

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
March 08, 2022**

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, March 8, 2022. After the Pledge of Allegiance was recited, roll call was taken.

Present: President Blackmer, Trustees: Baldwin, Bartlein, Handschke, Lancaster, Stier, and Van Hefty.

Staff: Manager Heiser, Assistant Manager Mommaerts, Operations Manager Funk, Deputy Sheriff Hawkins, and Clerk Tessen.

Public: 25+ citizens and Times Villager reporter Judy Hebbe

4. Correspondence or Communications from Board and Staff

All board members received letters from residents opposing urbanization of Hoelzel Haven. President Blackmer received a letter from Waverly Beach owners, Andy and Lisa Szymanski, addressing resident concerns about their planned improvements.

5. Corrections and Approval of the Previous Meetings Minutes

MOTION: SH/JB to approve the minutes from February 8, 2022, with 2 edits.

Motion passed 7-0

6. 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.

The following residents spoke on the Hoelzel Haven urbanization plan:

Rose Thiel, W5833 Skippers Lane

Mike Emmenegger, W5734 Hoelzel Way

Patrick Hare, W5759 Hoelzel Way

Doug Atearas, 9336 Cheyenne Dr.

Derek Anderson, N9338 Exploration Dr.

Dan Hackbarth, N9337 Cheyenne Dr.

Barbara Hildeman, W5742 Hoelzel Way

Bill Hersuman, W7265 Firelane 2, spoke on the Waverly Beach remodel and conditional use permit

7. Unfinished Business from Previous Meetings for Consideration or Action

- a) Discussion/Action on Hoelzel Haven Urbanization

*MOTION: SH/MVH to approve option 2b for the Hoelzel Haven Urbanization Project, which is to perform maintenance on the ditches and roads and to create a trail that will go down Midway Road, connect to the park, go down Chrissy drive, and end at the school for a cost not to exceed \$877,112.
Motion Passed 7-0*

*MOTION: SH/SP the Village will be responsible for ditch and road maintenance of the Hoelzel Haven Urbanization Project and the homeowner will be responsible for the culverts and aprons.
Motion passed 7-0.*

8. Reports

The following reports are on file at the Clerk's office:

- a) Harrison Fire Rescue
- b) Calumet Co. Sheriff Department
- c) Village Manager
- d) Planning and Zoning
- e) Parks and Trails
- f) Public Works Department/Engineering
- g) Harrison Utilities
- h) Clerk-Treasurer (Statement of Income and Expenses)

9. Payments of Bills and Claims for January 2022

*MOTION: DB/JB to approve the January bills and claims as presented.
Motion approved 7/0*

10. New Business for Discussion, Consideration, and/or Action

- a) Presentation on Residential Development by Jeff Marlow, Lexington Homes

*MOTION: ML to not add any TIF money for residential development in the location on the provided map.
Motion failed due to no second.*

*MOTION: SH/PS to not provide a TIF in the location on the provided map for a period of one year.
Motion withdrawn by SH/PS*

President Blackmer noted for the record that the consensus of the Board is to not create another TIF at this time.

*MOTION: SH/PS to move agenda item d to the next item of discussion.
Motion approved 7-0*

- d) Resolution V2022-05 Authorizing the Issuance and Sale of \$1,295,000 General Obligation Promissory Notes, Series 2022A

*MOTION: PS/MVH to approve V2022-05 Authorizing the Issuance and Sale of \$1,305,000 General Obligation Promissory Notes, Series 2022A
Motion approved 6-1 Bartlein opposed*

b) Vargus Brother's Noise Ordinance Temporary Variance

MOTION: JB/PS to approve a noise ordinance variance to Vargas Bros LLC for June 8, 2022, until 1:00 AM June 9, 2022, or until they are notified by an officer that a complaint has been made, whichever occurs first.

Motion approved 5-2 (Bartlein and Handschke opposed)

c) Resolution V2022-03 – Authorizing Submission of a Community Development Investment Grant Application to the Wisconsin Economic Development Corporation for the former Darboy Club Site.

MOTION: SH/PS to approve Resolution V2022-03 – Authorizing Submission of a Community Development Investment Grant Application to the Wisconsin Economic Development Corporation for the former Darboy Club Site.

Motion approved 7-0

e) Ord V22-01 – Amending Municipal Regulations for Tourist Rooming Houses, Section 117-136 of the Zoning Code

MOTION: SH/DB to approve Ord V22-01 – Amending Municipal Regulations on Tourist Rooming Houses, Section 117-136 of the Zoning Code as circulated.

