



Harrison Municipal Building
W5298 State Road 114
Menasha, WI 54952

MEET YOUR 2022-2023 VILLAGE BOARD



Front Row (left to right): Trustee Julene Baldwin, Village President Allison Blackmer, Trustee Darlene Bartlein

Back Row (left to right): Trustee Mike Brantmeier, Trustee Mark Van Hefty, Trustee Scott Handschke, Trustee Matt Lancaster

Voters Urged to Check Their Registration Now for November General Election



With the election just weeks away, we urge you to make sure you are properly registered for the November 8, 2022 General Election.

Please take a few minutes to go online to the state's [MyVote.WI.gov](https://www.MyVote.WI.gov) website. You can make sure you are registered to vote at your current address and find where to go on Election Day. You can also view a sample ballot from the site. If you don't have Internet access, contact the Clerk's office at (920) 989-1062 or clerk@harrison-wi.org and we will be happy to help you.

Keep in mind that **Wednesday, October 19** is the deadline to register to vote by mail, including the voter registration form you get when you use MyVote Wisconsin. All mail-in voter registration applications must be post-marked by October 19. Starting on October 20, all voter registrations must be completed in the clerk's office or at the polling place on Election Day.

Absentee Voting by Mail or In-Person

During the last November election, 3366 absentee ballots were cast in the Village of Harrison— that's 53% of all ballots counted for that election! As the demand for absentee voting increases, please take note of the following guidelines:

In-Person Voting will be held at the Municipal Building starting Tuesday, Oct. 25 through Friday, Nov. 3 8am to 3:30pm and Friday, Nov 4th 8am-5pm. Voters must show photo ID. Plan accordingly— it takes a few minutes for staff to process the request and there may be voters in line ahead of you.

To receive a ballot by mail, submit the completed EL-121 along with a copy of photo ID to the Village Clerk by 3:30pm on Thursday, Nov. 3. This form can be found on the village's website. The ballot must be returned by 8:00pm on Election Day so do not wait until the last minute. The voter and a witness **MUST** sign the certificate envelope and list the address of the witness. These areas on the envelopes are highlighted in yellow, yet we continue to receive many ballots each election missing this required information and the ballots are rejected at the polls.

Can lines get long on Election Day? Absolutely! But you can help by registering to vote prior to Election Day, knowing your ward number, and having your photo ID ready will help keep our lines moving quickly. Also, carefully read the directions on the ballot. Our ballots require that an oval be filled in, yet some voters still try to use a check mark or "x" next to the candidate's name. Properly marking the ballot will prevent the voting machine from kicking it out or jamming.



Remember-you as the voter must clearly state your name and address and sign the electronic pollbook! Please do not leave the election inspectors' table before you sign your name in the book.

Not sure what to do once you get to the polling place? Ask for help. We have greeters available at the door to help answer all of your questions.

LOTTERY CREDIT

- The lottery credit is available to Wisconsin residents who own a dwelling and use it as a primary residence as of January 1st.
- A property owner may claim only one primary residence; you cannot apply for a credit on business property, rental units, vacant land, or garages.
- You must complete the lottery credit application and submit it to the Calumet County Treasurer (206 Court Street, Chilton WI 53014) by **October 1st**.
- If you received the lottery credit in prior years, you do not need to reapply. Only first-time applicants must submit the paperwork to the County.
- The form can be found here: <https://www.revenue.wi.gov/DORForms/19lc-100f.pdf>

PROPERTY TAX BILLS

Property tax bills will be mailed from the Calumet County Treasurer's office mid December. Here's some helpful information you should know:

- If mailing in your payment send to; Village of Harrison, W5298 State Rd 114, Menasha WI 54952 and include a self addressed stamped envelope if you want a receipt.
- You can also print a receipt and look up property tax information on Calumet County's website.
- If paying by cash, please have the **exact amount** as we are not able to make change.
- Checks should be made payable to "Village of Harrison."
- The County does not mail tax bills to escrow companies.
- Escrow checks must be signed by **all** persons listed on the front.
- If you want your taxes paid before December 31st for your own purposes, please work that out with your escrow company. Taxes are due January 31st.
- **The Village Hall will be closed Friday, December 30th**. Tax payments received in the mail or left in the drop box on that day will be credited with the 12/31 date. Please plan accordingly.
- Our office now accepts credit card payments. A 3% service charge will be added to each transaction.
- The total amount due is a combination of school, technical college, county and state taxes along with special fees and charges. Questions and concerns about specific amounts on the bill should be directed to the appropriate entity.

