

## NOTICE OF VILLAGE BOARD MEETING

**DATE:** Thursday, September 17, 2020  
**TIME:** 6:00pm  
**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 Thursday, September 17, 2020 at 6:00pm. 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. Correspondence or Communications from Board and Staff
5. Public Comments  
Please be advised per State Statute section 19.84(2), information will be received from the public; be further advised that there may be limited discussion on the information received; however, no action will be taken under public comments. It is the policy of the Village that there is a three-minute time limit per person. Time extensions may be granted by the President. Please register your name on the sign-in sheet prior to the start of the meeting.
6. Introduction to Village-Wide Storm Water Utility Fee (Nick VandeHey, McMahon)
7. New Business for Consideration or Action
  - a) Discharge of Firearms Application for Dave Dhein, N8162 Pigeon Rd
  - b) Approve Minutes from 08/25/2020, 09/01/2020, 09/08/2020
  - c) Kimberly Heights 4 Asphalt Paving Revision
  - d) 2020 Asphalt Patching Work
  - e) Review/Approve State Trust Fund Loan Refinancing Options- Ehlers and Baird
  - f) Review/Approve Administrator's Evaluation Form
  - g) Review/Approve Manhole Rehabilitation Quotes for Harrison Utilities
  - h) Review/Approve Change Order for Kesler Road
8. Future Agenda Items

9. Closed Session

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

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.

10. Adjournment

Agenda posted 09/15/2020 and posted at [www.harrison-wi.org](http://www.harrison-wi.org) and Municipal Building lobby.



## Discharge of Firearms Application

Owner mailing address: N 8162 Pigeon Road Sherman WI 54189

I, Dave Dhein own 46.5 contiguous acres of land  
(name) (# of acres)

within the Village of Harrison, located at:

N 8162 Pigeon Road  
(address or description of property)

I acknowledge as the land owner, I

- am the only one who can give non-family members permission to fire or discharge firearms on the land.
- must request a waiver annually.
- that the waiver can be revoked for a violation of WI State Statute Chapter 167 or Chapter 941 relative to the use of firearms.

Dave Dhein  
Authorized Signature (Land Owner)

9/16/20  
Date

BOARD ACTION:	<u>      </u> Approve	<u>      </u> Deny	<u>      </u> Date of Meeting
Land Owner	<u>      </u> Calumet County Sheriff's Department	<u>      </u> Municipal Copy	<u>      </u>

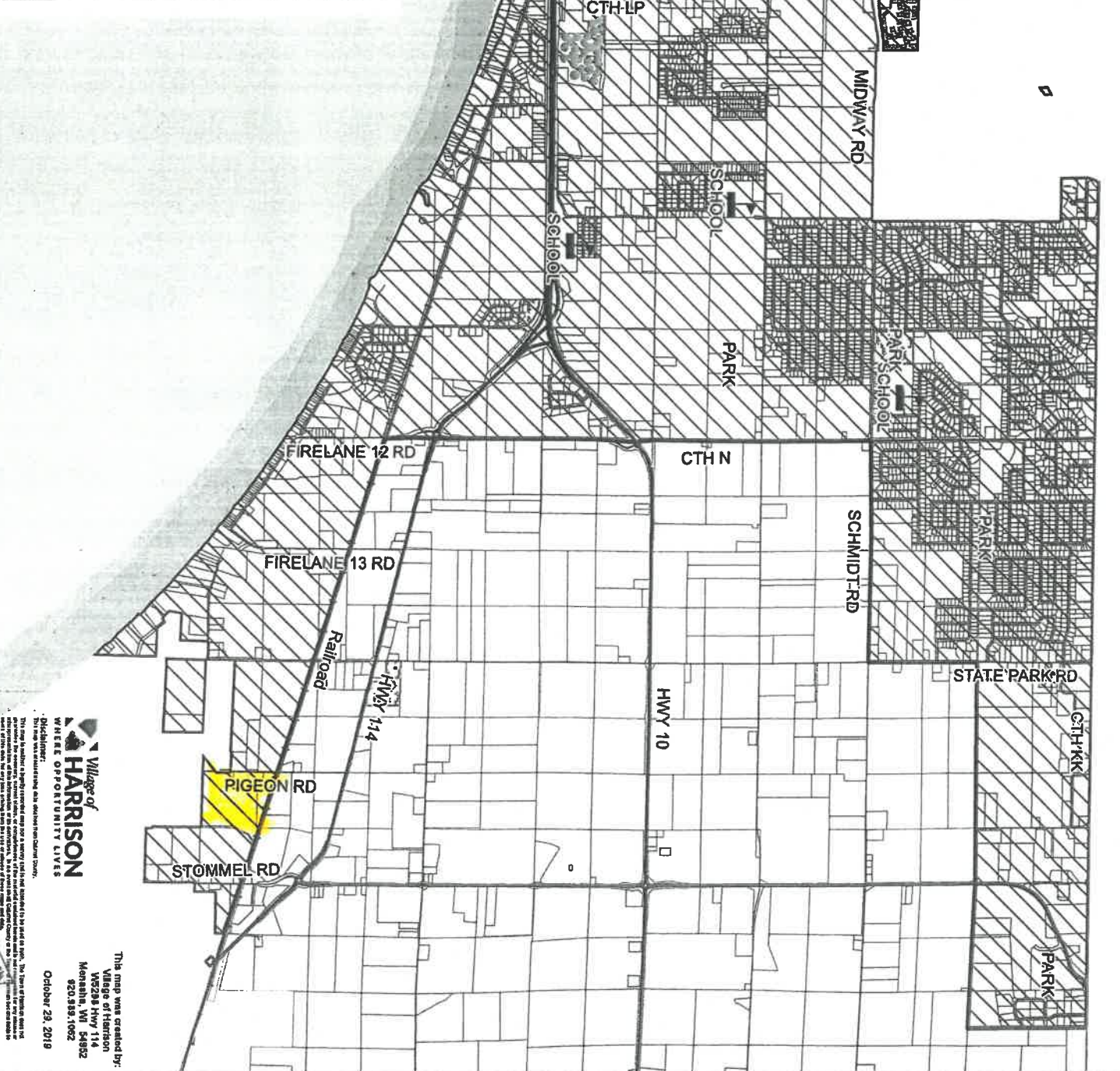
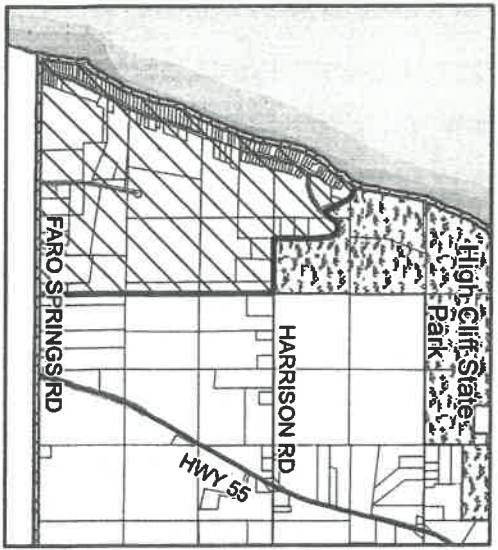
Staff Use Only:

Verification of Acres Listed Above: 46.53-ac

Renewal

# Discharge of Firearms Map

-  Discharge of Firearms Prohibited
-  Village of Harrison
-  Parcels
-  Parks



**Village of  
HARRISON**  
WHERE OPPORTUNITY LIVES

This map was created by:  
Village of Harrison  
W5298 Hwy 114  
Menasha, WI 54952  
920.589.1062

October 29, 2019

Disclaimer: This map was prepared for informational purposes only. It is not intended to be used as a legal document. The Village of Harrison is not responsible for any errors or omissions in this map. The map is provided as a service to the community and is subject to change without notice. The map is not a warranty of any kind. The map is provided as a service to the community and is subject to change without notice. The map is not a warranty of any kind.

**VILLAGE OF HARRISON  
BOARD MEETING MINUTES  
08/25/2020**

A meeting of the Village of Harrison Board was called to order at 7:00pm in the Harrison Municipal Building, W5298 State Road 114 on August 25, 2020. After the Pledge of Allegiance was recited, roll call was taken.

