estimate of Services from the Waste Oil Doctor in Sobieski



**WASTE OIL FURNACES & BOILERS**

**Excellent Sales, Service, and Savings • Affordable Products**

1819 Gary Alberts Lane, Sobieski, WI 54171 • Bus. 920-822-8833

Cell 920-660-8125 • Fax 920-482-5716

**SHIP TO:** Village of Harrison

Address: W5298 Hwy 114

MANASHA WI 54942

Phone: 920-378-1736 Jeff

6-8-20  **PROPOSAL**  
 Date \_\_\_\_\_  
 **SALES CONTRACT**  
 Date \_\_\_\_\_

Salesperson: Doc  
 Salesperson phone number: 920-822-3699  
 Payment terms: IN FULL ON COMP.  
 Method of shipment: Direct  
 Date of order: \_\_\_\_\_  
 Purchase order: \_\_\_\_\_

ITEM NO.	QTY.	DESCRIPTION	PRICE EACH	AMOUNT
CE 330	1	New Clean Energy Oil HR <sup>add main</sup> Air		10,000.00
RA 350	1	Old unit Return RA350 Train		1,000.00
				9,000.00
Mini Air	1	DAI Piston Air comp \$1200 M/c per coc		
SWAP OUT	1	Take old unit down put up New		1200
UNIT w/new		Stove pipe to existing chimney.		\$10,200
CUSTO.		Will have main power hooked up (200' 4 wire)		
		\$ FURNISH Fork lift or skid steer.		
		To be paid in Full on completion		
		<i>Price Good Till</i>		
		<i>7-10-20</i>		

\*THIS SHOULD NOT BE YOUR MAIN SOURCE OF HEAT!!! BACKUP HEAT IS RECOMMENDED\*

**ACCEPTANCE OF PROPOSAL**  
 The above prices and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified, payment will be made as outlined above. Customer will obtain any permits or licenses required.

Signature \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature [Signature] Date: 6-8-20

Shipping & handling: Incl. in sub  
**Subtotal:** \$10,200  
 Tax Rate: NONE Tax: \_\_\_\_\_  
**TOTAL:** \$10,200

SERVICE CHARGE: 1.5% per month (18% A.P.R.) will be charged\* on all unpaid balances over 30 days old. No discount allowed.  
 \* If paid by credit card a 3% additional fee will be applied.

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**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**

Laura Jungwirth, P.E., Director of Public Works

**Meeting Date:**

6/30/2020

---

**Title:**

Creekside Estates Subdivision Acceptance

---

**Issue:**

Jerry Frazee is requesting acceptance of the Creekside Estates Subdivision to begin development of individual residential lots.

---

**Background and Additional Information:**

A site-walk through was held with the Developer, Village of Harrison staff and Harrison Utilities staff on June 3, 2020. Punch lists were developed by each party from that visit, and the developer, contractor and Engineer have been working on resolving any outstanding issues. Private utilities (AT&T, We Energies and Spectrum) are complete, however the Village of Harrison and Harrison Utilities still have remaining items to be addressed. The deadline for completion of all outstanding punch list items is July 31, 2020.

---

**Budget Impacts:**

None

---

**Recommended Action:**

Conditional Acceptance pending completion of remaining punch list items and sign-off by Director of Public Works.

---

**Attachments:**

- Creekside Estates Plat
- Private Utilities Correspondence
- Village of Harrison and Harrison Utilities Punch List

## Laura Jungwirth

---

**From:** Jerry Frazee <jerry@precisioncutconstruction.com>  
**Sent:** Tuesday, June 23, 2020 1:22 PM  
**To:** Laura Jungwirth  
**Subject:** Fwd:

----- Forwarded message -----

**From:** LAABS, GARY M <[gl1784@att.com](mailto:gl1784@att.com)>  
**Date:** Mon, Jun 22, 2020 at 2:41 PM  
**Subject:** RE:  
**To:** Tadych, Mark <[Mark.Tadych@we-energies.com](mailto:Mark.Tadych@we-energies.com)>, Jerry Frazee <[jerry@precisioncutconstruction.com](mailto:jerry@precisioncutconstruction.com)>  
**CC:** Orr, Jason <[Jason.Orr@charter.com](mailto:Jason.Orr@charter.com)>

ATT was placed with PWR.

**From:** Tadych, Mark <[Mark.Tadych@we-energies.com](mailto:Mark.Tadych@we-energies.com)>  
**Sent:** Monday, June 22, 2020 2:38 PM  
**To:** 'Jerry Frazee' <[jerry@precisioncutconstruction.com](mailto:jerry@precisioncutconstruction.com)>  
**Cc:** 'Orr, Jason' <[Jason.Orr@charter.com](mailto:Jason.Orr@charter.com)>; LAABS, GARY M <[gl1784@att.com](mailto:gl1784@att.com)>  
**Subject:** RE:

Hello Jerry,

The village has indicated in the past an email acceptable stating the utilities have been installed in the subdivision.

I've copied in ATT & Charter Communications to their status.

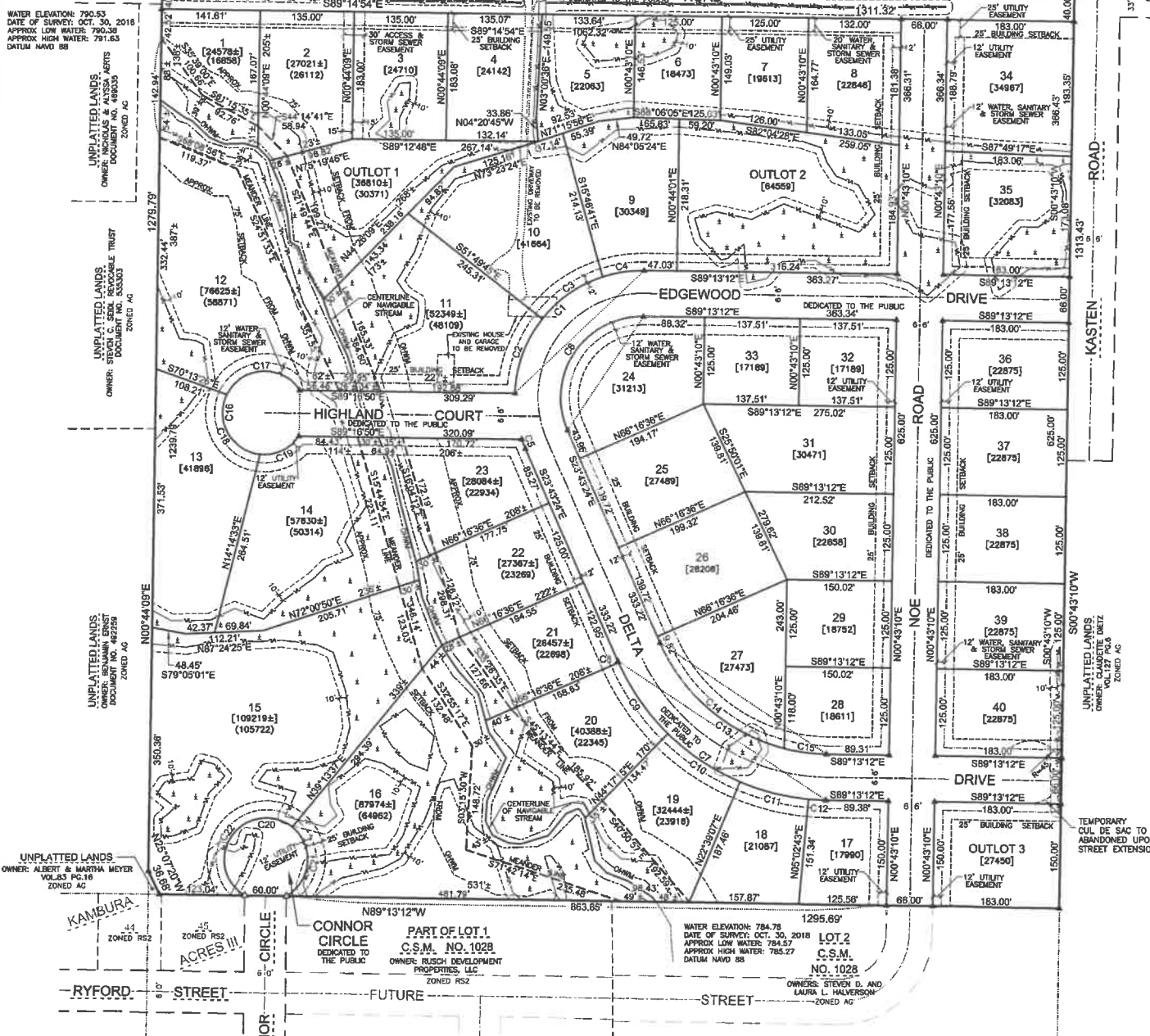
Please see below.

# CREEKSIDE ESTATES

PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4,  
SECTION 15, TOWNSHIP 20 NORTH, RANGE 18 EAST,  
VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN.

NORTH-WEST CORNER  
SECTION 15  
T20N, R18E  
ALUMINUM COUNTY  
MONUMENT FOUND

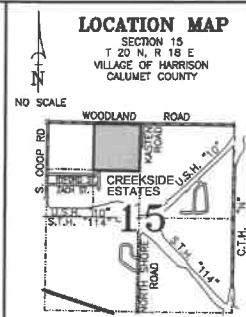
NORTH 1/4 CORNER  
SECTION 15  
T20N, R18E  
ALUMINUM COUNTY  
MONUMENT FOUND



WATER ELEVATION: 790.53  
DATE OF SURVEY: OCT. 30, 2018  
APPROX LOW WATER: 790.36  
APPROX HIGH WATER: 791.63  
DATUM: NAD 83

WATER ELEVATION: 784.78  
DATE OF SURVEY: OCT. 30, 2018  
APPROX LOW WATER: 784.57  
APPROX HIGH WATER: 785.27  
DATUM: NAD 83

CURVE	RADIUS	DELTA	LENGTH	CHORD BEARING	CHORD	TANGENT IN	TANGENT OUT
1	183.00'	068°49'31"	283.71'	S 46°22'02.5" W	256.13'	N 89°13'11" W	S 01°57'11" W
2	183.00'	036°06'09"	115.42'	S 20°01'21.5" W	113.51'	S 38°05'26" W	S 01°57'11" W
3	183.00'	033°42'24"	107.56'	S 34°56'39.0" W	106.11'	S 71°47'50" W	S 38°05'26" W
4	183.00'	019°58'58"	60.53'	S 81°17'19.0" W	60.35'	N 88°13'11" W	S 71°47'50" W
5	183.00'	004°37'15"	14.76'	S 21°24'46.5" E	14.75'	S 19°06'09" E	S 23°43'24" E
6	117.00'	114°30'12"	233.82'	S 33°31'42.0" W	196.81'	N 89°13'12" W	S 23°43'24" E
7	333.00'	065°28'48"	360.66'	S 58°28'18.0" E	360.27'	S 23°43'24" E	S 89°13'12" E
8	333.00'	000°21'12"	2.05'	S 23°54'00.0" E	2.05'	S 23°43'24" E	S 24°04'36" E
9	333.00'	021°38'09"	125.75'	S 34°53'40.5" E	125.00'	S 24°04'36" E	S 45°42'45" E
10	333.00'	021°38'09"	125.74'	S 56°31'49.0" E	125.00'	S 45°42'45" E	S 67°20'53" E
11	333.00'	017°36'24"	102.33'	S 76°09'05.0" E	101.93'	S 67°20'53" E	S 84°57'17" E
12	333.00'	004°15'55"	24.79'	S 87°05'14.5" E	24.78'	S 84°57'17" E	S 89°13'12" E
13	287.00'	065°28'48"	305.21'	S 58°28'18.0" E	286.87'	S 23°43'24" E	S 89°13'12" E
14	267.00'	052°21'07"	243.96'	S 49°53'57.5" E	235.56'	S 23°43'24" E	S 76°04'31" E
15	267.00'	013°08'43"	61.25'	S 82°38'51.5" E	61.12'	S 76°04'31" E	S 89°13'12" E
16	60.00'	033°15'57"	107.11'	S 00°43'09.5" W	66.00'	N 32°38'52" W	N 30°05'11" E
17	60.00'	121°37'40"	127.37'	S 86°32'18.0" W	104.76'	N 32°38'52" W	S 25°43'28" E
18	60.00'	110°17'31"	115.50'	S 29°25'17.5" E	98.47'	S 25°43'28" W	S 84°34'03" E
19	60.00'	051°20'46"	64.24'	N 64°45'34.0" E	61.22'	S 84°34'03" E	S 34°05'11" E
20	60.00'	299°59'56"	314.16'	N 89°13'12.0" W	60.00'	N 60°46'46" E	S 59°13'10" E
21	60.00'	111°48'05"	117.08'	N 04°52'43.5" E	99.37'	N 60°46'46" E	N 51°01'13" E
22	60.00'	188°11'51"	197.08'	S 34°52'45.5" W	119.69'	N 51°01'13" W	S 59°13'10" E



BEARINGS ARE REFERENCED TO THE CALUMET COUNTY COORDINATE SYSTEM (NAD83) WHICH HAS THE NORTH LINE OF THE NORTHWEST 1/4 OF SECTION 15, BEARING S 89°14'54" E



- 1" O.D. ROUND IRON PIPE SET, 18" LONG, WEIGHING 13 LBS PER LINEAL FOOT AT ALL OTHER LOT, OUTLOT AND MEANDER CORNERS
- 1-1/4" O.D. ROUND REINFORCING BAR SET, 30" LONG WEIGHING 4.303 LBS. PER LINEAL FOOT
- 1-1/4" O.D. ROUND REINFORCING BAR FOUND
- TOTAL LOT AREA IN SQUARE FEET
- ( ) LOT AREA TO MEANDER LINE IN SQUARE FEET
- ( ) GOVERNMENT CORNER
- DELINEATED WETLAND
- 10' WETLAND SETBACK (UNLESS NOTED)
- OHWM APPROXIMATE ORDINARY HIGH WATER MARK FOR REFERENCE ONLY

NOTE: THE VILLAGE OF HARRISON WILL ASSESS ALL LOTS EQUALLY FOR STREET IMPROVEMENTS, INCLUDING BUT NOT LIMITED TO, CONCRETE CURB & GUTTER, CONCRETE STREETS, AND CONCRETE SIDEWALKS.

UTILITY EASEMENTS - NO POLES OR BURIED CABLES ARE TO BE PLACED SUCH THAT THE INSTALLATION WOULD DISTURB ANY SURVEY STAKE OR OBSTRUCT VISION ALONG ANY LOT LINE OR STREET LINE. THE DISTURBANCE OF A SURVEY STAKE BY ANYONE IS A VIOLATION OF SECTION 236.32 OF WISCONSIN STATUTES. UTILITY EASEMENTS AS HEREIN SET FORTH ARE FOR THE USE OF PUBLIC BODIES AND PRIVATE PUBLIC UTILITIES HAVING THE RIGHT TO SERVE THE AREA.

