

**Minutes of the Village Board Meeting  
May 9, 2022  
Village 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 or noted via online): Village President Burt R. McIntyre; Trustee Maria Lasecki, District 1; Trustee Chris Nielsen, District 2; Trustee Cathy Hughes, District 3; Trustee John Muraski, District 4; Trustee Ray Suennen, District 6; Trustee Adam Lemorande, District 7, Trustee Craig McAllister, District 8

Excused: Trustee Scott Beyer, District 5

Staff: Paul Evert, Chris Haltom, Dave Wiese, Geoff Farr, Mike Kaster, Ed Janke, 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. J. Muraski seconded. **The motion carried unanimously.**

**6. PUBLIC APPEARANCES (None)**

**7. FUTURE AGENDA ITEMS**

C. Hughes would like the former wooded area on Velp Avenue just north of Ocean Winds to be cleaned up from debris caused by village clear cutting performed in previous years.

**8. COMMUNICATIONS (None)**

**9. APPROVE CONSENT AGENDA**

A. Lemorande moved to approve the Consent Agenda. C. Nielsen seconded. **The motion carried unanimously** with the following items approved:

- a. Village Board meeting minutes from April 25, 2022
- b. Municipal Invoices totaling \$966,134.36, check numbers 74331-74430
- c. Operator Licenses for the following individuals:
  - i. Carly A. Ahlborn
  - ii. Christopher J. Cihowiak
  - iii. Patricia R. Clasen
  - iv. Amy L. Franzen
  - v. Savannah A. Kaquatosh
  - vi. Sara E. McGuire
  - vii. Danielle E. Molzahn
  - viii. Koa L. Mueller
  - ix. Jessica J. Urbancic
  - x. Eric A. VandenAvond
  - xi. Donald E. Will

d. The following renewal 2022-2023 Class A beer and liquor license applications:

- American Petroleum d/b/a Howard Central BP, 2002 Velp Ave. Himanshu Goel-Agent
- LTB Shell d/b/a Townline Shell 1773 Cardinal Lane Timothy Bui-Agent
- Velp Ave. Mobil Mart, 1855 Velp Ave. Sumit M. Patel
- Velp Gas d/b/a Express, 1618 Velp Ave. Sarbjit Singh-Agent
- Woodman’s Food Market, 2400 Duck Creek Parkway Brenda Raisbeck-Kosman-Agent
- e. The following renewal 2022-2023 Class B beer license applications:
  - Razor Axe LLC, 2331 Velp Ave. Suit N Justin David-Agent
  - Brown Co. Sportsmen’s Club, 1711 W Deerfield Ave. Stephen Brunmeier-Agent
- f. The following renewal 2022-2023 Class B beer and liquor license applications:
  - FR Marshall Enterprises d/b/a Josephine’s Pizza & Pastaria, 2560 Glendale Ave. Frank R. Marshall-Agent
  - Iron Duck LLC d/b/a Iron Duck, 2525 Velp Ave. Caleb Suda-Agent
  - Gilligan’s, 1985 Velp Ave. Chris Knutson-Agent
  - River St. Pier, 1984 Velp Ave. Lori J McClure-Agent
- g. The renewal 2022-2023 Class C wine license application for New Perspectives – Howard, 2790 Elm Tree Hill Court (Darin Duvall, agent)
- h. The Temporary Class B Retailer’s License for Providence Academy for the Annual Fundraising Gala 6 to 9 p.m. May 14, 2022 at 3435 Shawano Ave.
- i. The Temporary Class B Retailer’s License for Misfit Mutts Dog Rescue for the Mutts and Microbrews event 4 to 8 p.m. July 16, 2022 at 991 N. Military Ave.

