**VILLAGE OF HARRISON**

**BOARD MEETING MINUTES**

**August 16, 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, August 16, 2022. After the Pledge of Allegiance was recited, roll call was taken.

**Present:** President Allison Blackmer,Trustees: Julene Baldwin, Darlene Bartlein, Mike Brantmeier, Matt Lancaster, and Mark Van Hefty.

**Excused:** Scott Handschke (late arrival 7:35)

**Staff:** Village Manager Matt Heiser, Assistant Manager Mark Mommaerts, Village Engineer Lee Reibold, and Clerk Vicki Tessen.

**Public:** Times Villager reporter Judy Hebbe, 3 ECWRPC presenters, and 21 residents.

1. **Correspondence or Communications from Board and Staff**
	1. Trusty Van Hefty passed out a flier that was put out by the Brighton beach residents regarding their opposition to the Waverly Beach entertainment.
	2. Trustee Lancaster informed the Board that he received a call from resident on Rosella Drive regarding the mini storm installation without prior warning.
2. **Public Comments**

Joseph De Groot – W5726 Hoelzel Way; spoke regarding a lot line being changed by a surveyor for Parker Farms. (Staff will forward surveyor contact information to the resident.) Second, concern is regarding the water retention caused by the Hoelzel project causing an infestation of mosquitos.

Mike Pusnik – W5732 Hwy 10; has concerns about ATV and UTV use and speeding on side roads coming out onto Woodland.

Larry Schmidt – W4643 Cty Rd KK; addressed concerns with Friendship Trail being too narrow and dangerous. He also commented on the proposed ATV ordinance.

Tom Zahringer – N7390 High Cliff Rd; is in favor of having an ATV/UTV ordinance for rural Harrison, and possibly all of Harrison with a few exceptions.

*MOTION: ML/DB to move forward item 9a, Presentation by East Central Wisconsin Regional Planning Commission (ECWRPC), Master Plan Consultant on High Cliff Connection Project with Q&A.*

*Motion Carried 6-0*

Presenters were:

Jody Rader, Hoisington Koegler Group Inc., Project Manager

Kim Biedermann, ECWRPC, Senior Planner

Public Comments were heard from:

Lou Miller, lives on Pigeon Road and is disappointed that he has not received any correspondence regarding this. He would oppose it being placed on the east side of Pigeon Road.

Joanne Schultz spoke on behalf of the Fire lanes and area roads. They are in favor of a trail but oppose a route down the Fire lanes. The neighbors are unhappy about not receiving the letter that was sent to property owners along the trail. She also informed the Board that Cory and Kristy Stumpf have offered to fund a rest area along the trail if it is routed along the Hwy 114 corridor.

Wendy Yingling, representing Don Mielke, asked if the trail planners are going to meet with the landowners. The response from the presenter is to reiterate this is still in the planning stage. They started with a broad stroke of surveying a wide range of people and will have future communication with individual property owners that are directly on the proposed trail route.

Curt Detjen, Community Foundation, President & CEO, spoke of funding potentials.

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

*MOTION: JB/DB to approve the July 26, 2022 minutes as written and presented.*

*Motion Carried 6-0*

1. **Unfinished Business from Previous Meetings for Discussion Only**
	1. ATV/UTV proposed ordinance for Village wide
	2. ATV/UTV Proposed ordinance for rural only
2. **Unfinished Business from Previous Meetings for Discussion and/or Action**
	1. 5-year Road Improvement Plan

*DIRECTION to Village Planner to update the plan with the Board’s recommendations and bring the final plan back to a future meeting for approval.*

1. **New Business for Discussion, Consideration, and/or Action**
	1. Presentation by East Central Wisconsin Regional Planning Commission (ECWRPC), Master Plan Consultant on High Cliff Connection Project with Q&A.

*Moved forward to follow item 5 Public Comments.*

* 1. 2022 Asphalt Resurfacing Program Certificate of Payment #2 for $169,676.87 to Northeast Asphalt, Inc. for partial payment for work performed through July 23, 2022.

*MOTION: JB/MVH to approve the 2022 Asphalt Resurfacing Program Certificate of Payment #2 for $169,676.87 to Northeast Asphalt, Inc. for work through July 23, 2022, as presented.*

*Motion Carried 7-0*

* 1. Midway Road Trail Program Certificate of Payment #1 for $264,628.39 to Michels Road & Stone, Inc. for work through July 19, 2022.

*MOTION: SH/ML to approve the Midway Road Trail Program Certificate for Payment #1 for $264,628.39 to Michels Road & Stone, Inc. for work through July 19, 2022, as presented.*

*Motion Carried 7-0*

* 1. 2022 Crack Seal Program Certificate of Payment #1 for $195,347.88 to Thunder Road, LLC for partial payment for work through August 9, 2022.

*MOTION: MVH/SH to approve the 2022 Crack Seal Program Certificate for Payment #1 for $195,347.88 to Thunder Road, LLC for work through August 9, 2022, as presented.*

*Motion Carried 7-0*

* 1. Special Event Permit application for Kimberly Heights Subdivision Block Party.

*MOTION: JB/DB to approve the* *Special Event Permit application by Bobbi Lanser for Kimberly Heights Subdivision Block Party on Jones Way, September 17, 2022, from noon until 10:00 PM.*

*Motion Carried 7-0*

1. **Future Agenda Items**
2. Review Sunrise Meadows and Hoelzel Haven construction projects and assessments (8/30/22)
3. Evaluation of current plan to complete the Ryford Wetland study with Graef. (8/30/22)
4. ML/MB Presentation by Fire Chief on response time.
5. Special Event Permits – Types and Authority to Approve
6. Presentation of Sewer Connection Fee Report and Recommendation of New Fees after the Village Attorney reviews them. (*Tabled June 14, 2022 – Baldwin / Handschke)*
7. Reimbursement to Wisconsin Wealth Management (former Darboy Club Site) (tabled June 14, 2022 – Handschke/Brantmeier) (October meeting)
8. ARPA Fund Disbursement Plan
9. Update/Discussion/Action on a 5-year Capital Improvement Plan
10. Discussion of a site location for a safety building. (ML/MB)
11. Aug 30 – discussion with board recommendations on ways to present plans to the public and obtain public input on an ATV/UTV ordinance.
12. Approval of a 5-year Road Improvement Plan (with misc. improvement items)
13. Discussion of frequency of meetings and necessity.
14. **Adjournment**

*MOTION: DB/JB to adjourn (7:58 pm).*

*Motion Carried 7-0*

Minutes submitted and approved: August 30, 2022

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Vicki L. Tessen, WCMC

Clerk/Treasurer