

Village Board Meeting Minutes May 13, 2019

- 1) Call to Order and Roll Call: President Laux called the meeting to order at 6:30 pm. Trustees present were Bob Benz, Roger Kaas, Lisa Ott, David Miller, Kathy Salo, and Ned Marks. Also in attendance was Times-Villager Reporter Tom Collins, Administrator Randy Friday, and Clerk/Treasurer Jo Ann Lesser. There were five other attendees.
- 2) Pledge of Allegiance: All those present stood to recite the Pledge of Allegiance.
- 3) Approval of the Agenda: Trustee Benz made a motion to approve the agenda. Trustee Salo seconded the motion. Motion carried, 7-0.
- 4) Approval of Minutes: April 22, 2019; Trustee Benz made a motion to approve the minutes as presented. Trustee Salo seconded the motion. Motion carried, 7-0.
- 5) Registered Citizen Comments on Agenda Items: None
- 6) Report of the Community Development Authority (Apr. 24).
 - a) *Presentation & Action by CDA*: Approved revised Concept Plan For Historic Downtown Redevelopment: Trustee Kaas stated that a master plan for the downtown development created by Cedar Corporation was approved at the last meeting of the CDA. This plan is to help with future development of the area, a guideline to follow.
 - b) *Shenanigan's*: Underground Storage Tank (UST) – Soil testing completed: Kaas indicated that the soil testing was completed and the results will take approximately three weeks to come back.
 - c) *Request to use Village Hall parking spaces* (Play & Grow Learning Center; Hodkiewicz): Administrator Friday informed the Board that the village attorney has indicated a lease would be the appropriate option to offer Play & Grow Learning Center to use the parking area on village property. Attorney Carlton is in the process of reviewing the document and should be available for review at the next meeting.
 - d) *(Real Estate) Listing Agreement for Village properties* (J. Ross & Assoc.): The contract with J. Ross & Associates has expired and there won't be a renewal.
- 7) Report of the Plan Commission (May 6).
 - a) *PUD #2019-01*: Pond View Estates (39 lots): Administrator Friday stated that this is coming back to the board because the public hearing was held by the plan commission and it should have an approval after public input. IT was noted that the plan commission approved the preliminary plat 5-2. Trustee Benz was questioning the reason for the Chairman of the Plan Commission voting against the plat. Benz also wanted to make sure the developers took extra care to ensure protection of the water main when construction begins. Trustee Marks questioned about flooding on the walking trail that runs on the backside of Miller pond, he indicated the flooding happens two or three times a year. Trustee Benz made a motion to approve the preliminary plat for Pond View Estates. Trustee Miller seconded the motion. Motion carried, 6-1.
 - b) *Zoning Code: Updates* (Yard waste burning): Administrator Friday explained that Chairman Summers did some research on open burning in other communities and found this practice is being removed from allowable options in cities and villages across the state.
 - c) *Calendar: Annual Review of Comp. Plan obligations* (May & Dec.): Administrator Friday went over the changes that were suggested at the plan commission meeting. Once such change was to the amount of acreage available for develop was adjusted after the Pond View Estates, the new number is 130 acres. Another item suggested for updating is the CORP

(Comprehensive Outdoor Recreation Plan) which is set to be updated in 2019, Recreation Coordinator Brenda Stumpf will be completing this project.

- d) *Concept Plan Review*: Consider Planned Unit Development for residential, age-restricted, independently-owned condominium units [duplex-style] on 6ac. agriculturally-zoned property (Parcels #13601, 13602, 13606) abutting STH 55/114 between Wanick Park & *The Outpost* (Feathercrest Development): Administrator Friday informed the Board that the plan commission has received the concept plan and it was regarded favorable. The roadway will remain private and one way traffic that will allow for a walking/biking lane, it will offer additional parking in the center of the complex for visitor parking, they are condo/duplex type buildings and will offer 1,400 square feet. It was noted the storm water will be split, with the northern half going to a dry pond on the property and the southern half utilizing Dick's Grocery store's pond. Trustee Marks made a motion to approve the concept plan. Trustee Miller seconded the motion. Motion carried, 7-0.

8) Report of Village Officers.

