

VILLAGE OF HARRISON
BOARD MEETING MINUTES
June 27, 2023

A regular session of the Village of Harrison Board was called to order at 6:00pm at the Harrison Municipal Building, W5298 State Road 114, Menasha, WI 54952 on Tuesday, June 27, 2023. After the Pledge of Allegiance was recited, roll call was taken.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call of Village Board**

Board: President Blackmer, Trustee Baldwin, Trustee Bartlein, Trustee Brantmeier, Trustee

Handschke, Trustee Lancaster, and Trustee Van Hefty. Absent: none

Staff: Village Manager Matt Heiser, Fire Chief Jarred Gerl, Operations Manager Jeff Funk, Clerk/Treasurer Vicki Tessen. Calumet County Sheriff's Department Lt. Joe Tenor, Village Engineer Lee R. Reibold of McMahon Associates.

Public: 3 residents and Times Villager Reporter Judy Hebbe

- 4. Correspondence or Communications from Board and Staff**
- 5. Corrections and Approval of the Previous Meeting Minutes**

MOTION: Baldwin/Van Hefty to approve the minutes for May 30, 2023 as presented.

Motion passed 7-0

MOTION: Lancaster/Bartlein to approve the Minutes for June 13 2023 as presented.

Motion passed 7-0

- 6. Public Comments**

Please be advised per State Statute section 19.84(2), information will be received from the public; be further advised that there may be limited discussion on the information received; however, no action will be taken under public comments. It is the policy of the Village that there is a three-minute time limit per person. Time extensions may be granted by the President. Please register your name on the sign-in sheet prior to the start of the meeting.

- a. Adam Whitcomb, 620 S Arlington St. - Conditional Use Permit for Gene Fredrickson Excavating

- b. Ray Smith, Highlander Rd. - Conditional Use Permit for Gene Fredrickson Excavating
- c. Cheryl Slater, Property Manager for Harrison Estates - Conditional Use Permit for Gene Fredrickson Excavating

7. Reports

The following departments submitted reports for the packet; copies of which are on file in the Clerk's office.

- a) Harrison Fire Rescue
- b) Calumet County Sheriff's Dept.
- c) Village Manager
- d) Planning and Zoning
- e) Parks and Trails
- f) Public Works Department / Engineering
- g) Harrison Utilities
- h) Clerk-Treasurer

8. Approval of Bills and Claims

MOTION: Baldwin/VanHefty to approve the bills and claims for May 2023 as presented.

Motion passed 7-0

9. Old Business for Discussion, Consideration, and/or Action

Visioning Session - Continued from June 13, 2023 meeting.

MOTION: Brantmeier/Baldwin to postpone the Visioning Session discussion until after New Business is completed.

Motion passed 7-0

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

- a) Organizational Chart for the Village of Harrison and Harrison Utilities

MOTION: Baldwin/Bartlein to postpone approving an organizational chart until the next meeting after holding a discussion in closed session.

Motion passed 4-3 (Scott Handschke, Matt Lancaster, Mark Van Hefty voted against)

- b) Zoning Map Amendment (Rezoning) – Luniak Meadows 2 – Dercks DeWitt, LLC

MOTION: Van Hefty/Baldwin to approve the Zoning Map Amendment from General Agricultural (AG) to Single Family Residential (SFR) sewerred, (RS-1), with a Planned Development Overlay (PDO) over Lot 110 of Luniak Meadows 2, as presented and circulated.

Motion passed 6-1 (Scott Handschke opposed)

c) Update to Harrison Bicycle & Pedestrian Connections Map

MOTION: Lancaster/Bartlein to approve the Bicycle and Pedestrian Connections Map as part of the Comprehensive Outdoor Recreation Plan as presented.

Motion passed 7-0 Village policy to accept donated articles of remembrance on Village property.

MOTION: Handschke/Lancaster to approve the new Village Policy for accepting donated articles of remembrance on Village property as presented.

Motion passed 7-0

e) Certificate of Payment #1 for Creekside Estates

MOTION: Lancaster/Brantmeier to approve Certificate of Payment #1 in the amount of \$141,592.28 for work completed on the Creekside Estates Roadway Improvements through May 25, 2023.

Motion passed 7-0

f) Change Order #1 for the 2023 Crack Fill and Seal Program

MOTION: Handschke/Brantmeier to approve change order #1 to the crack sealing project by removing Schmidt Road and adding Harrison Road.

Motion passed 7-0

g) Certificate of Payment #1 for Crack Sealing and Chip Sealing

MOTION: Brantmeier/Bartlein to approve Certificate for Payment #1 for the 2023 Crack Seal Program in the amount of \$37,810.00 payable to Thunder Road LLC for work performed through June 19, 2023.

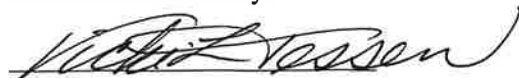
Motion passed 7-0

11. Future Agenda Items

- a) Hiring Policy (MVH/AB)
- b) Quotes to complete a facility study of Village owned buildings (ML/) 6/13/23

12. Adjournment

Minutes submitted by:



Vicki L. Tessen, WCMC

Approved: July 25, 2023