

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
October 7, 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, October 7, 2021. After the Pledge of Allegiance was recited, roll call was taken.

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

Board Excused: None

Staff Present: Manager Matt Heiser, Fire Chief Jarred Gerl, DPW Mike Nett, Code Enforcer Kaylee Grezinski and Clerk Vicki Tessen.

Public Attendees: 1 member of the public

Corrections and Approval of the Previous Meetings Minutes

MOTION: Handschke/Stier to approve the minutes of the September 30, 2021 meeting.

Motion Carried 7-0

Discuss for Consideration the Graef quote to create a 5-year road plan for the Village

MOTION: Handschke/Van Hefty to approve the Graef quote in the amount of \$7,300 to create a 5-year road plan for the Village.

Motion Carried 7-0

Discussion of the 2022 Budget

Manager Heiser gave a recap of the previous meeting's discussion and listing of items the Board wanted more information on.

Chief Gerl addressed the Board about the fire department budget. An item of interest that was discussed was how Harrison bills Sherwood and Woodville for their fire protection. Trustee Handschke suggested having the Fire Commission research the topic and make a recommendation for new contracts in 2023 as it is getting too late to implement for 2022. Chief Gerl was then directed to work with other staff to help him with the details of his budget.

Manager Heiser then reviewed the 2022 Capital Expenditures. President Hietpas suggested the addition of a DPW/Utility Director or an Assistant Manager position. The Board all concurred and directed Manager Heiser to add this position into this budget. The Board further directed Manager Heiser to add an assistant position for the Village Planner and to discuss with Operations Manager Funk what his staffing needs are.

A discussion was had regarding employee benefits. Clerk Tessen supplied a detailed cost report for health, vision, and dental insurance. The Board indicated that the current 90/10 premium cost split along with the HSA contribution amount is very generous and would like staff to research other plans. Clerk Tessen informed the Board that to get bids from other plans it would require staff to complete in depth health history surveys and it is too late for that now. This will be considered again in the summer of 2022 for the 2023 budget. The employee phone stipend was also discussed. Staff was directed to prepare a proposal of who on staff needs a phone for work and the costs to purchase and maintain work phones. Due to public record laws the Board would like to move away from staff using personal phones and receiving stipends.

Clerk Tessen also presented information on the Calumet County contract for policing services. After some discussion, it was decided that the Village will follow the schedule in the current contract and wait until 2023 to add a fifth deputy.

Adjournment

MOTION: 8:45 pm Stier/Baldwin to adjourn.

Motion Carried 7-0.

Submitted by:

Vicki L. Tessen, WCMC, Clerk-Treasurer

Approved on October 19, 2021