Board Present: President Kevin Hietpas, Trustees Lou Miller, Mark Van Hefty, Darlene Bartlein, Scott Handschke, Pete Stier, Tyler Moore  
Board Excused: None  
Staff Present: Village Manager Travis Parish, Clerk-Treasurer Jennifer Weyenberg, Planner Mark Mommaerts, Director of Public Works Laura Jungwirth  
Others Present: Judy Hebbe of the Times-Villager

**Reports**

Report from Harrison Fire Rescue, Calumet Co. Sheriff's Dept., Planning & Zoning, Public Works, Operations Manager, Statement of Income and Expenses and Harrison Utilities were distributed. Trustee Handschke asked on status of the No Heavy Truck signs, and Public Works Director L. Jungwirth said they have been delivered and should be going up soon. President Hietpas asked if the signatures on the Crack Fill award were finalized. L. Jungwirth said McMahon is working with Farnher to finalize everything. The Ryford Street Crossing project will be brought back to a future meeting. Trustee Stier reported seeing a muskrat at the pond between Sweet Pea Dr. and Midway Rd. Trustee Van Hefty will contact the trapper and let him know. Trustee Handschke asked about a discrepancy in the Harrison Utilities' Income and Expense statement, and T. Parish explained the expense was to pay off Lift Station No. 6 and that comes out of their fund, not the village's general fund. President Hietpas asked if the town's checking account listed on the Treasurer's report was still an active account. T. Parish explained that the State pays out shared revenues yet on the former town and those are direct deposits to that checking account.

**Communications from Board or Staff**

Trustee Van Hefty distributed the Coronavirus Aid, Relief, and Economic Security (CARES) Act report. The village is eligible for \$211,348.00. Funds can be used to purchase personal protective equipment, cleaning/sanitizing supplies, FMLA, sick leave, and more. The board would like to purchase ipads and other supplies that would increase the efficiency of working remotely. T. Parish will get quotes.

**Public Comments**

Ryan Bowers asked why the planned concrete streets in Kimberly Heights subdivision are being changed to asphalt roads, when everyone who bought their lots were all informed that they would be assessed for concrete work in 2021. He asked why all of these changes are happening when the residents have not been given a chance to speak on the matter. President Hietpas explained that a few months ago the

board voted to move towards asphalt roads and concrete low-back curbs and sidewalks in all subdivisions.

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

#### Employee Handbook

T. Parish asked if the board wanted to make slight adjustments on the current/original policy or continue moving forward with a brand new re-write. Both handbooks will be brought to the first Administration Services Committee meeting. No action was taken.

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

#### Certified Survey Map- Lamers Realty- N8912 Harrisville Court

In order to construct Harrisville Place subdivision, a temporary pond was constructed. The village and developer agreed that after storm sewer became available in Woodland Rd, the developer could connect the subdivision to the pipe and eliminate the temporary pond. Motion by Trustee Moore with second by Trustee Stier to approve the CSM. Motion carried 7-0.

#### Certified Survey Map- Frank Thiel- Harrison Rd

The CSM would combine properties in order to remove a lot line for building a new home. Motion by Trustee Moore with second by Trustee Stier to approve the CSM. Motion carried 7-0.

#### Kimberly Heights Development Agreement Addendum #2

#### Kimberly Heights 2 Development Agreement Addendum #1

#### Kimberly Heights 3 Development Agreement Addendum #1

The amendments would eliminate concrete streets and integral curb & gutter in favor of mountable curb & gutter with asphalt paving. Motion by Trustee Van Hefty with second by Trustee Stier to approve Kimberly Heights Developments 1, 2, and 3 with addendums to various phases in Kimberly Heights subdivisions and development agreements moving forward. Motion carried 7-0.

#### Ordinance V20-08 Zoning Text Amendments

Since the village incorporated from the Town, the zoning ordinance has not been updated with references to State Statutes for villages. The ordinance also references Calumet County zoning which is no longer applicable. Motion by Trustee Moore with second by Trustee Van Hefty to approve Ordinance V20-09 for the zoning code updates. Motion carried 7-0.

#### Woodland Road Sewer and Water Payment

As part of Creekside Estates subdivision construction, the developer extended sewer and water mains through the subdivision and along Woodland Rd. These mains are bigger and deeper than typical and will service an area north to Manitowoc Rd, and Harrison Utilities policy is to reimburse for oversizing. The cost for this oversizing is \$205,746.28. Also, the developer installed sewer and water mains along Woodland Rd on both sides of the road (their subdivision is only on the south side). The developer is asking to be reimbursed \$107,574.50. The amount can be assessed on the north side of the road when that property develops. The total amount, coming from the Harrison Utilities budget, is \$313,320.78

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

Minutes from 07/22/20, 07/28/20, 08/17/20, 08/18/20

President Hietpas asked to clarify page 2 of the minutes from 08/18/20, "Discussions continue with Town of Buchanan about buying out their share of Darboy Community Park". It should state Buchanan is turning over their share of the park and there will be no fees paid for it. Motion by Trustee Handschke with second by Trustee Stier to approve minutes from 07/22/20, 07/28/20, 08/17/20, 08/18/20 with changes to clarification spelled out by village president. Motion carried 7-0.

#### Payments of Bills and Claims

Trustee Stier- Question on page 3, \$4018.44 to Franks Radio Service. L. Jungwirth explained we set up a base inside the building.

Trustee Stier- Question on page 7, \$21.99 to Menards for mailbox on Coral. L. Jungwirth confirmed the crew hit a mailbox when working in the area.

Trustee Stier- Question on page 15, \$18,005 to Joe Mader Excavating. This was a delay in billing from work done in the spring.

Trustee Stier- Question on page 18, \$424.91 to Spectrum. T. Parish answered this is our internet, cable and phone.

President Hietpas- Question about the CAT parked at the park and said it hasn't moved in a month or two. L. Jungwirth will check with Operations Manager J. Funk to see what the arrangement is- we are not actively paying on any rental contracts.

President Hietpas- Question on page 7, \$17,564.20 to McMahon for UNPS Stormwater Planning. Last month we paid another \$13,000+ for stormwater planning as well. T. Parish explained the bills are part of the storm water grant the board previously approved.

President Hietpas- Question on page 2, \$1,800 to Don E Parker Excavating for a culvert replacement. L. Jungwirth explained a piece of the culvert was to be replaced but it was deteriorated and the determination was made to replace the entire culvert.

Trustee Handschke- Question on page 18, \$6,660 to Stumpf Creative Landscaping. T. Parish explained this is part of the Halverson property purchase condition that the village would install a berm and plant trees.

Motion by Trustee Stier with second by Trustee Moore to approve the bills and claims. Motion carried 7-0.

#### Resolution V2020-07 Establishing Polling Places for November 3, 2020 Election

The clerk is planning 3 polling locations for the General Election.

Waverly Beach: Wards 3-4; 17-18 and Wards 11-13

Harrison Municipal Building (Community Room): Wards 5-6; 10

Harrison Municipal Building (Garage/Shop): Wards 7-9; 14-16

Motion by Trustee Stier with second by Trustee Bartlein to approve Res. V2020-07 Amending Res. V2020-06 and Establishing the Polling Places for November General Election. Motion carried 7-0.

#### Manitowoc Road and Woodland Road Speed Study

The board voted on 02/11/2020 to begin a study to reduce the speed from 45mph to 35mph on Manitowoc Road and Woodland Road from Lake Park Rd to County Road N. L. Jungwirth has been working with Rodney Hamilton of the DOT regarding the requirements for reducing speeds on local roads. The WisDOT Traffic Guidelines Manual states local governments have the authority to reduce speed limits to within 5mph of the 85<sup>th</sup> percentile speed, but "all speed limit changes shall be based on a traffic engineering study, including modifications allowed under State Statute." L. Jungwirth has also been working with J. Tenor of the Calumet Co. Sheriff's Dept. to gather crash data. The DOT has recommended it would be beneficial to wait until there is more development in the area. President Hietpas noted that Rod Hamilton of the DOT is referencing state statutes for a state highway, which Manitowoc Road and Woodland Road are not. The county makes changes based on committee recommendations. He opposes spending money on a study that is not needed and the village board has the authority to drop the speed by 10mph. Calumet County Sheriff's Department noted they have not received any complaints about speeding. Motion by Trustee Handschke with second by Trustee Bartlein to table the speed reduction study. Motion carried 7-0.

#### 2019 Storm Sewer and Drainage Improvements and Asphalt Paving Program Certificate of Payment #5-Final

Public Works Director L. Jungwirth confirmed that outstanding items on the punchlist had been completed. Motion by Trustee Miller with second by Trustee Stier to approve the Certificate of Payment \$5 Final. Motion carried 7-0.

