

**VILLAGE OF HARRISON  
BOARD MEETING MINUTES  
September 29, 2022**

A meeting of the Village of Harrison Board was called to order at 6:00 pm at the Harrison Municipal Building, W5298 Hwy 114, Menasha, WI 54952 on Tuesday, September 29, 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, Mark Van Hefty and Julene Baldwin.

**Excused:** None

**Staff:** Manager Matt Heiser, Assistant Manager Mark Mommaerts, and Clerk Vicki Tessen.

**Public:** 25 residents, and Times Villager Reporter, Judy Hebbe.

**4. Correspondence or Communications from Board and Staff**

Trustee Handschke told staff that if they need anything during this difficult time to please reach out to the Board.

Trustee Van Hefty suggested looking into a GoFundMe for the Nau family.

Trustee Lancaster suggested closing all Village offices for staff to attend the funeral. The Board concurred that closing the offices would be the right thing to do.

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

a) August 30, 2022

*MOTION: DB/JB to approve the August 30, 2022 minutes as presented and circulated.*

*Motion Carried 7-0*

**6. Public Comments**

Per State Statute section 19.84(2), information was received from the public; however, no action was taken under public comments.

- a) Maren Lang – 1783 Brighton Beach; provided a recording of sound coming from Waverly Beach on her property.
- b) Kelly Wentzel – N8645 Fire Lane 10; concerned about the rapid growth in Harrison and requests Board to adhere to the Comprehensive Plan.
- c) Bill Hershman – W7265 Fire Lane 2; representing fire lanes and Brighton Beach citizens. Concerned about the volume of music at Waverly Beach. The current code is too vague and requests we use measurable, specific criteria.
- d) Tom Uitenbroek; requested the Board to consider being proactive on creating safe passageways before approving new construction or subdivisions. Secondly, requested the Board or staff talk to the state and county about detouring through village roads.
- e) Steve Johnston - concerned that the rezoning and development between Fire Lane 10 and Fire Lane 11 will cause water issues in surrounding parcels.

- f) Henry Chow spoke regarding agenda item 10 i, Driscoll Properties water and sewer charges. Mr. Chow requests that the board waive these fees.
- g) Jessi Van Boxtel - 2404 Woodland Hills Dr. Menasha; spoke on behalf of agenda item 10 i; Driscoll Properties water and sewer charges. Mr. Van Boxtel requests the Board consider waiving the fees.

**7. The following reports are on file in the Clerk's office:**

- a) Harrison Fire Rescue
- b) Calumet Co. Sheriff Department
- c) Village Manager
  - i. Budget Report
- d) Planning and Zoning
- e) Parks and Trails
- f) Public Works Department/Engineering
- g) Harrison Utilities
- h) Clerk-Treasurer
  - i. Statement of Income and Expenses
  - ii. ARPA Fund report

**8. Approval of Bills and Claims for August 2022**

*MOTION: JB/DB to approve the Bills and Claims for August 2022 as presented and circulated.  
Motion Carried 7-0*

**9. Unfinished Business for Discussion, Consideration, and/or Action**

- a) Preliminary Plat - DeWitt Development, LLC - Harrison Heights - Woodland Road and Kasten Road

*MOTION: MVH/DB to approve the Preliminary Plat by DeWitt Development, LLC for Harrison Heights at Woodland Road and Kasten as presented and circulated including the fifteen (15) staff recommended conditions and has been approved by the Planning Commission twice.  
Motion Carried 4-3 (Brantmeier, Handschke, and Lancaster opposed)*

**10. New Business for Discussion, Consideration, and/or Action**

- a) Recognition plaque for Jeff Wisnet 30 years of service

*MOTION: SH/DB to table this item until October meeting.  
Motion Carried 7-0*

- b) Request from Cub Scout Pack 3061 to host a Halloween event in Darboy Community Park and Village donation of \$500

*MOTION: JB/ML to approve the request from Cub Scouts to host a Halloween event in Darboy Community Park, waive the rental fee, and donate \$500 toward the costs.  
Motion Carried 7-0*

- c) Request to use ARPA funds to upgrade gas lines to fire station #70

*MOTION: SH/JB to approve the use of ARPA funds to upgrade gas lines to fire station #70.  
Motion Carried 7-0*

- d) Waverly Beach: public update on construction and discussion on enforcement of sound ordinance presented by Waverly Manager, Mac Ciser.

- e) Ord V22-14 – Comprehensive Plan Amendment – North Shore Ridge – Old Highway Road

*MOTION: MVH/DB to approve Ord V22-14 – Comprehensive Plan Amendment to change the Future Land Use Map from Commercial zoning to Single Family Residential zoning for North Shore Ridge on Old Highway Road as presented and circulated.  
Motion Carried 6-1 (Handsckhe opposed)*

- f) Ord V22-15 – Zoning Map Amendment – North Shore Ridge – Old Highway Road

*MOTION: MVH/JB to approve Ord V22-15 – Zoning Map Amendment to change the zoning from Business Park to Single Family Residential for North Shore Ridge at Old Highway Road as presented and circulated.  
Motion Carried 6-1 (Handsckhe opposed)*

- g) Certificate of Payment #2 for Midway Road Trail Project

*MOTION: SH/ML to approve the Certificate of Payment #2 for Midway Road Trail Project in the amount of \$124,348.34.  
Motion Carried 7-0*

- h) Request for Road Acceptance for Luniak Meadows Subdivision – Dercks DeWitt LLC

*MOTION: MVH/JB to accept the roadways be in a temporary state for Luniak Meadows Subdivision during development on the condition that the binder goes out the full width of the road and staff approves of them prior to issuing the permit.  
Motion Carried 7-0*

- i) Request for waiver of sewer & water deferred charges – Driscoll Properties

*MOTION: SH/DB to approve denying the request from Driscoll Properties to waive the sewer & water deferred charges.  
Motion Carried 7-0*

- j) Speed Limits – Discussion Only

- k) Ord V22-16 Repealing Chapter 26-8 of the Municipal Code on ATV use in the Village and recreating as all-terrain vehicle/utility terrain vehicle route ordinance

*MOTION: MVH/MB to approve Ord V22-16 Repealing Chapter 26-8 of the Municipal Code on ATV use in the Village and recreating as all-terrain vehicle/utility terrain vehicle route ordinance with the addition of Peters Road to the written listing of allowable roads.  
Motion Carried 7-0*

## **11. Future Agenda Items**

- a) Presentation by Fire Chief on response time. (ML/MB)
- b) Discussion of a site location for a safety building. (ML/MB)
- c) Update/Discussion/Action on a 5-year Capital Improvement Plan
- d) Presentation of Sewer Connection Fee Report and Recommendation of New Fees after the Village Attorney reviews them. (Tabled June 14, 2022 – Baldwin / Handschke)
- e) Special Event Permits – Types and Authority to Approve
- f) Reimbursement to Wisconsin Wealth Management (former Darboy Club Site) (tabled June 14, 2022 – Handschke/Brantmeier) (October meeting)
- g) ARPA Fund Disbursement Plan
- h) Plan for Future Roadways for New Subdivisions

## **12. Adjournment**

*MOTION: DB/JB to adjourn.  
Motion Carried 7-0*

Minutes submitted by:

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Vicki L. Tessen, WCMC  
Clerk/Treasurer

Approved October 25, 2022