



NOTICE OF VILLAGE BOARD MEETING

DATE: Tuesday, May 11, 2021

TIME: 6:00 pm

**PLACE: Harrison Municipal Building
W5298 State Road 114
Harrison, WI 54952**

NOTICE IS HEREBY GIVEN that a Village Board meeting will be held at 6:00 pm on Tuesday, May 11, 2021 at the Harrison Municipal Building. This is a public meeting and the agenda is listed below.

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.
 - a) Festival of Lights at Darboy Community Park, Shaun Forslund would like to speak.
 - b) Request to install a retaining wall in a drainage easement, Scott Hermann N9172 Cedar Hollow ct.
6. Corrections and Approval of the Previous Meetings Minutes
 - a) April 22, 2021
 - b) April 27, 2021

7. Unfinished Business from Previous Meetings for Consideration or Action
None
8. New Business for Consideration or Action
 - a) Resolution V2021-07 – Amending Resolution V2018-13 Designating Public Depository and Authorizing Withdrawal of Village Dollars
 - b) Ordinance V21-12 – Attaching Territory to the Village (N Coop Road ROW)
 - c) Intergovernmental Jurisdictional Agreement with Calumet County for Multi-Modal Trail along County N
 - d) Reconversion and Update of Code of Ordinances Agreement with Municode
9. Future Agenda Items
10. 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

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

and, 19.85(1)(g) to confer with legal counsel about strategy regarding current or likely litigation.

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.

11. Adjournment

Any person with hearing disabilities or requiring special accommodations to participate in the meeting should contact the Clerk's Office (920-989-1062) at least 24-hours prior to the meeting. This is a public meeting.

Agenda posted on Thursday, May 6, 2021 at www.harrison-wi.org and Municipal Building lobby
Vicki Tessen, Clerk

VILLAGE OF HARRISON

BOARD MEETING MINUTES

04/22/2021

A special meeting of the Village of Harrison Board was called to order at 6pm in the Harrison Municipal Building, W5298 State Road 114 on Wednesday April 22,2021.

Call to Order: President, Kevin Hietpas

Pledge of Allegiance

Roll Call: President Kevin Hietpas, Trustees Darlene Bartlein, Scott Handschke, Pete Stier, Matt Lancaster, Julene Baldwin, Mark Van Hefty

Staff present: Julie Sprangers, Interim Clerk

Public Comments: Robbin Marx, N88301 Hwy 10/114 , Requested information on Dog ordinances for nuisance. Kevin Hietpas said he can talk with Sheriff's Dept.

Minutes: No minutes for approval

Appointments: None

Unfinished Business: None

New Business: "class B" Alcohol Beverage License for Salt LLC. Motion by Pete Stier, Seconded by Darlene Bartlein. Motion approved: Aye - 7/Nay – 0. Motion carried.

Final Payment-Abandon Lift Station #5. Motion by Mark Van Hefty, Seconded by Pete Stier. Motion approved Aye – 7/Nay – 0. Motion carried.

Closed Session: At 6:14pm the Village board, 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.

Adjournment Adjourned back into open session at 7:14pm

Motion by Pete Stier, seconded by Scott Handschke to adjourn. Aye -7/Nay – 0, Motion carried 7-0.

Julie Sprangers, Interim Clerk

VILLAGE OF HARRISON
BOARD MEETING MINUTES
April 27, 2021

A regular meeting of the Village of Harrison Board was called to order at 6:00pm at the Harrison Municipal Building, W5298 Hwy 114, Menasha, WI 54952 on Tuesday, April 27, 2021. After the Pledge of Allegiance was recited, roll call was taken.

Board Present: President Kevin Hietpas, Trustees Julene Baldwin, Mark Van Hefty, Darlene Bartlein, Scott Handschke, Pete Stier, and Matt Lancaster.

Board Excused: None

Staff Present: Planner Mark Mommaerts, Operations Manager Jeff Funk, Interim Fire Chief Jarred Gerl, Harrison Utilities Brandon Barlow, and Officer Tenor

Correspondence or Communications from Board and Staff

A resident letter was received stating concerns about the speed on Manitowoc Road and requesting the Board to action to reduce the speed limit. The current speed limit is 45 mph. A trustee noted that this topic was discussed by the Board a year ago and the decision at that time was to wait until the area was more developed before acting. Consensus of the Board discussion was to put this on a future agenda to gather public input before taking any further action.