Motion approved 7-0

f) Ryford Street & Highland Court Culvert Replacement payment #2

MOTION: JB/DB to approve payment #2 to Vinton Construction in an amount of \$111,615.92 for work performed through December 20, 2021 on the Ryford Street and Highland Court culvert replacement.

Motion approved 7-0

g) 2021 Road Paving Program payment #4

MOTION: ML/JB to approve payment #4 in the amount of \$857,108.17 to Northeast Asphalt for the 2021 road paving.

Motion approved 7-0

h) Public Works Department Purchase of Roller

MOTION: ML/MVH to approve DPW to purchase a 2019 Case DV26D Smooth Drum Compactor from Miller-Bradford & Risberg Inc in the amount not to exceed \$33,000.

Motion approved 7-0

i) Low Income Household Water Assistance Program Application (Harrison Utilities)

MOTION: PS/JB to approve Harrison Utilities signing a contract with the Low Income Household Water Assistance Program.

Motion approved 7-0

- j) Additional Workstations in Village Hall

MOTION: ML/SH to approve using ARPA funds for additional workstation in the Village Hall as proposed by Nordon Business Environments not to exceed \$11,527.90.

Motion approved 7-0

- k) "Class A" Alcohol License and Cigarette License Application
Hollandtown Minimart LLC,
Dinesh Tiwari, Agent, 955 Lotus Trl, Menasha, WI 54952
Location: Darboy BP, N9690 Hwy N

MOTION: JB/DB to approve a Class A Alcohol license to Hollandtown Minimart LLC, on the condition there is no opposition by the public before June 16, 2022.

Motion approved 7-0

11. Future Agenda Items

- a) Discussion/Action on a 5-year Capital Improvement Plan
- b) Discussion/Action/Staff Direction regarding fiduciary management of financial accounts
- c) Discussion/Action on amending our noise ordinance to include decibel limits
- d) April 29 Discussion/Action on parking and speed limits in the Village (JB/ML) 10/26/21
- e) FIREARMS PERMIT – Does the Board want to review the locations of the Village that will be exempt from obtaining permits?
- f) Closed session – personnel issues.

12. Closed Session

Pursuant to Wis. Stats. §19.85(1), the Board will convene in closed session under the following exemptions and purposes. There will be no action taken in closed session.

MOTION: JB/DB to go into Closed Session pursuant to Wis. Stats. §19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Present will be the Board, Manager, Assistant Manager, and Clerk specifically to discuss:

- a) *proposed Resolution 2022-04 Post Facto authorization of borrowing of \$500,000 and Issuing the Sale of a General Obligation Promissory Note and Levying a Tax.*
- b) *potential litigation with a developer for sewer connection fees.*

Roll Call vote to go into Closed Session.

President Blackmer - Aye
Trustee Handschke - Aye
Trustee Van Hefty - Aye

Trustee Baldwin - Aye
Trustee Lancaster – Aye

Trustee Bartlein - Aye
Trustee Stier - Aye

Roll Call vote to return into Open Session:

President Blackmer - Aye
Trustee Handschke - Aye
Trustee Van Hefty - Aye

Trustee Baldwin - Aye
Trustee Lancaster – Aye

Trustee Bartlein - Aye
Trustee Stier - Aye

MOTION: ML/SH to expedite a review of the Harrison Utilities' sewer connection fees with the Village Engineer M&E with a request to be completed within the next 60 days.

Motion passed 7-0

MOTION: SH/JB to go into Closed Session pursuant to Wis. Stats. §19.85(1)(c), to discuss the six-month performance evaluation of the Village Manager. Village Manager will be included for a portion of the Closed Session.

Roll Call vote to go into Closed Session.

President Blackmer - Aye
Trustee Handschke - Aye
Trustee Van Hefty - Aye

Trustee Baldwin - Aye
Trustee Lancaster – Aye

Trustee Bartlein - Aye
Trustee Stier - Aye

Roll Call vote to return into Open Session:

President Blackmer - Aye
Trustee Handschke - Aye
Trustee Van Hefty - Aye

Trustee Baldwin - Aye
Trustee Lancaster – Aye

Trustee Bartlein - Aye
Trustee Stier - Aye

13. Adjournment

MOTION: SH/DB to adjourn.

Motion Carried 7-0

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.

Minutes submitted by:

Vicki L. Tessen, WCMC
Clerk/Treasurer

Approved on March 29, 2022