**NOTES**  
FRONT YARD BUILDING SETBACKS ARE 25 FEET THROUGHOUT THE PLAT OF CREEKSIDE ESTATES.  
ALL LINEAR MEASUREMENTS HAVE BEEN MADE TO THE NEAREST ONE HUNDREDTH OF A FOOT.  
ALL ANGULAR MEASUREMENTS HAVE BEEN MADE TO THE NEAREST 20 SECONDS AND COMPUTED TO THE NEAREST HALF SECOND.  
ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF THE NAVIGABLE STREAM, IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1 OF THE STATE CONSTITUTION.  
THE OWNER/SUBDIVIDER HAS NO NOTICE OR KNOWLEDGE OF ANY ENVIRONMENTAL PROBLEM (THE EXISTENCE OF HAZARDOUS OR TOXIC SUBSTANCES) OF ANY SORT ON THE PROPERTY BEING TRANSFERRED. THE OWNER/SUBDIVIDER UNDERSTANDS THAT IT WILL PAY FOR ANY COSTS TO REMEDY ANY ENVIRONMENTAL PROBLEMS ENCOUNTERED DURING CONSTRUCTION OF ANY OF THE PUBLIC IMPROVEMENTS REQUIRED BY THE VILLAGES ON THE PLAT OR IN THE DEVELOPER'S AGREEMENT. THE OWNER/SUBDIVIDER UNDERSTANDS THAT THEY SHALL BE INDIVIDUALLY RESPONSIBLE FOR ANY ENVIRONMENTAL PROBLEM FOUND ON THE LAND, TRANSFERRED TO THE VILLAGE ON THE PLAT DURING THE CONSTRUCTION OF ROADS OR OTHER DEDICATIONS AND AGREE TO HOLD THE VILLAGE HARMLESS UNTIL CONSTRUCTION, INSTALLATION OR GRADING IS COMPLETE.  
LOT LINE GRADES ESTABLISHED BY THE DRAINAGE PLAN FOR CREEKSIDE ESTATES ARE MANDATORY. IT IS THE RESPONSIBILITY OF THE LOT OWNER TO COMPLY WITH THESE ESTABLISHED ELEVATIONS.  
NO ROOF DRAINS ARE ALLOWED TO BE DISCHARGED THROUGH STORM WATER LATERALS.  
THERE ARE ORDINANCE REGULATIONS THAT HAVE BEEN PASSED BY THE VILLAGE OF HARRISON REQUIRING THE MAINTENANCE OF LOT DRAINAGE PLANS ON A PERMANENT BASIS. SAID REGULATIONS HAVE BEEN RECORDED AS DOCUMENT NUMBER 331468, CALUMET COUNTY REGISTER OF DEEDS AND SHALL APPLY TO ALL SUBDIVISIONS APPROVED AFTER THE 1ST DAY OF MAY, 2001. SAID RECORDING SHALL HAVE THE EFFECT OF DEED RESTRICTIONS REQUIRING THAT PERMANENT LAWNS BE ESTABLISHED IN CONFORMANCE WITH THE LOT DRAINAGE PLAN ELEVATIONS WITHIN ONE YEAR AFTER INITIAL OCCUPANCY OF ANY HOUSE. FAILURE TO MAINTAIN GRADES IN ACCORDANCE WITH STORM WATER OR DRAINAGE PLANS SHALL ENTITLE THE VILLAGE OR REPRESENTATIVE THEREOF TO DIRECT COMPLIANCE OR UPON FAILURE OF COMPLIANCE TO MAKE SAID LANDS COME INTO COMPLIANCE. THE COSTS AND EXPENSES SHALL BE ENTERED ON THE TAX ROLL AS A SPECIAL CHARGE AGAINST THE PROPERTY AND COLLECTED WITH OTHER TAXES LEVIED THEREON.  
BUILDING PERMITS AND OCCUPANCY PERMITS MAY BE WITHHELD FOR NON-COMPLIANCE WITH THE PLAT OR VILLAGE ORDINANCES RELATING TO DRAINAGE AND STORM WATER MANAGEMENT.  
IN THE EVENT THAT, THE SURFACE DRAINAGE FACILITIES REQUIRED BY THE PLAT WHICH ARE APPLICABLE TO THE LOT FOR WHICH A BUILDING PERMIT HAS BEEN APPLIED, HAVE NOT BEEN COMPLIED WITH, THE BUILDING INSPECTOR MAY WITHHOLD BUILDING PERMITS REQUIRED BY THE BUILDING CODE.  
IN THE EVENT THAT, AFTER CONSTRUCTION THERE IS A FAILURE TO ESTABLISH SURFACE GRADES IN ACCORDANCE WITH THE SUBDIVISION SURFACE WATER PLAN, THE BUILDING INSPECTOR MAY WITHHOLD THE OCCUPANCY PERMIT REQUIRED BY THE BUILDING CODE.  
MAINTENANCE OF ALL DRAINAGE WAYS AND ASSOCIATED STRUCTURES WITHIN THE PLAT OR SERVING THE PLAT IS THE SOLE RESPONSIBILITY OF THE OWNER/SUBDIVIDER UNTIL ACCEPTANCE BY OR DEDICATION TO THE VILLAGE OF HARRISON.  
WHERE THERE IS A STORM INLET TO ADEQUATELY DRAIN THE REAR PORTION OF LOTS WITHIN BLOCKS OF THIS PLAT, THE RESPECTIVE LOT OWNERS SHALL BE RESPONSIBLE FOR MAINTAINING A CLEAR GRATE ON ANY STORM DRAINAGE INLETS ON THEIR LOT.  
UPON FAILURE OF THE OWNER/SUBDIVIDER TO PERFORM MAINTENANCE OF THE DRAINAGE WAYS AND ASSOCIATED STRUCTURES, THE VILLAGE OF HARRISON RETAINS THE RIGHT TO PERFORM MAINTENANCE AND/OR REPAIRS. THE PAYMENTS OF SAID MAINTENANCE AND/OR REPAIRS SHALL BE EQUALLY ASSESSED AMONG THE PROPERTY OWNERS OF THE PLAT.  
A DRAINAGE PLAN HAS BEEN FILED WITH THE VILLAGE OF HARRISON WHICH STATES THE REQUIRED LEVELS OF MAINTENANCE FOR ALL THE IDENTIFIED STORM WATER MANAGEMENT SYSTEMS/FACILITIES.  
NO OBSTRUCTION MAY BE CONSTRUCTED, PLANTED OR MAINTAINED WITHIN ANY DRAINAGE EASEMENT SO THAT SUCH OBSTRUCTION IMPEDES THE NATURAL FLOW OF WATER AND/OR DIMINISHES THE NATURAL AESTHETIC QUALITY OF THE DRAINAGE WAY.

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified \_\_\_\_\_ 20



Department of Administration

Revised September 10, 2019  
Revised August 5, 2019  
Drawing No. 1-0687-003  
Sheet 1 of 2  
This instrument drawn by: Amy Sedlar

**Martenson & Eisele, Inc.**  
1377 Midway Road  
Menasha, WI 54952  
www.martenson-eisele.com  
info@martenson-eisele.com  
920.731.0381 1.800.238.0381  
Planning  
Environmental  
Surveying  
Engineering  
Architecture

Dear Village of Harrison,

We Energies completed installation of electric & natural gas facilities in Creekside Estates subdivision as of 5/21/2020

Regards,

Mark Tadych

**We Energies**

WISC Service Center

[800 S. Lynndale Drive](#)

[Appleton, WI 54914](#)

Cell (414) 852-4599

[mark.tadych@we-energies.com](mailto:mark.tadych@we-energies.com)

---

**From:** Jerry Frazee [<mailto:jerry@precisioncutconstruction.com>]

**Sent:** Monday, June 22, 2020 2:20 PM

**To:** Tadych, Mark

**Subject:**

\*\*\* Exercise caution: This is an EXTERNAL email. DO NOT open attachments or click links from unknown senders or in unexpected emails. \*\*\*

Mark

Can you get a document stating the utilities are completed for Creekside estates. Power, gas, att, spectrum

The village is requesting it



## Laura Jungwirth

---

**From:** Jerry Frazee <jerry@precisioncutconstruction.com>  
**Sent:** Tuesday, June 23, 2020 1:23 PM  
**To:** Laura Jungwirth  
**Subject:** Fwd: [EXTERNAL] RE:

----- Forwarded message -----

**From:** Orr, Jason <[Jason.Orr@charter.com](mailto:Jason.Orr@charter.com)>  
**Date:** Mon, Jun 22, 2020 at 3:06 PM  
**Subject:** RE: [EXTERNAL] RE:  
**To:** Tadych, Mark <[Mark.Tadych@we-energies.com](mailto:Mark.Tadych@we-energies.com)>, Jerry Frazee <[jerry@precisioncutconstruction.com](mailto:jerry@precisioncutconstruction.com)>  
**CC:** LAABS, GARY M <[gl1784@att.com](mailto:gl1784@att.com)>

Charter was placed with PWR.



Jason Orr - Construction Coordinator – C:920.378.0352 O:920-831-9252

[3545 Plank Rd. – Appleton , WI 54915](#)

[Jason.orr@charter.com](mailto:Jason.orr@charter.com)

**From:** Tadych, Mark [mailto:[Mark.Tadych@we-energies.com](mailto:Mark.Tadych@we-energies.com)]  
**Sent:** Monday, June 22, 2020 2:38 PM  
**To:** 'Jerry Frazee' <[jerry@precisioncutconstruction.com](mailto:jerry@precisioncutconstruction.com)>  
**Cc:** Orr, Jason <[Jason.Orr@charter.com](mailto:Jason.Orr@charter.com)>; 'LAABS, GARY M' <[gl1784@att.com](mailto:gl1784@att.com)>  
**Subject:** [EXTERNAL] RE:

**CAUTION:** The e-mail below is from an external source. Please exercise caution before opening attachments, clicking links, or following guidance.

Hello Jerry,

The village has indicated in the past an email acceptable stating the utilities have been installed in the subdivision.

I've copied in ATT & Charter Communications to their status.

Please see below.

Dear Village of Harrison,

We Energies completed installation of electric & natural gas facilities in Creekside Estates subdivision as of 5/21/2020

Regards,

Mark Tadych

**We Energies**

WISC Service Center

[800 S. Lynndale Drive](#)

[Appleton, WI 54914](#)

Cell (414) 852-4599

[mark.tadych@we-energies.com](mailto:mark.tadych@we-energies.com)

---

**From:** Jerry Frazee [<mailto:jerry@precisioncutconstruction.com>]

**Sent:** Monday, June 22, 2020 2:20 PM

**Location:** Creekside Estates

**Date:** 6/3/2020

**Inspector(s):** Jeff Funk, Kaylee Grezinski, Tom Van Zeeland

**Subdivision Acceptance Punch-List (General)**

**Items required before acceptance:**

- As-Built Record Survey of Detention Ponds.
- As-Built Record Survey of drainage swales.
- As-Built Record Survey of road gravel and right of way grades.
- Floodplain Study to be provided.
- Sidewalk plan shall be formulated and provided for review for the sidewalks along Edgewood Drive and Noe Road adjacent to Outlot 2. Rough right of way grades shall be established that follow the intent of the plan.
- A final, full updated Plan Set shall be provided.
- A final, full all-encompassing As-Built Plan Set and As-Built Storm Water Modeling (if needed) shall be provided.

**Items required before road is paved:**

- Escrow funds will have to be held until Delta Drive can be fully completed in the future.

**Subdivision Acceptance Punch-List (Grading, Graveling and Storm Sewer)**

**Items required before acceptance:**

- Roads shall have temporary asphalt binder placed per the Developer's Agreement.
- Culvert pipe crossing on Woodland Road at STA 29+00 has gravel in it and shall be cleaned out.
- Washout in the ditch near STA 29+00 in Woodland Road shall be cleaned out.
- Ditch checks and erosion mat in the ditches require touchup in Woodland Road.
- Tracer wire not found in any structures. Tracer wire was to be installed on all pipes.
- Silt fence requires repair at STA 16+60 on Delta Drive and the washout cleaned up.
- Inlet at STA 10+00 on Noe Road does not have any inlet protection installed.

**Items required before road is paved:**

- All storm structures to be adjusted to finished grade by contractor completing paving.

## **Subdivision Acceptance Punch-List (Sanitary and Water by Harrison Utilities)**

### **Items required before acceptance:**

- Water valve at Edgewood and Noe intersection (STA 12+00) needs to be straightened.
- Valve box on water main at Edgewood and Noe intersection (STA 19+00) is broken.
- Curb stop on water service to Lot 10 on Noe is bent.
- All sanitary structures have gravel in the flowlines. They shall be cleaned, and the system televised to verify that they are clean.
- Many of the castings on the sanitary manholes are old style castings. They shall be replaced with new castings that meet the Harrison Utilities Standard Specifications.
- The casting on Sanitary MH's SA-5 and SA-6 shall be re-centered on the cone section.
- Casting is cracked on sanitary MH SA-7.
- Riser is cracked and the bench has not been poured on sanitary MH SA-16.
- Benches have not been poured on Sanitary MH's SA-14, SA-16, S-17, S-18, S-19, S-20 and S-9.

### **Items required before road is paved:**

- Manhole risers too short on all sanitary manholes and will require adjustment before paving.
- Install rubber grade rings on all sanitary manholes.
- Install chimney seals on all sanitary manholes (were not able to be done on 4" castings).

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**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**

Laura Jungwirth, P.E., Director of Public Works

**Meeting Date:**

6/30/2020

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**Title:**

Floodplain Study in the Ryford Street Area

---

**Issue:**

Should staff proceed with having a floodplain study and roadway design completed for the Ryford Street extension?

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**Background and Additional Information:**

The Village originally planned to have Ryford Street extended over the creek to bridge the Kambura Acres and Creekside Estates Subdivisions, so McMahon was directed to complete topographic survey and begin a preliminary roadway design. The project was then halted as the board decided the project would be too costly to complete.

---

**Budget Impacts:**

\$18,000 originally budgeted for the floodplain study and \$2,343.20 has already been invoiced.

---

**Attachments:**

- McMahon Correspondence

## Laura Jungwirth

---

**From:** Lee Reibold <LReibold@mcmgrp.com>  
**Sent:** Tuesday, May 26, 2020 11:03 AM  
**To:** Laura Jungwirth  
**Cc:** Travis Parish  
**Subject:** RE: Creekside Estates Flood Elevations

Laura,

Below is the email that I sent to Travis this morning as a follow-up to a telephone conversation we had last week Wednesday.

We received the topo survey from M&E when we began looking at the Ryford Street crossing and extending the floodplain study to the north of Ryford Street.

Hope this answers your questions.

Lee

*Morning Travis,*

*Sorry for not getting back to you last week. Seems Jerry Frazee is working with M&E to complete the flood plain study for the development. If the Village is still interested in completing the study, as previously mentioned, the topo survey is complete and there has been work done on the existing modeling. There was also some preliminary roadway design completed to establish a proposed centerline profile. I spoke with Nick VandeHey and Phil Klemen regarding completing the study, what it will cost to complete and the time frame to complete. We have billed the Village \$7,448.75 of the original \$12,000 budget for the topographic survey and roadway design; the topo survey has been completed and we currently have a centerline profile established for the roadway. Of the \$18,000 budgeted for the floodplain analysis, we have invoiced \$2,343.20. We can complete the floodplain study for the remaining \$15,656.80 and the roadway design can be completed for less than the remaining \$4,551.25. Depending upon the amount of fill desired adjacent to the east-west ditch, it would be recommended to extend the floodplain study easterly to the US 10 crossing. Although this is not necessarily required since the east-west branch is non-navigable, due to the proposed filling, it would be recommended to determine the effects of said filling on the upstream properties. To include the modeling of the east-west branch, additional topographic survey would be required (the current survey ended at the east property line of the Halverson property and should extend to the US 10 culvert crossing). Even with the additional survey work, we can complete the study for the \$20,208.05 remaining.*

*Prior to proceeding, I would suggest a meeting to discuss culvert sizing criteria and overall schedule for the project. Nick and Phil were going to discuss engineering schedules to complete the work.*

*Regarding the floodplain study for the Creekside Estates plat, only the north-south ditch is navigable. The east-west portion of the ditch that crosses Noe Road and eventually crosses Woodland Road in non-navigable and would not be required to have a floodplain study completed. Since the roadway culverts have already been constructed, the floodplain study would simply analyze the existing culverts rather than actually size them. The Village should decide what design criteria will be used to analyze the newly installed culverts; i.e. 25, 50 or 100-year storm events. Also, is the floodplain study going to be utilized to establish minimum home elevations adjacent to the stream/ditch corridor. I would recommend that before M&E gets too far along in the floodplain analysis, they should be given direction from the Village.*

---

**VILLAGE BOARD MEETING**

---

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Meeting Date:**

June 30, 2020

---

**Title:**

Certified Survey Map – Atlas Development & Construction

---

**Issue:**

Should the Village Board approve a 2-lot Certified Survey Map break apart Lot 15 of the Creekside Estates subdivision?

---

**Background and Additional Information:**

The applicant is proposing to split Lot 15 of the Creekside Estates subdivision into 2-lots by Certified Survey Map (CSM). The purpose of the CSM is to create an additional building site for a new home. The property is currently zoned Single-Family Residential [Suburban] (RS-1). Each proposed lot will be over 1-acre in area. There are some wetland areas on each proposed lot, but there will be sufficient land to get a driveway around the wetlands.

---

**Budget Impacts:**

None

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**Recommended Action:**

The Plan Commission will meet prior to the Village Board to discuss and act on the Certified Survey Map. The Plan Commission decision will be presented at the meeting.

Staff recommends approval of the Certified Survey Map.