President Hietpas administered the Oath of Office to the newly hired Clerk-Treasurer, Vicki Tessen.

Public Comments.

Ryan Van Lankvelt spoke of concerns of motorized vehicles driven on the State Park Road ponds. In his experience, this is not being policed uniformly. He requested that the rule be the same for all. The Board appreciated the feedback and indicated his comments would be considered when this item comes up for discussion later in the meeting.

Ben Lancour requested permission from the Board to erect a Little Free Library on the Clover Ridge Trail. A short discussion ensued emphasizing the positive impact on the community and agreed this would be a nice addition.

Reports

Reports are on file with the Village Clerk from the following departments: Harrison Fire Rescue, Calumet Co. Sheriff Department, Village Manager, Planning and Zoning, Harrison Utilities, and Treasurer Statement of Income and Expenses.

The Public Works Department/Engineering provided a verbal report: mowing season has begun, the crew is also cleaning the street shoulders, and straightening road signs. It appears that there has

been some theft of some street signs. If anyone notices a missing sign, please report it to the Public Works Department.

There was no report from Parks and Trails.

Corrections and Approval of the Previous Meetings Minutes

MOTION: Stier/Van Hefty to approve March 30, 2021 minutes as presented. Motion Carried 7-0

Payments of Bills and Claims

MOTION Stier/Van Hefty to approve March 24, 2021 - April 02, 2021, bills and claims. Motion Carried 7-0.

Appointments

The following appointments were recommended:

- a) Plan Commission – Kent Gross
- b) Plan Commission – Village Board Representative – Darlene Bartlein
- c) Fire Commission – Jeff VandenBoogaard
- d) Zoning Board of Appeals – Scott Chicoine
- e) Zoning Board of Appeals – John Jung
- f) Weed Commissioner – Kaylee Grezinski

MOTION: Van Hefty/Lancaster to approve the appointments as written. Motion Carried 6-0 with Bartlein abstaining.

Unfinished Business from Previous Meetings for Consideration or Action

None

New Business for Consideration or Action

- a) Certified Survey Map – Atlas Development – N8972 County N.
Planner Mommaerts submitted in the Board Packet a description of the project and the request to revise the 3-Lot CSM to accommodate a 30 foot sewer and water main easement. The Plan Commission recommends approval.

MOTION: Lancaster/Stier to approve the revised CSM. Motion Carried 7-0

- b) Ord V21-09 Zoning Map Amendment – Atlas Development – N8972 County N
Planner Mommaerts submitted in the Board Packet a description of the project and a request to approve a zoning map amendment from General Agriculture to Industrial and Manufacturing. The Plan Commission recommends approval.

MOTION: Van Hefty/Lancaster to approve Ord V21-09 Zoning Map Amendment for rezoning the property at N8972 County N, location ID 39160 from General Agriculture to Industrial and Manufacturing. Motion Carried 7-0

- c) Ord V21-10 Zoning Map Amendment – Patrick Beach – N9215 N. Harwood Road.

Planner Mommaerts submitted in the Board Packet a description of the project and a request to approve a zoning map amendment from Rural Residential to General Agriculture. The Plan Commission recommends approval.

MOTION: Stier/Lancaster to approve Ord V21-10 Zoning Map Amendment for rezoning Lot 2 of CSM #2745 from Rural Residential to General Agriculture. Motion Carried 6-0 with Bartlein abstaining.

d) Ord V21-11 Zoning Text Amendments – Harrison Plan Commission.

Planner Mommaerts submitted in the Board Packet a copy of the suggested text amendments. The purpose of which is to reduce the number of requests for exceptions to the design standards, thus being more efficient with contractor and staff's time. The Plan Commission recommends approval.

The Board requested Planner Mommaerts to clarify the exceptions, specifically the exception to the front door standard. Planner Mommaerts responded that for many new business building designs it is more logical and convenient to have doors located closer to the parking areas.

MOTION: Baldwin/Van Hefty to approve Ord V21-11 to amend the Zoning Text as submitted. Motion Carried 7-0

e) Comprehensive Outdoor Recreation Plan (CORP) Update.

Planner Mommaerts submitted in the Board Packet a service order proposal from Graef Services to update the (CORP) listing options and costs. Staff recommends approval of the main service order (#016) plus the addition of the interactive mapping feature service. The Board discussed how the project services and extra options would benefit the community and assist in communication with staff.

