

**VILLAGE OF HARRISON**  
**BOARD MEETING MINUTES**  
**September 10, 2024**

A special 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, September 10, 2024. After the Pledge of Allegiance was recited, roll call was taken.

**1. Roll Call**

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

Staff: Assistant Manager Chad Pelishek and Clerk-Treasurer Vicki Tessen

Public: 2 (1 resident and 1 guest presenter)

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

Trustee Lancaster shared with the board that he has seen many resident comments on social media opposing the rapid growth of Harrison.

President Blackmer shared that she attended the East Central Wisconsin Regional Planning Commission meeting on Tuesday, September 3, 2024. She was glad Harrison had representation there so it could have the potential to be included in receiving grant funds. The process involves multiple government levels which may limit the amount of funds that would be available for Harrison. Dates for upcoming East Central meetings will be shared with the Assistant Manager.

**3. Public Comments**

One resident provided public comment:

Lindsay Cushman, N9393 Emily Ln, shared concerns about the proposed lighting in Darboy Community Park and around the pond.

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

a) Comprehensive Plan Update Discussion

Mitchell Brouse, SRF Consultant, reviewed the process to update a municipal comprehensive plan. He shared a PowerPoint presentation, outlined plans for gathering community input, and then explained his expectations of the Board.

The first task is for the trustees to review maps of Harrison as it is now and identify land areas they foresee could be (or should not be) used differently in the future and color code those areas accordingly. The timeline for this is one week. The SRF team will then analyze the individual maps and report the findings back to the Board and discuss next steps.

**5. 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 (ML) (May/June 2024)
- Workshop with CCSD, Board, and staff regarding CCSD items (ML added 6/25/24)
- Amend Board rules/procedures for adding agenda items (JB/ML added 7/30/24)
- Term limits for village boards/commissions (ML/MB added 8/27/24)
- Woodland & Manitowoc speed study/limits (DB/ML added 8/27/24)
- Lake Park Rd radar speed sign (added 8/27/24 for Sept. 2024)
- Plan Commission procedures (ML/JB added 8/27/24)
- New development process checklist (ML/SH added 8/27/24)
- Presentation by assessor; 2025 market adjustment (ML/MB added 8/27/24 for Sept.)

## 6. Future Meetings

- September 24, 2024 Regular Meeting (w/ 1st draft budget)
- 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)

## 7. Closed Session

The Board will convene into Closed Session pursuant to the exemption provided in Sec. 19.85(1)(g) of the Wis. Stats. regarding communication from legal counsel for the governmental body concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

*MOTION: Bartlein/Baldwin to convene into Closed Session pursuant to the exemption provided in Sec. 19.85(1)(g) of the Wis. Stats. to discuss the Creekside Estates' special assessments for infrastructure improvements.*

*Motion passed by roll call vote 7-0*

*Attendees included: the Village President, Trustees, Assistant Manager, and Clerk.*

## 8. Adjournment

*MOTION: Bartlein/Baldwin to adjourn the meeting at 7:35 p.m.*

*Motion passed 7-0*

Minutes Approved September 24, 2024

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*Vicki L. Tessen, Clerk*