

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
May 10, 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, May 10, 2022. After the Pledge of Allegiance was recited, roll call was taken.

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

Excused: Trustee Julene Baldwin

Staff: Manager Matt Heiser, Assistant Manager Mark Mommaerts, Operations Manager Jeff Funk, and Clerk Vicki Tessen.

Public: 2 representatives of Martenson and Eisele, Inc and reporter, Judy Hebbe.

4. Correspondence or Communications from Board and Staff

Trustee Lancaster informed the Board that the soccer nets were left up in the park over the weekend. Village Manager will discuss this with KASA.

5. Corrections and Approval of the Previous Meetings Minutes

MOTION: Handschke/Van Hefty to approve the amended minutes from April 26, 2022.

Motion passed 6-0

6. Public Comments

None

7. Unfinished Business from Previous Meetings for Consideration or Action

- a. Development Agreement – Luniak Meadows – Schmidt Road

MOTION: Van Hefty/Brantmeier to approve the amended minutes from April 26, 2022.

Motion passed 6-0

- b. Final Plat – Luniak Meadows – Schmidt Road

MOTION: Van Hefty/Handschke to approve the final plat for Luniak Meadows on Schmidt Road as circulated and presented.

Motion passed 6-0

- c. Award Bid for Midway Road Recreation Trail Project

MOTION: Lancaster/Bartlein to award the Midway Road Recreation Trail Program to Michels Road & Stone, Inc. to include the base bid and supplemental bid #1 in the amount of \$565,100.50 and to include a quote for a future change order to complete Midway Road resurfacing from the project limits to Noe Road and a change order option for street parking.

Motion passed 6-0

- d. Update on Friendship Trail Master Plan

- e. Revised Village Cell Phone Policy

*MOTION: Handschke/Van Hefty to approve the cell phone policy presented with the exclusion of the Village Trustees and the addition of the Village President.
Motion passed 6-0*

f. Cell Phone Quotes

*MOTION: Lancaster/Bartlein to approve the T-Mobile contract with a modification from 12 phones to 18 phones, at a cost of \$438.48 per month, and on the condition that coverage carries throughout the Village.
Motion passed 6-0*

- g. Review of Sewer Connection Fee Report and Approval of New Fees
Martenson & Eisele engineer, Michael Siewert, presented the requested Sewer Connection Fee Study to the Board.

8. Appointments

- a. Bob Streck to Fire Commission to fill the unexpired term vacated by retiring Commissioner Chad Moder; term to expire April 2025

*MOTION: Lancaster/Bartlein to appoint Bob Streck to Fire Commission to fill the vacated unexpired term to expire April 2025.
Motion passed 6-0*

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

- a. Proclamation for retiring Fire Commission member.

*MOTION: Lancaster/Bartlein to approve the Proclamation for Retiring Fire Commissioner, Chad Moder.
Motion Passed 6-0*

10. Future Agenda Items

- a) Discussion/Action on a 5-year Capital Improvement Plan
- b. Resolution combining wards for the Primary and General Election - May 31, 2022
- c. Revised Amplified Outdoor Music ordinance - May 31, 2022
- d. Waverly Beach Amended Outdoor Amplification Application – May 31, 2022
- e. IT Workshop date Friday May 27, 2022, at 7:30 AM.
- f. Village IT plan, Proposal of new meeting/agenda software, online form options, and online payment options - May 31, 2022
- g. Update on Comprehensive Development Plan revisions removing multi-family development.
- h. Take from the Table (ML - Sewer Connection Fee Report and Consideration of New Fees

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.

- a) 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 in which competitive or bargaining reasons require a closed session. Specifically, the Board will discuss the potential land purchase for future location of Village facilities. Present will be the Board, the Village Manager, the Village Assistant Manager / Planner, and the Clerk.

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: Handschke/Brantmeier to go into Closed Session

Roll Call vote to go into Closed Session.

President Blackmer - Aye	Trustee Brantmeier - Aye	Trustee Bartlein - Aye
Trustee Handschke - Aye	Trustee Lancaster – Aye	Trustee Van Hefty - Aye

MOTION: Lancaster/Van Hefty to go into Open Session

Roll Call vote to return into Open Session:

President Blackmer - Aye	Trustee Brantmeier - Aye	Trustee Bartlein - Aye
Trustee Handschke - Aye	Trustee Lancaster – Aye	Trustee Van Hefty - Aye

11. Adjournment

MOTION: Handschke/Van Hefty to adjourn.

Motion Carried 6-0

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 May 31, 2022