

NOTICE OF VILLAGE OF HARRISON BOARD MEETING

DATE: Tuesday, September 24, 2024
TIME: 6:00pm
PLACE: Harrison Municipal Building,
W5298 State Road 114, Menasha, WI 54952

NOTICE IS HEREBY GIVEN that a Village of Harrison Board meeting will be held at 6:00pm on Tuesday, September 24, 2024, at the Harrison Municipal Building. This is a public meeting, and the agenda is listed below.

Call to Order

Pledge of Allegiance

1. Roll Call

2. Correspondence or Communications from Board and Staff

3. Corrections and Approval of the Previous Meeting Minutes

- a) Past Meeting Minutes
 - August 20, 2024 - Visioning Meeting
 - August 27, 2024 - Regular Meeting
 - September 10, 2024 - Special Meeting

4. 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.

5. Presentations

- a) 2025 Property Assessments by Accurate Assessors

6. Reports

- a) Fire Rescue
- b) Calumet County Sheriff's Dept.
- c) Interim Village Manager
 - Budget Report
- d) Assistant Manager, Planning and Zoning
- e) Parks and Trails
- f) Public Works/Engineering
- g) Clerk / Treasurer
 - Financial Statement Summary
 - ARPA Report
- h) Harrison Utilities

7. Approval of Bills and Claims

8. Appointments

- a) Appointment of Lindsey Cushman to the Plan Commission.
- b) Appointment of Drew Van Asten to the Plan Commission.

9. Old Business for Discussion, Consideration, and/or Action
No Old Business

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

- a) Eagle Scout Project at Darboy Community and Clover Ridge Parks by Tyler VanGompel.
- b) Halloween in the Park - Request to Waive Rental Fees & Donation
- c) Petition from Residents of Stargazer Estates requesting permission to plant trees in the Street right-of-way.
- d) Request from Lake Park Road Neighbors for installation of static radar/speed limit sign.
- e) Ordinance V24-13 and Zoning Map Amendment (Rezoning) – Jon Diedrich – W4297 County B – Part of Parcel 40956
- f) Certified Survey Map (CSM) — Jon Diedrich – W4297 County B – Part of Parcel 40956
- g) Site Plan Review – Darboy BP Alterations – N9690 County N – Parcel 34396
- h) Certificate of Payment #1:2024 Asphalt Street Resurfacing Program II from MCC for \$382,037.84.
- i) Certificate for Payment No. 2, for the 2024 Asphalt Street Resurfacing Program.
- j) Certificate of Payment #1: State Park Road Construction from MCC for \$238,908.85.
- k) Approval of Protective Covenants for Crossroads Business Park.
- l) Final Plat – Crossroads Business Park – Village of Harrison – Parcels 40390 & 40384
- m) Approval of Offer to Purchase for Lot 3 in the Crossroads Business Park.
- n) Survey Results of Cameo Court Park Development and Next Steps
- o) Sharing the results of the Speed Study conducted by the WisDOT on State Hwy 114.
- p) Approval of authorizing Village staff and Village Engineer to complete speed study for speed limits on Manitowoc Road between Lake Park Road and west to Village limits.
- q) Final Acceptance of Streets in Harrison Heights Phase 2

- r) Final Acceptance of Brick Lane in North Shore Ridge Subdivision.
- s) Approval to purchase 200 parking curb bumpers at Farmers Field Park for \$18,410.
- t) Approval of \$21,166 contract with CivicPlus for MuniCode Meetings Website, Agenda and Meeting Management Software utilizing ARPA funds.
- u) Request by American Transmission Company (ATC) for a transmission line easement along Manitowoc Road.
- v) Approval of Offer to Purchase for Parcel No. 39138 along CTH N.
- w) Sharing the results of the 2024 Sanitary Survey Report for the Water Supply Serving the Village of Harrison.
- x) Resolution V2024-10 WDNR Recycling Grant Authorization
- y) Record Retention Schedules for Village Records
- z) Term Limits Discussion for Board Members.

11. Future Agenda Items

- Public info meetings & website posts on facilities updates (in process) (JB/DB)
- Review of RS-2 Zoning (ML) (after Comp Plan)
- Plan to bring interceptors into lift stations 4 & 6 of the HU system (ML) (May/June 2024)
- Workshop with CCSD, Board, & staff regarding CCSD items (ML added 6/25/24, no due date)
- Amend Board rules/procedures for adding agenda items (JB/ML added 7/30/24)
- Plan Commission procedures (ML/JB added 8/27/24)
- New development process checklist (ML/SH added 8/27/24)

12. Future Meetings

- October 8, 2024 Budget Meeting
- October 10, 2024 Budget Meeting (if needed)
- October 29, 2024 Regular Meeting (w/ budget public hearing)
- November 12, 2024 Regular Meeting (w/ budget adoption)

13. Closed Session

- a) Motion to convene in closed session under the exemption provided in Sec.19.85 (1) (g) of the Wis. Stats., for the possible sale of land in the Crossroads Business Park Lots and Parcel No. 43986.

Attendees will include: Village President, Village Trustees, Interim Village Manager, Asst. Village Manager, Village Clerk, and Village Attorney.

- b) Motion to convene in closed session under the exemption provided in Sec.19.85 (1) (g) of the Wis. Stats., for the possible purchase of land known as Parcel No. 39012 and 39018.

Attendees will include: Village President, Village Trustees, Interim Village Manager, Asst. Village Manager, Village Clerk, and Village Attorney.

- c) The Board will meet in Closed Session pursuant to Wis. State Stats. 19.85 (1)(c) for considering employment, promotion, compensation, or performance evaluation data on any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically, to be discussed is the salary/benefits proposal of the Finance Director/Treasurer.

Attendees include the Interim Village Manager and the Assistant Village Manager.

14. Reconvene Into Open Session

The board may reconvene into open session pursuant to section 19.85(2) of the Wisconsin Statutes for possible action on the closed session.

- a) Appointment of the Finance Director/Treasurer

15. Adjournment

Agenda posted and published:

September 19, 2024 at Harrison Village Hall and to www.VillageofHarrison-WI.org

Vicki L. Tessen, Clerk

Accessibility:

Any person with hearing disabilities or requiring special accommodations to participate in the meeting should contact the Clerk's Office (920-989-1062) at least 24-hours prior to the meeting. This is a public meeting.