

**VILLAGE OF HARRISON  
VILLAGE BOARD SPECIAL MEETING MINUTES  
October 19, 2021**

A special meeting of the Village of Harrison Board was called to order at 6:03pm at the Harrison Municipal Building, W5298 Hwy 114, Menasha, WI 54952 on Tuesday, October 19, 2021. After the Pledge of Allegiance was recited, roll call was taken.

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

Staff Present: Village Manager Matt Heiser, Operations Manager Jeff Funk, and Deputy Clerk-Treasurer Kristy Van Hefty.

Public Attendees: None

**4. Approval of the Previous Meetings Minutes**

MOTION: Stier/Baldwin to approve the meeting minutes as presented from the October 7, 2021, meeting.

Motion Carried 6-0

**5. Discussion of 2022 Budget**

Village Manager Heiser is presenting to the Board the Capital Expenditures for 2021 and proposed 2022 relevant to Administration, Parks, Fire Dept, DPW, TID and Taxes.

Village Manager Heiser also reviewed proposed ARPA Funds for 2022 available by the Federal Government. It was also mentioned to look at having staff research various grants that may be available to the Village.

Village Manager Heiser also reviewed staffing at the Village of Harrison and Harrison Utilities offices and the Board is recommending an Assistant Village Manager to Manage Harrison Utilities along with assisting DPW and the Village Manager Heiser. An Assistant Planner is also recommended to help the Village Planner based upon growth in the Village of Harrison.

MOTION: Handschke/Stier Jarred shouldn't get a cost-of-living adjustment for 2022 because he was just recently given a \$90,000 salary when he became full-time Fire Chief, and he has not been in the position for a year. Hold Jarred's rate of pay at \$90,000 for 2022.

Motion Failed 3-3 Baldwin, Lancaster and Van Hefty opposed.

MOTION: Lancaster/Van Hefty to approve keeping the Operations Manager hourly in 2022.  
Motion Carried 6-0

Future Agenda Items

- a. Finalize the budget for 2022 with the Village Manager
  - b. Complete the park logistics at Darboy Community, Farmers Field, Dogwood and Clovers Ridge Parks.
  - c. Finalize needs of the Fire Dept. including equipment etc.
  - d. Finalize DPW equipment requests to maintain roads etc. based on future growth in the Village of Harrison.
6. Resolution V2021-17 Final Resolution as printed and circulated  
Approve Resolution V2021-17 Final Resolution Declaring Intent to Exercise Special Assessment Under Municipal Police Powers Pursuant to §66.0703, Stats. For Storm Interceptor Sewer and Street Construction. Location: All property fronting upon both sides of Willow Ln from its intersection with Lilac Rd. to its intersection with Dogwood Ln. and all the following properties:  
W6359 Lilac Rd, W6351 Lilac Rd, W6372 Dogwood Ln, N8912 Harrisville Ct, W6355 Dogwood Ln, W6358 Dogwood Ln, and W6366 Dogwood Ln.

*MOTION:* Baldwin/Hietpas to approve Resolution V2021-17 Final Resolution as printed and circulated above.  
Motion Carried 5-1 with Pete Stier opposed.


7. Approve Resolution V2021-16 Carlson Dettmann Recommendation/Staff Compensation Plan.  
No Action Taken

The next scheduled meeting was not specified at this time.

Adjournment

MOTION: Stier/Baldwin to adjourn at 9:35pm.  
Motion Carried 6-0

Minutes submitted by:

  
Kristy Van Hefty, Deputy Clerk-Treasurer  
Approved: 10-26-2021