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**Attachments:**

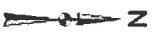
- Aerial Map
- CSM

# Calumet County, WI

## Legend

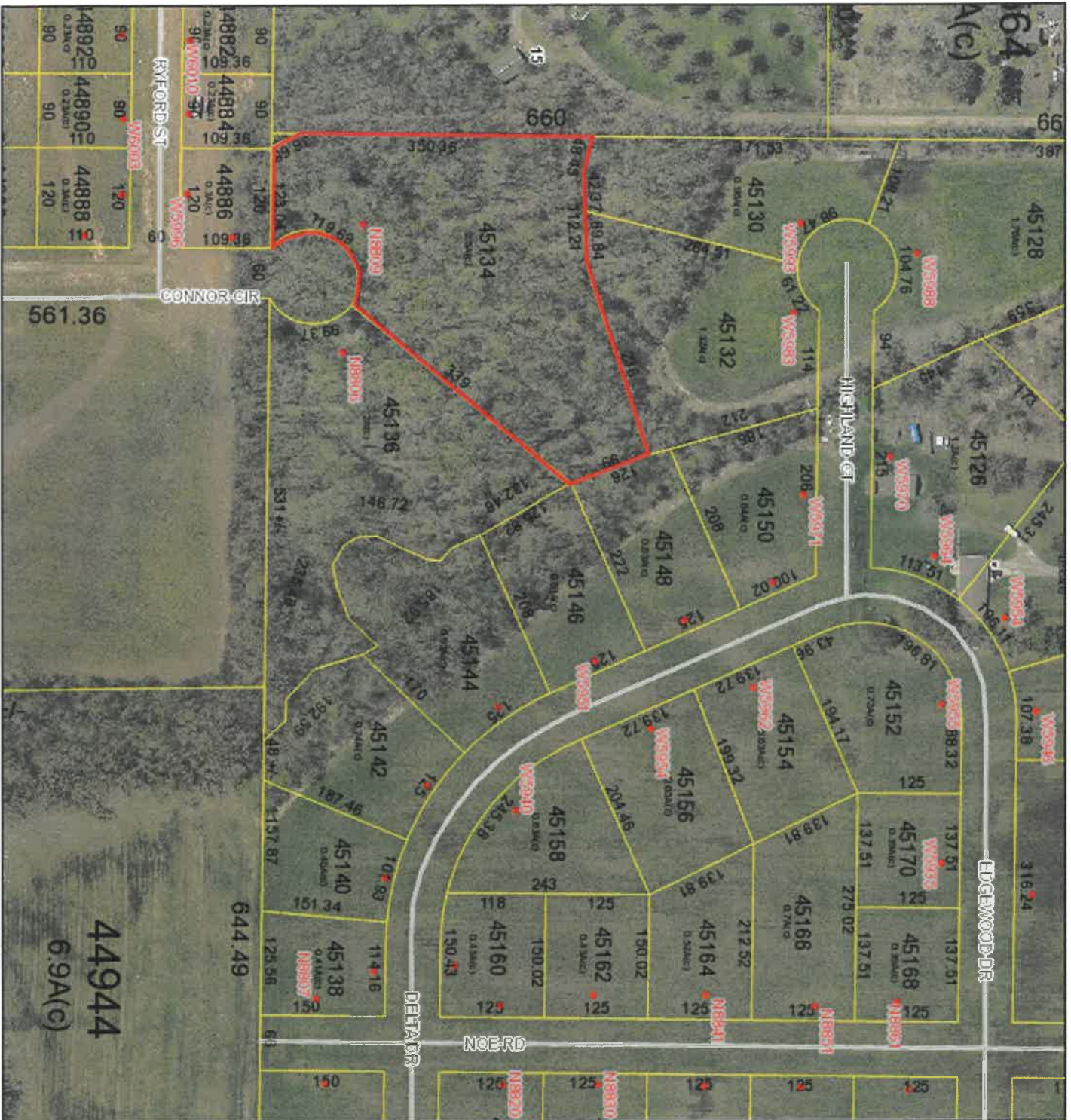
- Address Point
- County Boundary
- Wisconsin Water
- Unincorporated Community
- Town Boundary
- Point of Interest
- Parcel Boundary
- Property Hook
- PLSS Section
- State Parks
- County Parks
- Lake
- River and Stream
- Major Roads
- Local Roads
- Local Roads
- Municipal Streets
- Trail
- Railroad

Color 2018  
 Red: Band 1  
 Green: Band 2  
 Blue: Band 3



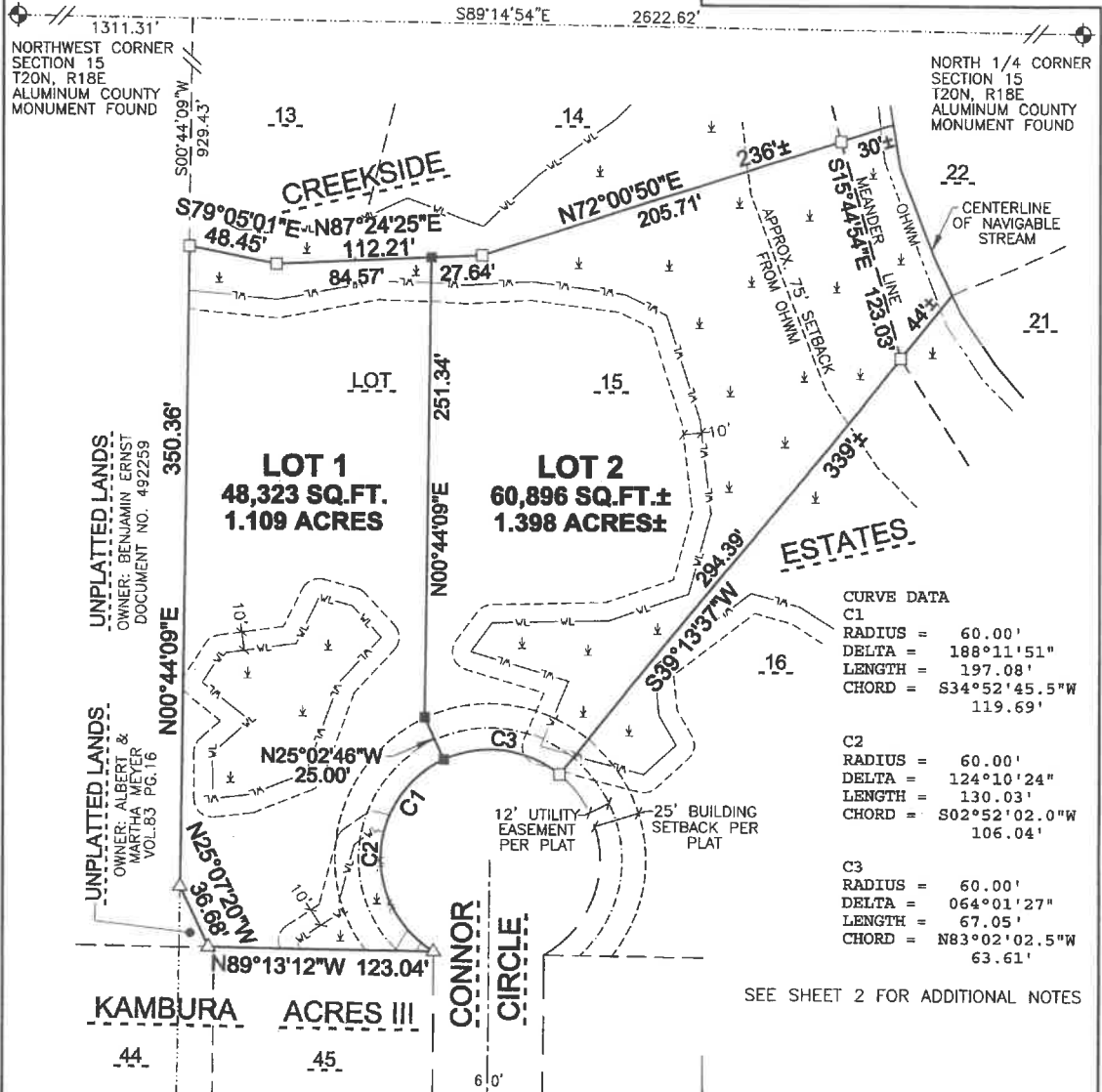
**DISCLAIMER:** This map is not guaranteed to be accurate, correct, or complete and conclusions drawn are the responsibility of the user.

Author: Data Provided: Date: 08/18/2023 Source:	
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CERTIFIED SURVEY MAP NO. \_\_\_\_\_  
 ALL OF LOT 15 OF CREEKSIDE ESTATES, RECORDED AS  
 DOCUMENT NO. 542274, LOCATED IN THE NORTHEAST 1/4  
 OF THE NORTHWEST 1/4, SECTION 15, TOWNSHIP 20  
 NORTH, RANGE 18 EAST, VILLAGE OF HARRISON,  
 CALUMET COUNTY, WISCONSIN.



**Martenson & Eisele, Inc.**  
 1377 Midway Road  
 Menasha, WI 54952  
 www.martenson-eisele.com  
 info@martenson-eisele.com  
 920.731.0381 1.800.236.0381

Planning  
 Environmental  
 Surveying  
 Engineering  
 Architecture

SURVEY FOR:  
 ATLAS DEVELOPMENTS & CONSTRUCTION, LLC  
 N8641 WINDING TRAIL DRIVE  
 MENASHA, WI 54952

PROJECT NO. 1-0687-003  
 FILE 1-0687-003csm.dwg SHEET 1 OF 3  
 THIS INSTRUMENT WAS DRAFTED BY: A.Sedlar

CERTIFIED SURVEY MAP NO. \_\_\_\_\_  
ALL OF LOT 15 OF CREEKSIDE ESTATES, RECORDED AS DOCUMENT NO. 542274, LOCATED  
IN THE NORTHEAST 1/4 OF THE NORTHWEST 1/4, SECTION 15, TOWNSHIP 20 NORTH,  
RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN.

**NOTE:**

LOTS 1 AND 2 ARE SUBJECT TO ALL EASEMENTS, SETBACKS, NOTES AND RESTRICTIONS AS SHOWN OR STATED ON CREEKSIDE ESTATES.

ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF THE NAVIGABLE STREAM, IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1 OF THE STATE CONSTITUTION.

**SURVEYOR'S CERTIFICATE:**

I, GARY A. ZHRINGER, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY:  
THAT I HAVE SURVEYED, MAPPED AND DIVIDED AT THE DIRECTION OF ATLAS DEVELOPMENTS & CONSTRUCTION, LLC, ALL OF 15 OF CREEKSIDE ESTATES, RECORDED AS DOCUMENT NO. 542274, LOCATED IN THE NORTHEAST 1/4 OF THE NORTHWEST 1/4, SECTION 15, TOWNSHIP 20 NORTH, RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN. CONTAINING 109,219 SQUARE FEET MORE OR LESS [2.507 ACRES±]. INCLUDING ALL LANDS LYING BETWEEN MEANDER LINE AND THE ORDINARY HIGH WATER MARK OF THE NAVIGABLE STREAM. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD

THAT I HAVE FULLY COMPLIED WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES AND WITH THE VILLAGE OF HARRISON AND CALUMET COUNTY SUBDIVISION ORDINANCE IN SURVEYING, DIVIDING AND MAPPING THE SAME.

THAT THIS MAP IS A CORRECT REPRESENTATION OF ALL THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION THEREOF.

GIVEN UNDER MY HAND THIS 29TH DAY OF MAY, 2020.

\_\_\_\_\_  
GARY A. ZHRINGER,  
PROFESSIONAL WI LAND SURVEYOR S-2098

THIS CERTIFIED SURVEY MAP IS CONTAINED WHOLLY WITHIN THE PROPERTY DESCRIBED IN THE FOLLOWING RECORDED INSTRUMENTS

OWNER OF RECORD:  
ATLAS DEVELOPMENTS & CONSTRUCTION, LLC

RECORDING INFORMATION:  
DOCUMENT NO. 536962

PARCEL ID:  
131-45134

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

ALL OF LOT 15 OF CREEKSIDE ESTATES, RECORDED AS DOCUMENT NO. 542274, LOCATED  
IN THE NORTHEAST 1/4 OF THE NORTHWEST 1/4, SECTION 15, TOWNSHIP 20 NORTH,  
RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN.

**CERTIFICATE OF THE VILLAGE OF HARRISON:**

BE IT RESOLVED THAT THIS CERTIFIED SURVEY MAP, IN THE VILLAGE OF HARRISON HAS BEEN APPROVED  
AND ACCEPTED AS SURVEYED, MAPPED AND DIVIDED BY THE OWNERS SHOWN HEREON,

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

\_\_\_\_\_  
VILLAGE PRESIDENT

\_\_\_\_\_  
VILLAGE CLERK

**TREASURER'S CERTIFICATE:**

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE  
LANDS INCLUDED IN THIS CERTIFIED SURVEY MAP.

\_\_\_\_\_  
VILLAGE TREASURER

\_\_\_\_\_  
DATE

**CORPORATE OWNER'S CERTIFICATE:**

ATLAS DEVELOPMENTS & CONSTRUCTION, LLC, DULY ESTABLISHED AND EXISTING UNDER AND BY VIRTUE OF  
THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID ATLAS DEVELOPMENTS  
& CONSTRUCTION, LLC, CAUSED THE LAND ABOVE DESCRIBED TO BE SURVEYED, MAPPED AND DIVIDED AS  
SHOWN AND REPRESENTED ON THIS MAP.

ATLAS DEVELOPMENTS & CONSTRUCTION, LLC, FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS  
REQUIRED BY S.236.10 OR S.236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION:  
VILLAGE OF HARRISON

WITNESS THE HAND AND SEAL OF SAID OWNER THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

\_\_\_\_\_  
JERRY LEE FRAZEE, PRESIDENT

STATE OF WISCONSIN    )  
                                  ) SS  
WINNEBAGO COUNTY    )

PERSONALLY CAME BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020,  
THE ABOVE OWNER TO ME KNOWN TO BE THE PERSON, WHO EXECUTED THE FOREGOING  
INSTRUMENT AND ACKNOWLEDGE THE SAME.

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF WISCONSIN  
MY COMMISSION (IS PERMANENT)  
(EXPIRES: \_\_\_\_\_)

---

**VILLAGE BOARD MEETING**

---

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Meeting Date:**

June 30, 2020

---

**Title:**

Certified Survey Map – Hannemann

---

**Issue:**

Should the Village Board approve a lot combination Certified Survey Map?

---

**Background and Additional Information:**

The applicant is proposing to combine 2-lots into 1-lot by Certified Survey Map (CSM). The purpose of the CSM is to combine the properties for a single building site for a new home. The property is currently zoned Single-Family Residential [Suburban] (RS-1). The proposed lot will combine Tax IDs 41060 & 41174. The proposed lot will be 26,375-square feet in area. There are currently homes/cottages on each lot. The applicant intends to remove the existing homes/cottages and rebuild a new home.

---

**Budget Impacts:**

None

---

**Recommended Action:**

The Plan Commission will meet prior to the Village Board to discuss and act on the Certified Survey Map. The Plan Commission decision will be presented at the meeting.

Staff recommends approval of the Certified Survey Map.

---

**Attachments:**

- Aerial Map
- CSM

# Calumet County, WI

## Legend

- Address Point
  - ▭ County Boundary
  - ▭ Wisconsin Water
  - Unincorporated Community
  - ▭ Town Boundary
  - ▭ Point of Interest
  - ▭ Parcel Boundary
  - ▭ Property Hook
  - ▭ PLSS Section
  - ▭ State Parks
  - ▭ County Parks
  - ▭ Lake
  - ▭ River and Stream
  - ▭ Major Roads
  - ▭ Local Roads
  - ▭ Local Roads
  - ▭ Marshel Streams
  - ▭ Trail
  - ▭ Railroad
- Color 2018
- ▭ Red: Band 1
  - ▭ Green: Band 2
  - ▭ Blue: Band 3

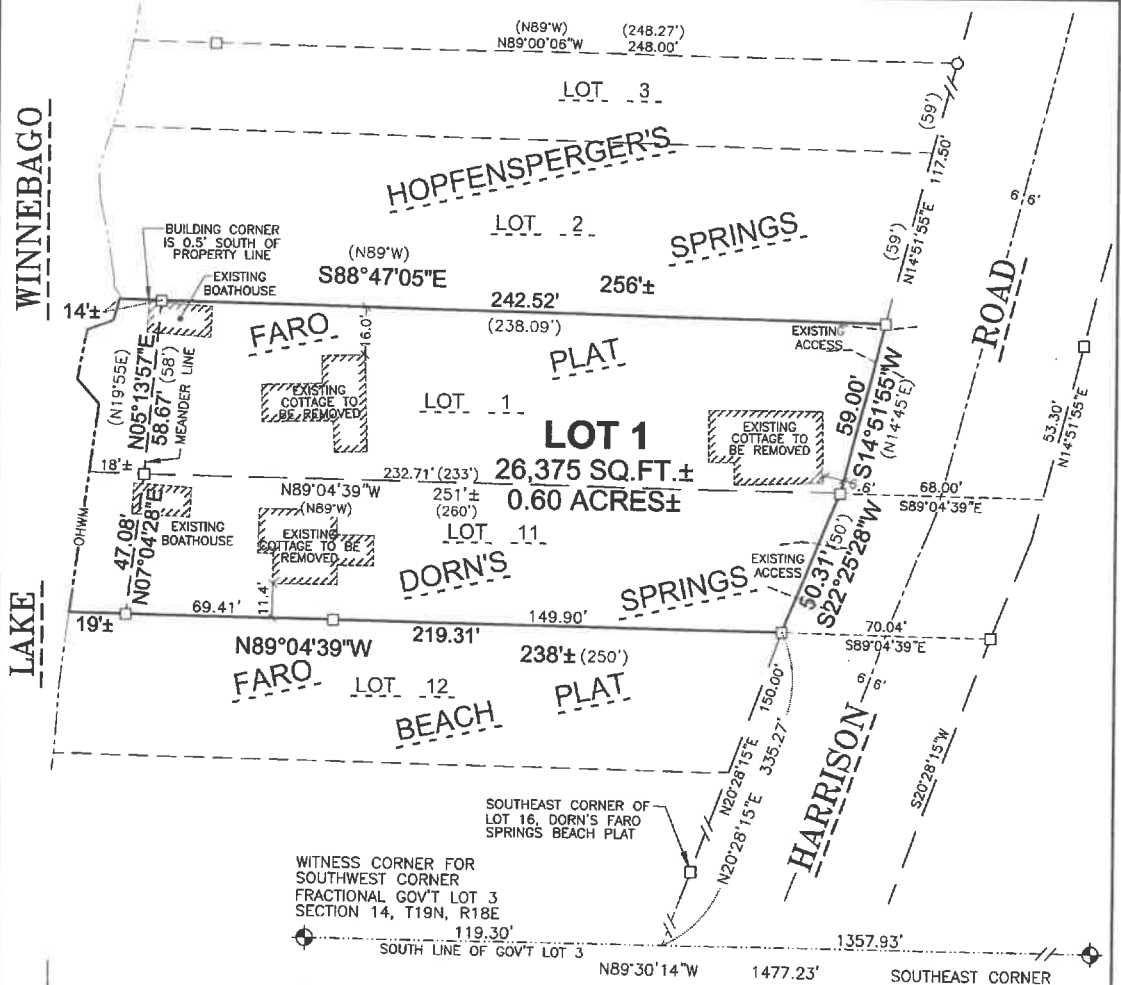


DISCLAIMER: This map is not guaranteed to be accurate, correct, or complete in any way. The user assumes all responsibility for the conclusions drawn from the information shown on this map.