#### Request for Vacation of Road Easement

The village received a petition for a road easement to be vacated at W4650 High Cliff Road. The original easement was created to provide access for 4 lots, but is no longer needed. The consensus of the board was to pursue the vacation, and Village Manager T. Parish will work on the necessary paperwork and bring the matter back to a future meeting.

#### Refinancing State Trust Fund Loan

The village obtained a loan in the amount of \$1.5 million to construct infrastructure for TID #1. Baird has provided an analysis that the village could save potentially \$229,969 if we went out to market. President Hietpas asked if the village had any other loans that could be included, and T. Parish said the one loan for the future village center land is not tax exempt and the parkland at Hwy 55 is no longer tax exempt if sold for commercial development. There was no motion/action taken; T. Parish will continue to work with Baird and bring additional information back.

#### Short-Term Rental Ordinance

The Village Board asked that this be placed on the agenda for discussion. T. Parish distributed information on short-term rental laws- in 2017 Gov. Walker signed into law an act that puts limits on the ability of local governments to prohibit short term rentals. Because staff has not received complaints about an issue, it is unclear if the concern is noise, cars blocking the street, too many people, etc. Trustee Handschke noted that the village is missing out on revenue and the property owners are most



likely not paying county sales tax. Trustee Stier and Trustee Moore suggest we look at Green Bay and Oshkosh to see how they handle rentals for Packers games and EAA. T. Parish was asked to bring back the City of Madison policy for review.

#### Future Agenda Items

Trustee Stier he was contacted about the panhandling happening.

Trustee Moore asked if there was an update from the attorney on the Fire Dept By-Laws.

#### Closed Session:

Under Wis. Stats. 19.85(1)(g), the board met in closed session to confer with legal counsel about strategy regarding current or likely litigation regarding Peters Concrete Company.

Motion to enter closed session by Trustee Stier with second by Trustee Bartlein. Motion carried 7-0 on a roll call vote:

Miller- aye;

Van Hefty- aye;

Bartlein- aye;

Hietpas- aye;

Handschke- aye;

Stier- aye;

Moore- aye.

The meeting reconvened in open session. Trustee Bartlein moved to settle with second by Trustee Stier. T. Parish asked for clarification on the motion that it state, "to accept the offer from Peters Concrete in their email dated July 27<sup>th</sup>, 2020." Motion carried 7-0.

Motion by Trustee Moore with second by Trustee Bartlein to adjourn. Motion carried.

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Jennifer Weyenberg, Village Clerk-Treasurer

Dated August 25, 2020

Approved Sept 17, 2020

**VILLAGE OF HARRISON  
BOARD MEETING MINUTES  
09/01/2020**

A meeting of the Village of Harrison Board was called to order at 6:00pm in the Harrison Municipal Building, W5298 State Road 114 on September 01, 2020. After the Pledge of Allegiance was recited, roll call was taken.

Board Present: President Kevin Hietpas, Trustees Lou Miller, Mark Van Hefty, Darlene Bartlein, Scott Handschke, Pete Stier, Tyler Moore  
Board Excused: None  
Staff Present: Village Manager Travis Parish, Clerk-Treasurer Jennifer Weyenberg, Planner Mark Mommaerts

**Communications from Board or Staff**

None

**New Business for Consideration or Action**

**Create Administrative Committee**

Res. V2020-08 Creating the Ad Hoc Administrative Committee was presented by Village Manager Travis Parish. The structure is 3 trustees and 2 citizen members. Terms for the trustees would run concurrent with their village board terms and the citizen terms would be for 1-year. Motion by Trustee Handschke to approve Res. V2020-08 Creating Ad Hoc Administrative Committee with second by Trustee Bartlein. Trustee Stier asked to remove his name from consideration and recommended that the Village President take his spot on the committee. Motion carried 7-0.

Approve Engagement Letter with Baird for General Obligation Refunding Bonds in the amount of \$1,645,000.00

As was previously discussed, Baird has provided an idea on what we could save on refinancing the TID loan and land on CTH N. We could save approximately \$26,000 if we went to bonds. President Hietpas commented that we have \$2.6 million in money market plus another \$1.275 in CDs, but, we have an ordinance to have a minimum of 30% of our operating assets in reserves and that would come out to \$1.2 million. He questioned why we would take out a loan to put it in savings and wondered if we could use any of these monies to pay off our debt. Village Manager T. Parish explained we wouldn't use village money to pay off the TID loan but possibly could look at the land on N. By paying off the TID, the village doesn't save any money- just the other entities.

Motion by Trustee Moore to approve the engagement letter with Baird for General Obligation Bonds in the amount of \$1,645,000. President Hietpas asked if Trustee Moore if he wanted to see about paying down some of the other loans, but Trustee Moore said it sounded like it could be a wash. T. Parish interjected that he would have to let Baird know to take the loan for CTH N out. Motion was withdrawn with the recommendation that T. Parish discuss more with Baird.

Motion then made by Trustee Moore with second by Trustee Miller to approve the engagement letter with Baird for General Obligation Refunding Bonds specifically to refinance TID #1 State Trust Fund Loan. Trustee Bartlein asked to postpone this for a month. T. Parish explained that Baird is really looking for a commitment that if the village goes out to bond, it uses them. Motion to approve the engagement letter failed 1-5-1 with Trustee Miller in favor; President Hietpas and Trustees Van Hefty, Bartlein, Miller, and Stier opposed; and Trustee Handschke abstaining.

#### Discuss 2021 Budget

T. Parish explained:

- that there will be a series of 4 meetings and we need to get the levy to the County by Thanksgiving. Budget approval requires a public hearing before it can be approved by the village board.
- Net new construction for 2020 is 1.97%. It is important to maximize this increase as to not lose out in future years.

President Hietpas asked that we have a goal of holding our mill rate and do a deep dive into our spending habits and improve things in other ways.

Everyone agreed we need to balance our growth so that we aren't so top-heavy on residential.

Main priorities for next year are Noe Road, urbanizing Hoelzel Way by Sunrise School, Cottonwood Creek mini-storm, Eisenhower Drive, Kimberly Heights roads and staffing compensation study.

The consensus of the board is to move forward with improvements at Clover Ridge Park with a focus on pickleball courts. Public Works Director L. Jungwirth should come back with costs.

The next budget meeting is set for October 6, 2020 at 6:00pm.

#### **Closed Session:**

Under Wis. Stats. 19.85(1)(c), the board met in closed session to consider the employment, promotion, compensation, or performance evaluation- Village Manager Evaluation Performance.

Motion carried 7-0 on a roll call vote:

Miller- aye;

Van Hefty- aye;

Bartlein- aye;

Hietpas- aye;

Handschke- aye;

Stier- aye;

Moore- aye.

The village clerk was asked to leave the meeting at this point.

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Jennifer Weyenberg, Village Clerk-Treasurer

Dated September 1, 2020

Approved September 17, 2020

**VILLAGE OF HARRISON  
BOARD MEETING MINUTES  
09/08/2020**

A meeting of the Village of Harrison Board was called to order at 7:00pm in the Harrison Municipal Building, W5298 State Road 114 on September 08, 2020. After the Pledge of Allegiance was recited, roll call was taken.

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

Board Excused: None

Staff Present: Village Manager Travis Parish, Clerk-Treasurer Jennifer Weyenberg, Planner Mark Mommaerts

**Communications from Board or Staff**

Village Manager T. Parish said he received an email from the village attorney informing us that City of Appleton approved a detachment ordinance on the Renn Farm. The City approved the ordinance on September 2<sup>nd</sup> and published it September 7<sup>th</sup>.

President Hietpas said the new Roberts Rules of Order is now available. T. Parish was asked to get copies for everyone. He also asked for an update on the Open Records Request on the Golden Way project- the village clerk has provided the requested emails.

President Hietpas said the board had given direction to do finish grade and seeding at Farmers Field, but he noticed weeds over 8ft. tall next to the driveway. T. Parish said he had spoken to Public Works Director and the Operations Manager and told them it was the #1 priority. He also asked if the board had any recommendations on what the Ad Hoc Administration Committee should deal with. T. Parish asked that priority be given to the Employee Manual.

President Hietpas discussed a letter written by Public Works Director L. Jungwirth. He wondered if it was too late in the season to seed the ditches and asked for some leniency. Trustee Handschke asked if the village-wide stormwater fee could help with something like this. Trustee Stier asked that the board stay on the agenda and noted they should not be talking about this.

President Hietpas said that a detention pond on the north end of Noe Road at the corner of Noe and Sweet Pea Dr has not been turned over to the village and asked why the village is cutting the grass. Village Manager T. Parish will talk to Public Works Dept.

