

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Identify Potential Conflict of Interest

None

5. Correspondence or Communications from Board and Staff

President Handschke - Spoke regarding his meeting with the East Central Planning Commission, he invited them to come to the next meeting to discuss Harrison and how they can help.

Trustee Van Hefty - Spoke regarding the branches being left on Firelane 12 and 13 by a contractor but wanted to give a kudos to DPW for doing a great job picking them up.

Trustee Lancaster - Spoke regarding increased truck traffic on Coop Road north from Midway Road to KK - He would like for staff to have a formal discussion with Appleton regarding the traffic.

Trustee Lancaster - Spoke wanted to remind everyone that just because your assessments changes doesn't mean that your taxes will be going up.

6. Corrections and Approval of the Previous Meeting Minutes

a. April 29, 2025 Meeting Minutes

Motion made by Baldwin, Seconded by Brantmeier to approve April 29, 2025 Meeting Minutes as presented.

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

Motion carried 6-0.

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.

John Kuehl - N9576 North Shore Road - Spoke in opposition to development behind property.

8. Presentation

- a. Presentation- RW Baird- Justin Fischer- Borrowing Overview

Baird - Justin Fischer - Provided a market update, the market has settled down to more normal interest rates The financing plan is not to exceed the borrowing amount of 9.5 million. The loan would be used for the Fire Station and Public Works Building.

9. Reports

All reports are on file in the Clerk's Office.

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

10. Approval of Bills and Claims

- a. Bills and Claims – April 2025

Motion made by Lancaster, Seconded by Van Hefty to approve the April 2025 Bills and Claims as presented.

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

Motion carried 6-0.

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

- a. No Old Business

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

- a. Zoning Map Amendment (Rezoning) – Dercks DeWitt, LLC – North Shore Rd & Hwy 114 – Parcels 39522 and 39526.

Motion made by Van Hefty, Seconded by Thiel to approve the Zoning Map Amendments from General Agriculture [AG] to Single- Family Residential (Suburban)[RS-1] as submitted.

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

Motion carried 6-0.

- b. Preliminary Plat – Forest Ridge Subdivision – Dercks DeWitt, LLC – North Shore Rd & Hwy 114 – Parcels 39522 and 39526

Motion made by Van Hefty, Seconded by Brantmeier, to approve the Preliminary Plat for the Forest Ridge Subdivision, subject to the conditions 1-20 listed in the memo.

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

Motion carried 6-0.

Amendment Motion made by Lancaster, Seconded by Brantmeier, to add condition #21 that there must be sidewalks along lots 37, 38, 39, and 65 on North Shore Road.

Voting Yea to Amendment Motion: Handschke, Baldwin, Brantmeier, Lancaster, Thiel, Van Hefty

Motion carried 6-0.

- c. Certified Survey Map (CSM) – Benjamin & Elizabeth Van Handel – W6182 & W6172 Brick Lane – Parcels 46780 & 46782

Motion made by Van Hefty, Seconded by Baldwin, to approve the Certified Survey Map (CSM) request as submitted.

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

Motion carried 6-0.

- d. Appoint an Interim Village Clerk while the Village posts and recruits.

Motion made by Baldwin, Seconded by Van Hefty, to approve the Deputy Clerk/Deputy Treasurer/HR Officer, Meghan Winkler, as of May 19, 2025, as the Interim Village Clerk.

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

Motion carried 6-0.

- e. Resolution V2025-10 to accept the Harrison Utilities Compliance Maintenance Annual Report (CMAR) for the reporting period of 2024.

Motion made by Baldwin, Seconded by Brantmeier, to approve V2025-10, accepting the Harrison Utilities Compliance Maintenance Annual Report for the reporting period of 2024.

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

Motion carried 6-0.

- f. Resolution V2025-11 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$9,500,000 General Obligation Promissory Notes

Motion made by Van Hefty, Seconded by Thiel, to approve Resolution V2025-11 Authorizing the Issuance and Establishing Parameters for the Sale of Not To Exceed \$9,500,000 General Obligation Promissory Notes.

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

Motion carried 6-0.