Author:	
GIS Manager:	
Print Date:	08/18/20 01:15 AM
Source:	



CERTIFIED SURVEY MAP NO. \_\_\_\_\_  
 LOT 1, HOPFENSBERGER'S FARO SPRINGS PLAT AND  
 LOT 11, DORN'S FARO SPRINGS BEACH PLAT;  
 ALL LOCATED IN FRACTIONAL GOVERNMENT LOT 3,  
 SECTION 14, TOWNSHIP 19 NORTH, RANGE 18 EAST,  
 VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN.

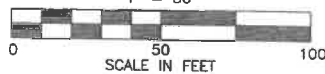


**LEGEND**

- 3/4" O.D. REBAR FOUND
- 1" O.D. IRON PIPE FOUND
- ◆ GOVERNMENT CORNER
- OHWM - APPROXIMATE ORDINARY HIGH WATER MARK FOR REFERENCE ONLY
- ( ) RECORDED AS



BEARINGS ARE REFERENCED TO THE CALUMET COUNTY COORDINATE SYSTEM (NAD83) WHICH HAS THE SOUTH LINE OF GOVERNMENT LOT 3 OF SECTION 14, BEARING N89°30'14"W  
 1" = 50'



**NOTE:**  
 ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF THE NAVIGABLE STREAM, IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1 OF THE STATE CONSTITUTION.

**Martenson & Eisele, Inc.**

1377 Midway Road Planning  
 Menasha, WI 54952 Environmental  
 www.martenson-eisele.com Surveying  
 info@martenson-eisele.com Engineering  
 920.731.0381 1.800.236.0381 Architecture

SURVEY FOR:  
 JEANNIE HANNEMANN  
 107 IDLEWILD STREET  
 KAUKAUNA, WI 54130

PROJECT NO. 1-1092-002  
 FILE 1-1092-002.csm.dwg SHEET 1 OF 3  
 THIS INSTRUMENT WAS DRAFTED BY: A.Sedlar

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

LOT 1, HOPFENSBERGER'S FARO SPRINGS PLAT AND LOT 11, DORN'S FARO SPRINGS BEACH PLAT; ALL LOCATED IN FRACTIONAL GOVERNMENT LOT 3, SECTION 14, TOWNSHIP 19 NORTH, RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN.

**SURVEYOR'S CERTIFICATE:**

I, GARY A. ZHRINGER, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY:  
THAT I HAVE SURVEYED, MAPPED AND COMBINED AT THE DIRECTION OF JEANNIE M. HANNEMANN, LOT 1, HOPFENSBERGER'S FARO SPRINGS PLAT AND LOT 11, DORN'S FARO SPRINGS BEACH PLAT; ALL LOCATED IN FRACTIONAL GOVERNMENT LOT 3, SECTION 14, TOWNSHIP 19 NORTH, RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF FRACTIONAL GOVERNMENT LOT 3 OF SAID SECTION; THENCE NORTH 89 DEGREES 30 MINUTES 14 SECONDS WEST, ALONG THE SOUTH LINE OF SAID LOT 3, A DISTANCE OF 1357.93 FEET; THENCE NORTH 20 DEGREES 28 MINUTES 15 SECONDS EAST, ALONG THE WESTERLY RIGHT-OF-WAY LINE OF HARRISON ROAD AND IT'S SOUTHERLY EXTENSION, A DISTANCE OF 335.27 FEET TO THE POINT OF BEGINNING; THENCE NORTH 89 DEGREES 04 MINUTES 39 SECONDS WEST, ALONG THE SOUTH LINE OF LOT 11, DORN'S FARO SPRINGS BEACH PLAT, A DISTANCE OF 219.31 FEET TO A MEANDER CORNER, SAID CORNER BEING SOUTH 89 DEGREES 04 MINUTES 39 SECONDS EAST, 19 FEET MORE OR LESS FROM THE ORDINARY HIGH WATER MARK OF LAKE WINNEBAGO; THENCE NORTH 07 DEGREES 04 MINUTES 28 SECONDS EAST, ALONG A MEANDER LINE, A DISTANCE OF 47.08 FEET; THENCE NORTH 05 DEGREES 13 MINUTES 57 SECONDS EAST, ALONG A MEANDER LINE, A DISTANCE OF 58.67 FEET TO A MEANDER CORNER, SAID CORNER BEING SOUTH 88 DEGREES 47 MINUTES 05 SECONDS EAST, 14 FEET MORE OR LESS FROM THE ORDINARY HIGH WATER MARK OF LAKE WINNEBAGO; THENCE SOUTH 88 DEGREES 47 MINUTES 05 SECONDS EAST, ALONG THE NORTH LINE OF LOT 1, HOPFENSBERGER'S FARO SPRINGS PLAT, A DISTANCE OF 242.52 FEET; THENCE SOUTH 14 DEGREES 51 MINUTES 55 SECONDS WEST, ALONG THE WESTERLY RIGHT-OF-WAY LINE OF HARRISON ROAD, A DISTANCE OF 59.00 FEET; THENCE SOUTH 22 DEGREES 25 MINUTES 28 SECONDS WEST, CONTINUING ALONG THE WESTERLY RIGHT-OF-WAY LINE OF HARRISON ROAD, A DISTANCE OF 50.31 FEET TO THE POINT OF BEGINNING. CONTAINING 26,375 SQUARE FEET MORE OR LESS [0.60 ACRES±]. INCLUDING ALL LANDS LYING BETWEEN MEANDER LINE AND THE ORDINARY HIGH WATER MARK OF LAKE WINNEBAGO. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD

THAT I HAVE FULLY COMPLIED WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES AND WITH THE VILLAGE OF HARRISON AND CALUMET COUNTY SUBDIVISION ORDINANCE IN SURVEYING, COMBINING AND MAPPING THE SAME.

THAT THIS MAP IS A CORRECT REPRESENTATION OF ALL THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE COMBINATION THEREOF.

GIVEN UNDER MY HAND THIS 20TH DAY OF MAY, 2020.

\_\_\_\_\_  
GARY A. ZHRINGER,  
PROFESSIONAL WI LAND SURVEYOR S-2098

**THIS CERTIFIED SURVEY MAP IS CONTAINED WHOLLY WITHIN THE PROPERTY DESCRIBED IN THE FOLLOWING RECORDED INSTRUMENTS**

OWNER OF RECORD:  
JEANNIE M. HANNEMANN IRREVOCABLE TRUST  
JEANNIE M. HANNEMANN IRREVOCABLE TRUST

RECORDING INFORMATION:  
DOCUMENT NO.542255  
DOCUMENT NO.543162

PARCEL ID:  
131-41174  
131-41060

CERTIFIED SURVEY MAP NO. \_\_\_\_\_  
LOT 1, HOPFENSBERGER'S FARO SPRINGS PLAT AND LOT 11, DORN'S FARO SPRINGS  
BEACH PLAT; ALL LOCATED IN FRACTIONAL GOVERNMENT LOT 3, SECTION 14, TOWNSHIP 19  
NORTH, RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN.

**CERTIFICATE OF THE VILLAGE OF HARRISON:**

BE IT RESOLVED THAT THIS CERTIFIED SURVEY MAP, IN THE VILLAGE OF HARRISON HAS BEEN APPROVED  
AND ACCEPTED AS SURVEYED, MAPPED AND COMBINED BY THE OWNERS SHOWN HEREON,

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

\_\_\_\_\_  
VILLAGE PRESIDENT

\_\_\_\_\_  
VILLAGE CLERK

**TREASURER'S CERTIFICATE:**

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE  
LANDS INCLUDED IN THIS CERTIFIED SURVEY MAP.

\_\_\_\_\_  
VILLAGE TREASURER

\_\_\_\_\_  
DATE

**JEANNIE M. HANNEMANN IRREVOCABLE TRUST OWNER'S CERTIFICATE:**

AS OWNER, I, THE UNDERSIGNED, HEREBY CERTIFY THAT I CAUSED THE LAND ABOVE DESCRIBED TO BE  
SURVEYED, MAPPED AND COMBINED AS SHOWN AND REPRESENTED ON THIS MAP.

I FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S.236.10 OR S.236.12 TO BE  
SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION:  
VILLAGE OF HARRISON

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

\_\_\_\_\_  
JEANNIE M. HANNEMANN, TRUSTEE

STATE OF WISCONSIN )  
                              ) SS  
                              ) \_\_\_\_\_ COUNTY)

PERSONALLY CAME BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020,  
THE ABOVE OWNER TO ME KNOWN TO BE THE PERSON, WHO EXECUTED THE FOREGOING  
INSTRUMENT AND ACKNOWLEDGE THE SAME.

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF WISCONSIN  
MY COMMISSION (IS PERMANENT)  
(EXPIRES: \_\_\_\_\_)



---

**VILLAGE BOARD MEETING**

---

**VILLAGE OF HARRISON**

---

**From:**

Mark J. Mommaerts, AICP, Planner

---

**Meeting Date:**

June 30, 2020

---

**Title:**

Certified Survey Map – Hopfensperger

---

**Issue:**

Should the Village Board approve a 2-lot Certified Survey Map?

---

**Background and Additional Information:**

The applicant is proposing to split a parcel into 2-lots by Certified Survey Map (CSM). The purpose of the CSM is to create an additional building site for a new home. The property is currently zoned General Agricultural (AG). Each proposed lot will be approximately 2-acres in area and have over 200-feet of road frontage. The right-of-way (ROW) for Stommel Road should be dedicated to the public for roadway purposes.

---

**Budget Impacts:**

None

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**Recommended Action:**

The Plan Commission will meet prior to the Village Board to discuss and act on the Certified Survey Map. The Plan Commission decision will be presented at the meeting.

Staff recommends approval of the Certified Survey Map with the following conditions:

1. The right-of-way (ROW) for Stommel Road shall be dedicated to the public for roadway purposes.

---

**Attachments:**

- Aerial Map
- CSM

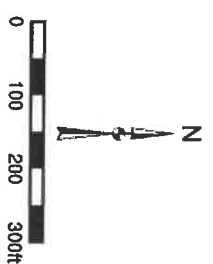
32A(c)



# Calumet County, WI

## Legend

- Address Point
  - County Boundary
  - Wisconsin Water
  - Unincorporated Community
  - Town Boundary
  - Point of Interest
  - Parcel Boundary
  - Property Hook
  - PLSS Section
  - State Parks
  - County Parks
  - Lake
  - River and Stream
  - Major Roads
  - Local Roads
  - Local Roads
  - Municipal Streets
  - Trail
  - Railroad
- Color 2018
- Red: Band 1
  - Green: Band 2
  - Blue: Band 3

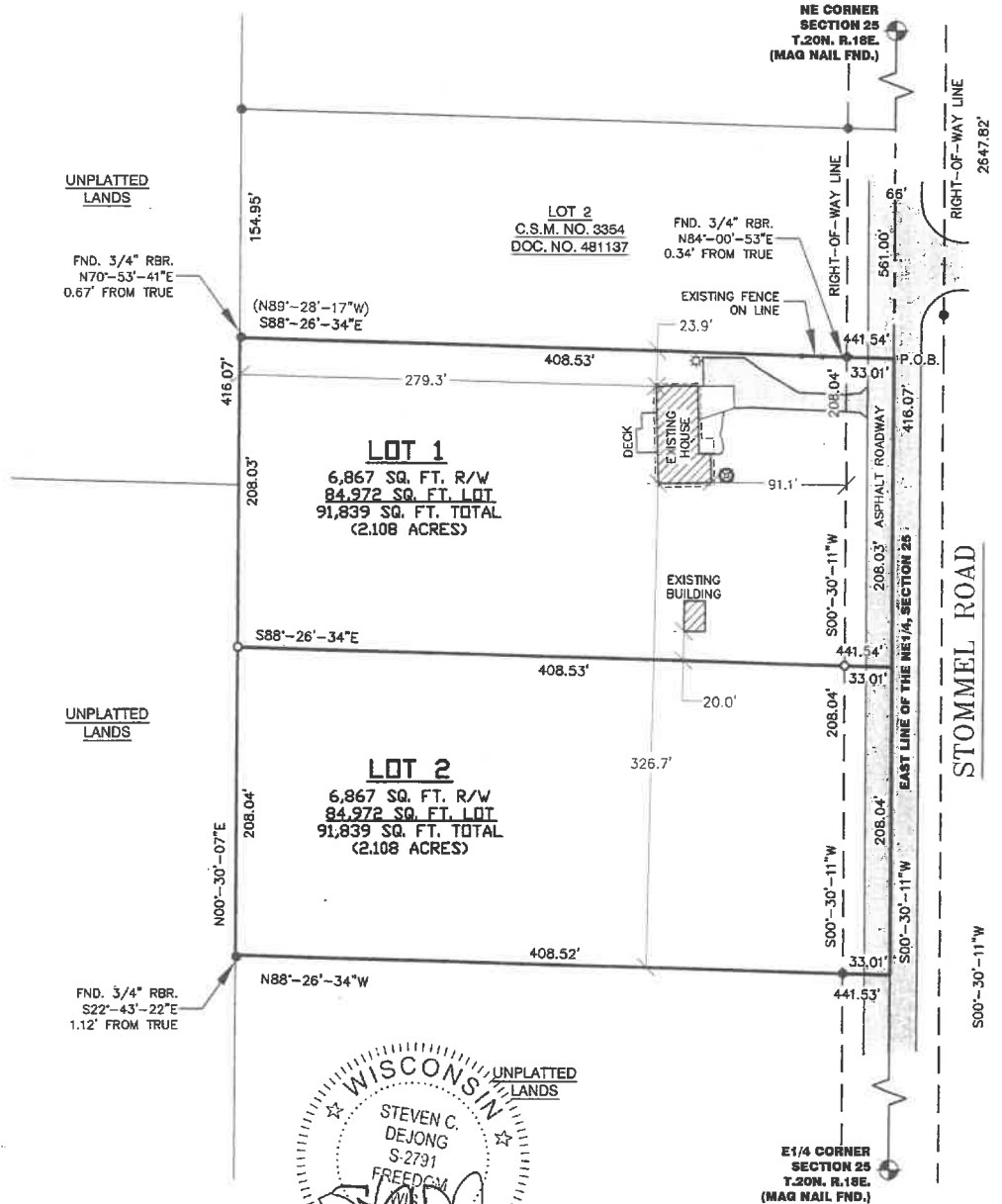


**DISCLAIMER:** This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

Author:	Dawn Pirtzel
Source:	06/18/20 10:59 AM

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF THE NE1/4 OF THE NE1/4, SECTION 25, T.20N., R.18E., VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN



WISCONSIN  
 STEVEN C. DEJONG  
 S-2731  
 FREEDOM  
 WISCONSIN  
 APR 18 2020

BEARINGS REFERENCED TO THE CALUMET COUNTY COORDINATE SYSTEM AT THE EAST LINE OF THE NE 1/4 OF SECTION 25, T.20N., R.18E., WHICH BEARS S00°-30'-11"W

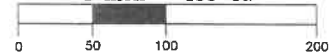
**SURVEY NOTES:**

- OWNER OF RECORD: RALPH & SUZANNE HOPFENSPERGER
- PARCEL ID NO.: 131-40214
- DEED: DOCUMENT NO. 390843
- SITE ADDRESS: N8057 STOMMEL RD. SHERWOOD, WI 54169

**-LEGEND-**

- = 1" X 18" IRON PIPE SET (1.130 LB./FT.)
- = 1" IRON PIPE FOUND
- ( ) = RECORDED INFORMATION
- ⊕ = COUNTY MONUMENT FOUND

GRAPHIC SCALE  
 1 inch = 100 ft.



