

NOTICE OF VILLAGE OF HARRISON BOARD MEETING

DATE: Tuesday, December 17, 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, December 17, 2024, at the Harrison Municipal Building. This is a public meeting, and the agenda is listed below.

1. **Roll Call**
2. **Public Hearing Imposing a Transportation Impact Fee per Wis. Stats Section 66.017.**
3. **Correspondence or Communications from Board and Staff**
4. **Corrections and Approval of the Previous Meeting Minutes**
 - a) November 12, 2024
5. **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.
6. **Reports**
 - a) Fire Rescue
 - b) Calumet County Sheriff's Dept.
 - c) Interim Village Manager
Budget Report through October 31, 2024
 - 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

- a) Bills and Claims - November 2024

8. Appointments

- a) Appointment of Brandon Barlow to the Neenah Menasha Sewer Commission for the term of the 1/1/2025 to 12/31/2027.
- b) Oath of Office - Village Treasurer - Alissa Van Eperen

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

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

- a) Zoning Map Amendment (Rezoning) – Harrison Commerce Park – County N – Parcels 39138, 39144, 39142
- b) Preliminary Plat – Harrison Commerce Park – County N – Parcels 39138, 39144, 39142
- c) Zoning Map Amendment (Rezoning) – North Shore Ridge LLC – Brick Lane – Part of Parcel 39652
- d) Certified Survey Map (CSM) — North Shore Ridge, LLC – Firelane 10 – Parcel 39652
- e) Final Plat – Harrison Heights 3 – DeWitt Development, LLC – Parcel 33536
- f) Certified Survey Map (CSM) – Bruce and Shirley Johnson – Town of Woodville – N9476 N Harwood Rd – Parcel 12135
- g) Final Plat – Luniak Meadows 2 – Dercks DeWitt II LLC – Parcels 39138 & 46340
- h) Certified Survey Map (CSM) — Mike Wheeler – W6017 Cameo Ct – Parcels 33986 & 33984
- i) Request to Purchase Additional Badger Books for Elections
- j) Approval of the Fuel Management System for \$30,592.45 for Village Hall Fuel Station utilizing remaining ARPA funds.
- k) Approval of Change Order No. 2 for decrease of \$79,441.52 for final quantities and approval of Final Certificate for Payment for \$389,277.64 for State Park Road to MCC, Inc.
- l) Approval of Change Order No. 1 for decrease of \$53,442.03 for final quantities and approval of Final Certificate for Payment for \$25,358.05 for Creekside Estates Roadway Improvements to MCC, Inc.
- m) Approval of Change Order No. 2 for decrease of \$50,221.24 for final quantities and approval of Final Certificate for Payment for \$443,732.06 for the 2024 Asphalt Street Resurfacing Program II to MCC, Inc.
- n) Approval of Change Order No. 1 for decrease of \$78,262.56 for final quantities and approval of Final Certificate for Payment for \$22,565.76 for 2023 Asphalt Resurfacing Program to

MCC, Inc.

- o) Approval of Change Order No. 1 for decrease of \$42,529.86 for final quantities and approval of Final Certificate for Payment for \$6,394.12 for Farmer's Field Paving Project to Northeast Asphalt, Inc.
- p) Approval of Change Order No. 2 for decrease of \$297,878.93 for final quantities and approval of Final Certificate for Payment for \$10,000 for the 2024 Asphalt Street Resurfacing Program.
- q) Approval of Certificate for Payment No. 2 for Darboy Park Lighting project by Quality Electric for \$39,773.49.
- r) Review of draft plans and estimated costs for natural playground at Rennwood Park.
- s) Approval of Vacant Offer to Purchase from Earthwise Energies, LLC to purchase Lot 10 in the Crossroads Business Park.
- t) Approval to change insurance providers for the Village of Harrison to Cities and Villages Mutual Insurance Company (CVMIC) for 2025 and beyond.
- u) Ordinance V24-15, An Ordinance amending Chapter 103, Article V, Sections 103-230 and 103-231; Regarding Impact Fee Refunds, Schedules and Calculations, and Creating Section 103-231 Sub d, Transportation Impact Fee.
- v) Resolution V2024-14 to Approve the 2025 Fee & Penalty Schedule regarding impact fees.
- w) Approval of the Community Risk Reduction Officer Position Description in Harrison Fire Rescue.
- x) Approval of contract with Baird to provide general consulting services to completed economic feasibility analysis of the Village's TID's 1-6.
- y) Amendment to Agreement for Breezy Meadows Subdivision.
- z) Approval of Development Agreement for Harrison Heights 3.
- aa) Review of the Village's revised Wind Energy Systems Ordinance in comparison to Calumet County Ordinance.
- ab) Consider Proposals for Engineering Service Contracts for Harrison Utilities.
- ac) Sense of the Board regarding removal of the existing trees in the Village Right-of-Way.
- ad) Approval of the Protective Covenants for Harrison Commerce Park- CTH N Corridor.
- ae) Approval to purchase a Bobcat Compact Track Loader and 160G Excavator Replacement in the Department of Public Works.
- af) Contract with Ehlers to update the needs assessment related to the Park, Fire and Law Enforcement Impact Fees.
- ag) Approval to contract with Ehlers in developing a Utility Capital Recovery Assistance Plan for

Future Growth.

ah) Review of Findings of Manitowoc Road Speed Study.

ai) Resolution V2024-15 Establishing the Polling Locations and Combining Wards for the 2025 Election Cycle

aj) Resolution 2024-16 Authorizing the Borrowing of \$450,000 to Finance TID #5 Land Purchase for Harrison Commerce Park.

11. **Future Agenda Items**

Review of RS-2 Zoning (ML) (after Comp Plan)

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)

Review Trail Map (ML/SH added 9/24/2024)

Review Tree Policy (JB/DB added 11/12/24)

12. **Future Meetings**

January 9, 2025 - Possible Special Board Meeting / Fire Station Tour

January 16, 2025 - Possible Special Board Meeting

January 28, 2025 - Regular Monthly Meeting

February 25, 2025 - Regular Monthly Meeting

13. **Closed Session**

- a) 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 review of the responsibilities of the Clerk and the Finance Director/Treasurer.

Attendees include the Village President, Village Trustees, Interim Village Manager, Assistant Village Manager, and Finance Director/Treasurer.

- b) Motion to convene in closed session under the exemption provided in Sec.19.85 (1) (g) of the Wis. Stats., for the purpose of discussing a development opportunity at the intersection of CTH N and KK.

Attendees will include: Village President, Village Trustees, Village Manager, Asst. Village Manager, Baird Financial Advisor, and Finance Director/Treasurer

14. **Adjournment**

Agenda Posted and Published:

Harrison Municipal Building and www.harrison-wi.org at least 48 hours prior to meeting.

Vicki L. Tessen, Clerk

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.