Questions regarding payment of taxes can be directed to
Clerk-Treasurer at clerk@harrison-wi.org.

Questions regarding the Village budget can be directed to
Village Manager at mheiser@harrison-wi.org.

HALLOWEEN IN THE PARK

Darboy Community Park

Saturday October 15th 3-6pm

Family Fun for all ages!

- Spooky and non-spooky trails
- Ghost stories by the campfire
- Treats and games

This event is organized by Cub Scout Sunrise Pack 3061 & Woodland Pack 3016 and Boy Scout Troop 135
Please bring a non-perishable food item to donate to St. Joe's food pantry.



Yard Waste Site Closing

November 12th at 4pm
Reopening April 10th, 2023

TRICK OR TREAT HOURS

Monday, October 31st
4-7pm



FALL YARD WASTE PICK UP NOVEMBER 7TH

CHANGED FROM PREVIOUS YEARS

GFL will pick up bagged yard waste from residential properties on Monday, November 7th, 2022. Anything not picked up on November 7th will be picked up on Tuesday, November 8th, 2022.

All yard waste must be contained in recyclable compost bags and placed at least 6 feet away from trash/recycle containers. **Sticks should be tied and no longer than 4 feet long.** Loose debris or debris in a container/plastic bag cannot be taken. As with the trash/recycle, please have yard waste bagged in recyclable bags and curbside by 5:30am.



Please allow me to introduce myself. I'm Allison Blackmer, your Village of Harrison President. I was appointed Village President on January 25, 2022 to complete the term of the former President who resigned in December, 2021. I was Town of Harrison Chairwoman from 1991 to 2001, as well as former Calumet County Supervisor and former Calumet County Board Chairwoman. I have been a resident of Harrison for 36 years, am a business owner with a degree in Paper Science and an MBA in Business Administration. It is an honor and privilege to serve the residents of Harrison again!



While I was Town Chairwoman, the Town of Harrison negotiated boundary agreements with the cities of Appleton and Menasha and extended sewer and water east of Lake Park Rd, which secured the borders of the future Village of Harrison.

2021 was a difficult period for the Village of Harrison. During this time, the former Village Administrator and Clerk resigned. A new Village Administrator and Clerk were hired and brought on board in early summer. The former Village President resigned in December, 2021, and the Village was without a President until my appointment on January 25, 2022.

2022 has seen a great deal of positive activity for Harrison. We received the digital election books that had been ordered in 2021, just in time for the August primary election. We approved and purchased a new software system which will provide digital capabilities for meeting information, form applications and website services. In addition, we purchased new computer hardware, network and phone system connecting all Harrison utility and Fire Department buildings to the Municipal building.

We are also taking steps to improve the implementation of road construction projects and improve communication with Harrison residents. Please feel free to contact me with any questions or suggestions for Harrison. I look forward to serving the residents of Harrison!

ATV/UTV Use in the Village

The Village will be asking a nonbinding advisory referendum question on the November ballot. It will ask if residents would like ATV use in the urban areas of the Village. Residents should be aware that state laws would still apply to all use regardless of the area. The Wisconsin Department of Natural Resources, the body regulating ATV use in the state, has a handbook that describes its rules. The details of these requirements can be found on the DNR website: dnr.wisconsin.gov/topic/ATV/Regulations.

One example of a state regulation that would apply in all cases: ATV operators are required to slow their ATV/UTV to 10 mph or less when they are riding within 100 feet of any person who is not on a motorized vehicle. Please contact Village staff at (920) 989-1062 with any questions.

BURN PERMIT

Burn permits are valid for seven days at no charge. Please contact the Harrison Municipal Building to obtain a burn permit. Once requesting a permit, you must call the Calumet County non-emergency number at (920) 849-2335 prior to each burn.