<b>MERIDIAN</b> <b>SURVEYING, LLC</b> <small>N9637 Friendship Drive Kaukauna, WI 54130</small> <small>Office: 920-993-0881 Fax: 920-273-6037</small>	DRAWN BY: J.B.	FIELD WORK DATE: 4-17-20	SURVEYED FOR: RALPH HOPFENSPERGER N9277 HWY 55 KAUKAUNA, WI 54130
	CHECKED BY: C.A.K.	FIELD BOOK: M-57, PG.21	
JOB NO.: 11962	SHEET 1 of 4		

STATE OF WISCONSIN)  
CALUMET COUNTY ) SS

**CERTIFIED SURVEY MAP NO.** \_\_\_\_\_

A PART OF THE NE1/4 OF THE NE1/4, SECTION 25, T.20N., R.18E.,  
VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN  
(Sheet 2 of 4)

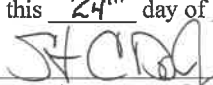
**SURVEYOR'S CERTIFICATE**

I, Steven C. De Jong, Wisconsin Professional Land Surveyor of Meridian Surveying, LLC, certify that I have surveyed, divided, monumented and mapped under the direction of Ralph Hopfensperger, a part of the Northeast Quarter (NE1/4) of the Northeast Quarter (NE1/4) of Section Twenty-Five (25), Township Twenty (20) North, Range Eighteen (18) East, Village of Harrison, Calumet County, Wisconsin containing 183,678 square feet (4.217 acres) of land and being described by:

Commencing at the Northeast Corner of said Section 25; thence S00°-30'-11"W 561.00 feet along the east line of the NE1/4 of said Section 25 to the point of beginning; thence continue S00°-30'-11"W 416.07 feet along the east line of the NE1/4 of said Section 25; thence N88°-26'-34"W 441.53 feet; thence N00°-30'-07"E 416.07 feet to the southwest corner of Lot 2 of Certified Survey Map No. 3354 as recorded as Document No. 481137; thence S88°-26'-34"E 441.54 feet along the south line of said Lot 2 to the point of beginning; being subject to any and all easements and restrictions of record.

That such is a correct representation of all exterior boundaries of the land surveyed. That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Land Subdivision Ordinance of the Village of Harrison in surveying, dividing, monumenting, dedicating and mapping the same.

Dated this 24<sup>th</sup> day of APRIL, 2020.

  
\_\_\_\_\_  
Wisconsin Professional Land Surveyor  
Steven C. De Jong, S-2791



STATE OF WISCONSIN  
CALUMET COUNTY) SS

**CERTIFIED SURVEY MAP NO.** \_\_\_\_\_  
A PART OF THE NE1/4 OF THE NE1/4, SECTION 25, T.20N., R.18E.,  
VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN  
(Sheet 3 of 4)

**VILLAGE OF HARRISON CERTIFICATE**

This Certified Survey Map in Section 25, Township 20 North, Range 18 East, Village of Harrison, Calumet County, Wisconsin, is hereby approved.

\_\_\_\_\_  
Village of Harrison - President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Village of Harrison - Clerk

\_\_\_\_\_  
Date

**VILLAGE TREASURER'S CERTIFICATE**

I being the duly elected qualified and acting treasurer of the Village of Harrison, do hereby certify that in accordance with the records in my office, there are no unpaid taxes or unpaid assessments as of this \_\_\_\_\_ day of \_\_\_\_\_, 2020 on any lands included in this Certified Survey Map.

\_\_\_\_\_  
Village of Harrison – Treasurer

\_\_\_\_\_  
Date

**COUNTY TREASURER'S CERTIFICATE:**

I hereby certify that there are no unpaid taxes or unpaid special assessments on any of the lands included in this minor subdivision as of this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
County Treasurer: Calumet County

\_\_\_\_\_  
Date



STATE OF WISCONSIN)  
CALUMET COUNTY) SS

**CERTIFIED SURVEY MAP NO.** \_\_\_\_\_  
A PART OF THE NE1/4 OF THE NE1/4, SECTION 25, T.20N., R.18E.,  
VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN  
(Sheet 4 of 4)

**OWNER'S CERTIFICATE**

As owner, I hereby certify that I caused the land on this Certified Survey Map to be surveyed, divided, monumented, dedicated & mapped as represented on this map. I also certify that this map is required by S. 236.34 to be submitted to the following for approval or rejection: Village of Harrison

\_\_\_\_\_  
Ralph M. Hopfensperger Date

**NOTARY CERTIFICATE**

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_ 2020.  
The above owner's to me known to be the person's who executed the foregoing instrument and acknowledge the same.

\_\_\_\_\_  
Notary Public \_\_\_\_\_ County, Wisconsin.

My Commission Expires \_\_\_\_\_

**OWNER'S CERTIFICATE**

As owner, I hereby certify that I caused the land on this Certified Survey Map to be surveyed, divided, monumented, dedicated & mapped as represented on this map. I also certify that this map is required by S. 236.34 to be submitted to the following for approval or rejection: Village of Harrison

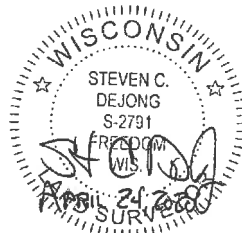
\_\_\_\_\_  
Suzanne Hopfensperger Date

**NOTARY CERTIFICATE**

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_ 2020.  
The above owner's to me known to be the person's who executed the foregoing instrument and acknowledge the same.

\_\_\_\_\_  
Notary Public \_\_\_\_\_ County, Wisconsin.

My Commission Expires \_\_\_\_\_



---

**VILLAGE BOARD MEETING**

---

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Meeting Date:**

June 30, 2020

---

**Title:**

Certified Survey Map – Wallace

---

**Issue:**

Should the Village Board approve a 2-lot Certified Survey Map?

---

**Background and Additional Information:**

The applicant is proposing to split a parcel into 2-lots by Certified Survey Map (CSM). The purpose of the CSM is to create an additional building site for a new home. The property is currently zoned General Agricultural (AG). Lot 1 is proposed to be approximately 3-acres and approximately 156-feet in width. Lot 2 is proposed to be approximately 5.8-acres and 287-feet in width and will contain the existing house and garage. The right-of-way (ROW) for Schmidt Road should be dedicated to the public for roadway purposes.

---

**Budget Impacts:**

None

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**Recommended Action:**

The Plan Commission will meet prior to the Village Board to discuss and act on the Certified Survey Map. The Plan Commission decision will be presented at the meeting.

Staff recommends approval of the Certified Survey Map with the following conditions:

1. The right-of-way (ROW) for Schmidt Road shall be dedicated to the public for roadway purposes.

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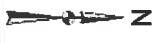
**Attachments:**

- Aerial Map
- CSM

# Calumet County, WI

## Legend

- Address Point
- County Boundary
- Wisconsin Water
- Unincorporated Community
- Town Boundary
- Point of Interest
- Parcel Boundary
- Property Hook
- PLSS Section
- State Parks
- County Parks
- Lake
- River and Stream
- Major Roads
- Local Roads
- Local Roads
- Municipal Streets
- Trail
- Railroad
- Color 2018
- Red: Band 1
- Green: Band 2
- Blue: Band 3



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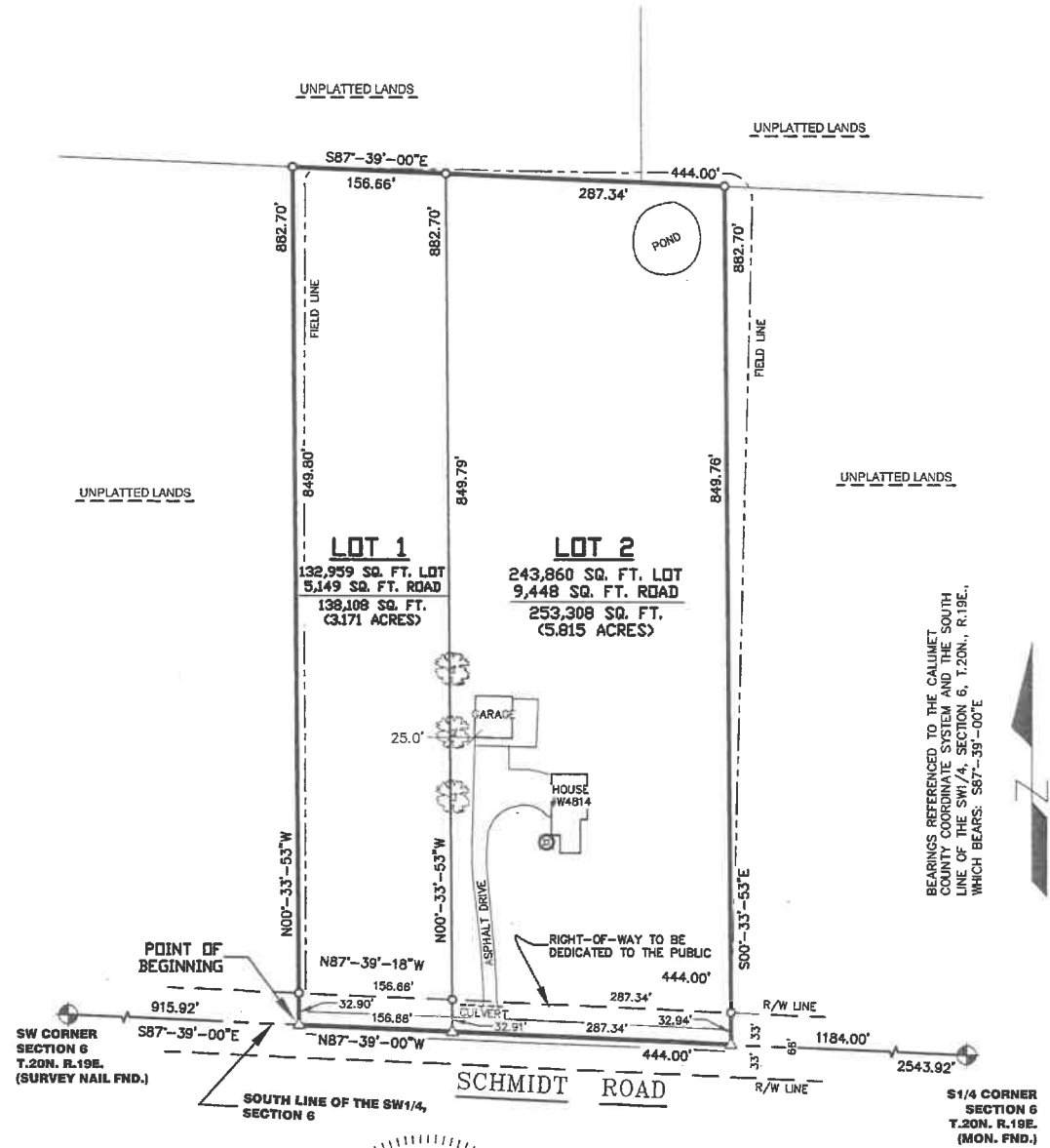
Author: Date Printed: 08/16/20 11:30 AM Source:	
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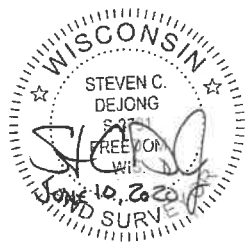
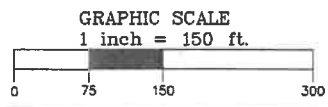


# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF THE SE1/4 OF THE FRACTIONAL SW1/4 AND THE SW1/4 OF THE FRACTIONAL SW1/4, SECTION 6, T.20N., R.19E., VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN



BEARINGS REFERENCED TO THE CALUMET COUNTY COORDINATE SYSTEM AND THE SOUTH LINE OF THE SW1/4, SECTION 6, T.20N., R.19E., WHICH BEARS: S87°-39'-00"E



### -LEGEND-

- = 1" x 18" IRON PIPE SET
- △ = "P.K." MASONRY NAIL SET
- ⊙ = COUNTY MONUMENT FOUND
- 🌳 = EXISTING TREE

<b>MERIDIAN</b> <b>SURVEYING, LLC</b> N9637 Friendship Drive Kaukauna, WI 54130 Office: 920-993-0881 Fax: 920-273-6037	DRAWN BY: J.D.	FIELD WORK DATE: 5-29-20	SURVEYED FOR: MELISSA WALLACE W4814 SCHMIDT ROAD KAUKAUNA, WI 54130 PARCEL NUMBER: 131-40414 DEED: DOC. NO. 189232
	CHECKED BY: C.A.K.	FIELD BOOK: N/A	
JOB NO.: 12068	SHEET 1 of 4		

STATE OF WISCONSIN)  
CALUMET COUNTY ) SS

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

A PART OF THE SE1/4 OF THE FRACTIONAL SW1/4 AND THE SW1/4 OF THE FRACTIONAL SW1/4,  
SECTION 6, T.20N., R.18E., VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN  
(Sheet 2 of 4)


**SURVEYOR'S CERTIFICATE**

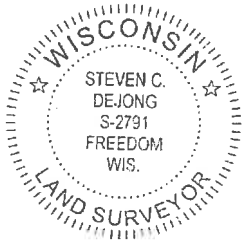
I, Steven C. De Jong, Wisconsin Professional Land Surveyor of Meridian Surveying, LLC, certify that I have surveyed, divided, monumented and mapped under the direction of Melissa Wallace, a part of the Southeast Quarter (SE1/4) of the Fractional Southwest Quarter (SW1/4) and the Southwest Quarter (SW1/4) of the Fractional Southwest Quarter (SW1/4), Section Six (6), Township Twenty (20) North, Range Eighteen (18) East, Village of Harrison, Calumet County, Wisconsin containing 391,416 square feet (8.986 acres) of land and being described by:

Commencing at the Southwest Corner of said Section 6; thence S87°-39'-00"E 915.92 feet along the south line of the fractional SW1/4 of said Section 6 to the point of beginning; thence N00°-33'-53"W 882.70 feet; thence S87°-39'-00"E 444.00 feet; thence S00°-33'-53"E 882.70 feet to a point on the south line of the fractional SW1/4 of said Section 6; thence N87°-39'-00"W 444.00 feet along said south line of the fractional SW1/4 of Section 6 to the point of beginning.

That such is a correct representation of all exterior boundaries of the land surveyed. That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Land Subdivision Ordinance of the Village of Harrison in surveying, dividing, monumenting, dedicating and mapping the same.

Dated this 10<sup>th</sup> day of JUNE, 2020.

  
\_\_\_\_\_  
Wisconsin Professional Land Surveyor  
Steven C. De Jong, S-2791



**Survey Notes:**

- Owner of Record: Daniel A. Wallace
- Parcel Number: 131-40414
- Deed of Record: Document No. 189232
- Site Address: W4814 Schmidt Road, Kaukauna, WI 54130

STATE OF WISCONSIN)  
CALUMET COUNTY) SS

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

A PART OF THE SE1/4 OF THE FRACTIONAL SW1/4 AND THE SW1/4 OF THE FRACTIONAL SW1/4,  
SECTION 6, T.20N., R.18E., VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN  
(Sheet 3 of 4)

**VILLAGE OF HARRISON CERTIFICATE**

This Certified Survey Map in Section 6, Township 20 North, Range 18 East, Village of Harrison,  
Calumet County, Wisconsin, is hereby approved.

\_\_\_\_\_  
Village of Harrison - President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Village of Harrison - Clerk

\_\_\_\_\_  
Date

**VILLAGE TREASURER'S CERTIFICATE**

I being the duly elected qualified and acting treasurer of the Village of Harrison, do hereby certify that  
in accordance with the records in my office, there are no unpaid taxes or unpaid assessments as of this  
\_\_\_\_\_ day of \_\_\_\_\_, 2020 on any lands included in this Certified Survey Map.