- g. Final Acceptance by Harrison Utilities of the Water and Sanitary Sewer Infrastructure in the Breezy Meadows Subdivision – Village of Harrison

Motion made by Lancaster, Seconded by Baldwin, to approve the final acceptance of the water and sanitary sewer infrastructure in the Breezy Meadows Subdivision located in the Village of Harrison.

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

Motion carried 6-0.

- h. Approval of Gas Fired Hot Water Pressure Washer for new wash bay at Department of Public Works.

Motion made by Lancaster, Seconded by Brantmeier, to approve the purchase of the gas-fired hot water pressure washer for the new wash bay at Department of Public Works for \$10,675.49.

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

Motion carried 6-0.

- i. Approval of new Clean Energy Furnace, Tank, Stands and Installation at Department of Public Works.

Motion made by Baldwin, Seconded by Van Hefty, to approve the purchase of the new Clean Energy Furnace, Tank Stands and Installation for the new bays at the Department of Public Works for \$51,500.

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

Motion carried 6-0.

- j. Approval of Century Fence Company to install new fencing at Harrison Athletic Association West Field.

Motion made by Lancaster, Seconded by Brantmeier, to approve Century Fence Company bid for \$50,698 to replace fencing around the west ball diamond at Harrison Athletic Complex.

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

Motion carried 6-0.

- k. Approval of Western Star 47X Plow Truck.

Motion made by Baldwin, Seconded by Thiel, to approve the ordering of a Western Start 47X Plow Truck to be added to the fleet in 2027 for \$162,419.

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

Motion carried 6-0.

- l. Acceptance of 2025 Recycling Grant from the WI Dept. of Natural Resources for \$21,879.71.

Motion made by Lancaster, Seconded by Van Hefty, to approve the 2025 Recycling Grant for \$21,879.71 from the WI DNR.

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

Motion carried 6-0.

- m. Approval of Job Description for Village Clerk/Human Resources Director.

Motion made by Baldwin, Seconded by Brantmeier, to approve the job description for the Village Clerk/Human Resource Director.

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

Motion carried 6-0.

Amendment Motion made by Van Hefty, Seconded by Lancaster, to amend job description from Human Resources Director to Human Resource Manager

Voting Yea to Amendment Motion: Handschke, Baldwin, Brantmeier, Lancaster, Thiel, Van Hefty

Motion carried 6-0.

n. 2025-2026 Alcohol and Tobacco License Applications

Motion made by Thiel, Seconded by Brantmeier, to approve presented list for approval for a 2025-2026 alcohol and/or tobacco license.

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

Voting Abstaining: Lancaster

Motion carried 5-0-1.

o. Follow-up discussion on Comprehensive Plan Update after joint meeting on May 20, 2025.

No action taken

p. Approval of Cancellation Agreement and Mutual Release for Lot 5 in Crossroads Business Park, Parcel Number 47018.

Motion made by Baldwin, Seconded by Thiel, to approve the Cancellation Agreement and Mutual Release for Lot 5 in the Crossroads Business Park, Parcel Number 47018.

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

Motion carried 6-0.

q. Approval of Vacant Offer to Purchase Lot 12 in the Crossroads Business Park.

Motion made by Brantmeier, Seconded by Thiel, to approve the Vacant Offer to Purchase for Lot 12 in the Crossroads Business Park.

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

Motion carried 6-0.

r. Amendment to Offer to Purchase for Lot 6 in Crossroads Business Park.

Motion made by Thiel, Seconded by Van Hefty, to approve the Amendment to Offer to Purchase for Lot 6 in Crossroads Business Park.

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

Motion carried 6-0.

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

Motion made by Baldwin, Seconded by Van Hefty, to approve the Special Event Permit allowing June events to occur pending receiving the Certificate of Insurance prior to June 5, 2025.

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

Motion carried 6-0.

13. Future Agenda Items

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

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

Discuss extending Eisenhower Drive to Woodland Road (ML/SH added 1/16/25)

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

14. Future Meetings

- a. June 10, 2025

June 24, 2025

15. Adjournment

Motion made by Baldwin, Seconded by Lancaster, to adjourn meeting at 7:25 pm.

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

Motion carried 6-0.

Minutes Approved: June 24, 2025

Meghan Winkler, Interim Village Clerk