DAMAGED GARBAGE/RECYCLE CARTS

Occasionally garbage and recycle carts are damaged due to wear & tear, weather, pick up, etc. If your cart has a lost wheel, a cracked lid or any other accidental damage, or a missed cart pick up call the Village office (920) 989-1062 to report it.

NEW HOME BUILD GARBAGE/RECYCLE CART REQUESTS

If you have a new home build, please contact the Village office at (920) 989-1062 to submit a new address request for garbage and recycling services to begin. Please allow at least 1 week notice for carts to be delivered to your new home build address.



2023 DOG LICENSE TAGS

All dogs 5 months and older must be licensed in the Village by March 31 of each year. To obtain a license, provide a copy of the Rabies Vaccination Certificate from your veterinarian. The current cost is **\$10** for spayed/neutered and **\$15** for unaltered. Dog owners must purchase a license by March 31, 2023. Any request processed after that will be charged a \$5.00 late fee.

Licenses can be purchased at the Harrison Municipal Building weekdays between 7:30am—3:30pm starting in **mid December 2022**. If purchasing by mail please send payment, copy of rabies vaccination record, and self-addressed stamped envelope to the Harrison Municipal Building, W5298 State Rd 114, Menasha, WI 54952. If you no longer have a dog that was previously registered in the Village of Harrison, please contact us at (920) 989-1062 to have that dog removed from our registry.



CURBSIDE BRUSH PICK-UP

The last day to request large brush pick up from the Public Works Department is

October 21st for pickup on October 24th.

Requests for pick up must be called in to (920) 989-1139. We kindly ask that your brush be no longer than 10 feet and be placed parallel to the roadway.

OVERNIGHT PARKING

There is **NO** overnight parking allowed on Village roads year round.

This ordinance is strictly enforced in the winter months and the fine is \$10.00 per ticket. The fine for parking on the road during a snow emergency is \$25.00.



WINTER REMINDERS

There are no state laws that prohibit you from passing a snowplow. However, it is illegal to follow a snowplow closer than 200 feet upon any highway having the posted speed limit of more than 35mph if the snowplow is engaged in snow and ice removal.

Pushing snow or other material onto or across roadways from private driveways is illegal. In addition, no person shall push, shove, or in any way deposit any snow or ice onto any public street, alley, sidewalk or public land dedicated to public use. This includes sump pump discharge onto curb lines or roadways.

Place garbage and recycling containers at least 5 feet back from the roadway. The drivers have a hard time seeing these containers on snowy nights.



ROAD CONDITIONS

Report any dangerous road conditions to the Calumet County Sheriff's Dept at (920) 849-2335 or the Village Public Works Dept at (920) 989-1139.

CHRISTMAS TREE DISPOSAL

Harrison residents can drop off Christmas trees at the yard waste site during the month of January. The site is located at W4476 Merbach Road.



KEEP SIDEWALKS CLEAR

Per local ordinance, the owner, occupant or person in charge of any lot which abuts a sidewalk shall keep the sidewalk clear of all snow and ice. The removal of snow and ice must be within 24 hours from the time the snow ceases. Sidewalks are to be kept clear to a minimum of five feet in width. In the event ice has formed on any sidewalk in such a manner it cannot be removed, the sidewalk shall be sprinkled with material to accelerate melting or prevent slipping. Owners with sidewalks having a terrace of less than three feet from the roadway are exempt from complying with this ordinance.

October 2022

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11 Village Board Budget meeting 6pm	12	13	14	15
16	17	18 Plan Commission 6pm	19	20 Village Board Budget meeting 6pm	21 Last day to re- quest curbside pickup (920) 989- 1139	22
23	24 Last day Curbside brush pick up	25 Village Board 6pm In-Person Absentee Voting	26 In-Person Absentee Voting	27 In-Person Absentee Voting	28 In-Person Absentee Voting	29
30	31 Trick or Treat 4pm-7pm In-Person Absentee Voting					