MOTION: Lancaster/Bartlein to approve Graef Service Order 016 plus the Public Event add-on and the Project Website Mapping Comment Module add-on for a cost not to exceed \$30,950. Motion Carried 7-0

f) Lift Station #6 Parking Lot Paving

Planner Mommaerts submitted in the Board Packet a service order proposal from Northeast Asphalt to pave the parking lot at Lift Station #6 at a cost of \$16,925.00. This cost would be included in the final costs of the Lift Station #6 construction which has been budgeted for 2021. Staff recommends approval of the service order.

MOTION: Lancaster/Van Hefty to approve authorizing Northeast Asphalt to pave the parking lot at Lift Station #6 at a cost not to exceed \$16,925.00. Motion Carried 7-0

g) Darboy Community Park improvements

Planner Mommaerts submitted in the Board Packet options and costs for improvements to Darboy Community Park. Improvement suggestions included: surfacing / resurfacing the parking lot, trail, pickleball and tennis courts. Board members discussed the proposed options and expanded on these options, resulting in two motions being made.

MOTION #1: Lancaster/Stier to approve authorizing staff to consult with the Village Attorney about adding the repaving project of the parking lot, trail and courts to the existing Noe Street paving project, and to move forward if allowed by (public bid) regulations. Motion Carried 7-0

MOTION #2: Stier/Handschke to approve the addition of 6 pickleball courts, 2 tennis courts, and 3 volleyball courts, the removal of the existing playground equipment from that area, and the authorization of staff to purchase and install new playground equipment; all on the condition that it is possible to move the trail South of its current location to allow for enough space for all of these additions. Motion Carried 7-0

h) Purchase UTV for Public Works Department

The Public Works Department is requesting to use the surplus monies budgeted for Road Equipment to purchase a UTV. The money saved on the recent truck purchase will more than cover the UTV cost. The UTV would be more efficient for maintaining the ponds and trails and would eliminate the need to use a lawn mower or the front loader when that equipment is needed for their main purpose. Three quotes were submitted in the Board Packet.

MOTION: Lancaster/Van Hefty to approve using the truck purchase savings to purchase a Polaris Ranger from Gruett's at a price of \$14,400.00. Motion Carried 6-1 with President Hietpas apposed.

i) Noe Rd Trail resurfacing

Planner Mommaerts submitted in the Board Packet a request on behalf of the Public Works Department to crack-seal and micro-surface the trail from Valley Lane to Manitowoc Road including the trail around Noe Road Stormwater Pond. Two quotes were obtained, both around \$26,000.00.

MOTION: Stier/Lancaster to authorize staff to consult with the Village Attorney regarding the need to open the project up for public bid (as it is over the \$25,000 threshold, but may be exempt as a maintenance project), and either move forward with the lower bid or move forward with the public bid process. Motion Carried 7-0

j) Risk and Resilience Assessment

Harrison Utility submitted in the Board Packet three bids to renew the Harrison Utility Risk and Resilience Assessment / Emergency Response Plan which is due this year.

MOTION: Lancaster/Bartlein to approve the bid from Martenson & Eisele, Inc. for \$6,855.00. Motion Carried 7-0

k) 4-wheeler issues on State Park Road Ponds

There have been numerous complaints of motorized vehicles around the State Park Road Ponds being driven at excessive speeds and off the trails which damages the wildflowers. After some discussion and consideration of earlier public input a motion was made. President Hietpas is to send a certified letter to the resident that was previously granted permission to use a 4-wheeler to access the bird houses informing him of the Board's new ruling.

MOTION: Stier/Bartlein to rescind any prior permissions to private citizens to use motorized vehicles on any Village trails or non-legal right of ways within the Village. This does not preclude Village employees from using appropriate motorized vehicles during the course of their work duties. Motion Carried 7-0

- l) The following Retail License Applications have been submitted for Board consideration:
6-month Retail Class "B" Alcohol License
Harrison Athletic Association (HAA)
Rebecca Mader, Agent
Location: W5298 Hwy. 114

MOTION: Lancaster/Stier to approve the licenses as stated. Motion Carried 7-0

- m) The following Operator Licenses have been submitted for Board consideration:
- | | |
|-------------------|------------------|
| Melinda Armstrong | Salt Fine Dining |
| Kellie Johnson | Salt Fine Dining |
| Suzette Monique | Blu Sapphires |
| Ava Siebers | Waverly Beach |

The new clerk could not confirm the results of background checks on these applicants and thus, this item will be put on a future agenda.

