

**VILLAGE OF HARRISON  
BOARD MEETING MINUTES  
March 29, 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 29, 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, Fire Chief Gerl, Lieutenant Volland, and Clerk Tessen.  
**Public:** 23 citizens and Times Villager reporter Judy Hebbe

**4. Correspondence or Communications from Board and Staff**

- a) Notice of Open Book and Board of Review  
Dates for Open Book and Board of Review have been set for July 28, 2022 10:00 am – noon and August 3, 2022 at 10:00 am respectively. Two trustees will complete the training and be certified prior to July 27, 2022.
- b) Letter from resident  
The Board received a letter from a resident asking that Village please not use tar in resurfacing the roads.

**5. Corrections and Approval of the Previous Meetings Minutes**

*MOTION: SH/PS to approve the minutes from March 8, 2022, with 1 edit.  
Motion passed 7-0*

President Blackmer suggested the public comments be moved to be heard before New Business as most comments will be regarding those topics. Hearing no objections, public comments were delayed.

**7. Reports from staff are on file at clerk's office**

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

**8. Approval of Bills and Claims for February 2022**

*MOTION: SH/JB to approve the Bills and Claims for February 2022 as presented and circulated.  
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 people in attendance spoke regarding the Waverly Beach Conditional Use Permit:  
Mac Cisar, Craig Stevon (General Manager of Waverly Beach), Dorrie Houk, Susan Anderson, Maren Lang, and Attorney Peter Culp on behalf of William and April Hershman

## **9. New Business for Discussion, Consideration, and/or Action**

President Blackmer called for items 9 (g) and 9 (h) be moved to the next items of discussion. Hearing no objections, items were so moved.

### **g) Certified Survey Map – Wruck/Luniak**

*MOTION: SH/DB to approve the 3-lot Certified Survey Map for the property along North Shore Road, location ID's 39526 and 39532 as presented and circulated.*

### **h) Ord V2202-02 Zoning Map Amendment - Wruck**

*MOTION: SH/JB to approve Ordinance V2202-02; a zoning map amendment as presented and circulated which will rezone 20-feet of property south of N8526 North Shore Road, Location ID 39532, from General Agricultural to Rural Residential to match the existing Rural Residential zoning.  
Motion passed 7-0*

### **a) Conditional Use Permit – Waverly Beach – N8770 Firelane 1**

*MOTION: MVH/DB to approve the Conditional Use Permit for Waverly Beach as presented and circulated with staff's recommended conditions.  
Motion passed 7-0*

### **b) Discuss possibility of land sale for senior housing development**

*MOTION: ML/SH to not sell Village owned land for the proposed development as circulated.  
Motion passed 6-1 (Baldwin opposed)*

### **c) Discuss possible speed limit changes (Woodland Road & Manitowoc Road)**

*MOTION: ML/PS to reduce the speed limit to 35 mph on Woodland Road between County Trunk N and Lake Park Road.  
Motion failed 2-5; President Blackmer, Trustees Baldwin, Bartlein, Stier, and Van Hefty opposed)*

Subject was referred to staff for further information.

### **d) Cub Scout Pack 3061 Request to Waive Park Rental Fee for Rain Gutter Regatta**

*MOTION: ML/JB to approve waiving the park rental fees for the Cub Scout Pack 3061 to hold their Rain Gutter Regatta as presented and circulated.  
Motion passed 7-0*

### **e) Kimberly Area Soccer Association Proposal for 2022 Activities at Darboy Park**

*MOTION: ML/PS to approve the Kimberly Area Soccer Association Proposal for 2022 Activities at Darboy Park for April 13, 202 through July 25, 2022 with the condition that the 8U nets and yellow nets are removed nightly*

*Motion passed 7-0*

*MOTION:ML/PS to table the Saturday schedule and send back to staff to create a universal policy for all organized groups' use .*

*Motion passed 7-0*

*MOTION:ML/PS to have staff work with KASA for a way to use Farmer's Field in the fall of 2022 .*

*Motion passed 6-1 (Bartlein opposed)*

f) Certified Survey Map – Kimberly Clark Corp. – Old Highway Road

*MOTION: JB/MVH to approve the Certified Survey map for the property located at W6149 Old Highway Road, parcels 39566 and 39652 and 39654, as presented and circulated.*

