

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

PRESENT: President Scott Handschke, Trustees: Julene Baldwin, Mike Brantmeier, Matt Lancaster, and Mark Van Hefty.

ABSENT: Frank Thiel (excused).

STAFF: Village Manager Chad Pelishek, Fire Chief Jarred Gerl, Finance Director / Treasurer Alissa Van Eperen, Interim Clerk Meghan Winkler, Village Attorney, and Village Engineer Lee Reibold

4. Identify Potential Conflicts of Interest

None

5. Correspondence or Communications from Board and Staff

Trustee Brantmeier - spoke regarding the recent fire call where a man was caught in a skid steer, Trustee Brantmeier would like to give a shoutout to DPW and the Deputy that worked the call. DPW brought a wrench to bust out the window and save the man's life.

President Handschke - Asked if we can we get a recognition for those gentlemen.

President Handschke - Spoke regarding his attendance at the East Central Wisconsin Policy Commission - he handed out a map that was up for approval, which is all of the roads in the East Wisconsin Region for major artery roads, and Cty KK is listed a minor artery. President Handschke spoke with Outagamie County, Administrator for Buchanan and the Mayor of Appleton and they want to change the map to make Cty KK a major artery, he is working to secure funding for Cty KK.

6. Corrections and Approval of the Previous Meeting Minutes

a. May 27, 2025 Meeting Minutes

Motion made by Van Hefty, Seconded by Brantmeier to approve the May 27, 2025, meeting minutes as presented.

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

7. Public Comments

The Board will receive information from the public in accordance with State Statute 19.84(2). Be advised board discussion is limited to only clarify the information received. No action shall be taken under public comments. General procedure is to allow each person three-minutes to speak, although the President may grant extensions, reduce the time, or limit the number of like-minded speakers on the same topic. Anyone wishing to speak should register their name on the sign-in sheet prior to the start of the meeting.

None

8. Presentation

- a. Presentation- CLA- Annual Financial Report Review

Amber Drewieske with CliftonLarsonAllen presented the Executive Audit Summary for 2024.

9. Reports

All reports are on file at Village Hall.

- a. Fire Rescue
- b. Calumet County Sheriff's Dept.
- c. Village Manager
 - Planning & Zoning Report
- d. Finance Director/Treasurer
 - Budget & Financial Reports
- e. Public Works/Engineering/Parks/Trails
- f. Harrison Utilities

10. Approval of Bills and Claims

- a. Bills and Claims – May 2025

Motion made by Baldwin, Seconded by Brantmeier to approve the May 2025 Bills and Claims as presented.

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

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

None

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

- a. Resolution 2025-12, Support for FY 2025 Safe Streets and Roads for All (SS4A) Grant Application with Outagamie and Calumet Counties, Harrison, Kaukauna, Appleton and Buchanan for CTH KK Corridor.

Motion made by Lancaster, Seconded by Baldwin, to approve Resolution 2025-12, support for FY 2025 Safe Streets and Roads for all (SS4A) Grant Application with Outagamie and Calumet Counties, Harrison, Kaukauna, Appleton and Buchanan for CTH kk Corridor.

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

- b. Review and possible amendments of the draft Comprehensive Plan.

Motion made by Lancaster, Seconded by Brantmeier, to change all medium-density residential east of Cty Road N to low-density residential.

Roll Call Vote:

Voting Yea: Handschke, Brantmeier, Lancaster, Van Hefty

Voting Nay: Baldwin

Motion carried 4-1.

Motion made by Handschke, Seconded by Lancaster, to change medium-density residential to commercial on the Northeast corner of Lake Park Road and Manitowoc Road.

Roll Call Vote:

Voting Yea: Handschke, Brantmeier, Lancaster, Van Hefty

Voting Nay: Baldwin

Motion carried 4-1.

Motion made by Lancaster, Seconded by Van Hefty, to change the two (2) parcels South of Woodland Road, East of Christ the Rock, blue parcels listed as public use, and the two (2) parcels North of Woodland Road and West of Spring Valley Road from medium-density residential to low-density residential.

Roll Call Vote:

Voting Yea: Handschke, Brantmeier, Lancaster, Van Hefty

Voting Nay: Baldwin

Motion carried 4-1.

Motion made by Lancaster, Seconded by Brantmeier, to change all medium-density residential West of Lake Park Road to low-density residential.

Roll Call Vote:

Voting Yea: Handschke, Brantmeier, Lancaster, Van Hefty

Voting Nay: Baldwin

Motion carried 4-1.

Motion made by Lancaster, Seconded by Brantmeier, to change the objective under the Housing Section that reads "provide opportunities for and encourage the development of retirement and senior housing, including nursing homes and community-based facilities, with access to transit, walking and biking path, recreation, and nearby shopping and entertainment" to now read "provide opportunities for and encourage the development of retirement and senior housing".

Roll Call Vote:

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

c. Special Event Permit - Omar and Brisa Vargas Wedding.

Motion made by Baldwin, Seconded by Brantmeier, to approve the special event permit submitted by Brisa Vargas.

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

d. Special Event Permit for Brody Hietpas (Brodazoffa Sound Garden).

Motion made by Baldwin, Seconded by Van Hefty, to approve the special event permit allowing July events to occur.

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

e. Approval of Calumet County Police Services Contract- Addendum 1.

Motion made by Van Hefty, Seconded by Baldwin, to approve Addendum No 1 to the Calumet County Sheriff's Office Police Service contract to add a patrol sergeant in Harrison.