Trustee Van Hefty said he had talked with the muskrat removal service owner and had asked him for an update. He said he learned that the owner had emailed T. Parish an update on July 29<sup>th</sup>. Trustee Van Hefty received a copy of the email and forwarded it to all of the village board and asked if T. Parish had

intended to share this email himself; he explained that he was going to do so at the end of the year. Trustee Van Hefty asked about the Kimberly Trail pond- there is a ditch behind the pond that is full of muskrats and the trapper would like permission to enter. Planner M. Mommaerts stated that area is private property.

### **Public Comments**

None

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

Resolution V2020-09 Harrisville Lane Street Name Change

The property owners are petitioning to change the name to Sweetgrass Trail to avoid confusion with Harrisville Court. The property owners will reimburse the village for costs associated with the change. Motion by Trustee Bartlein with second by Trustee Van Hefty to approve Ordinance V2020-09. Motion carried 7-0.

Accepting Stormwater Pond Deed Transfer for Hidden Pines & Southtowne Place

The developer of Hidden Pines subdivision is requesting the village take ownership of the stormwater pond – this pond is shared with Southtowne Place and staff is working with that owner to deed the land as well. Motion by Trustee Moore with second by Trustee Miller to approve the Warranty Deeds for Outlot 1 of Hidden Pines Subdivision and Outlot 1 of Southtowne Place Subdivision. Motion carried 7-0.

Driscoll Properties TID #3 Development Agreement

The agreement could not be previously approved because TID #3 had not been formally adopted. President Hietpas asked if the board remembered the original conversation that \$500,000 was for the through-road from Coop to future Eisenhower and he recalled that being discussed, but he doesn't recall talking about the other impact fees and paying half of those. Trustee Van Hefty asked Planner Mommaerts if he had any concerns with the subcontractor declaring bankruptcy. Planner Mommaerts explained the agreement is written so that if they don't complete the work, they don't get paid. Motion by Trustee Moore with second by Trustee Stier to approve the TID #3 Development Agreement for Driscoll Properties. Motion carried 5-1-1 with Trustee Van Hefty opposed and President Hietpas abstaining.

Resolution V2020-10 Adopting the Project Plan and Creating TID #4

This TID will be created in the area along Midway Road/County AP west of Lake Park Rd. It is intended to be a mixed-use district suitable for residential and commercial uses. The recent detachment of the road from Appleton to Harrison triggers payment for Lake Park Road, and the developer is agreeable to paying that upfront. The village would, under the TID, include that cost as an incentive. Motion by Trustee Moore with second by Trustee Miller to accept Res. V2020-10 Approving the Project Plan and Creating Tax Incremental Financing. Motion carried 6-1 with Trustee Stier opposed.

Approve Dissolution of the Darboy Park Intergovernmental Agreement with Town of Buchanan  
The village and town agree to dissolve all prior agreements, Buchanan will no longer be required to plan, oversee, or maintain any part of Darboy Park. Harrison will allow Buchanan residents to rent the pavilion at the same rate as Harrison residents. Motion by Trustee Handschke with second by Trustee Stier to approve the dissolution. Motion carried 7-0. Trustee Moore noted that Buchanan's logo is on the park signs and we should look to update those signs at some point.

Discharge of Firearms Application for Don Mielke, W5484 Mielke Rd  
Discharge of Firearms Application for Tony Mader, W5725 Manitowoc Rd  
Motion by Trustee Stier with second by Trustee Van Hefty to approve both applications. Motion carried 7-0.

### **Future Agenda Items**

President Hietpas requested a budget meeting for Tuesday, Sept. 15th at 6:00pm to discuss some items and also set a closed session to discuss personnel issues. Village Manager T. Parish reminded the board the next budget meeting is set for October 6<sup>th</sup>.

President Hietpas said he wanted a closed session discussion. The meeting is set for Thursday, Sept. 17<sup>th</sup> at 6:00pm. Trustee Handschke asked for the Air BnB ordinance to be on the agenda. He asked that budget meetings be limited to only budget discussion and not piling on other agenda items.

President Hietpas asked to address the following at the next meeting:

Engineering costs- how much was spent last year vs. this year;

the permit fee schedule;

Harrison Utilities;

Parks- what people may want to see;

Road projects- Noe Road;

TID #1 Loan;

Employee Overtime

Trustee Van Hefty asked if he could make a motion to have board minutes approved more quickly, preferably by the next meeting. Village Manager stated that minutes must be approved by the board. He added that if the issue was that people want to know what is going on in the meetings, we could live-stream the meetings and put a link on the website. This will be discussed at budget time.

Village President Hietpas noted that Harrison Utilities website is an unsecured website.

Trustee Stier said we can't make any motions for things that aren't on the agenda.

### **Closed Session:**

Motion by Trustee Handschke with second by Trustee Bartlein to enter closed session under Wis. Stats. 19.85(1)(e), 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 in regards to Toonen Companies.

Motion carried 7-0 on a roll call vote:

Miller- aye;

Van Hefty- aye;

Bartlein- aye;

Hietpas- aye;

Handschke- aye;

Stier- aye;

Moore- aye.

The meeting adjourned in closed session.

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Jennifer Weyenberg, Village Clerk-Treasurer

Dated September 8, 2020

Approved September 17, 2020



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**VILLAGE BOARD MEETING****VILLAGE OF HARRISON****From:**

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

**Meeting Date:**

9/17/2020

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**Title:**

Kimberly Heights 4 Asphalt Paving Revision

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**Issue:**

Should the Village Board allow the developer to install only the lower binder course (2") of asphalt pavement on the Kimberly Heights 4 Subdivision and not the full depth of asphalt (4")?

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**Background and Additional Information:**

The board approved to allow Tom Dercks to pave the Kimberly Heights Phase 4 Subdivision in final pavement (curb and gutter and both layers of asphalt pavement) at the August 18, 2020 Village Board Meeting. Curb and gutter has already been poured and asphalt paving is now planned for the week of September 21, 2020, however the developer is now proposing to have only the lower binder course (bottom 2" layer of pavement) installed. The developer proposes that the top course (upper 2" layer of pavement) would be installed upon 60% buildout of the homes, tentatively Fall 2021.

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**Budget Impacts:**

None. Developer is responsible for curb and gutter and asphalt paving costs and any repairs to pavement during the warranty period per board approval on August 18, 2020.

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**Recommended Action:**

Staff recommends requiring the full depth of asphalt be installed to avoid potential damage to the exposed curb head from snow plowing operations and construction traffic during home builds.

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**Attachments:**

- August 18, 2020 Agenda Item Information

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**VILLAGE BOARD MEETING**

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**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Meeting Date:**

August 18, 2020

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**Title:**

Request to install curb & gutter and asphalt paving in Kimberly Heights 4 Subdivision

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**Issue:**

Should the Village Board allow the developer to install curb & gutter and asphalt paving early in the Kimberly Heights 4 subdivision?

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**Background and Additional Information:**

The Developer is requesting to install curb & gutter and asphalt paving in the Kimberly Heights 4 subdivision earlier than stated in the approved development agreement. The development agreement outlined final street improvements occurring in 2023. Provisions in the development agreement allow for at least 80% of the property owners to request paving earlier upon review and approval by the Village Board.

Staff have been in discussions regarding the quest to install curb & gutter and asphalt paving this year in Kimberly Heights 4. Staff's recommendation to the Village Board will be to conduct a walk through of the gravel roads prior to curb & gutter and asphalt pavement. At the time of writing this memo, no such walk through has occurred or been scheduled. The Village Board must accept the roadways in a gravel state. A 3-year financial warranty, in an amount equal to the cost of curb & gutter and asphalt, must be provided to the Village to cover any future damage.

Staff received this request on the 12<sup>th</sup>. It seemed to be a time sensitive issue as the Developer desires to start paving the week of August 17<sup>th</sup>. Any additional information staff collects will be presented at the meeting.

---

**Budget/Financial Impact:**

None. Developer is responsible for curb & gutter and asphalt paving costs.

---

**Recommended Action:**

If the Board authorizes early paving, staff recommends:

1. A walk through of the gravel roadways be completed and punch list items be addressed prior to paving.
2. The Village Board accepts the roadways in a gravel state.
3. A 3 year financial guarantee be provided, in an amount equal to the cost of curb & gutter and asphalt.