Future Agenda Items

- a) Yard waste / dump area
- b) PASER Rating
- c) Operator Licenses / Alcohol Licenses

Closed Session

Roll Call vote to enter closed session: Baldwin- aye; Van Hefty- aye; Bartlein- aye; Hietpas- aye; Handschke- aye; Stier- aye; Lancaster- aye.

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.

No action taken.

Adjournment

MOTION: Stier/Van Hefty to adjourn (9:32pm). Motion Carried 7-0.

Minutes submitted by:

Vicki L. Tessen, Clerk-Treasurer

Minutes Approved on _____

RESOLUTION V2021-07

VILLAGE OF HARRISON

Calumet (and Outagamie) County, Wisconsin

**RESOLUTION AMENDING RESOLUTION V2018-13 DESIGNATING PUBLIC DEPOSITORY AND
AUTHORIZING WITHDRAWAL OF VILLAGE DOLLARS.**

The Village Board of the Village of Harrison, Calumet & Outagamie Counties, Wisconsin, by the attached resolution, adopted by a majority of the village board on a roll call vote with a quorum present and voting and proper notice having been given, resolves and orders as follows: The following financial institutions are designated as the public depository for the Village of Harrison and Harrison Utility:

Investors Community Bank, Appleton, WI 54912

Associated Bank, Appleton, WI 54915

The following individuals are hereby named as authorized users and signers to accounts in the name of the Village:

Village Clerk-Treasurer [Vicki Tessen]

Village President [Kevin Hietpas]

Adopted this 11th day of May 2021.

Dated _____

Signed _____

Kevin Hietpas, Village President

Posted _____

Attest _____

Vicki Tessen, Village Clerk/Treasurer

VILLAGE BOARD MEETING**From:**

Mark J. Mommaerts, AICP, Planner

VILLAGE OF HARRISON**Meeting Date:**

May 11, 2021

Title:

Ordinance V21-12 – Attaching Territory (N Coop Road)

Issue:

Should the Village Board adopt Ordinance V21-12, Attaching Territory to the Village of Harrison from the City of Appleton (Portions of N Coop Rd)?

Background and Additional Information:

The Village and City of Appleton entered into an Intergovernmental Agreement (IGA) for N Coop Road in that the Village agreed to pay the City \$120,000 towards the Coop Road asphalt resurfacing project in exchange for the ROW transfer of N Coop Road from the centerline of the road east to the Village boundary from Lorna Lane to Midway Road. The City recently detached this portion of the roadway and the Village has 60-days to attach it to the Village via ordinance.

Budget Impacts:

Village agreed to pay the City \$120,000 towards the Coop Road asphalt resurfacing project in exchange for the ROW transfer.

Action Options:

1. Adopt Ordinance V21-12, Attaching Territory to the Village of Harrison from the City of Appleton (Portions of N Coop Rd).
2. Postpone action.
3. Do not approve.

Staff recommends the Village Board adopt Ordinance V21-12 , Attaching Territory to the Village of Harrison from the City of Appleton (Portions of N Coop Rd).

Attachments:

- Ord V121-12
- Intergovernmental Agreement Between Appleton and Harrison for Coop Road

ORDINANCE V21-12
VILLAGE OF HARRISON
Calumet and Outagamie Counties, Wisconsin

**ORDINANCE ATTACHING TERRITORY TO THE VILLAGE OF HARRISON
FROM THE CITY OF APPLETON, WISCONSIN (PORTIONS OF N COOP RD.)**

WHEREAS, the City of Appleton and the Village of Harrison entered into a certain Intergovernmental Cooperation Agreement by and between said parties on or about February 9, 2021, which contained, amongst other provisions, a requirement that the City detach certain territory, to be later attached by the Village of Harrison.

WHEREAS, the City did in fact adopt the Detachment Ordinance attached hereto as Exhibit A on or about April 21, 2021, which was thereafter published on or about April 26, 2021.

WHEREAS, the City staff has indicated that all procedures and requirements contained within Wisconsin Statute §66.0227(1) have been complied with.

WHEREAS, the Village wishes to attach said land in accordance with Wisconsin Statute §66.0227(2).

