

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
April 26, 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, April 26, 2022. After the Pledge of Allegiance was recited, roll call was taken.

Present: President Allison Blackmer, Trustees: Julene Baldwin, Scott Handschke, Matt Lancaster, Mike Brantmeier, and Mark Van Hefty.

Absent: Darlene Bartlein (excused)

Staff: Manager Matt Heiser, Operations Manager Jeff Funk, and Deputy Clerk Meghan Winkler

Public: 10 citizens

4. Correspondence or Communications from Board and Staff

- a) Confirmation of who will attend Board of Review training

President Allison Blackmer will attend training.

- b) Village Board training opportunity

Trustee Mike Brantmeier will connect with Manager Heiser to schedule training.

5. Corrections and Approval of the Previous Meetings Minutes

MOTION: Lancaster/Handschke to approve the minutes from April 12, 2022.

Motion passed 6-0

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.

Tammy Frassetto spoke regarding an erosion barrier needing to be placed in her backyard. Village Manager Matt Heiser will follow up with staff and board members to resolve this problem.

Waverly Beach owner Andy Syzmanski spoke regarding permit. Waverly Beach will work with staff to amend application. Staff should have ordinance for amplified outdoor music by May 31, 2022.

7. Reports from staff are on file at the 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 March 2022

MOTION: Handschke/Baldwin to approve bills and claims for March 2022.

Motion passed 6-0

9. Appointments to Boards and Commissions (term, end date)

- a) Plan Commission
 - i. Dennis Reed (3-year, April 30, 2025)
 - ii. Jim Lincoln (3-year, April 30, 2025)
- b) Zoning Board of Appeals
 - i. Craig Majewski (3-year, April 30, 2025)
 - ii. Dan Garber (3-year, April 30, 2025)
- c) Weed Commissioner
 - i. Kaylee Grezinski (1-year, April 30, 2023)
- d) Fire Commissioner
 - i. Mike Pompa (5-years, April 2027)

MOTION: Lancaster/Brantmeier to approve Dennis Reed and Jim Lincoln to the Plan Commission, Craig Majewski and Dan Garber to the Zoning Board of Appeals, Kaylee Grezinski as the Weed Commissioner and Mike Pompa as the Fire Commissioner.

Motion passed 6-0

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

- a) Update on Comprehensive Outdoor Recreation Plan by Graef

Representative from Graef spoke and answered questions from board members. She would like all comments/concerns emailed to her by Friday, April 29, 2022 so she can have updated plan ready for the May 10, 2022 Village Board meeting.

- b) Update on Bid for Darboy Park Improvements (Pickleball/Tennis courts)

Village received no bids for this project. Referred back to staff.

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

- a) Approve Proclamation for Former Trustee Pete Stier

MOTION: Baldwin/Brantmeier motion to approve Proclamation for all outgoing trustees and commissioners.

Motion passed 6-0

- b) Award Bid for Street Resurfacing Program

MOTION: Handschke/Lancaster motion to award bid for Street Resurfacing Program to Northeast Asphalt, Inc to include supplemental bid #1 in the amount of \$2,125,951.00.

Motion passed 6-0

MOTION: Lancaster/Brantmeier motion to approve supplemental #2 (\$14,365.50) and #3 (\$14,365.50) by Northeast Asphalt, Inc.

Motion passed 6-0

c) Development Agreement – Luniak Meadows – Schmidt Road

MOTION: Lancaster/Handschke motion to table to next meeting on May 10, 2022.

Motion passed 6-0

d) Final Plat – Luniak Meadows – Schmidt Road

MOTION: Lancaster/Handschke motion to table to next meeting on May 10, 2022.

Motion passed 6-0

e) Ord V22-03 – Zoning Map Amendment – Macrander – Firelane 12

MOTION: Lancaster/Van Hefty motion to approve Zoning Map Amendment as submitted.

Motion passed 6-0

f) Ord V22-04 - Zoning Map Amendment – Mielke – Mielke Road

MOTION: Lancaster/Baldwin motion to approve Zoning Map Amendment as submitted

Motion passed 6-0

g) Certified Survey Map – Mielke – Mielke Road for parcel ID 43768

MOTION: Van Hefty/Lancaster motion to approve Certified Survey Map.

Motion passed 6-0

h) Certified Survey Map – Zahringer – Hwy 55

MOTION: Baldwin/Brantmeier motion to approved Certified Survey Map as submitted with Lot 1 being 3.001-acres.

Motion passed 6-0

i) Conditional Use Permit – Milis Enterprise – County KK

MOTION: Van Hefty/Baldwin motion to approve the Conditional Use Permit request as printed and circulated.

Motion passed 6-0

j) Salt Spinner for DPW truck

*MOTION: Handschke/Brantmeier motion to approve Public Works Department to have the mounted spinner assembly purchased and installed by Monroe Truck Equipment for \$9,890.00.
Motion passed 6-0*

k) Revised Village Cell Phone Policy

*MOTION: Lancaster/Brantmeier motion to table to next Village Board meeting May 10, 2022.
Motion passed 5-1 (Trustee Baldwin opposed)*

l) 6-month Class B Alcohol License for Harrison Athletic Association

*MOTION: Van Hefty/ Handschke motion to approve 6-month Class B Alcohol License for Harrison Athletic Association.
Motion passed 6-0*

m) Woodland School Request to Waive Park Rental Fees for End of Year Party

*MOTION: Baldwin/Lancaster motion to waive park rental fees for end of year party for Woodland School.
Motion passed 5-0-1 (Trustee Handschke abstained)*

n) Resolution V2022-08 Adopting the Calumet County Hazard Mitigation Plan

*MOTION: Handschke/Brantmeier motion to approve the Resolution V2022-08 adopting the Calumet County Hazard Mitigation Plan as emailed.
Motion passed 6-0*

12. Future Agenda Items

- a) Discussion/Action on a 5-year Capital Improvement Plan
- b) Revised Amplified Outdoor Music ordinance by May 31, 2022, meeting
- c) Village IT plan, Proposal of new meeting/agenda software, and Online payment option update by May 31, 2022
- d) Resolution combining wards for the Primary and General Election (due by June 10th)
- e) Update on Midway Road Project from April 26, 2022, meeting
- f) Update on Friendship Trail project including questions regarding costs
- g) All tabled items for May 10, 2022, Village Board meeting

13. Adjournment

*MOTION: Baldwin/Van Hefty motion to adjourn meeting
Motion passed 6-0*

Minutes submitted by:

Meghan Winkler
Deputy Clerk/Treasurer

Approved on May 10, 2022