

**Minutes of the Village Board Meeting**  
**Jan. 24, 2022**  
**Village Hall Board Room**

**1. CALL TO ORDER BY VILLAGE PRESIDENT**

Village President Burt McIntyre called the meeting to order at 6:30 p.m.

**2. ROLL CALL**

President McIntyre called for a roll call. Present (in person): Village President Burt R. McIntyre; Trustee Cathy Hughes, District 3; Trustee John Muraski, District 4; Trustee Scott Beyer, District 5; Trustee Ray Suennen, District 6; Trustee Adam Lemorande, District 7; Trustee Craig McAllister, District 8.

Present (virtually): Trustee Maria Lasecki, District 1; Trustee Chris Nielsen, District 2

Staff: Paul Evert, Dave Wiese, Ed Janke, Chris Haltom, Geoff Farr, Mike Kaster, Leigh Ann Wagner Kroening

**3. RECITE THE PLEDGE OF ALLEGIANCE**

President McIntyre led the meeting in the pledge.

**4. REPORT BY THE VILLAGE PRESIDENT REGARDING COMPLIANCE WITH OPEN MEETING LAWS**

President McIntyre read the following notice: Pursuant to Wisconsin Statutes 19.81-19.98, the Village Board is meeting to conduct public business. In accordance with state law, the meeting agenda was posted at Village Hall, other municipal buildings, and on the Village of Howard website and was also distributed to the local media and other requesters at least 24 business hours prior to the start of this meeting.

**5. APPROVE THE AGENDA FOR THE MEETING**

C. Hughes moved to approve the agenda. S. Beyer seconded. **The motion carried unanimously.**

**6. PUBLIC APPEARANCES (NONE)**

**7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS**

R. Suennen thanked C. Haltom for participating on Brown County's committee that provided feedback into the redistricting process.

**8. COMMUNICATIONS (NONE)**

**9. APPROVE CONSENT AGENDA**

A.Lemorande moved to approve the Consent Agenda. C. McAllister seconded. **The motion carried unanimously, and the following items were approved as part of the Consent Agenda:**

- a. Village Board meeting minutes from Jan. 10, 2022
- b. Receipt of the Plan Commission meeting minutes from Jan. 17, 2022
- c. Municipal invoices totaling \$1,057,168.77, paid with checks #73456 – 73506 to be drawn from the account at Denmark State Bank
- d. The operator license for Susan V. Mashl
- e. The Temporary Class B Retailer's License for the Battle on the Bay event Feb. 18-19, 2022, at the Watering Hole, 2107 Velp Ave., and the Bay of Green Bay (Pete's Lake)
- f. PLAN COMMISSION ITEMS (These items were unanimously recommended for approval by the Plan Commission.)
  - i. The request from Lexington Homes to rezone 3802 Shawano Ave., VH-228-2, to Final Planned Development District for the construction of five 14-unit apartment buildings
  - ii. The Final Plat of Parins Estates
  - iii. The revised plat for The Cottages at Hidden Creek 1<sup>st</sup> Addition

**10. UNFINISHED BUSINESS OR OLD BUSINESS ITEMS**

- a. **Review and take action on the terms of a development agreement with Mike Coppens for 2450 Duck Creek Parkway, VH-664**  
C. McAllister moved to table the item. R. Suennen seconded. **The motion to table carried unanimously.**

**11. NEW BUSINESS ITEMS**

- a. **Review and discuss the Comprehensive Plan update process and timeline with MSA**  
Jason Valerius and Lauren Dietz of MSA Professional Services provided a presentation to help kick off the Comprehensive Plan update. They discussed the Community Survey results and the stated needs and priorities of Howard residents, including housing, diversity, and transportation and traffic. Jason said the survey supported affordable single-family housing, which naturally will attract more racially and economically diverse residents. The timeline for the update process includes stakeholder interviews in January and February, draft plans in February and March, Plan Commission review in April, a public Open House in May, and a public hearing and adoption in June.
- b. **Review, discuss, and take action on the Village Center Pavilion design and project bidding**  
P. Evert provided a PowerPoint presentation of the Village Center public space, which will feature an amphitheater, pavilion, ice skating rink, and activity center that will include a splash pad, beer garden, and green space. C. Haltom reviewed the proposed funding plan and operational budget for the facility. The board discussed. C. McAllister moved to proceed with bidding out the Village Center Pavilion and public space. C. Hughes seconded. **The motion carried unanimously.**
- c. **Review and take action on awarding the Village Center 2<sup>nd</sup> Addition Roadway Contract**  
M. Kaster reviewed the bids received for the Village Center roadway and utility projects. R. Suennen moved to award the Village Center 2<sup>nd</sup> Addition Roadway Construction Project to MCC, Inc. for \$1,313,041.68, contingent on Attorney review of the contracts. J. Muraski seconded. **The motion carried unanimously.**
- d. **Review and take action on awarding the Village Center 2<sup>nd</sup> Addition Utility Contract**  
S. Beyer moved to award the Village Center 2<sup>nd</sup> Addition Utility Construction Project to Feaker & Sons for \$973,084.00, contingent on Attorney review of the contracts. C. McAllister seconded. **The motion carried unanimously.**
- e. **Review and take action on Resolution 2022-02, authorizing submission of the SAFER grant application**  
E. Janke reviewed the Staffing for Adequate Fire and Emergency Response (SAFER) grant under the FEMA Assistance to Firefighters Grant Program. C. McAllister moved to approve Resolution 2022-02, authorizing the submission of a SAFER Grant Application. C. Nielsen seconded. **The motion carried unanimously.**

**12. REPORTS OF VILLAGE OFFICIALS**

- a. B. McIntyre thanked Trustees McAllister, Beyer, and Lasecki for helping draft a new evaluation form for the Village Administrator's annual review. He said the committee has now concluded its work. **No action was taken.**

- 13. ADJOURN THE MEETING** – J. Muraski moved to adjourn the meeting. C. McAllister seconded. **The motion carried unanimously, and the meeting adjourned at 7:17 p.m.**