NOW THEREFORE, the Village Board of the Village of Harrison does ordain:

Section 1: Territory Attached. In accordance with Wisconsin Statute Section 66.0227(2), of the Wisconsin Statutes 2019-2020, the following described territory previously within the City of Appleton, Calumet County, Wisconsin, is hereby attached to the Village of Harrison, Wisconsin.

A part of the West One-half (W1/2) of the Northwest Quarter (NW1/4) of Section 3, part of the West One-half (W1/2) of the Southwest Quarter (SW1/4) of Section 3 and a part of the Northwest Quarter (NW1/4) of the Northwest Quarter (NW1/4) of Section 10, Township 20 North, Range 18 East, City of Appleton, Calumet County, Wisconsin, containing 4.0 Acres m/l of road right-of-way and being all that part of the City of Appleton lying East of the following described line:

Commencing at a point on the West line of the Northwest 1/4 corner of said Section 3, lying North 00°31'53" East 1,798.73 feet from the West 1/4 corner thereof and being the point of beginning;

Thence South 00°31'53" West 1,798.73 feet along the West line of the NW 1/4 of said Section 3 to the West 1/4 corner thereof;

Thence South 00°14'16" West 2,636.69 feet along the West line of the SW 1/4 of said Section 3 to the Southwest corner thereof;

Thence South 00°30'32" West 40.00 feet along the West line of the NW 1/4 of said Section 10 to the terminus of the afore described line.

Area of Property to be detached contains 4.0 acres m/l.

The population of such territory is 0.

This territory previously was within the City of Appleton, Calumet County, Wisconsin; hereafter the territory shall lie within the Village of Harrison, Calumet County, Wisconsin.

Section 2: Effect of Attachment. From and after the date of this ordinance, the territory described in Section 1 shall be a part of the Village of Harrison for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the Village of Harrison.

Section 3: Severability. If any provisions of this ordinance are invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or application of this ordinance which can be given without the invalid or unconstitutional provision or application.

Section 4: Effective Date. This ordinance shall take effect upon passage and posting.

Dated _____

Signed _____
Kevin M. Hietpas, Village President

Published _____

Attest _____
Vicki Tessen, Village Clerk

Votes in Favor: _____

Votes Against: _____

ADOPTED: April 21, 2021
PUBLISHED: April 26, 2021
Office of the City Clerk

14-21

**AN ORDINANCE DETACHING TERRITORY
FROM THE CITY OF APPLETON, WISCONSIN.
(Coop Road Detachment)**

The Common Council of the City of Appleton does ordain as follows:

Section 1: Territory Detached. In accordance with Section 66.027(2) of the Wisconsin Statutes for 2019 – 2020, the following described territory in the City of Appleton, Calumet County, Wisconsin, lying contiguous to the City of Appleton, is hereby detached to the Village of Harrison, Wisconsin.

A part of the West One-Half (W ½) of the Northwest Quarter (NW ¼) of Section 3, part of the West One-half (W ½) of the Southwest Quarter (SW ¼) of Section 3 and a part of the Northwest Quarter (NW ¼) of the Northwest Quarter (NW ¼) of Section 10, Township 20 North, Range 18 East, City of Appleton, Calumet County, Wisconsin, containing 4.0 Acres m/l of road right-of-way and being all that part of the City of Appleton lying East of the following described line:

Commencing at a point on the West line of the Northwest ¼ corner of said Section 3, lying North 00°31'53" East 1,798.73 feet from the West ¼ corner thereof and being the point of beginning;

Thence South 00°31'53" West 1,798.73 feet along the West line of the NW ¼ of said Section 3 to the West ¼ corner thereof;

Thence South 00°14'16" West 2,636.69 feet along the West line of the SW ¼ of said Section 3 to the Southwest corner thereof;

Thence South 00°30'32" West 40.00 feet along the West line of the NW ¼ of said Section 10 to the terminus of the afore described line.

Area of Property to be detached contains 4.0 acres m/l.

The population of such territory is 0.

This territory lies within the City of Appleton, Calumet County, Wisconsin.

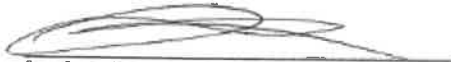
Section 2: Effect of Detachment. From and after the date of this ordinance the territory described in Section 1 shall be a part of the Village of Harrison for any and all purposes provided

by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the Village of Harrison.