*Motion passed 7-0*

(9g and 9h were moved up in the agenda)

i) Resolution V2022-07 to apply for Grant Funding for the Midway Road Trail Piece of the Hoelzel Haven Project

*MOTION:ML/SH to not apply for grant funding for the Midway Road Trail.*

*Motion passed 4/3 Blackmer, Handschke, Stier opposed*

j) Resolution V2022-06 Amending Resolution V2021-15 Redistricting Ward Map

*MOTION:JB/DB to approve Resolution V2022-06 Amending Resolution V2021-15 Redistricting Ward Map as presented and circulated.*

*Motion passed 6-0-1 (Handschke abstained)*

k) Lift Station #3 Repairs

*MOTION: ML/SH to authorize Harrison Utilities to enter a contract with Lee's Contracting Fabrication, Inc. for \$19,850.00, plus additional material costs, for the repairs to Lift Station #3 as presented and circulated.*

*Motion passed 7-0*

l) Guardrail Repairs on Schmidt Road

*MOTION: ML/DB to approve the quote from Highway Landscapers, Inc. in the amount of \$17,750.00 for guardrail repairs on Schmidt Road as presented and circulated.*

*Motion passed 7-0*

m) Public Works Dept. Purchase of Compactor

*MOTION: SH/ML to approve the purchase of the GAT Tenor BOMBPR45/45G compactor by the Public Works Department for \$7,995.00 as presented and circulated.*

*Motion passed 7-0*

n) Proposed Summer Hours for Public Works Department

*MOTION:ML/PS to approve the proposed DPW summer schedule of four 10-hour days as presented and circulated.*

*Motion passed 7-0*

- o) Update On Board Approved ARPA Funded Projects
  - i. Phone System

*MOTION:ML/DB to table the selection of a new phone system and send back to staff for more information.*

*Motion passed 7-0*

- ii. Badger Books
- iii. Office Renovation

**10. Future Agenda Items**

- p) Discussion/Action on a 5-year Capital Improvement Plan
- q) Discussion/Action on amending our noise ordinance to include decibel limits
- r) Comprehension Outdoor Recreation Plan – Graef
- s) Hydraulic Study on Ryford Property from Graef

**11. 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.

- t) Exemption (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:
  - i. 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) Exemption (c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically, to be discussed is the six-month performance evaluation of the Village Manager, present will be the Board.

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.

*MOTION: JB/DB to go into Closed Session*

Roll Call vote to go into Closed Session.

President Blackmer - Aye	Trustee Baldwin - Aye	Trustee Bartlein - Aye
Trustee Handschke - Aye	Trustee Lancaster – Aye	Trustee Stier - Aye
Trustee Van Hefty - Aye		

*MOTION: ML/SH to go into Open Session*

Roll Call vote to return into Open Session:

President Blackmer - Aye	Trustee Baldwin - Aye	Trustee Bartlein - Aye
Trustee Handschke - Aye	Trustee Lancaster – Aye	Trustee Stier - Aye
Trustee Van Hefty - Aye		

*MOTION:ML/MVH to approve 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.  
Motion passed 5-1-1 (Bartlein opposed, Stier abstained)*

*MOTION: JB/DB to go into Closed Session*  
Roll Call vote to go into Closed Session.

President Blackmer - Aye	Trustee Baldwin - Aye	Trustee Bartlein - Aye
Trustee Handschke - Aye	Trustee Lancaster – Aye	Trustee Stier - Aye
Trustee Van Hefty - Aye		

*MOTION: ML/SH to go into Open Session*  
Roll Call vote to return into Open Session:

President Blackmer - Aye	Trustee Baldwin - Aye	Trustee Bartlein - Aye
Trustee Handschke - Aye	Trustee Lancaster – Aye	Trustee Stier - Aye
Trustee Van Hefty - Aye		

## **12. Adjournment**

*MOTION:JB/MVH to adjourn.*  
*Motion passed 7-0*

Minutes submitted by:

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Vicki L. Tessen, WCMC  
Clerk/Treasurer

Approved on April 12, 2022