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**Attachments:**

- None

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**VILLAGE BOARD MEETING****VILLAGE OF HARRISON****From:**

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

**Meeting Date:**

9/17/2020

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**Title:**

2020 Asphalt Patching Work

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**Issue:**

There are spots of deteriorated pavement in addition to areas that culverts were replaced that require asphalt patching to be completed. This work would include all preparation and paving for each patch.

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**Background and Additional Information:**

Estimate from Calumet County includes preparation and paving for 12 asphalt patches at the following locations:

- Friendship Drive (1)
- Schmidt Road (2)
- Touchdown Drive (1)
- Manitowoc Road (2)
- Firelane 12 (3)
- Noe Road (3)

---

**Budget Impacts:**

Estimate for work from Calumet County is **\$17,347.96**

---

**Recommended Action:**

Staff recommends approval.

---

**Attachments:**

- Calumet County Estimate



# Estimate

241 E. Chestnut St., Chilton, WI 53014-1554  
 Phone (920) 849-1434 – Toll Free 1-833-620-2730  
 Web Address: [www.co.calumet.wi.us](http://www.co.calumet.wi.us)

**Bill To:**  
 Village of Harrison

DATE 9/2/2020  
 Estimate # 40  
 Estimate valid until: November 2, 2020  
 Prepared by: C. Scheinoha

**Location:**

Description	AMOUNT
Prep and Pave 12 seprate asphalt patches @ Freindship Rd, Schmidt Rd, Touchdown Dr, Maniowoc Rd, Fire Lane 12 Rd, and Noe Rd.	
Material	5,489.20
Equipment	3,663.02
Labor	8,195.75
<b>TOTAL</b>	<b>\$ 17,347.96</b>

  
 Highway Superintendent

It is important that as the project develops that any changes that occur that were not established in the initial project scope be treated as a change order and additional compensation will be made to the Highway Department for them. Formal change orders and requests in writing will be required to make changes. Calumet County will only bill for the actual costs incurred on the project. If you have any questions please call the Highway Department Office at 920-849-1434.

Customer: \_\_\_\_\_ Date: \_\_\_\_\_  
**To accept this Estimate and authorized the Calumet County Highway Department to complete the above work. Please sign and return a copy to the Calumet County Highway Dept.**  
**THANK YOU FOR YOUR BUSINESS!**

**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

---

**Date:** September 17th, 2020

**Title:**

Review/Approve State Trust Fund Loan Refinancing Options – Ehlers and Baird

**Issue:**

Should the Village Board refinance their state trust fund loan?

---

**Background and Additional Information:**

In 2015, the Village of Harrison obtained a state trust fund loan in the amount of \$1.5 million to construct infrastructure for TID #1. This included the construction of the Lakeview Pond, Sonny Dr. and Blackoak St. This is a 20 yr. loan at 3.75% interest.

In discussion with Baird, there is the possibility that the Village of Harrison could save money by refinancing the loan depending on current bond market interest rates.

Update: An analysis from Ehlers was also obtained for comparison.

---

**Ordinance, Resolution, or Policy:**

None.

---

**Budget/Financial Impact:**

Potential savings.

---

**Attachments:**

Baird Financial Analysis.

Ehlers Financial Analysis.

September 8, 2020

# Village of Harrison, WI

## 2015 State Trust Fund Loan Refunding Analysis



---

Prepared by:

Ehlers  
N21W23350 Ridgeview  
Parkway West, Suite 100  
Waukesha, WI 53188

Advisors:

Jon Cameron,  
Senior Municipal Advisor  
Greg Johnson,  
Senior Municipal Advisor

---

**BUILDING COMMUNITIES. IT'S WHAT WE DO.**

# Village of Harrison, WI

## Estimated Financing Plan

**Taxable G.O.  
Refunding  
Bonds  
2020**

Projects  
Principal Due on 2015 STFL on 1/5/2021 1,357,200  
Interest Due on 2015 STFL on 1/5/2021 41,274

Total Project Funds 1,398,474

### Estimated Finance Related Expenses

Municipal Advisor 20,100  
Bond Counsel 11,000  
Disclosure Counsel 6,600  
Paying Agent 850  
Underwriter Discount **12,50** 18,250

Total Financing Required 1,455,274

Estimated Interest Assumed spend down (months) **0**

Rounding 4,726

Net Issue Size **1,460,000**

Notes:

## Estimated Refunding Savings - 2015 State Trust Fund Loan (TID #1)

### Existing Debt Service To Be Refunded (No Longer Paid by Village)

2015 State Trust Fund Loan		\$1,500,000		5/15/2025			
Issue	Amount Dated	Prin (3/15)	Rate	Interest	Total		
2020					0		
2021	55,300	3.750%	50,895	106,195			
2022	59,300	3.750%	48,821	108,121			
2023	63,600	3.750%	46,598	110,198			
2024	68,000	3.750%	44,334	112,334			
2025	72,800	3.750%	41,663	114,463			
2026	77,700	3.750%	38,933	116,633			
2027	82,800	3.750%	36,019	118,819			
2028	88,100	3.750%	33,004	121,104			
2029	93,800	3.750%	29,610	123,410			
2030	99,700	3.750%	26,093	125,793			
2031	105,800	3.750%	22,354	128,154			
2032	112,100	3.750%	18,437	130,537			
2033	118,900	3.750%	14,183	133,083			
2034	126,000	3.750%	9,724	135,724			
2035	133,300	3.750%	4,999	138,299			
<b>Total</b>	<b>1,357,200</b>		<b>465,663</b>	<b>1,822,863</b>			

### Debt Service After Refunding (to be Paid by Village)

Taxable G.O. Refunding Bonds		\$1,460,000		12/1/2020			
Issue	Amount Dated	Prin (3/1)	Est. Rate	Interest	Total		
2020					0		
2021	80,000	0.850%	18,410	98,410			
2022	75,000	0.900%	23,983	98,983			
2023	80,000	0.950%	23,265	103,265			
2024	80,000	1.050%	22,465	102,465			
2025	85,000	1.150%	21,556	106,556			
2026	90,000	1.300%	20,483	110,483			
2027	90,000	1.450%	19,245	109,245			
2028	95,000	1.600%	17,833	112,833			
2029	100,000	1.700%	16,223	116,223			
2030	105,000	1.850%	14,401	119,401			
2031	105,000	2.000%	12,380	117,380			
2032	110,000	2.150%	10,148	120,148			
2033	115,000	2.300%	7,643	122,643			
2034	120,000	2.450%	4,850	124,850			
2035	130,000	2.600%	1,690	131,690			
<b>Total</b>	<b>1,460,000</b>		<b>234,573</b>	<b>1,694,573</b>			

### Total Savings

0	7,785	9,139	6,933	9,869	7,906	6,150	9,574	8,271	7,188	6,391	10,774	10,389	10,440	10,874	6,609
<b>128,290</b>															

**Total** 1,357,200 465,663 1,822,863

**Total** 1,460,000 234,573 1,694,573

Plus Rounding 4,726

1. Estimated rates non-rated taxable sale of 8/13/2020 plus 45 basis points.

FUTURE VALUE SAVINGS NET OF COSTS 133,017

PRESENT VALUE SAVINGS AT 7.846% OF REFUNDED PRINCIPAL 106,490



The logo for BAIRD, featuring the word "BAIRD" in white, uppercase, sans-serif font, centered within a blue parallelogram shape that is wider at the top and tapers towards the bottom.