\_\_\_\_\_  
Village of Harrison - Treasurer

\_\_\_\_\_  
Date

**COUNTY TREASURER'S CERTIFICATE:**

I hereby certify that there are no unpaid taxes or unpaid special assessments on any of the lands included  
in this minor subdivision as of this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
County Treasurer: Calumet County

\_\_\_\_\_  
Date



STATE OF WISCONSIN)  
CALUMET COUNTY) SS

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

A PART OF THE SE1/4 OF THE FRACTIONAL SW1/4 AND THE SW1/4 OF THE FRACTIONAL SW1/4,  
SECTION 6, T.20N., R.18E., VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN  
(Sheet 4 of 4)

**OWNER'S CERTIFICATE**

As owner, I hereby certify that I caused the land on this Certified Survey Map to be surveyed, divided, monumented, dedicated & mapped as represented on this map. I also certify that this map is required by S. 236.34 to be submitted to the following for approval or rejection: Village of Harrison

\_\_\_\_\_  
Daniel A. Wallace

\_\_\_\_\_  
Date

**NOTARY CERTIFICATE**

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

The above owner's to me known to be the person's who executed the foregoing instrument and acknowledge the same.

\_\_\_\_\_  
Notary Public \_\_\_\_\_ County, Wisconsin.

My Commission Expires \_\_\_\_\_



---

**VILLAGE BOARD MEETING**

---

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Meeting Date:**

June 30, 2020

---

**Title:**

Certified Survey Map – Uecker – N8957 & N8959 Spring Valley Road

---

**Issue:**

Should the Village Board approve a 2-lot Zero Lot Line Certified Survey Map?

---

**Background and Additional Information:**

The applicant is proposing to split a parcel into 2-lots by Certified Survey Map (CSM). The purpose of the CSM is to create a zero lot line unit. The property is located at N8957 & N8959 Spring Valley Road. The property is zoned Two-Family Residential (RT) which is appropriate for zero lot line developments. Setback and lot area requirements have been met.

---

**Budget Impacts:**

None

---

**Recommended Action:**

The Plan Commission will meet prior to the Village Board to discuss and act on the Certified Survey Map. The Plan Commission decision will be presented at the meeting.

Staff recommends approval of the Certified Survey Map 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.
3. The Harrison Building Inspector shall inspect and approve the common wall in accordance with all applicable building codes prior to the Village signing the Certified Survey Map.

---

**Attachments:**

- Aerial Map
- Restrictive Covenants
- CSM

# Calumet County, WI

## Legend

- Address Point
  - ▭ County Boundary
  - ▭ Wisconsin Water
  - Unincorporated Community
  - ▭ Town Boundary
  - Point of Interest
  - ▭ Parcel Boundary
  - ▭ Property Hook
  - ▭ PLSS Section
  - ▭ State Parks
  - ▭ County Parks
  - ▭ Lake
  - ▭ River and Stream
  - ▭ Major Roads
  - ▭ Local Roads
  - ▭ Local Roads
  - ▭ Municipal Streets
  - ▭ Trail
  - ▭ Railroad
- Color 2018
- Red: Band 1
  - Green: Band 2
  - Blue: Band 3



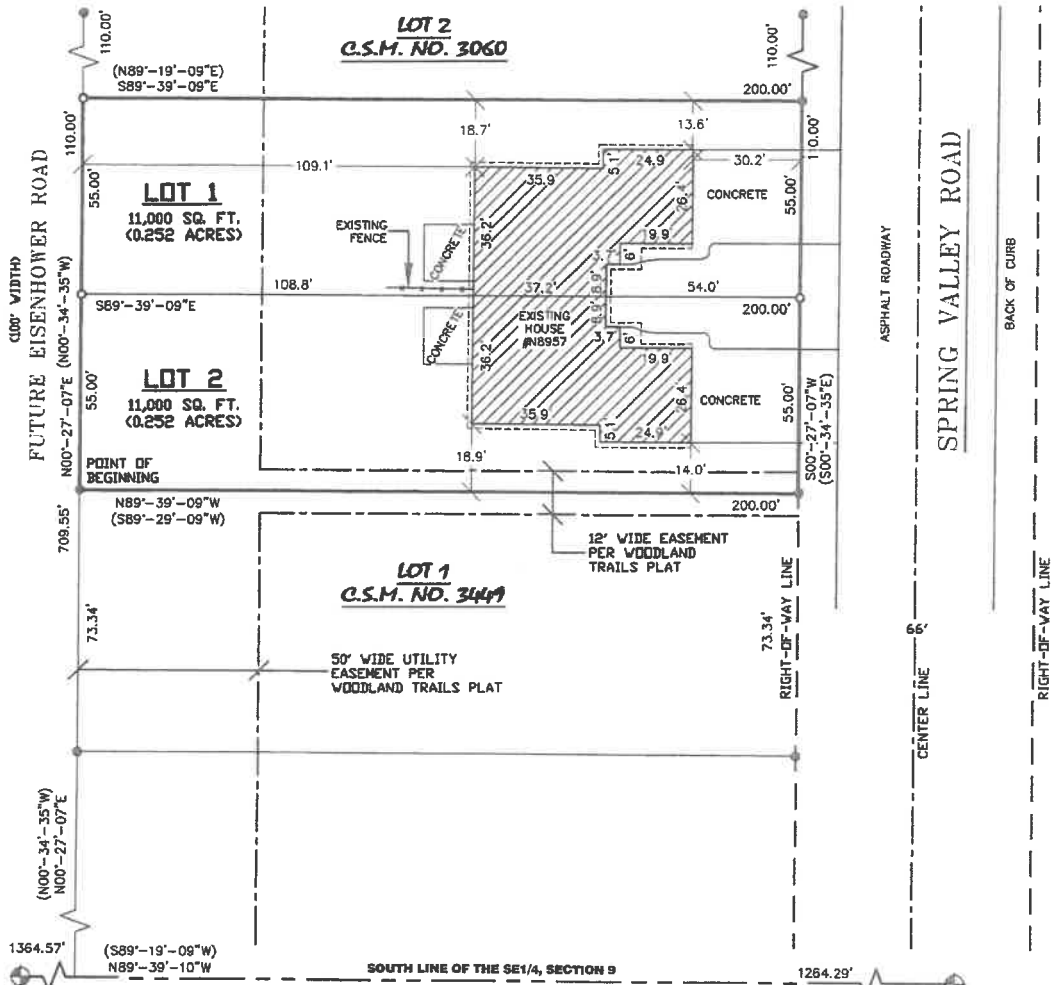
**DISCLAIMER:** This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

Author:	
Date Printed:	06/18/20 11:38 AM
Source:	



# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

ALL OF LOT NINETY (90) WOODLAND TRAILS II, LOCATED IN THE SE1/4 OF THE SE1/4, SECTION 9, T.20N., R.18E., VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN



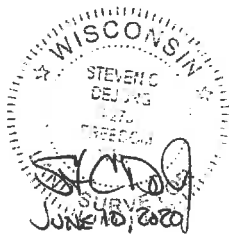
**SW 1/4 CORNER SECTION 9 T.20N. R.18E. (MAG NAIL FND.)**

N89°-39'-10"W  
(S89°-19'-09"W)

2628.86'  
(2628.57')

**SE CORNER SECTION 9 T.20N. R.18E. (MAG NAIL FND.)**

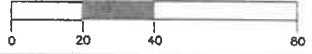
BEARINGS REFERENCED TO THE CALUMET COUNTY COORDINATE SYSTEM AND THE SOUTH LINE OF THE SE1/4 OF SECTION 9, T.20N., R.18E., WHICH BEARS N89°-39'-10"W



**-LEGEND-**

- = 1" X 18" IRON PIPE SET (1.130 LB./FT.)
- = 1" IRON PIPE FOUND
- ⊕ = COUNTY MONUMENT FOUND
- ( ) = RECORDED INFORMATION

GRAPHIC SCALE  
1 inch = 40 ft.



<b>MERIDIAN</b> <b>SURVEYING, LLC</b> <small>N9837 Friendship Drive Office: 920-993-0881                  Kaukauna, WI 54130 Fax: 920-273-8037</small>	DRAWN BY: J.B.	FIELD WORK DATE: 5-29-20	SURVEYED FOR: RUCON CONSTRUCTION MANAGEMENT INC. W4554 HIGHLINE RD. KAUKAUNA, WI 54130
	CHECKED BY: S.C.D.	FIELD BOOK: M-54, PG.5B	
JOB NO.: 12086	SHEET 1 OF 4		

STATE OF WISCONSIN)  
CALUMET COUNTY ) SS

**CERTIFIED SURVEY MAP NO.** \_\_\_\_\_

ALL OF LOT NINETY (90), WOODLAND TRAILS II, LOCATED IN THE SE1/4 OF THE SE1/4, SECTION  
9, T.20N., R.18E., VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN  
(Sheet 2 of 4)


**SURVEYOR'S CERTIFICATE**

I, Steven C. De Jong, Wisconsin Professional Land Surveyor of Meridian Surveying, LLC, certify that I have surveyed, divided, monumented and mapped under the direction of Andrew Uecker, all of Lot 90 of Woodland Trails II as recorded as Document No. 404663, being located in the Southeast Quarter (SE1/4) of the Northeast Quarter (NE1/4) of Section Nine (9), Township Twenty (20) North, Range Eighteen (18) East, Village of Harrison, Calumet County, Wisconsin containing 22,000 square feet (0.505 acres) of land and being described by:

Commencing at the Southeast Corner of said Section 9; thence N89°-39'-10"W 1264.29 feet along the south line of the SE1/4 of said Section 9; thence N00°-27'-07"E 709.55 feet to the southwest corner of said Lot 90 and the point of beginning; thence continue N00°-27'-07"E 110.00 feet along the west line of said Lot 90 to the northwest corner thereof; thence S89°-39'-09"E 200.00 feet along the north line of said Lot 90 to the northeast corner thereof; said point being on the west line of Spring Valley Road; thence S00°-27'-07"W 110.00 feet along said west line of Spring Valley Road to the southeast corner of said Lot 90; thence N89°-39'-09"W 200.00 feet along the south line of said Lot 90 to the point of beginning. Being subject to any and all easements and restrictions of record.

That such is a correct representation of all exterior boundaries of the land surveyed. That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Land Subdivision Ordinance of the Village of Harrison in surveying, dividing, monumenting, dedicating and mapping the same.

Dated this 10<sup>th</sup> day of JUNE, 2020.

  
\_\_\_\_\_  
Wisconsin Professional Land Surveyor  
Steven C. De Jong, S-2791



**Survey Notes:**

- Parcel No.: 131-37980
- Deed: Document No. 527658
- Property Owner(s): Andrew R. & Lauren E. Uecker Living Trust
- Property Address: N8957 Spring Valley Road, Menasha, WI 54952



STATE OF WISCONSIN  
CALUMET COUNTY) SS

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

ALL OF LOT NINETY (90), WOODLAND TRAILS II, LOCATED IN THE SE1/4 OF THE SE1/4, SECTION  
9, T.20N., R.18E., VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN  
(Sheet 3 of 4)

**VILLAGE OF HARRISON CERTIFICATE**

This Certified Survey Map in Section 9, Township 20 North, Range 18 East, Village of Harrison,  
Calumet County, Wisconsin, is hereby approved.

\_\_\_\_\_  
Village of Harrison - President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Village of Harrison - Clerk

\_\_\_\_\_  
Date

**VILLAGE TREASURER'S CERTIFICATE**

I being the duly elected qualified and acting treasurer of the Village of Harrison, do hereby certify that  
in accordance with the records in my office, there are no unpaid taxes or unpaid assessments as of this  
\_\_\_\_\_ day of \_\_\_\_\_, 2020 on any lands included in this Certified Survey Map.

\_\_\_\_\_  
Village of Harrison - Treasurer

\_\_\_\_\_  
Date

**COUNTY TREASURER'S CERTIFICATE:**

I hereby certify that there are no unpaid taxes or unpaid special assessments on any of the lands included  
in this minor subdivision as of this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
County Treasurer: Calumet County

\_\_\_\_\_  
Date

WISCONSIN  
STEVEN C  
SEANIC  
SHAW  
JUNE 10, 2020

STATE OF WISCONSIN)  
CALUMET COUNTY) SS

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

ALL OF LOT NINETY (90), WOODLAND TRAILS II, LOCATED IN THE SE1/4 OF THE SE1/4, SECTION  
9, T.20N., R.18E., VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN  
(Sheet 4 of 4)

**OWNER'S CERTIFICATE**

As owner, I hereby certify that I caused the land on this Certified Survey Map to be surveyed, divided, monumented, dedicated & mapped as represented on this map. I also certify that this map is required by S. 236.34 to be submitted to the following for approval or rejection: Village of Harrison

\_\_\_\_\_  
Andrew R. Uecker (Trustee)  
Andrew R. & Lauren E. Uecker Living Trust

\_\_\_\_\_  
Date

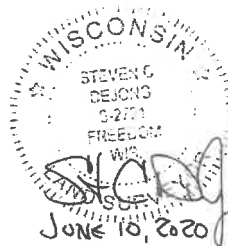
**NOTARY CERTIFICATE**

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

The above owner's to me known to be the person's who executed the foregoing instrument and acknowledge the same.

\_\_\_\_\_  
Notary Public \_\_\_\_\_ County, Wisconsin.

My Commission Expires \_\_\_\_\_



**RESTRICTIVE COVENANTS**  
**Title of Document**

Document Number

Name and Return Address  
Andrew & Lauren Uecker  
3028 S. Tahoe Lane  
Appleton, WI 54915

**37980**  
Parcel Identification Number (PIN)

## ZERO LOT LINE PROPERTY OWNERS' AGREEMENT AND RESTRICTIVE COVENANTS

1. **Purpose:** The purpose of this Agreement is to submit the land and improvements described herein to Zero-Lot-Line Property.

2. **Description of Land:** All of lot seventy-four (74), Woodland Trails II, Located in the NE1/4 of the SE1/4, Section 9, T.20N., R.18E., Village of Harrison, Calumet County, Wisconsin

3. **Description of Building:** This construction consists of one building containing two units. The building is of wood-frame construction. A Plat of Survey of the land showing the location of the building is attached to the Agreement as Exhibit "A".

4. **Description of Units:** Lot #1 of CSM \_\_\_\_\_ = N9090 Spring Valley Rd, Lot #2 of CSM \_\_\_\_\_ = N9088 Spring Valley Rd

5. **Common Elements:** It is anticipated that the only common element between the improvements established on Lot 1 and Lot 2 shall be a common wall. Wherever improvements abut on the common property line between the adjoining units, there shall be a one-hour fire wall running from the lowest floor level, including the foundation, if it is the common wall, to the underside of the roof sheathing. Such common foundation wall, if any, shall be waterproof masonry. Said wall is to be used by the unit owners in common; each unit to bear equally to the other in the cost of keeping the common wall in good order and repair, provided however, that damage to one side of the common wall not affecting the other side should be repaired by the owner of the unit on whose side the damage occurred. Each party grants the other an easement to and on the common elements for purposes of repair, maintenance, and use.

• **Purpose of Units:** Each of the units is intended to be used and is restricted to residential purposes. Commercial activity is permitted in the units only to the extent that commercial activity is permitted in residences as stated in the local zoning ordinances. The owner of a unit shall also be allowed to rent their particular unit, as long as the tenant shall abide by the applicable terms and conditions of the use of said unit, as provided in this Zero-Lot-Line Property Owners Agreement.

6. **Alterations:** No alteration of any kind to the exterior portions of the units or changes of a permanent or semi-permanent nature to the lot areas is to be made without the mutual agreement of both unit owners.

7. **Aesthetics:** The parties hereto agree that the aesthetics of the units on Lot 1 and Lot 2 are important to the value of the building. Therefore, without the expressed written consent of each party, the other shall not change the exterior color of the building.

8. **Maintenance:** The parties acknowledge that while only one building is to be constructed on the Property, each party will have a separate dwelling, owned solely by that party, hereinafter to be referred to as that party's unit. Each unit owner shall be responsible for repair, maintenance, and/or replacement of their individual units. Said units shall be repaired at the cost of each individual unit owner and they shall keep their units in good repair, subject only to normal wear and tear.

9. Destruction and Reconstruction: In the event of the total destruction of the building on the property, it shall be determined by agreement of both unit owners whether to rebuild, restore, or sell the property. If damage is only to the unit on one lot, and such damage does not affect the other unit, the damaged unit shall be repaired by the owner of that damaged unit.

10. Acceptance of Property Agreement: The acceptance of a deed or conveyance or entering into occupancy as an owner or tenant of any unit shall constitute acceptance of the provisions of this Owners Zero-Lot-Line Agreement and the rules and regulations adopted pursuant thereto as such documents are amended from time to time. The provisions contained in such instruments as amended from time to time shall be covenants running with the land and shall bind any person having an interest or estate in such unit as though such provisions were recited in full in each deed or lease.

11. Control: Control over this building, containing two (2) units shall be by the respective owners of the individual units and any and all decisions which affect both units shall be made by mutual consent of the unit owners of both units.

12. Insurance: Each of the owners of Lot 1 and Lot 2 shall obtain, separately, adequate insurance for his or her unit. Said insurance to be sufficient and adequate to cover both property (Building and Contents) and personal liability insurance. Each owner of Lot 1 and Lot 2 shall provide to the owner of the adjoining unit a certificate of insurance. Said certificate shall be provided annually to the adjoining unit upon the anniversary date of the initial and/or original insurance binder.