November 2022

SUN	MON	TUE	WED	THU	FRI	SAT
		1 In-Person Absentee Voting	2 In-Person Absentee Voting	3 In-Person Absentee Voting	4 Last day to In- Person Absentee Vote	5
6	7	8 Election Day	9	10	11	12
13	14	15 Village Board meeting & 2023 budget Public hearing	16	17	18	19
20	21	22 Plan Commission 6pm	23	24 Holiday Offices Closed Garbage delayed	25 Holiday Offices Closed	26
27	28	29	30			

December 2022

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20 Plan Commission 6pm	21	22	23 Holiday Offices Closed	24
25	26 Holiday Offices Closed	27 Village Board 6pm	28	29	30 Holiday Offices Closed	31

January 2023

SUN	MON	TUE	WED	THU	FRI	SAT
1	2 Holiday Offices Closed	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24 Plan Commission 6pm	25	26	27	28
29	30	31 Village Board 6pm				

February 2023

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21 Plan Commission 6pm	22	23	24	25
26	27	28 Village Board 6pm				

March 2023

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21 Plan Commission 6pm In-Person Absentee Voting	22 In-Person Absentee Voting	23 In-Person Ab- senteer Voting	24 In-Person Absentee Voting	25
26	27 In-Person Absentee Voting	28 Village Board 6pm In-Person Absen- tee Voting	29 In-Person Absentee Voting	30 In-Person Absentee Voting	31 Last day to In-Person Ab- senteer Voting	

Don't Wait — Check the Date!

Replace Smoke Alarms Every 10 Years



Age matters when it comes to your smoke alarms.
Check the manufacture dates on your smoke alarms today!

<p>1 Remove the smoke alarm from the wall or ceiling.</p>		<p>October 6, 2016</p>	<p>2 Look at the back of the alarm for the date of manufacture.</p>
<p>3 Smoke alarms should be replaced 10 years from the date of manufacture.</p>			<p>4 Put the alarm back on the ceiling or wall if it is less than 10 years old.</p>



A closed door may slow the spread of smoke, heat and fire.



Test smoke alarms at least once a month by pushing the test button.



If the smoke alarm sounds, get outside and stay outside. Go to your outside meeting place.



Install smoke alarms in every bedroom, outside each separate sleeping area, and on every level of the home, including the basement. Larger homes may need more alarms. For the best protection, make sure all smoke alarms are interconnected. When one sounds, they all sound.



Call the fire department from a cellphone or a neighbor's phone. Stay outside until the fire department says it's safe to go back inside.

For more information about smoke alarms, visit usfa.fema.gov and www.nfpa.org.



U.S. Fire Administration



VILLAGE OF HARRISON
W5298 STATE ROAD 114
Menasha, WI 54952
PHONE: (920) 989-1062
FAX: (920) 989-1077
www.harrison-wi.org

CONTACT US: OPEN WEEKDAYS 7:30AM–3:30PM

(920) 989-1062 MUNICIPAL BUILDING

(920) 733-0421 FIRE STATION

(920) 989-1139 PUBLIC WORKS DEPARTMENT

(920) 849-2335 SHERIFF NON EMERGENCY

(920) 731-0002 HARRISON UTILITIES

(920) 788-6048 DARBOY SANITARY

Village Manager	Matt Heiser	mheiser@harrison-wi.org
Village Assistant Manager	Mark Mommaerts	mmommaerts@harrison-wi.org
Village Clerk-Treasurer	Vicki Tessen	clerk@harrison-wi.org
Village Assistant Planner	Trish Nau	tnau@harrison-wi.org
Deputy Clerk-Treasurer	Meghan Winkler	deputyclerk@harrison-wi.org
Operations Manager	Jeff Funk	jfunk@harrison-wi.org
Engineering Tech/ Code Enforcement Officer	Kaylee Grezinski	kgrezinski@harrison-wi.org
Fire Chief	Jarred Gerl	jgerl@harrison-wi.org
Building Inspector	Paul Birschbach	pbirschbach@harrison-wi.org
Accountant	Donna Knapp	dknapp@harrison-wi.org
Financial Assistant	Ashley Drew	finasst@harrisonwi.org
Administrative Assistant	Christine Miller	adminasst@harrison-wi.org