BAIRD

Village of Harrison  
2020 Refinancing Discussion

August 3, 2020

Justin A. Fischer, Director

[jfischer@rwbaird.com](mailto:jfischer@rwbaird.com)

777 East Wisconsin Avenue

Milwaukee, WI 53202

Phone 414.765.3635

Fax 414.298.7354

# Village of Harrison

## 2020 Refinancing Discussion

August 3, 2020

### Borrowing Amount / Structure / Purpose



Issue:	General Obligation Refunding Bonds
Estimated Size:	\$1,645,000
Purpose:	<ul style="list-style-type: none"> <li>• Refinancing of 2015 State Trust Fund Loan (TID #1)</li> <li>• Refinancing of 2016 GO Promissory Notes</li> </ul>
Structure:	Matures annually March 1, 2021-2035
First Interest:	March 1, 2021
Callable:	March 1, 2027 or any date thereafter
Estimated Interest Rate:	1.60%
Estimated Savings (Includes Est. COI):	\$233,512

### Timeline

- Village Board considers Plan of Finance and Recommendation to Proceed ..... January 28, 2020
- Village Board considers Initial Resolution ..... August 2020
  - Preparations are made for issuance
    - ✓ Official Statement
    - ✓ Bond Rating
    - ✓ Marketing
- Village Board Considers Award Resolutions (finalizes terms and interest rate) ..... September 2020
- Closing of Notes/Bonds (funds available) ..... October 2020

# Village of Harrison

## 2020 Refinancing Discussion

August 3, 2020

### 2020 Refinancing Illustration



Calendar Year	BEFORE REFINANCING			AFTER REFINANCING			TOTAL DEBT SERVICE	POTENTIAL DEBT SERVICE SAVINGS
	PRINCIPAL (3/15)	RATE (3/15)	INTEREST (3/15)	PRINCIPAL (4/1)	RATE (4/1)	INTEREST (4/1 & 10/1)		
2020	\$51,200	3.750%	\$52,960	\$45,000	2.900%	\$8,624	\$157,784	\$0
2021	\$55,300	3.750%	\$50,895	\$45,000	2.900%	\$110,000	\$139,058	\$19,412
2022	\$59,400	3.750%	\$48,821	\$45,000	2.900%	\$115,000	\$144,550	\$14,524
2023	\$63,500	3.750%	\$46,746	\$45,000	2.900%	\$120,000	\$149,000	\$11,577
2024	\$67,600	3.750%	\$44,671	\$45,000	2.900%	\$125,000	\$153,450	\$11,571
2025	\$71,700	3.750%	\$42,596	\$45,000	2.900%	\$130,000	\$157,900	\$13,995
2026	\$75,800	3.750%	\$40,521	\$45,000	2.900%	\$135,000	\$162,350	\$13,842
2027	\$79,900	3.750%	\$38,446	\$45,000	2.900%	\$140,000	\$166,800	\$15,989
2028	\$84,000	3.750%	\$36,371	\$45,000	2.900%	\$145,000	\$171,250	\$15,004
2029	\$88,100	3.750%	\$34,296	\$45,000	2.900%	\$150,000	\$175,700	\$14,160
2030	\$92,200	3.750%	\$32,221	\$45,000	2.900%	\$155,000	\$180,150	\$13,493
2031	\$96,300	3.750%	\$30,146	\$45,000	2.900%	\$160,000	\$184,600	\$12,904
2032	\$100,400	3.750%	\$28,071	\$45,000	2.900%	\$165,000	\$189,050	\$12,437
2033	\$104,500	3.750%	\$26,000	\$45,000	2.900%	\$170,000	\$193,500	\$12,233
2034	\$108,600	3.750%	\$23,925	\$45,000	2.900%	\$175,000	\$197,950	\$12,174
2035	\$112,700	3.750%	\$21,850	\$45,000	2.900%	\$180,000	\$202,400	\$12,099
TOTAL	\$1,408,400		\$518,623	\$315,000		\$32,440	\$2,274,463	\$229,071

TID #1 Supported  
Maturities callable 1/1 - 8/31 each year.

CALLABLE MATURITIES

REFINANCED WITH 2020 ISSUE

(1) This illustration represents a mathematical calculation of potential interest cost savings (cost), assuming hypothetical rates based on current rates for municipal bonds +15bps as of 7/29/20. Actual rates may vary. If actual rates are higher than those assumed, the interest cost savings would be lower. This illustration provides information and is not intended to be a recommendation, proposal or suggestion for a refinancing or otherwise to be considered as advice.

ROUNDING AMOUNT	\$4,441
POTENTIAL GROSS SAVINGS	\$233,512
POTENTIAL PRESENT VALUE SAVINGS \$	\$204,720
POTENTIAL PRESENT VALUE SAVINGS %	15.084%

(2) Present value calculated using the All Inclusive Cost (AIC) of 1.87% as the discount rate. Inclusive of estimated investment earnings calculated at an estimated rate of 0.15%.

Interest Rate Sensitivity		
Change In Rates	Est. PV % Savings	Est. PV \$ Savings
-0.30%	17.932%	\$243,367
-0.20%	16.975%	\$230,380
-0.10%	16.038%	\$217,666
+0.10%	14.149%	\$192,031
+0.20%	13.218%	\$179,390
+0.30%	12.312%	\$167,095

**VILLAGE BOARD MEETING**

**VILLAGE OF HARRISON**

---

**Date:** September 17th, 2020

**Title:**

Review/Approve Manhole Rehabilitation Quotes for Harrison Utilities

**Issue:**

Should the Village contract for the rehabilitation of manhole along the Fire Lanes?

---

**Background and Additional Information:**

The sanitary sewer manholes along Fire Lane 3, 9, and 10 need repairs. Harrison Utilities has received two quotes; one from Great Lakes TV Seal Inc and another from Visu-Sewer to repair these manholes. The repairs include the grouting and coating of holes in the manhole, as well as, removing any loose impediments found in the manhole.

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**Ordinance, Resolution, or Policy:**

None.

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**Budget/Financial Impact:**

This item has been budgeted for under sewer maintenance.

---

**Attachments:**

Great Lakes Quote

Visu-Sewer Quote



3600 Kewaunee Road  
 Green Bay, WI 54311  
 Phone: (920) 863-3663  
 Fax: (920) 863-3662

# Quotation

Quote Number  
13836

Quote Date  
Aug 29, 2020

**Quoted to:**

HARRISON UTILITIES  
 N8722 County Rd LP  
 Menasha, WI 54952

Page  
1

Quote Good Thru	Payment Terms	Sales Rep
9/28/20	Net 30 Days	BH

Description	Unit of Measure	Quantity	Unit Price	Extension
MANHOLE REHABILITATION				
MOBILIZATION/DEMOBILIZATION - GROUT UNIT	L SUM	1.00	320.000	320.00
MOBILIZATION/DEMOBILIZATION - COATING EQUIPMENT	L SUM	1.00	320.000	320.00
MANHOLE 216				
SEAL TOP BARREL JOINT	EACH	1.00	495.000	495.00
PRESSURE WASH MANHOLE TO REMOVE LOOSE MINERAL DEPOSITS	L SUM	1.00	100.000	100.00
MANHOLE 217				
SEAL TOP BARREL JOINT	EACH	1.00	495.000	495.00
PRESSURE WASH MANHOLE TO REMOVE LOOSE MINERAL DEPOSITS	L SUM	1.00	100.000	100.00
CAN NOT WARRANTY TOP JOINT - THE FROST MAY LIFT THE CONE IN THE FUTURE				
MANHOLE 411				
PERMACAST MS 10000 - APPLIED AT 1/2" TO PROVIDE LEVELING SURFACE FOR EPOXY	VRT FT	10.66	118.000	1,257.88
EPOXY COAT MANHOLE	VRT FT	10.66	172.000	1,833.52

Please notify Great Lakes within 30 days if the quotation is accepted and the above prices will be honored. This acknowledgment will enable us to schedule your work more efficiently. If prevailing wages apply - this quote will be adjusted accordingly. Bond fee and/or additional insurance requirements are not included in the quote amount. If applicable, add the amount(s) to this quote.

<b>Subtotal</b>	Continued
<b>Sales Tax</b>	Continued
<b>Total</b>	Continued



3600 Kewaunee Road  
 Green Bay, WI 54311  
 Phone: (920) 863-3663  
 Fax: (920) 863-3662

# Quotation

Quote Number  
13836

Quote Date  
Aug 29, 2020

**Quoted to:**

HARRISON UTILITIES  
 N8722 County Rd LP  
 Menasha, WI 54952

Page  
3

Quote Good Thru	Payment Terms	Sales Rep
9/28/20	Net 30 Days	BH

Description	Unit of Measure	Quantity	Unit Price	Extension
CASTING AND ADJUSTMENT AREA				
MANHOLE 330 (OFF ROAD / WILL HAVE TO BRING EQUIPMENT ONTO THE LAWN)				
PERMACAST MS 10000 - APPLIED AT 1/2" TO PROVIDE LEVELING SURFACE FOR EPOXY	VRT FT	12.55	168.000	2,108.40
EPOXY COAT MANHOLE	VRT FT	12.55	222.000	2,786.10
REBUILD AND EPOXY COAT BENCH AND INVERT	EACH	1.00	695.000	695.00
APPLY SSI FLEX SEAL UTILITY SEALANT TO CASTING AND ADJUSTMENT AREA	EACH	1.00	495.000	495.00
<p>WE WILL HAVE TO TRY AND TACKLE THIS JOB DURING A DRY PERIOD. EQUIPMENT WILL HAVE TO BE BACKED ONTO THE LAWN. LAWN RESTORATION WILL BE T&amp;M.</p> <p>QUANTITIES ARE ESTIMATED, ACTUAL QUANTITIES WILL BE INVOICED</p>				

Please notify Great Lakes within 30 days if the quotation is accepted and the above prices will be honored. This acknowledgment will enable us to schedule your work more efficiently. If prevailing wages apply - this quote will be adjusted accordingly. Bond fee and/or additional insurance requirements are not included in the quote amount. If applicable, add the amount(s) to this quote.