Section 3: Severability. If any provisions of this ordinance are invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or application of this ordinance which can be given without the invalid or unconstitutional provision or application.

Section 4: Effective Date. This ordinance shall take effect upon passage and publication.

Dated: April 21, 2021



Jacob A. Woodford, Mayor
CHM 21-0218 | 21-0214



Kami Lynch, City Clerk

**INTERGOVERNMENTAL COOPERATION AGREEMENT BETWEEN
CITY OF APPLETON AND VILLAGE OF HARRISON
COOP ROAD**

The Parties to this Intergovernmental Cooperation Agreement (hereinafter the "Agreement") are the City of Appleton (hereinafter the "City") and the Village of Harrison (hereinafter the "Village").

RECITALS

WHEREAS, the boundaries between the City and Village have been established with the incorporation of the Village; and

WHEREAS, Coop Road is a significant boundary along the eastern edge of the City; and

WHEREAS, the majority of the Coop Road boundary is in the City;


NOW THEREFORE, the parties agree as follows:

1. The statutory authority for this Agreement is under Wis. Stat. §§66.0301(1)-(5).
2. Within 60 days of this Agreement, the City shall begin the process to detach from its incorporated boundaries, from the centerline of Coop Road to the Village limits and extending from Lorna Lane to Midway Road, said stretch shall thereafter be attached to the Village. As "owner" of the lands under said area to be detached, the City shall undertake the tasks required for detachment identified in Wis. Stat. §66.0227(1); and thereafter as soon as reasonably possible and practical adopt an ordinance for detachment pursuant to Wis. Stat. §66.0227(2); thereafter, within 60 days, the Village shall adopt an ordinance for attachment of said land pursuant to Wis. Stat. §66.0227(2).
3. The City shall resurface Coop Road, from Midway Road to Lorna Lane, with asphalt pavement in 2021.
4. In exchange for the foregoing, the Village shall pay the City \$120,000 towards the Coop Road asphalt resurfacing project based on the overall percentage of the project within the new Village boundary (56%). Said payment from the Village to the City shall be made within thirty (30) days of the resurfacing project's substantial completion.
5. The posted speed limit for the shared portion of Coop Road shall be mutually agreed upon by the City and Village.

Dated this 9 day of February, 2020.

SIGNATURES BEGIN ON THE FOLLOWING PAGE

VILLAGE OF HARRISON

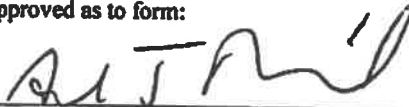
By: 
Kevin M. Hietpas, Village President

By: 
Jennifer Weyenberg, Village Clerk

Provision has been made to pay the liability that will accrue under this contract

Approved as to form:


Jennifer Weyenberg, Clerk-Treasurer


Andrew J. Rossmeissl, Village Attorney


CITY OF APPLETON


By: 
Jacob A. Woodford, Mayor

By: 
Kami Lynch, City Clerk

Provision has been made to pay the liability that will accrue under this contract

Approved as to form:


Anthony D. Saucerman, Finance Director
City Law: 20-0263


Christopher R. Behrens, City Attorney

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Planner

Meeting Date:

May 11, 2021

Title:

Intergovernmental Jurisdictional Agreement for County N Trail

Issue:

Should the Village Board enter into an Intergovernmental Jurisdictional Agreement with Calumet County for the County Road N trail and sidewalk?

Background and Additional Information:

Calumet County received a construction grant involving a multi-modal project along County Road N from Schmidt Rd/Midway Rd to County KK. The project consists of a sidewalk on the west side of the road and a 10-foot trail on the east side of the road. Calumet County is responsible for 48% of the project, the remaining is paid by the grant. Calumet County is seeking an Intergovernmental Jurisdictional Agreement for maintenance of the trail and sidewalks and for cost-share for signage and light upgrades at sidewalk crossings.

The Agreement proposes that the sidewalks and trails will be maintained by the Village, that crossing movements along County N will be cost-shared 50%/50% between the Village and County, and that the County will be responsible for roundabout maintenance and vegetation control in the terraces from Schmidt/Midway to County KK.

Budget Impacts:

Future maintenance of trail and sidewalk. The Public Works department is able to maintain (snow removal) both the trail and sidewalk.