13. Binding Effect: All easements and rights described herein are appurtenant to and running with the land. All easements and rights described herein are granted and reserved to, and shall inure to the benefit of and be binding on, the undersigned, their respective heirs, successors and assigns, and all mortgagors, purchasers and their heirs, executors, administrators, successors and assigns. Acceptance of a deed by a prospective owner of Lot One (1) or Lot Two (2) shall constitute an acceptance of all terms of this Agreement.

14. Amendment: This Agreement and administrative rules, if any, may be amended by the mutual consent of the owners of all units. This agreement may be amended only by a writing signed by the fee simple owners of both Lot 1 and Lot 2 and recorded with the Register of Deeds for Calumet County, Wisconsin. This document constitutes the entire agreement of the lot owners and shall be construed in accordance with laws of the State of Wisconsin.

15. Conveyances: The individual unit owners may sell or rent the unit or units which they own.

16. Right of First Refusal: The owner of any sold unit shall have the right of First Refusal regarding the purchase of the adjoining unit. The owner of any sold unit shall have the right of First Refusal regarding the purchase of the adjoining unit. In the event the adjoining unit has a bona fide offer to purchase by a third party, said adjoining unit owner shall provide a copy of said bona fide offer to purchase to the owner of the other unit and the owner of the other unit shall have two (2) days after receipt of the same to elect in writing to match the terms and conditions of said bona fide offer to purchase. In the event the owner of the remaining unit does not elect to exercise his/her/their right of first refusal within said two-day period, said first right of refusal shall become null and void and the adjoining unit owner shall be free to sell said unit to the third party, pursuant to the terms and conditions of said bona fide offer to purchase. In the event a unit owner elects to exercise his/her/their right of first refusal, said unit owner



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**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Meeting Date:**

June 30, 2020

---

**Title:**

Certified Survey Map – Uecker – N9088 & N9090 Spring Valley Road

---

**Issue:**

Should the Village Board approve a 2-lot Zero Lot Line Certified Survey Map?

---

**Background and Additional Information:**

The applicant is proposing to split a parcel into 2-lots by Certified Survey Map (CSM). The purpose of the CSM is to create a zero lot line unit. The property is located at N9088 & N9090 Spring Valley Road. The property is zoned Two-Family Residential (RT) which is appropriate for zero lot line developments. Setback and lot area requirements have been met.

---

**Budget Impacts:**

None

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**Recommended Action:**

The Plan Commission will meet prior to the Village Board to discuss and act on the Certified Survey Map. The Plan Commission decision will be presented at the meeting.

Staff recommends approval of the Certified Survey Map 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.
3. The Harrison Building Inspector shall inspect and approve the common wall in accordance with all applicable building codes prior to the Village signing the Certified Survey Map.

---

**Attachments:**

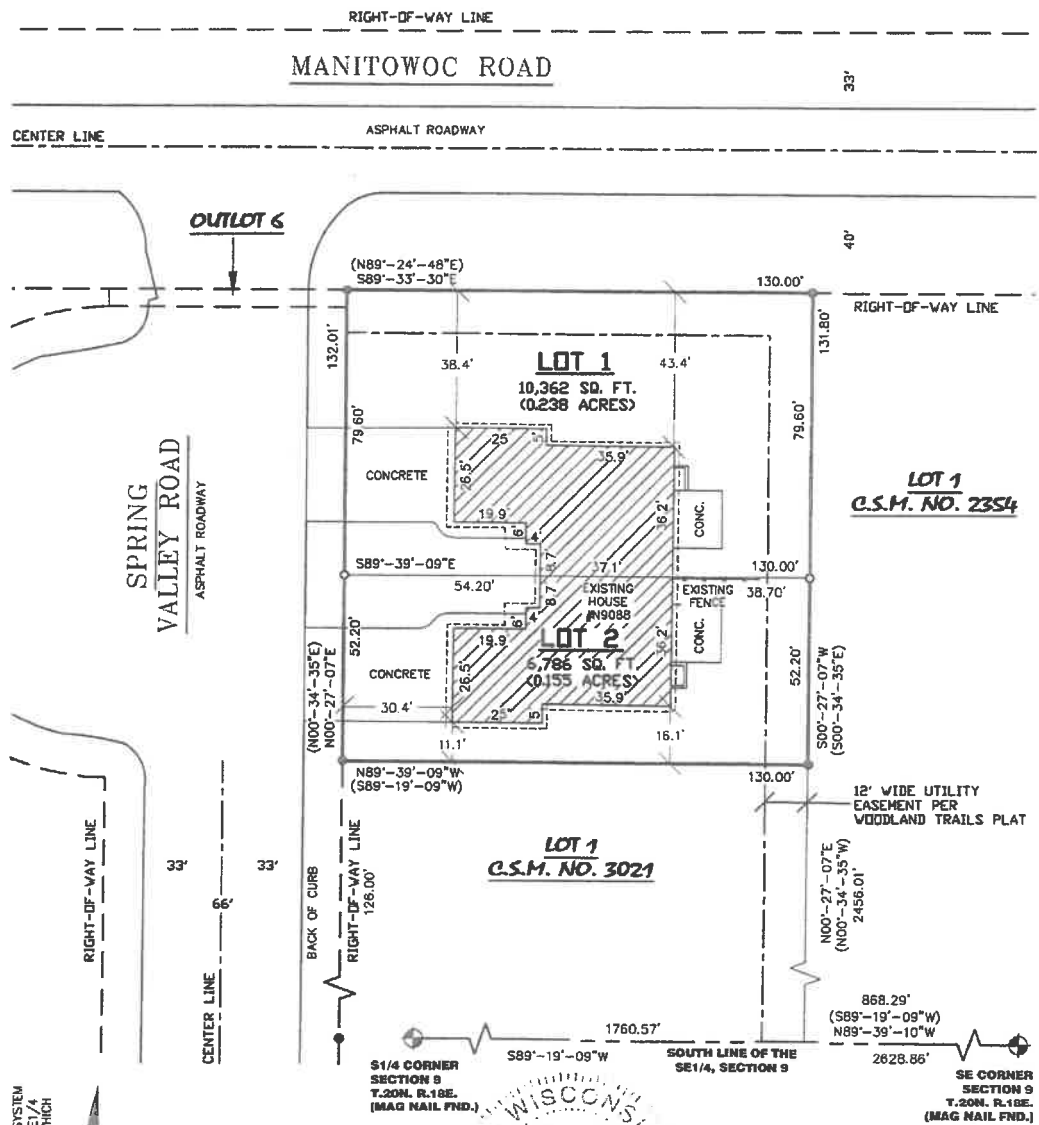
- Aerial Map
- Restrictive Covenants
- CSM





# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

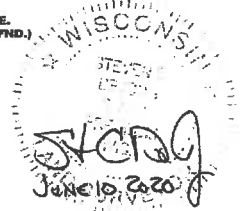
ALL OF LOT SEVENTY-FOUR (74), WOODLAND TRAILS II, LOCATED IN THE NE1/4 OF THE SE1/4, SECTION 9, T.20N., R.18E., VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN



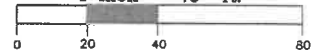
BEARINGS REFERENCED TO THE CALUMET COUNTY COORDINATE SYSTEM AND THE SOUTH LINE OF THE SE1/4 OF SECTION 9, T.20N., R.18E., WHICH BEARS N89°-35'-10"W

### —LEGEND—

- = 1" X 18" IRON PIPE SET (1,130 LB./FT.)
- = 1" IRON PIPE FOUND
- ⊕ = COUNTY MONUMENT FOUND
- ( ) = RECORDED INFORMATION



GRAPHIC SCALE  
1 inch = 40 ft.



**MERIDIAN SURVEYING, LLC**  
 19637 Friendship Drive Kaukauna, WI 54130  
 Office: 920-993-0881 Fax: 920-273-6037

DRAWN BY: J.B.	FIELD WORK DATE: 5-29-20
CHECKED BY: S.C.D.	FIELD BOOK: M-54, PG.68
JOB NO.: 12087	SHEET 1 OF 4

SURVEYED FOR:  
 RUCON CONSTRUCTION MANAGEMENT INC.  
 W4954 HIGHLINE RD.  
 KAUKAUNA, WI 54130

STATE OF WISCONSIN)  
CALUMET COUNTY ) SS

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

ALL OF LOT SEVENTY-FOUR (74), WOODLAND TRAILS II, LOCATED IN THE NE1/4 OF THE SE1/4,  
SECTION 9, T.20N., R.18E., VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN  
(Sheet 2 of 4)

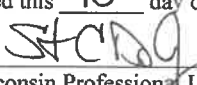
**SURVEYOR'S CERTIFICATE**

I, Steven C. De Jong, Wisconsin Professional Land Surveyor of Meridian Surveying, LLC, certify that I have surveyed, divided, monumented and mapped under the direction of Andrew Uecker, all of Lot 74 of Woodland Trails II as recorded as Document No. 404663, being located in the Northeast Quarter (NE1/4) of the Northeast Quarter (NE1/4) of Section Nine (9), Township Twenty (20) North, Range Eighteen (18) East, Village of Harrison, Calumet County, Wisconsin containing 17,148 square feet (0.394 acres) of land and being described by:

Commencing at the Southeast Corner of said Section 9; thence N89°-39'-10"W 868.29 feet along the south line of the SE1/4 of said Section 9; thence N00°-27'-07"E 2456.01 feet to the southeast corner of said Lot 74 and the point of beginning; thence N89°-39'-09"W 130.00 feet along the south line of said Lot 74 to the southwest corner thereof; said point being on the east line of Spring Valley Road; thence N00°-27'-07"E 132.01 feet along said east line of Spring Valley Road to the northwest corner of said Lot 74; said point being on the south line of Manitowoc Road; thence S89°-33'-30"E 130.00 feet along the south line of said Manitowoc Road to the northeast corner of said Lot 74; thence S00°-27'-07"W 131.00 feet along the east line of said Lot 74 to the point of beginning. Being subject to any and all easements and restrictions of record.

That such is a correct representation of all exterior boundaries of the land surveyed. That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Land Subdivision Ordinance of the Village of Harrison in surveying, dividing, monumenting, dedicating and mapping the same.

Dated this 10<sup>th</sup> day of JUNE, 2020.

  
\_\_\_\_\_  
Wisconsin Professional Land Surveyor  
Steven C. De Jong, S-2791



**Survey Notes:**

- Parcel No.: 131-37944
- Deed: Document No. 527658
- Property Owner(s): Andrew R. & Lauren E. Uecker Living Trust
- Property Address: N9088 Spring Valley Road, Menasha, WI 54952

STATE OF WISCONSIN)  
CALUMET COUNTY) SS

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

ALL OF LOT SEVENTY-FOUR (74), WOODLAND TRAILS II, LOCATED IN THE NE1/4 OF THE SE1/4,  
SECTION 9, T.20N., R.18E., VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN  
(Sheet 3 of 4)

**VILLAGE OF HARRISON CERTIFICATE**

This Certified Survey Map in Section 9, Township 20 North, Range 18 East, Village of Harrison,  
Calumet County, Wisconsin, is hereby approved.

\_\_\_\_\_  
Village of Harrison - President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Village of Harrison - Clerk

\_\_\_\_\_  
Date

**VILLAGE TREASURER'S CERTIFICATE**

I being the duly elected qualified and acting treasurer of the Village of Harrison, do hereby certify that  
in accordance with the records in my office, there are no unpaid taxes or unpaid assessments as of this  
\_\_\_\_\_ day of \_\_\_\_\_, 2020 on any lands included in this Certified Survey Map.

\_\_\_\_\_  
Village of Harrison - Treasurer

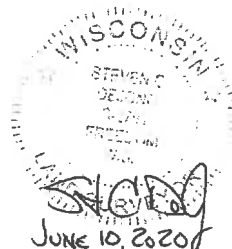
\_\_\_\_\_  
Date

**COUNTY TREASURER'S CERTIFICATE:**

I hereby certify that there are no unpaid taxes or unpaid special assessments on any of the lands included  
in this minor subdivision as of this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
County Treasurer: Calumet County

\_\_\_\_\_  
Date



STATE OF WISCONSIN)  
CALUMET COUNTY) SS

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

ALL OF LOT SEVENTY-FOUR (74), WOODLAND TRAILS II, LOCATED IN THE NE1/4 OF THE SE1/4,  
SECTION 9, T.20N., R.18E., VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN  
(Sheet 4 of 4)

**OWNER'S CERTIFICATE**

As owner, I hereby certify that I caused the land on this Certified Survey Map to be surveyed, divided, monumented, dedicated & mapped as represented on this map. I also certify that this map is required by S. 236.34 to be submitted to the following for approval or rejection: Village of Harrison

\_\_\_\_\_  
Andrew R. Uecker (Trustee)  
Andrew R. & Lauren E. Uecker Living Trust

\_\_\_\_\_  
Date

**NOTARY CERTIFICATE**

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

The above owner's to me known to be the person's who executed the foregoing instrument and acknowledge the same.

\_\_\_\_\_  
Notary Public \_\_\_\_\_ County, Wisconsin.

My Commission Expires \_\_\_\_\_



Document Number

**RESTRICTIVE COVENANTS**  
**Title of Document**

Name and Return Address  
Andrew & Lauren Uecker  
3028 S. Tahoe Lane  
Appleton, WI 54915

**37944**  
Parcel Identification Number (PIN)

## ZERO LOT LINE PROPERTY OWNERS' AGREEMENT AND RESTRICTIVE COVENANTS

1. **Purpose:** The purpose of this Agreement is to submit the land and improvements described herein to Zero-Lot-Line Property.
2. **Description of Land:** All of lot seventy-four (74), Woodland Trails II, Located in the NE1/4 of the SE1/4, Section 9, T.20N., R.18E., Village of Harrison, Calumet County, Wisconsin
3. **Description of Building:** This construction consists of one building containing two units. The building is of wood-frame construction. A Plat of Survey of the land showing the location of the building is attached to the Agreement as Exhibit "A".
4. **Description of Units:** Lot #1 of CSM \_\_\_\_\_ = N9090 Spring Valley Rd, Lot #2 of CSM \_\_\_\_\_ = N9088 Spring Valley Rd
5. **Common Elements:** It is anticipated that the only common element between the improvements established on Lot 1 and Lot 2 shall be a common wall. Wherever improvements abut on the common property line between the adjoining units, there shall be a one-hour fire wall running from the lowest floor level, including the foundation, if it is the common wall, to the underside of the roof sheathing. Such common foundation wall, if any, shall be waterproof masonry. Said wall is to be used by the unit owners in common; each unit to bear equally to the other in the cost of keeping the common wall in good order and repair, provided however, that damage to one side of the common wall not affecting the other side should be repaired by the owner of the unit on whose side the damage occurred. Each party grants the other an easement to and on the common elements for purposes of repair, maintenance, and use.
  - **Purpose of Units:** Each of the units is intended to be used and is restricted to residential purposes. Commercial activity is permitted in the units only to the extent that commercial activity is permitted in residences as stated in the local zoning ordinances. The owner of a unit shall also be allowed to rent their particular unit, as long as the tenant shall abide by the applicable terms and conditions of the use of said unit, as provided in this Zero-Lot-Line Property Owners Agreement.
6. **Alterations:** No alteration of any kind to the exterior portions of the units or changes of a permanent or semi-permanent nature to the lot areas is to be made without the mutual agreement of both unit owners.
7. **Aesthetics:** The parties hereto agree that the aesthetics of the units on Lot 1 and Lot 2 are important to the value of the building. Therefore, without the expressed written consent of each party, the other shall not change the exterior color of the building.
8. **Maintenance:** The parties acknowledge that while only one building is to be constructed on the Property, each party will have a separate dwelling, owned solely by that party, hereinafter to be referred to as that party's unit. Each unit owner shall be responsible for repair, maintenance, and/or replacement of their individual units. Said units shall be repaired at the cost of each individual unit owner and they shall keep their units in good repair, subject only to normal wear and tear.