Subtotal	24,696.20
Sales Tax	
<b>Total</b>	<b>24,696.20</b>



## Proposal

To: Tom Van Zeeland  
Harrison Utilities  
N8722 Lake Park Rd  
Menasha, WI 54952  
920-850-6864

From: Drew Setzer  
Visu-Sewer, Inc.  
W230N4855 Betker Dr.  
Pewaukee, WI 53072  
262-695-2340

Date: 9/2/2020

Project: Manhole Leak Sealing with Chemical Grout

Visu-Sewer is pleased to offer the following service:

Pressure grouting of various leaks in two (2) manholes within Harrison, WI. Visu-Sewer will provide all labor, equipment, and material to complete this project. Harrison Utilities shall provide access to all manholes, fresh water for our grout truck, a dump site for captured debris, and traffic control beyond cones and signs.

**Time & Material Rate:**

**\$325.00 per hour (port to port)**

**\$12.00 per gallon (AV100 grout)**

(Estimate of (+/-) 10-15 hours and (+/-) 150-400 gallons of material)

Actual mobilization, time on site, and material pumped will be billed upon completion. Thank you for the opportunity to quote this project. If you have any questions, please do not hesitate to contact me at 262-695-2340.

All material guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to standard practices or specifications submitted. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. If a collapse of the original pipe results during the lining process, Visu-Sewer will not be held liable for costs associated with excavation, repairs or restoration. Our workers are fully covered by Workmen's Compensation Insurance. This proposal may be withdrawn if not accepted within 30 days of issue. Terms - Net 30 days.

## Acceptance of Proposal

The above prices / conditions are satisfactory and are hereby accepted. Visu-Sewer, Inc. is authorized to do the work as specified.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

www.visu-sewer.com

WISCONSIN - ILLINOIS - MINNESOTA - IOWA - MISSOURI



# Proposal

To: Tom Van Zeeland  
Harrison Utilities  
N8722 Lake Park Rd  
Menasha, WI 54952  
920-850-6864

From: Drew Setzer  
Visu-Sewer, Inc.  
W230N4855 Betker Dr.  
Pewaukee, WI 53072  
262-695-2340

**Date:** 9/2/2020

**Project:** Strong Seal & Raven Epoxy Manhole Rehabilitation

Visu-Sewer is pleased to offer the following services:

Rehabilitate four (4) manholes for Harrison Utilities using the cementitious Strong Seal MS-2A System, with a 125-mil topcoat of Raven 405 Epoxy. Manholes with deteriorated castings and chimneys can be coated with the Raven 581 polyurethane chimney seal system. Visu-Sewer will provide all Labor and Equipment to complete this project. All work will be in accordance with manufacturer's specifications.

**Composite Manholes (Cementitious Base & Raven Epoxy):**

**\$485.00 per vertical foot**

(Based on a minimum of 41 vertical feet)

Reline the bench and walls of one (1) manhole using 1/2" thickness of the cementitious Strong Seal High Performance Mix (HPM) System. Visu-Sewer will provide all Labor and Equipment to complete this project with all work completed in accordance with manufacturer's specifications.

**Strong Seal High Performance Mix:**

**\$220.00 per vertical foot**

(Based on a minimum of 10 vertical feet)

Harrison Utilities will need to provide access to all manholes, water from nearby hydrants without charge, and a dump site for captured debris. If needed, grouting of active leaks will be completed at time and material rates, with heavy cleaning to be quoted separately. Thank you for the opportunity to quote on this project. If you have any questions, please do not hesitate to call me at 262-695-2340.

All material guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. This proposal may be withdrawn if not accepted within 30 days of issue. Time and material rates are charges "port to port". Terms - Net 30 days.

## Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. Visu-Sewer, Inc. is authorized to do the work as specified.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

[www.visu-sewer.com](http://www.visu-sewer.com)

WISCONSIN - ILLINOIS - MINNESOTA - IOWA - MISSOURI



# Visu - Sewer

2 manholes ~~grout~~  
\$ 4,800 grout  
\$ 4,875 labor

---

\$ 9,675 FL # 3

4 manholes with  
Raven 40.5 EPOXY  
485.00 x 41 ft \$19,885

1- manhole reline bench &  
walls - cement system high  
strength.  
\$220 x 10 ft. \$2,200

---

\$31,760 \$22,085  
\$ 9,675

## Travis Parish

---

**From:** Thad Majkowski <thad.majkowski@cedarcorp.com>  
**Sent:** Tuesday, September 15, 2020 6:32 AM  
**To:** Randy Friday (Administrator@villageofsherwood.org); Travis Parish  
**Cc:** Matt Dorow  
**Subject:** RE: Sherwood - C19 - Kesler Rd - REVISED COST SUMMARY

Travis, just an update, last night the Village of Sherwood Board approved to go forward with the alternate method of construction for Kesler Rd as noted below. Once your Board acts on it, let us know and we will proceed with the direction selected.

Thanks

### Thad M. Majkowski, P.E.

Director  
Cedar Corporation  
1695 Bellevue Street | Green Bay | WI | 54311  
Office: 920-491-9081 | TF: 800-472-7372  
Direct: 920-785-7302 | Mobile: 920-655-7929  
[thad.majkowski@cedarcorp.com](mailto:thad.majkowski@cedarcorp.com)  
[www.cedarcorp.com](http://www.cedarcorp.com) | [LinkedIn](#) | [Facebook](#) | [Twitter](#)

This e-mail and any attachments may contain proprietary and confidential information from Cedar Corporation. Please visit our website at <http://www.cedarcorp.com/disclaimer> for more details.

**From:** Thad Majkowski  
**Sent:** Wednesday, September 9, 2020 11:28 AM  
**To:** Randy Friday (Administrator@villageofsherwood.org) <Administrator@villageofsherwood.org>; Travis Parish <TParish@harrison-wi.org>  
**Cc:** Matt Dorow <matt.dorow@cedarcorp.com>  
**Subject:** Sherwood - C19 - Kesler Rd - REVISED COST SUMMARY

Randy and Travis,

MCC got me the unit cost of \$4.75/SY to remove the pavement in lieu of the original cost of \$7.18/SY. I ran the costs and reduced the unit price for A-3, reduced the geogrid to zero since we will not be placing any and reduced the quantity of gravel since we be top dressing if at all. There is a cost savings of \$21,985. Keep in mind, this is not the same road construction that was originally bid. The water elevation is not allowing us to get in there to do the full excavation and replace the gravel. The life of this pavement will not be as long as the original bid.

Please review and let me know if you have any questions, then if the work is approved so I can get MCC to schedule the work. this weather isn't helping.

Thanks

### Thad M. Majkowski, P.E.

Director  
Cedar Corporation  
1695 Bellevue Street | Green Bay | WI | 54311  
Office: 920-491-9081 | TF: 800-472-7372



