

**VILLAGE OF HARRISON
BOARD MEETING MINUTES
October 8, 2024**

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, October 8, 2024. After the Pledge of Allegiance was recited, roll call was taken.

Present: Trustee Baldwin, Trustee Bartlein, Trustee Brantmeier, Trustee Handschke, Trustee Lancaster, Trustee Van Hefty, and President Blackmer.

Staff: Interim Village Manager Russ Van Gompel, Assistant Manager Chad Pelishek, Operations Manager Jeff Funk, Clerk-Treasurer Vicki Tessen, and Utility Office Manager Brandon Barlow.

Public: 9 Citizens

1. Correspondence or Communications from Board and Staff

None

2. Corrections and Approval of the Previous Meeting Minutes

a) September 24, 2024

MOTION: Handschke/Bartlein to approve the September 24, 2024 meeting minutes as presented.

Motion passed 7-0

3. Public Comments

None

4. Presentation

a) Presentation by Five Bugles/Wendel Corporation regarding Preliminary Design for new Fire Station 70.

No action taken.

MOTION to AMEND AGENDA: Handschke/Lancaster to amend the agenda by moving items 7 d) to consider a Fire Station 70 design contract and 7a) to consider a "Class B" alcohol license application ahead of the Closed Session.

Motion passed 7-0

5. Closed Session

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

MOTION: Bartlein/Van Hefty to adjourn into Closed Session to discuss a salary and benefits proposal for the Finance Director/Treasurer position.

Motion passed by roll call vote 7-0

6. 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 item discussed in closed session.

MOTION: Handschke/Van Hefty to reconvene into Open Session to continue the remaining agenda items.

Motion passed by roll call vote 7-0

- a) Appointment of the Finance Director/Treasurer

MOTION: Handschke/Lancaster to approve the appointment of Alysa Van Eperen to the office of Finance Director/Treasurer to begin December 2, 2024.

Motion passed 7-0

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

- a) "Class B" Alcohol License Application - Ambe Restaurant, LLC dba IVR Bar - N9650 Friendship Dr.

MOTION: Lancaster/Brantmeier to approve granting Ambe Restaurant, LLC a Combination "Class B" Beer and Liquor License for their new restaurant located at N9650 Friendship Drive, and confirm the appointment of Apexa Patel as the Agent.

Motion passed 7-0

- b) Approval of revised Protective Covenants for Crossroads Business Park.

MOTION: Handschke/Van Hefty to approve rescinding item "M" from the Protective Covenants for Crossroads Business Park that were approved on September 26, 2024 leaving all else as was printed and circulated.

Motion passed 6-1 (Matt Lancaster voted against)

- c) 2025 Budget Work Session
A discussion about the 2025 Budget began at 7:42 pm.
- d) Possible motion to undertake design for Fire Station 70.
Deferred to future meeting.

8. 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) (Feb. / March 2024)

Workshop with CCSD, Board, and 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)

Hiring of Randy Moss Associates to obtain Eisenhower Right-of-Way (ML/SH added 9/24/24)
Review Development Agreement for necessary updates (ML/SH added 9/24/2024)
Review Trail Map (ML/SH added 9/24/2024)
Consider Design Contract for Fire Station 70 (deferred from 10/08/24 meeting)

9. Future Meetings

October 29, 2024 - 2025 Budget Public Hearing & Regular Monthly Meeting
November 12, 2024 - Regular Monthly Meeting
December 17, 2024 - Regular Monthly Meeting

10. Adjournment

MOTION: Bartlein/Van Hefty to adjourn.

Motion passed 7-0

Minutes Approved October 29, 2024

Vicki L. Tessen, Clerk/Treasurer