9. Destruction and Reconstruction: In the event of the total destruction of the building on the property, it shall be determined by agreement of both unit owners whether to rebuild, restore, or sell the property. If damage is only to the unit on one lot, and such damage does not affect the other unit, the damaged unit shall be repaired by the owner of that damaged unit.
10. Acceptance of Property Agreement: The acceptance of a deed or conveyance or entering into occupancy as an owner or tenant of any unit shall constitute acceptance of the provisions of this Owners Zero-Lot-Line Agreement and the rules and regulations adopted pursuant thereto as such documents are amended from time to time. The provisions contained in such instruments as amended from time to time shall be covenants running with the land and shall bind any person having an interest or estate in such unit as though such provisions were recited in full in each deed or lease.
11. Control: Control over this building, containing two (2) units shall be by the respective owners of the individual units and any and all decisions which affect both units shall be made by mutual consent of the unit owners of both units.
12. Insurance: Each of the owners of Lot 1 and Lot 2 shall obtain, separately, adequate insurance for his or her unit. Said insurance to be sufficient and adequate to cover both property (Building and Contents) and personal liability insurance. Each owner of Lot 1 and Lot 2 shall provide to the owner of the adjoining unit a certificate of insurance. Said certificate shall be provided annually to the adjoining unit upon the anniversary date of the initial and/or original insurance binder.
13. Binding Effect: All easements and rights described herein are appurtenant to and running with the land. All easements and rights described herein are granted and reserved to, and shall inure to the benefit of and be binding on, the undersigned, their respective heirs, successors and assigns, and all mortgagors, purchasers and their heirs, executors, administrators, successors and assigns. Acceptance of a deed by a prospective owner of Lot One (1) or Lot Two (2) shall constitute an acceptance of all terms of this Agreement.
14. Amendment: This Agreement and administrative rules, if any, may be amended by the mutual consent of the owners of all units. This agreement may be amended only by a writing signed by the fee simple owners of both Lot 1 and Lot 2 and recorded with the Register of Deeds for Calumet County, Wisconsin. This document constitutes the entire agreement of the lot owners and shall be construed in accordance with laws of the State of Wisconsin.
15. Conveyances: The individual unit owners may sell or rent the unit or units which they own.
16. Right of First Refusal: The owner of any sold unit shall have the right of First Refusal regarding the purchase of the adjoining unit. The owner of any sold unit shall have the right of First Refusal regarding the purchase of the adjoining unit. In the event the adjoining unit has a bona fide offer to purchase by a third party, said adjoining unit owner shall provide a copy of said bona fide offer to purchase to the owner of the other unit and the owner of the other unit shall have two (2) days after receipt of the same to elect in writing to match the terms and conditions of said bona fide offer to purchase. In the event the owner of the remaining unit does not elect to exercise his/her/their right of first refusal within said two-day period, said first right of refusal shall become null and void and the adjoining unit owner shall be free to sell said unit to the third party, pursuant to the terms and conditions of said bona fide offer to purchase. In the event a unit owner elects to exercise his/her/their right of first refusal, said unit owner





**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

---

**Date:** June 30<sup>th</sup>, 2020

---

**Title:**

Release of Utility Easement on Lot 3 in Lake Park Villas in the City of Menasha.

---

**Issue:**

Should the Village Board remove the utility easement on lot 3 in Lake Park Villas in the City of Menasha?

---

**Background and Additional Information:**

The City of Menasha is requesting that Harrison Utilities release the 30' utility easement located on lot 3 in Lake Park Villas.

Per Mike Siewert and Tom Van Zeeland from Harrison Utilities, the watermain has been relocated and the easement is no longer needed.

---

**Ordinance, Resolution, or Policy:**

None.

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**Budget/Financial Impact:**

None.

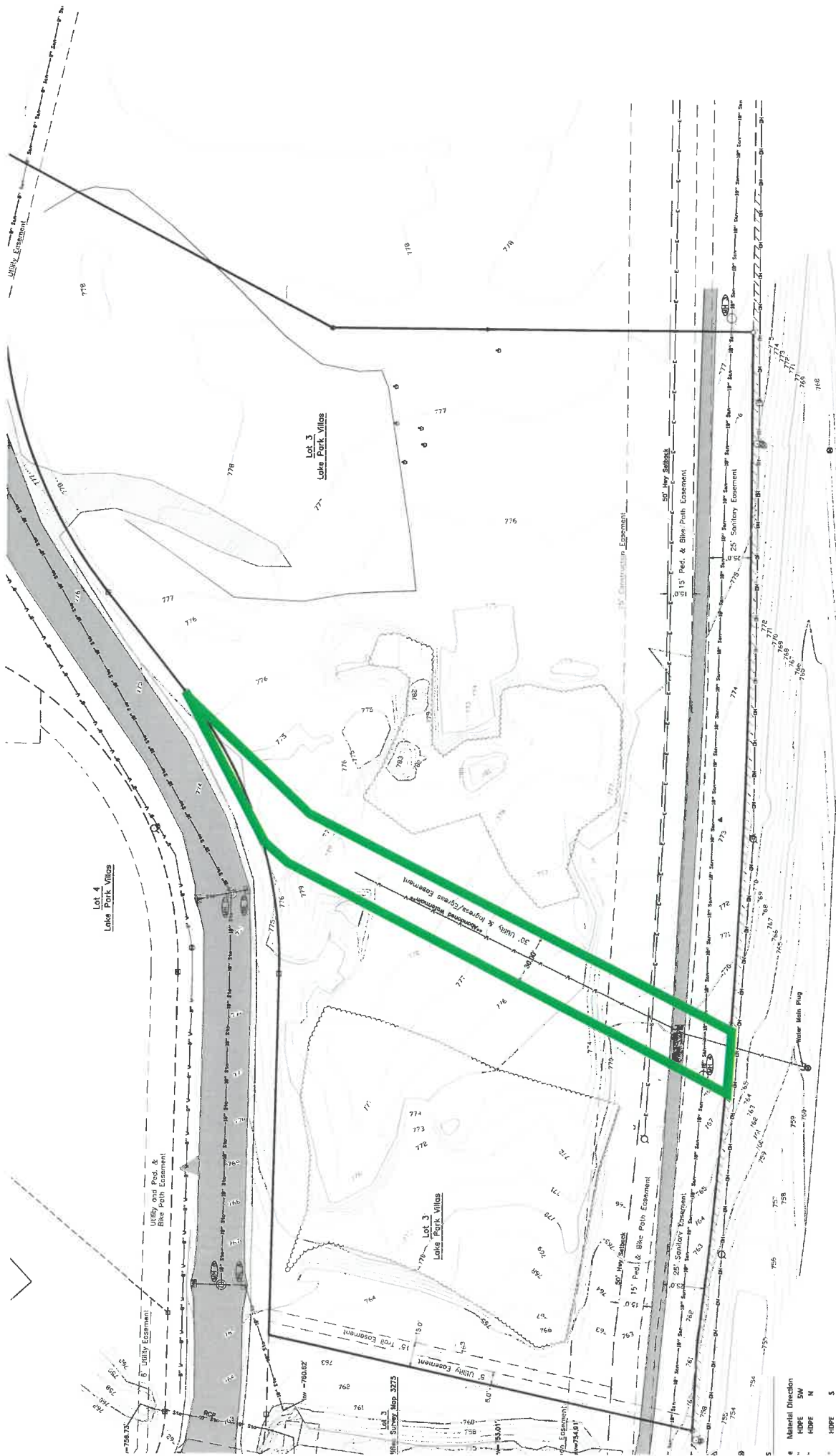
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**Attachments:**

Email

Release of Restriction Document





- Material Direction
- HDPE SW
- HDPE N
- HDPE S

## Travis Parish

---

**From:** Michael S Siewert <mikes@martenson-eisele.com>  
**Sent:** Friday, June 5, 2020 9:18 AM  
**To:** Travis Parish; Tom Van Zeeland (tvanzeeland@harrisonutilities.org)  
**Cc:** Stanley C Martenson  
**Subject:** RE: Release of Utility Easement  
**Attachments:** SKM\_C55820060509140.pdf

Good morning Travis,

The watermain has been abandoned, the easement may be released.

Thank You

**Michael S. Siewert P.E.**  
President and CEO  
Senior Project Engineer  
[mikes@martenson-eisele.com](mailto:mikes@martenson-eisele.com)



Planning - Environmental - Surveying - Engineering - Architecture

Visit us at [www.martenson-eisele.com](http://www.martenson-eisele.com)

And Like us on  and 

1377 Midway Road Menasha, WI 54952  
Phone 920- 731-0381  
Cell Phone 920-427-2359

The information contained in this email is for the person or entity to which it is addressed and may be privileged or confidential. If you receive this transmission in error, please notify the sender and delete the message and any attachments. Thank you for your cooperation.

**From:** Travis Parish <TParish@harrison-wi.org>  
**Sent:** Thursday, June 4, 2020 8:53 AM  
**To:** Tom Van Zeeland (tvanzeeland@harrisonutilities.org) <tvanzeeland@harrisonutilities.org>; Michael S Siewert <mikes@martenson-eisele.com>  
**Subject:** FW: Release of Utility Easement

Tom/Mike,

I want to make sure that this easement is no longer needed. Please respond and let me know if it is not needed and can be released.

Thank You,

**Travis Parish • Village Manager**  
P: 920.989.1062 • F: 920.989.1077

**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

---

**Date:** June 30<sup>th</sup>, 2020

**Title:**

Ordinance V20-06 Streets and Roads Regulations – Heavy Truck Routes.

---

**Issue:**

Should the Village Board approve ordinance V20-06 to create heavy truck routes within the village?

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**Background and Additional Information:**

The Village Board requested that staff review our current ordinances to determine whether a “no heavy trucks” sign could be placed on Midway Rd. and Manitowoc Rd. The Village’s current ordinances do not provide for this to be done. A new ordinance is needed that designates village street and roads as off limits to heavy trucks with a few exceptions. The Village also has the authority to approve a heavy truck route to re-route those trucks through the Village.

The attached ordinance is a draft ordinance for the Village Board’s review.

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**Ordinance, Resolution, or Policy:**

None.

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**Budget/Financial Impact:**

None.

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**Attachments:**

Draft ordinance.

## ORDINANCE V20-06

### STREET AND ROADS REGULATIONS – HEAVY TRUCK ROUTES

**WHEREAS**, in order to promote the health, safety, and general welfare of the general public, the Village desires to designate certain roads within the Village of Harrison as heavy truck routes; and

**WHEREAS**, cities and villages are authorized under Wis. Stats. §349.17 to designate certain streets or roads within their municipal boundaries as heavy truck routes; and

**WHEREAS**, the Village Board of the Village of Harrison does hereby wish to invoke their authority under Wis. Stats. §349.17 to create heavy truck routes for the Village,

**NOW THEREFORE**, the Village Board of the Village of Harrison, Wisconsin, does ordain and create the following ordinance:

#### **Heavy traffic routes.**

- (a) *Definitions.* The following words, terms, and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

*Heavy traffic* means:

- (1) All vehicles not operating completely on pneumatic tires; and
  - (2) All vehicles or combination of vehicles, other than motor buses, designed or used for transporting property of any nature, including recreational vehicles, and having a gross weight of more than 16,000 pounds.
- (b) *Prohibited routes.* Heavy traffic is prohibited from using any village street or highway not designated as a heavy traffic route. This section shall not act to prohibit heavy traffic from using a village street or highway for the purpose of obtaining orders for supplies or moving or delivering supplies or commodities to or from any place of business or residence which has an entrance on such street or highway. Furthermore, this section will not act to prohibit heavy traffic from using any village streets over which are routed state trunk highways. When being driven to the site of any construction, repair, or maintenance of electric, gas, or water service, vehicles owned and operated by a public utility will be exempt from the provisions of this section.
- (c) *Administration.* The director of public works shall administer this section. Administration shall include the following:
- (1) *Posting of signs.* Appropriate signs shall be posted giving notice of this section and of the heavy traffic routes established herein. Yellow signposts may also be used to designate heavy traffic routes.

- (2) *Maps.* Heavy traffic routes shall be shown on the official traffic map.
- (3) *Construction equipment.* The public works department may grant temporary permission to allow heavy construction equipment to use village streets or highways not designated as heavy traffic routes. Permission may be granted only when use of a nondesignated route is necessary for the equipment to reach a construction site. No permit may be issued unless the person or corporation owning the equipment agrees to reimburse and hold the village harmless for any damage done to the village street by the equipment and/or any personal injury or property damage caused in part or in whole by the street damage. The public works department may request a bond, letter of credit, or some other form of financial guarantee.
- (4) *Exclusion for village equipment.* Village-owned or -operated equipment is specifically excluded from the provisions of this section.
- (d) *Liability.* Any operator, corporation, owner or agent whose heavy traffic vehicle damages any village streets or highways in violating this section shall be liable and required to pay the village the cost of repair or replacement of the damaged street or highway.
- (e) *Special and seasonal weight limitations.* The director of public works shall have the authority to impose special or seasonal weight limits on any highway, bridge or culvert maintained by the village to prevent injury to the roadway or for the safety of the users of such bridge or culvert and shall be responsible for erecting uniform traffic control devices giving notice thereof in accordance with the proving of section 26-217.
- (f) *Heavy traffic route designated.* All streets and alleys under the jurisdiction of the village are designated class "B" highways subject to the weight limitations of Wis. Stats. § 348.16, except the following streets or parts thereof within the jurisdiction of the village are hereby designated heavy traffic routes and are exempted from the class "B" weight limitations and are designated as heavy traffic routed pursuant to Wis. Stats. § 349.17:

- (1) Lake Park Rd.

Adopted by the Village Board of the Village of Harrison, Wisconsin this 30<sup>th</sup> day of June, 2020.

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Kevin Hietpas, Village President

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Attest: Jennifer Weyenberg, Village Clerk

**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

---

**Date:** June 30<sup>th</sup>, 2020

---

**Title:**

Discuss/Approve allowing Dan Biese the use of his ATV to maintain the birdhouses located in the State Park ponds.

---

**Issue:**

Should the Village Board allow Dan Biese to use his ATV to maintain the birdhouses located in the State Park ponds per his verbal agreement with the former Garners Creek Storm Water Commission?

---

**Background and Additional Information:**

Dan Biese, W5233 State Park Ct., is requesting that the Village Board allow him to use his ATV to maintain the birdhouses in the State Park ponds. He stated that he previously had a verbal agreement with Garners Creek that allowed him to use his ATV to maintain the birdhouses.

The Village does have an ordinance prohibiting motor vehicles on trails except for maintenance vehicles, police, emergency rescue vehicles and motorized wheelchairs.

Under the ordinance, the Village would need to give permission to Mr. Biese to use his ATV for maintenance purposes only.

---

**Ordinance, Resolution or Policy:**

Ordinance Sec. 18-4.1 Trail Regulations

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**Budget/Financial Impact:**

None.

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**Attachment:**

Letter from Mr. Biese



Village of Harrison Town Board

June 5, 2020

Travis Parish

W5298 State Rd 114

Harrison, WI 54952

RE: ATV in State Park Ponds

Dear village board and Village Manager,

I am requesting written permission of the Village of Harrison Town Board to continue to use my ATV to maintain the bird houses located in the State Park Pond Area.

To give you a little background on myself, I have lived at my present address for 48 years. I witnessed the excavation and development of the pond area. One year after the ponds were developed I built over 28 bird houses for the blue birds, tree swallows, and barn swallows. I have personally maintained and replaced these houses for over 15 years without incident. By doing so it has allowed for a natural ecosystem between the insects, birds, and other natural wildlife. I worked with Stuart Boerst from Mc Mahn Associates Inc when Garners Creek maintained the ponds. I was allowed to use my ATV to maintain the bird houses located in the ponds and surrounding area.

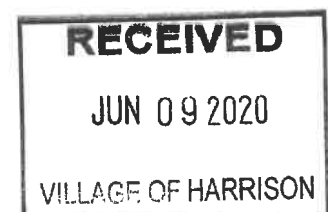
Over the years I have always had a high regard for nature and for the adjoining land. I have maintained the path from the adjoining land and my property without incident.

I am asking that you grant me written permission to continue to use my ATV to maintain and preserve the bird houses around the ponds.

Sincerely,



Daniel Biese



**RESOLUTION V2020-04**  
**VILLAGE OF HARRISON**  
Calumet and Outagamie Counties

**RESOLUTION AUTHORIZING A STREETS AND ROADS FEE**

**WHEREAS**, the Village of Harrison, Calumet and Outagamie Counties, Wisconsin is a municipal corporation charged with the duty to provide necessary services to the residents of the Village; and

**WHEREAS**, the State of Wisconsin has imposed levy limits that restricts the ability of local municipalities to provide those necessary services to their residents; and

**WHEREAS**, the yearly percentage increase in the cost of constructing and maintaining streets and roads within the Village of Harrison has exceeded the percentage increase in the allowable levy limit set forth by the State of Wisconsin; and

**WHEREAS**, the Village of Harrison does not wish burden its residents with large assessments for the construction and maintenance of streets and roads; and

**WHEREAS**, the Village of Harrison instead wishes to charge a yearly fee for the construction and maintenance of streets and roads to lessen any possible assessment to residents;

**NOW, THEREFORE, BE IT RESOLVED** by the Village of Harrison Village Board to institute a yearly streets and roads fee to be determined on the basis of the assessed value of each property located in the Village of Harrison.

Adopted by the Village Board of the Village of Harrison, Calumet and Outagamie Counties, Wisconsin, this 30th day of June, 2020.

VILLAGE OF HARRISON

By: \_\_\_\_\_  
Kevin Hietpas, Village President

Attest: \_\_\_\_\_  
Jennifer Weyenberg, Village Clerk