**BID TABULATION**

2019 PAVING PROJECT - PHASE II,  
CONTRACT C-19  
VILLAGE OF SHERWOOD, CALUMET COUNTY, WI

BID DATE - June 19, 2019

PROJECT NAME:		2019 Paving Project - Phase II		MCC, Inc.		Northeast Asphalt, Inc.			
PROJECT NO:		Contract C-19		2600 N. Rocmer Road PO Box 1137 Appleton, WI 54912-1137		W6380 Design Drive Greenville, WI 54942			
ITEM NO.	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
<b>SCHEDULE A - KESLER ROAD</b>									
A-1	MOBILIZATION	L.S.	1	\$4,650.00	\$4,650.00	\$18,500.00	\$18,500.00		
A-2	SAWCUT	L.F.	50	\$3.72	\$186.00	\$4.75	\$237.50		
A-3	SUBGRADE PREP (INCLUDES ASPHALT REMOVAL)	S.Y.	3,500	\$7.18	\$25,130.00	\$2.70	\$9,450.00		
A-4	GEOGRID, SUBGRADE REINFORCEMENT	S.Y.	3,500	\$2.11	\$7,385.00	\$3.00	\$10,500.00		
A-5	CRUSHED AGGREGATE BASE (GRADATION #3)	C.Y.	300	\$24.38	\$7,314.00	\$47.50	\$14,250.00		
A-6	CRUSHED AGGREGATE BASE, SHOULDER, MATCH EXISTING WIDTH	TON	130	\$31.25	\$4,062.50	\$34.60	\$4,498.00		
A-7	HMA (BINDER 1-3/4"), 4 LT 58-28 S	S.Y.	3,200	\$8.63	\$27,616.00	\$7.50	\$24,000.00		
A-8	HMA (SURFACE 1-3/4"), 4 LT 58-28 S	S.Y.	3,200	\$7.20	\$23,040.00	\$7.80	\$24,960.00		
A-9	HMA (DRIVEWAY 2"), 4 LT 58-28 S	S.Y.	25	\$39.05	\$976.25	\$29.75	\$743.75		
A-10	SILT FENCE	L.F.	1,900	\$2.70	\$5,130.00	\$2.75	\$5,225.00		
A-11	ROCK BAGS	EA.	18	\$14.00	\$252.00	\$16.50	\$297.00		
A-12	RESTORATION - SEED, MULCH, TOPSOIL, FERTILIZER	L.S.	1	\$950.00	\$950.00	\$17,690.00	\$17,690.00		
A-13	TRAFFIC CONTROL	L.S.	1	\$2,675.00	\$2,675.00	\$1,400.00	\$1,400.00		
A-14	ALLOWANCE				\$1,500.00		\$1,500.00		
<b>SUBTOTAL SCHEDULE A - KESLER ROAD</b>					<b>\$110,866.75</b>		<b>\$133,251.25</b>		
<b>SCHEDULE B - STATE PARK ROAD</b>									
B-1	MOBILIZATION	L.S.	1	\$2,600.00	\$2,600.00	\$9,500.00	\$9,500.00		
B-2	SAWCUT	L.F.	230	\$2.63	\$604.90	\$4.00	\$920.00		
B-3	REMOVE DRIVEWAYS	S.Y.	140	\$9.96	\$1,394.40	\$6.10	\$854.00		
B-4	REMOVE CONCRETE CURB AND GUTTER	L.F.	55	\$14.25	\$783.75	\$3.85	\$211.75		
B-5	PULVERIZE & RELAY ASPHALT (EST. 5,200 SY)	L.S.	1	\$5,384.55	\$5,384.55	\$14,000.00	\$14,000.00		
B-6	COMMON EXCAVATION - ROADWAY PATCHING AND CURB AND GUTTER, AS ORDERED	C.Y.	525	\$25.23	\$13,245.75	\$22.00	\$11,550.00		
B-7	GEOGRID, SUBGRADE REINFORCEMENT, AS ORDERED	S.Y.	1,500	\$2.50	\$3,750.00	\$3.00	\$4,500.00		
B-8	CRUSHED AGGREGATE BASE COURSE (GRADATION #3 FOR TOP DRESSING)	C.Y.	300	\$24.38	\$7,314.00	\$44.20	\$13,260.00		

PROJECT NAME: 2019 Paving Project - Phase II		MCC, Inc. 2600 N. Racmer Road PO Box 1137 Appleton, WI 54912-1137		Northeast Asphalt, Inc. W6380 Design Drive Greenville, WI 54942			
PROJECT NO: Contract C-19							
ITEM NO.	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
B-9	CRUSHED AGGREGATE BASE (GRADATION #2 FOR ROADWAY PATCHING)	C.Y.	525	\$24.68	\$12,957.00	\$47.50	\$24,937.50
B-10	CRUSHED AGGREGATE BASE, SHOULDER, MATCH EXISTING WIDTH	TON	280	\$29.12	\$8,153.60	\$34.25	\$9,590.00
B-11	HMA (BINDER 1-3/4"), 4 LT 58-28 S	S.Y.	5,200	\$8.38	\$43,576.00	\$7.50	\$39,000.00
B-12	HMA (SURFACE 1-3/4"), 4 LT 58-28 S	S.Y.	5,200	\$7.08	\$36,816.00	\$7.80	\$40,560.00
B-13	HMA (DRIVEWAY 2"), 4 LT 58-28 S	S.Y.	100	\$23.93	\$2,393.00	\$29.75	\$2,975.00
B-14	CONCRETE DRIVEWAY, 6"	S.F.	350	\$16.48	\$5,768.00	\$18.85	\$6,597.50
B-15	30" BARRIER CONCRETE CURB AND GUTTER	L.F.	60	\$79.55	\$4,773.00	\$91.50	\$5,490.00
B-16	YELLOW DOUBLE SOLID CENTERLINE PAVEMENT MARKING, 4" EPOXY	L.F.	2,050	\$2.75	\$5,637.50	\$3.36	\$6,888.00
B-17	ADJUST SANITARY MANHOLE 420	EA.	1	\$930.00	\$930.00	\$1,200.00	\$1,200.00
B-18	RESTORATION - SEED, MULCH, TOPSOIL, FERTILIZER	L.S.	1	\$875.00	\$875.00	\$6,100.00	\$6,100.00
B-19	RESTORATION - SOD, TOPSOIL, FERTILIZER	S.Y.	10	\$45.00	\$450.00	\$61.00	\$610.00
B-20	TRAFFIC CONTROL	L.S.	1	\$4,225.00	\$4,225.00	\$1,400.00	\$1,400.00
B-21	ALLOWANCE				\$1,500.00		\$1,500.00
<b>SUBTOTAL SCHEDULE B - STATE PARK ROAD</b>					<b>\$163,131.45</b>		<b>\$201,643.75</b>
<b>SUBTOTALS:</b>							
SCHEDULE A - KESLER ROAD					\$110,866.75		\$133,251.25
SCHEDULE B - STATE PARK ROAD					<u>\$163,131.45</u>		<u>\$201,643.75</u>
<b>PROJECT TOTAL - CONTRACT C-19</b>					<b>\$273,998.20</b>		<b>\$334,895.00</b>
<p>The Owner reserves the right to select and add any of the Schedule(s) or Alternate(s) listed above at no cost to the Owner. If the Owner selects one or more of the Schedule(s) or Alternate(s), the award of the contract shall be based upon the total sum of the Schedule(s) and Alternate(s) selected.</p>							



**BID TABULATION**

2019 PAVING PROJECT - PHASE II,  
 CONTRACT C-19  
 VILLAGE OF SHERWOOD, CALUMET COUNTY, WI

BID DATE - June 19, 2019

PROJECT NAME:		2019 Paving Project - Phase II - CHANGE ORDER SUMMARY		MCC, Inc. 2600 N. Roemer Road PO Box 1137 Appleton, WI 54912-1137					
PROJECT NO:		Contract C-19							
ITEM NO.	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
<b>SCHEDULE A - KESLER ROAD</b>									
A-1	MOBILIZATION	L.S.	1	\$4,650.00	\$4,650.00				
A-2	SAWCUT	L.F.	50	\$3.72	\$186.00				
A-3	SUBGRADE PREP (INCLUDES ASPHALT REMOVAL)	S.Y.	3,500	\$4.75	\$16,625.00				
A-4	GEOGRID, SUBGRADE REINFORCEMENT	S.Y.	0	\$2.11	\$0.00				
A-5	CRUSHED AGGREGATE BASE (GRADATION #3)	C.Y.	50	\$24.38	\$1,219.00				
A-6	CRUSHED AGGREGATE BASE, SHOULDER, MATCH EXISTING WIDTH	TON	130	\$31.25	\$4,062.50				
A-7	HMA (BINDER 1-3/4"), 4 LT 58-28 S	S.Y.	3,200	\$8.63	\$27,616.00				
A-8	HMA (SURFACE 1-3/4"), 4 LT 58-28 S	S.Y.	3,200	\$7.20	\$23,040.00				
A-9	HMA (DRIVEWAY 2"), 4 LT 58-28 S	S.Y.	25	\$39.05	\$976.25				
A-10	SILT FENCE	L.F.	1,900	\$2.70	\$5,130.00				
A-11	ROCK BAGS	EA.	18	\$14.00	\$252.00				
A-12	RESTORATION - SEED, MULCH, TOPSOIL, FERTILIZER	L.S.	1	\$950.00	\$950.00				
A-13	TRAFFIC CONTROL	L.S.	1	\$2,675.00	\$2,675.00				
A-14	ALLOWANCE				\$1,500.00				
<b>SUBTOTAL SCHEDULE A - KESLER ROAD</b>					<b>\$88,881.75</b>				