Action Options:

1. Approve Intergovernmental Jurisdiction Agreement for Highway Improvement Project – Multi-Modal Trail Along County N as written and signed by Calumet County.
2. Approve Intergovernmental Jurisdiction Agreement for Highway Improvement Project – Multi-Modal Trail Along County N with amendments.
3. Postpone action.
4. Do not approve.

Staff recommends the Village Board approve Intergovernmental Jurisdiction Agreement for Highway Improvement Project – Multi-Modal Trail Along County N as written and signed by Calumet County.

Attachments:

- Intergovernmental Agreement

INTERGOVERNMENTAL JURISDICTIONAL AGREEMENT
FOR HIGHWAY IMPROVEMENT PROJECT -
MULTI-MODAL TRAIL ALONG COUNTY N

Whereas, The County received one million dollars on a 1.9 million dollar construction project involving a Multi-Modal Trail Project along the east and west side of the road on CTH N from Schmidt Road/Midway Road to County KK in Calumet County;

Whereas, The County is responsible for 48% of the Cost of this project;

Whereas, The project consists of a sidewalk on the west side of the road and a 10' trail on the east side of the road. County is responsible for 48% of the Cost of this project.

Whereas, This is an Intergovernmental Jurisdictional Agreement between the Village of Harrison ("Village") and Calumet County ("County"), regarding maintenance on the trail and sidewalk portions of the trail along with a cost-share for signage and light upgrades at the sidewalk crossings on a portion of CTH N from Schmidt Road/Midway Road to County KK.

Whereas, the parties agree that this Agreement promotes an organized approach to foot traffic planning and maintenance for the entire region that is in the best interests of the Village of Harrison, the county, and the walking and motoring public;

Now, Therefore, the parties agree that once the trail has been constructed by Calumet County, the responsibility for the summer, and winter maintenance of the trail will be as follows:

I. Sidewalks and trails:

A. Sidewalks. The Village agrees that sidewalks that are to be constructed on CTH N will be maintained by the Village pursuant to this agreement.

B. Trails. The Village agree that trails that are in existence or to be constructed on CTH N will be maintained by the Village pursuant to this agreement.

II. Various Crossing movements along CTH N:

1. Crossing movements along CTH N will be cost shared 50%-50% between the County and the Village. This would include signing upgrades at the intersections along with special lighting at any crosswalk locations.

2. Any enforcement signs would be the responsibility of the County.

III. Other Items:

1. The County will be responsible for any special lighting at the roundabout located at CTH N and Schmidt Rd.
2. The County will be responsible for the maintenance of the roundabout throughout all the seasons.
3. The County will be responsible for the vegetation control in the terrace areas from Schmidt Rd. to CTH KK.

CALUMET COUNTY

BY: Todd Romenesko
Todd Romenesko
County Administrator

5-3-2024
Date

VILLAGE OF HARRISON

BY: _____
Kevin Hietpas
Village President

Date

BY: _____
Village Clerk

Date

Approved as to form:

Andy Rossmeissl
Village Attorney

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Planner

Meeting Date:

May 11, 2021

Title:

Reconversion and Update of Code of Ordinances Agreement with Municode

Issue:

Should the Village Board authorize the Village to enter into a contract with Municode to update the Village Code of Ordinances?

Background and Additional Information:

The Village Code of Ordinances is in need to updating. Since the Village incorporated, the ordinances adopted have not been added into the code of ordinances, which can be found on the Village website. Many residents, consultants, developers, and Village departments rely on the code of ordinances for information. Last year the Village bought the self-publication software to update the codes internally, however, only partial updates were completed due to staff time and training on the software. Municode is able to provide a reconversion and update of the code and to incorporate the Harrison Utilities ordinances into the code as well. Municode expects the process to take 4-6 months. Staff feels this is a necessary service in order to bring the code up to date. As part of the process, staff will receive training on the self-publication software so that once the code is updated, that staff can keep it up to date as ordinances are adopted.

Budget Impacts:

\$6,364, plus additional cost per ordinance adopted until the update is complete.

Action Options:

1. Authorize Village staff to enter into a contact with Municode to update the Code of Ordinances.
2. Postpone action.
3. Do not approve.

Staff recommends the Village Board authorize Village staff to enter into a contact with Municode to update the Code of Ordinances. Staff suggests a not to exceed \$7,000 to cover costs of additional ordinances and any incidental reviews.

Attachments:

- None