- a) Village President: None

Vice-President Kaas informed the Board of his attendance at a Calumet County intergovernmental meeting held in Chilton. Kaas noted the state average price of farmland per acre is \$5,000 and Calumet County is slightly higher at \$11,000 these are 2017 figures, this is due to the large farms and the amount of land they need to operate. Kaas noted there was flooding in Calumet County and there are grants available to help with the damage. Kaas also was informed about some area road projects that will affect the Sherwood area, those being Hwy 10 from Hwy 114 to Forest Junction will have a mill and overlay, Hwy 114 from Hilbert to Sherwood will be mill and overlay, and the Hwy 114 Bridge over Hwy 10 will be closed for the application of an epoxy coating of the surface.

- b) Fox Cities Area Room Tax Commissioner: None

- c) Clerk/Treasurer

- i. Consent Agenda (Financial Reports): Trustee Benz made a motion to approve the vouchers and checks in the amount of \$94,890.84. Trustee Salo seconded the motion. There were questions by Trustee Kaas regarding the Cedar Corporation invoices where there were charges for the Kesler Road project and should that charge be split with the Village of Harrison as well as an invoice for Professional Service Industries. Kaas also questioned an invoice from McMahon and Associates and should this invoice be charged to the home owners association. These items will be looked into prior to be mailed out. Motion carried, 7-0.

9) Village Engineer and/or Utility Operator:

- a) *Inter-Municipal Road Projects (State Park & Kesler Roads)*: Meeting – Weds; May 15: Trustee Kaas mentioned the escrow account that was originally discuss to have set up with Harrison for paying invoices, this idea was rejected by the Village of Harrison and they wished to be billed directly. It was also noted that the Kesler project bills will be split 50/50 with Harrison and State Park Road will be 45.4% Harrison and 54.6% Sherwood as per the revised agreement. Trustee Salo made a motion to approve the revised agreement. Trustee Ott seconded the motion. Motion carried, 6-1.
- b) *Contract 'A-19' (Stumpf-Meehl Subdivision)*: Public Info. Meeting – Weds; June 5, 6-7pm: Administrator Friday indicated the public informational meeting will be held on June 5th at 6 pm.

- a) Village Administrator: Project Update(s): Administrator Friday handed out to each member copies of the storm water study and storm water plan. Friday indicated that there are 1922 municipalities of 72 are counties there are 232 having to comply with MS4. Nick Vande Hey is suggesting workshops for the Board to go over the plan. President Laux requested contact be made with Nick Vande Hey for his available dates. It was preferable to be done on Thursdays. Trustee Marks questioned the cost of the workshops.
- 10) Old Business:
- a) Joint Municipal Roadway Project Agreement: (Re-) Consider Sherwood/Harrison Agreement regarding Kesler & State Park Road projects: This item was completed under #9 above.
- b) Request to use of Village Hall parking lot spaces for private business (Play & Grow Learning Center – W450 Clifton Rd.; Hodkiewicz): Consider Lease Agreement: This item was not discussed as the attorney is still working on the lease agreement.
- 11) New Business: None.
- a) Complaints & Compliments: Trustee Benz is still concerned about the cracks located on Lower Cliff Road. Benz also stated that he received a complaint from N7618 Lower Cliff Road regarding a restoration project at that property and the owners are not happy with the outcome.
- 12) Correspondences: FY2019 Recycling Grant Award (WisDNR; May 9): Administrator Friday notified the Board of the award letter from the WDNR for the 2019 recycling grant, the village will be receiving a total of \$7,776.75. Clerk/Treasurer Lesser also informed the Board of receiving the statement from the auditor that the financial form C was completed and submitted to the WDOR on our behalf and that she's working on coordinating a meeting date to have them present to the Board.
- 13) *Closed Session*: President Joyce Laux read the following notice to enter into closed session by roll call vote at 7:54 pm. Per Wis. Stats. §19.85(1)(e)(g) the Village Board may move to a Closed Session when conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Trustee Salo motioned to convene into closed session. Trustee Benz seconded the motion. Clerk/Treasurer Lesser conducted the roll call vote:
- | | |
|------------------|---|
| Bob Benz; aye | Richard Kaas; aye |
| Lisa Ott; aye | Joyce Laux; aye |
| David Mille; aye | Kathy Salo; aye |
| Ned Marks; aye | Motion carried on unanimous voice vote. |
- 14) *Open Session*: As recorded by President Laux the Village Board convened into open session at 8:30 pm. No action was taken on closed session items.
- 15) Adjournment: As reported by President Joyce Laux the meeting adjourned at 8:30 pm.

Respectfully submitted,

Jo Ann Lesser, CMC, WCMC
Clerk/Treasurer