**10. UNFINISHED BUSINESS OR OLD BUSINESS ITEMS (None)**

**11. NEW BUSINESS ITEMS**

- a. **Review and take action on accepting the 2021 audit report from Hawkins Ash CPAs on the annual financial statements after the auditor gives the report**  
 Randy Miller of Hawkins Ash CPAs provided a report reviewing the audit of the 2021 financial statements, including the communication with governance and management advisory comments. R. Suennen moved to approve the 2021 audit report from Hawkins Ash CPAs on the annual financial statements. J. Muraski seconded. **The motion carried unanimously.**
- b. **6:35 p.m. Public Hearing regarding “Proposed Special Assessments on Evergreen Avenue”**  
 M. Kaster reviewed the Evergreen Avenue project, the assessment schedule, and the exception for laterals on VH-224. B. McIntyre opened the public hearing. Nobody spoke. B. McIntyre closed the public hearing.
- c. **Review and take action on Final Resolution 2022-10, authorizing the levying of special assessments on Evergreen Avenue**  
 C. Nielsen moved to approve Final Resolution 2022-10, authorizing the levying of special assessments on Evergreen Avenue, with the exception that the laterals on VH-224 will fall under the Type B deferred assessment plan. J. Muraski seconded. **The motion carried 7-1 (No. C. McAllister).**
- d. **Review and take action on Ordinance 2022-07, amending the village ward maps for 2022 fall and future elections**  
 C. Haltom explained the need to modify the ward maps again because of a U.S. Supreme Court case ruling that caused the state to redraw the State Assembly and State Senate district lines, which then caused four existing village wards to be split. He presented two potential revised ward maps. M. Lasecki moved to approve Plan #1 as part of approving Ordinance 2022-07 to redistrict the village ward map, effective June 1, 2022. C. Nielsen seconded. **The motion carried unanimously.**

**e. Review and take action to award the 2022 asphalt resurfacing project contract and other miscellaneous work to Northeast Asphalt for \$921,497.55**

G. Farr reviewed the 2022 asphalt resurfacing project and the bids that were received. C. Hughes moved to approve awarding the 2022 asphalt resurfacing project, schedules as listed and recommended to Northeast Asphalt for \$921,497.55, contingent upon attorney review of the contract. M. Lasecki seconded. **The motion carried unanimously.**

**f. Review and take action on the amendment to the construction contract with Miron Construction for the Howard Commons project**

John Murphy of Miron Construction explained the increase in construction costs, the bids that were received, and the value engineering that has been done to keep the project in budget. M. Lasecki moved to approve the amendment to the contract with Miron Construction for construction manager services, changing the guaranteed amount to not to exceed \$14,919,599. C. Nielsen seconded. **The motion carried unanimously.**

**12. REPORTS OF VILLAGE OFFICIALS**

**a. P. Evert and E. Janke will provide a report on firefighter staffing.**

E. Janke discussed the struggle to hire and keep new paid-on-call firefighters, which has led to a concerning staffing shortage. He said he will be bringing some proposals forward to address the issue. **No action was taken.**

**13. CLOSED SESSION**

M. Lasecki moved to convene to closed session. C. Hughes seconded. **The motion carried unanimously**, and the Village Board convened into closed session at 7:20 p.m., pursuant to Sec. 19.85(1)(e), Wis. Stats, to deliberate or negotiate the purchase of public properties, the investing of public funds, or to conduct other specified public business, to wit an offer to purchase 2102 Glendale Ave., VH-371-1, a development agreement for VH-3339, and a development agreement for VH-664.

**14. RETURN TO OPEN SESSION AND ACTION**

C. Nielsen moved to return to open session. C. Hughes seconded. **The motion carried unanimously**, and the board returned to open session at 8:25 p.m.

- A. Lemorande moved to approve a TIF development incentive of up to 90% and up to \$950,000 for the project at 2450 Duck Creek Parkway, VH-664. J. Muraski seconded. **The motion carried unanimously.**
- C. McAllister moved to approve the purchase of VH-371-1 for \$205,000, contingent on the state approving the purchase using CDBG funds. C. Nielsen seconded. **The motion carried unanimously.**

**15. ADJOURN THE MEETING**

C. Nielsen moved to adjourn the meeting at 8:27 p.m. C. Hughes seconded. **The motion carried unanimously.**

Leigh Ann Wagner Kroening  
Administrative Assistant