

1. Call to Order

President Blackmer called the meeting to order at 6:00pm

2. Pledge of Allegiance

3. Roll Call

PRESENT: Allison Blackmer, Julene Baldwin, Darlene Bartlein, Mike Brantmeier, Scott Handschke, Matt Lancaster, and Mark Van Hefty.

STAFF: Interim Village Manager Russ Van Gompel, Assistant Manager Chad Pelishek, Fire Chief Jarred Gerl, CCSD Lt. Joe Tenor, Finance Director/Treasurer Alissa Van Eperen, Clerk Vicki Tessen, Utility Office Manager Brandon Barlow, Deputy Clerk/Treasurer / HR Officer Meghan Winkler, Village Attorney Andy Micheletti and Village Engineer Lee Reibold.

OTHERS: 11 Citizens

4. Correspondence or Communications from Board and Staff

Trustee Bartlein stated she feels the Boards' prior decision regarding trees in the right-of-way wasn't fair to all residents.

President Blackmer updated the Board on a conversation she had with Congressman Wied regarding the Board's opposition to wind-tower farms expanding into Harrison.

5. Corrections and Approval of the Previous Meeting Minutes

a. January 9, 2025

Motion made by Bartlein, Seconded by Baldwin to approve the draft minutes of the January 9, 2025 meeting with a correction to staff attendance.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

b. January 16, 2025

Motion made by Handschke, Seconded by Brantmeier to approve the minutes of the January 16, 2025 meeting.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

6. Public Comments

- a. 1. Annie Von Neupert, REACH Coalition - Agenda Item 11i; in favor
2. Dan Laeyendelker, W6987 Fire Lane 3 - Non-agenda Item; Waverly Beach noise concern

7. Presentation

- a. Presentation by Wendel Five Bugles on Update of Fire Station 70 Design Process.

Robert Krzyzanowski joined the meeting remotely to present an update to the Board.

8. Reports

The following reports are on file in the Clerk's Office.

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

9. Approval of Bills and Claims

- a. Bills and Claims – December 2024

Motion made by Baldwin, Seconded by Bartlein to approve the bills and claims for December 2024.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

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

None

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

- a. Conditional Use Permit – Paul and Kate Meyer – N7943 State Park Rd – Parcel 40248

Motion made by Lancaster, Seconded by Brantmeier to approve the conditional use permit presented with one edit to state that the permit is non-transferable.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- b. Ordinance V25-02, Zoning Map Amendment (Rezoning) – Crossroad Business Park – County KK & Hwy 55

Motion made by Van Hefty, Seconded by Handschke to approve the zoning map amendment for rezoning of Crossroads Business Park.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- c. Certified Survey Map – Don Mielke – Mielke Rd – Part of Parcel 43768

Motion made by Van Hefty, Seconded by Brantmeier to approve the certified survey map as presented.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- d. Certified Survey Map – Irvin Zahringer – Hwy 114 – Part of Parcel 38780

Motion made by Brantmeier, Seconded by Handschke to approve the certified survey map presented and to clarify the parcel is on the west side of Hwy 114.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- e. Approval of the Village Manager contract and appointing Chad Pelishek to the Village Manager position.

Motion made by Handschke, Seconded by Lancaster to approve the contract as presented.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- f. Concept Plan for Luniak Property - North Shore Road

Motion made by Van Hefty, Seconded by Bartlein to approve the concept plan as presented.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- g. Certificate of Payment No. 2, 3, 4 for Crossroads Business Park and Payment No.3 Darboy Park Lighting Project.

Motion made by Baldwin, Seconded by Bartlein to approve all Certificates of Payment as presented.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- h. Purchase of a 2025 Ford Escape for the Building Inspector.

Motion made by Handschke, Seconded by Lancaster to approve the purchase as presented.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- i. Ordinance V25-01, Creating Ch. 16, Sec. 16-7; Hemp-Derived Cannabinoid Regulations.

Motion made by Baldwin, Seconded by Handschke to approve the creation of Municipal Code Ch. 16, Section 16-7 as presented.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- j. Ordinance V25-03 Amending Chapter 6, Section 6-42(b), Kennel Licenses

Motion made by Handschke, Seconded by Brantmeier to approve amending Municipal Code Section 6-42(b) as presented.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- k. Ordinance V25-04, Amending Chapter 24, Sections 92 and 93 Hotel and Motel Room Tax

Motion made by Baldwin, Seconded by Bartlein to amend the Municipal Code Sections 24-92 and 24-93 as presented.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- l. Ordinance V25-05, Repealing and Recreating Chapter 2, Section 2-123 and 2-124, Village Plan Commission.

