

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
September 30, 2021**

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 Thursday, September 30, 2021. After the Pledge of Allegiance was recited, roll call was taken.

Board Present: President Kevin Hietpas, Trustees Julene Baldwin, Mark Van Hefty, , Scott Handschke, Pete Stier, and Matt Lancaster.

Board Excused: Trustee Darlene Bartlein

Staff Present: Manager Matt Heiser and Clerk Vicki Tessen.

Public Attendees: None

Manager Heiser presented an overview of the budget process including explanation of levy limits and mill rates.

He then reviewed changes expected for 2022. Due to paying off a large amount of debt in 2020/2021, we know that our debt payments will be reduced in 2022, this will positively affect our 2022 revenues. Our revenues will be adversely affected by the reduction in our shared revenues. Staff changes in 2021 will increase our expenditures, specifically the addition of an assistant in the main office and going from a part-time fire chief to a full-time fire chief. Furthermore, we will be adjusting the pay scale and employee wages to reflect the Carlson Dettmann study results.

Other discussion was had regarding the employee benefits, health insurance costs, Special Revenue Funds, Unassigned Funds, and the Water and Sewer Budgets.

The Board directed staff to gather information on policing services contract, specifics on health insurance costs, employee benefits, phone policy, creating a safety program, IT needs, a maintenance / replacement schedule for major equipment, and the trail extension by Sunrise school.

Future meetings were scheduled for: Thursdays at 6:00 pm on October 7th and 28th, and if needed, November 4th. The Budget Public Meeting will be held on November 9, 2021.

Adjournment

MOTION: 8:45 pm Baldwin/Van Hefty to adjourn.

Motion Carried 6-0.

Submitted by:

Vicki L. Tessen, WCMC, Clerk-Treasurer

Approved on October 7, 2021