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

f. Payment Certificates for Various Projects.

Motion made by Lancaster, Seconded by Van Hefty, to approve payment certificates for Crossroads Business Park and the Standby Generator Project.

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

g. Approval of Change Order No. 1 for Dept. of Public Works garage project for \$5,284.84.

Motion made by Lancaster, Seconded by Van Hefty, to approve change order No 1 for the Department of Public Works garage project for \$5,284.84.

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

h. Approval of Change Order No. 1 for Standby Generator Project for \$14,136.00.

Motion made by Baldwin, Seconded by Brantmeier, to approve Change Order No 1 for the Standby Generator Projects in the amount of \$14,136.00

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

i. Approval of Change Order No. 1 for 2025 Asphalt Street Resurfacing Program in the amount of \$39,735.00.

Motion made by Van Hefty, Seconded by Baldwin, to approve Change Order No 1 for the 2025 Street Resurfacing Project Program for \$39,735.00.

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

j. Approval of 19 FT Electric Scissor Lift for \$14,475.00.

Motion made by Lancaster, Seconded by Brantmeier, to approve the purchase of a 19-19.9 ft Electric Scissor Lift for \$14,475.00.

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

k. Approval of purchase of up to four additional speed radar signs and corresponding budget adjustment.

Motion made by Baldwin, Seconded by Lancaster, to approve the purchase of up to four additional speed radar signs and corresponding budget adjustment.

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

- I. Approval of amending hours of operation at Village Hall.

Motion made by Baldwin, Seconded by Brantmeier, to approve amending Village Hall office hours to 7:30 to 3:30 to be uniform for all staff.

Voting Yea: Baldwin, Brantmeier

Voting Nay: Handschke, Lancaster, Van Hefty

Motion failed 2-3.

- m. Approval of Crossroads Business Park Lighting for \$73,237.12 with We Energies.

Motion made by Lancaster, Seconded by Van Hefty, to approve the quote of \$73,237.12 from WE Energies to install lighting in the Crossroads Business Park.

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

- n. Purchase 20 Motorola APX6000 Portable radios, chargers and mics for the fire Department not to exceed \$60,000.

Motion made by Baldwin, Seconded by Van Hefty, to approve the purchase of 20 Motorola APX6000 portable radios, charges, and mics in the amount not exceed \$60,000.00

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

- o. Open discussion and consideration of appointing Meghan Winkler, Interim Village Clerk to the Village Clerk prior to potentially going into closed session to discuss employment, promotion, compensation, or performance evaluation data over which the governmental body has jurisdiction or exercises responsibility. If approved Oath of Office to follow.

Motion made by Lancaster, Seconded by Baldwin, to approve the appointment of Meghan Winkler as Village Clerk/Human Resources Manager effective June 30, 2025.

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

- p. Open discussion and consideration of request from Hidden Haven, LLC to discuss possible incentives for a commercial development prior to potentially going into closed session to discuss strategy and bargaining authority for the Village Manager/Planner to use in negotiation of Developer's Agreement.

No action taken in open session.

- q. Open discussion related to developing a plan to extend Eisenhower Drive from Midway Road to Woodland Road prior to potentially going into closed session to discuss strategy and bargaining authority for the Village Manager/Planner to use implementing the plan.

No action taken in open session

13. Closed Session

Motion made by Van Heft, Seconded by Brantmeier, to convene into closed session at 7:55 pm.

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried by roll call vote 5-0.

- b. The Board may convene in Closed Session pursuant to Wis. Stat. section 19.85 (1)(e) for the purpose of deliberating or negotiating the investing of public funds, wherever competitive or bargaining reasons require a closed session; specifically, to discuss strategy and bargaining authority to be used by the Village Manager in negotiations over potential incentives and terms of Development Agreement with Hidden Haven, LLC.

Attendees may include the Board, Village Manager, Finance Director/Treasurer, Interim Village Clerk, Operations Manager, Village Engineer and Village Attorney.

- c. The Board may convene in Closed Session pursuant to Wis. Stat. section 19.85 (1)(e) for the purpose of deliberating or negotiating the investing of public funds, wherever competitive or bargaining reasons require a closed session; specifically, to discuss strategy and bargaining authority to be used by the Village Manager to acquire real estate for the extension of Eisenhower Drive from Midway Road and Woodland Road.

Attendees may include the Board, Village Manager, Interim Village Clerk, Finance Director/Treasurer, Operations Manager, Village Engineer and Village Attorney.

14. Open Session

- a. Appoint Meghan Winkler, Interim Village Clerk to the Village Clerk and Oath of Office for Village Clerk.

No action taken.

- b. Possible action on item discussed in closed session related to Eisenhower Drive.

No action taken.

15. Future Agenda Items

- a. Future Agenda Items:

Review of Zoning Code Chapter (ML/MB)(after Comp Plan)

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

Review Sidewalk Policy for new subdivisions (ML/MB added 4/27/25)

16. Future Meetings

a. Future Meetings

July 16, 2025 Village Celebration at Darboy Community Park

July 23, 2025 Listening Session at Village Hall

July 29, 2025 Board Meeting

17. Adjournment

Motion made by Lancaster, Seconded by Baldwin to adjourn meeting at 8:55 pm.

Voting Yea: Handschke, Baldwin, Brantmeier, Lancaster, Van Hefty

Motion carried 5-0.

Minutes Submitted by:

Meghan Winkler, Clerk/HR Manager