Motion made by Baldwin, Seconded by Van Hefty to approve amending the Municipal Code Sections 2-123 and 2-124 as presented.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- m. Recycling Program Evaluation Inspection by the WI Dept. of Natural Resources

No action.

- n. Approval for McMahon to lead Municipal Code Re-write/modernization.

Motion made by Baldwin, Seconded by Handschke to approve contracting with McMahon to lead a re-write of the Municipal Code.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- o. Approval of contract with McMahon to complete final design, bidding and construction services for DPW garage expansion project.

Motion made by Van Hefty, Seconded by Bartlein to approve a contract with McMahon for the DPW garage expansion project as presented.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- p. Approval of Vacant Offer to Purchase from Van Zeeland Ventures, LLC to purchase Lot 5 in the Crossroads Business Park.

Motion made by Handschke, Seconded by Brantmeier to approve the Offer to Purchase with two edits added; 1. the Board will pre-approve the plan before closing the sale and, 2. the agreement will not include any tax incremental financing.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- q. Purchase of a new wireless microphone sound system for the Board Room

Motion made by Handschke, Seconded by Baldwin to approve the purchase.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- r. Review of Findings of Woodland Road Speed Study.

No action.

- s. Board Decision on whether to have fireworks or drone show for Village Celebration on proposed date of July 17, 2025.

Motion made by Brantmeier, Seconded by Lancaster to approve hosting a drone show at Darboy Community Park if able to secure the space needed from the Kimberly School District to host the show.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- t. Approval of contract with McMahon for schematic design for the Farmers Field concession stand building

Motion made by Lancaster, Seconded by Baldwin to approve up to \$6,000 with request for McMahon to cover the cost as a donation.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- u. Approval of the Development Agreement between WI Wealth Management and Village of Harrison

Motion made by Handschke, Seconded by Van Hefty to approve the contract as presented.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- v. Review of the draft Senior Housing Needs Assessment Market Study Request for Proposals.

Motion made by Baldwin, Seconded by Bartlein to approve the Request for Proposals as presented.

Voting Yea: Blackmer, Baldwin, Bartlein

Voting Nay: Brantmeier, Handschke, Lancaster, Van Hefty

Motion Failed

- w. Class "B" Beer and "Class C" Wine License Application - Fox Valley Coating Supply LLC - W7257 US HWY 10/114 Suite #2

Motion made by Brantmeier, Seconded by Handschke to approve the license application as presented.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- x. Res. V2025-04 Requesting USPS Review for Zip Code Assignment and Inclusion in Federal Legislation.

Motion made by Handschke, Seconded by Lancaster to approve the request as presented.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

12. Future Agenda Items and Meetings

- a. 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)

New development process checklist (MB/SH added 8/27/24)

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

Review Social Media Policy (JB/DB added 12/17/24)

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

Review Overnight Parking ordinance (ML/SH added 1/28/25 for April or May)

b. Future Meetings

February 25, 2025 - Regular Monthly Meeting

March 25, 2025 - Regular Monthly Meeting

13. Closed Session

Motion made by Baldwin, Seconded by Brantmeier to take a recess until 8:10 p.m. and then convene into Closed Session to discuss the two items listed on the meeting notice.

Roll Call Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

- 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 personnel issues at Village Hall.

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

- b. The Board will meet in Closed Session under the exemption provided in Sec.19.85 (1) (e) of the Wis. Stats., for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Specifically, to be discussed is a development opportunity near CTH KK/Amy Avenue.

Attendees will include: Village President, Village Trustees, Village Attorney, Interim Village Manager, Asst. Village Manager, and Finance Director/Treasurer.

14. Adjournment

Motion (8:30 pm) made by Baldwin, Seconded by Brantmeier to adjourn without reconvening in Open Session.

Voting Yea: Blackmer, Baldwin, Bartlein, Brantmeier, Handschke, Lancaster, Van Hefty
Motion Carried

Minutes approved February 25, 2025

/s/ Vicki L. Tessen, Clerk