

**Minutes of the Village Board Meeting
June 26, 2023
Village Board Room**

1. CALL TO ORDER

Village Clerk Christopher Haltom called the meeting to order at 6:30 p.m.

2. ROLL CALL

C. Haltom called for a roll call. Present: Trustee Maria Lasecki, District 1; Trustee Chris Nielsen, District 2; 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

Excused: Village President Burt R. McIntyre

Staff: Paul Evert, Dave Wiese, Chris Haltom, Geoff Farr, Josh Gerrits, Ed Janke (virtual), Leigh Ann Wagner Kroening

C. Haltom explained that President McIntyre is excused, and he reviewed the village ordinance that sets the policy for replacing the village president at a board meeting. R. Suennen volunteered to chair the meeting, and S. Beyer seconded. **The motion carried unanimously, and R. Suennen was appointed as the presiding chair for the meeting.**

3. RECITE THE PLEDGE OF ALLEGIANCE

R. Suennen led the meeting in the pledge.

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

R. Suennen 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. M. Lasecki seconded. **The motion carried unanimously.**

6. PUBLIC APPEARANCES

Julie Caelwaerts, 3268 Evergreen Ave., spoke on Item 11a – the proposed ordinance to amend sewer rates for all customers. She said the board increased the rates for non-residential customers in January, and she opposes increasing rates for residents, especially with short notice and during the summer when they use more water. She also questioned the return on investment for the recent Public Works purchase of a roller.

7. FUTURE AGENDA ITEMS/ANNOUNCEMENTS (NONE)

8. COMMUNICATIONS (NONE)

9. APPROVE CONSENT AGENDA

M. Lasecki moved to approve the Consent Agenda. C. Hughes seconded. C. Nielsen asked for clarification on the multiple decreases in the list of change orders. J. Gerrits explained the most common reasons for change order decreases. **The motion carried unanimously** with the following items approved:

- a. Village Board meeting minutes from June 12, 2023
- b. Receipt of the Plan Commission meeting minutes from June 19, 2023
- c. Municipal Invoices totaling \$2,615,271.22, paid with checks #77701-77806
- d. The following Renewal Operator Licenses:
 - i. Sikander L. Banger
 - ii. Penny L. DeHart
 - iii. Steven J. Denissen

- iv. Grace J. Holstead
- v. Laurie L. Jarvey
- vi. Savannah A. Kaquatosh
- vii. Austin M. Lepinski
- viii. Taylor M. St. Onge
- ix. Erik M. Sladky
- x. Kara R. Western
- xi. Zounetta R. Williams
- e. The renewal 2023-2024 Class A beer and liquor license application for LTB Shell DBA Townline Shell, 1773 Cardinal Lane, Timothy Bui – Agent
- f. The following renewal 2023-2024 Class B beer and liquor license applications:

<u>Establishment</u>	<u>Applicant</u>
i. Barley’s Deerfield Diner, 1780 E. Deerfield Ave.	Bobbi Rudolph-Agent
ii. Boehmer’s II LLC DBA B2’s, 4054 Shawano Ave.	Eric Boehm-Agent
iii. Boehmer’s II LLC DBA Boehmer’s, 2318 Velp Ave.	Eric Boehm-Agent
iv. Pho Lodge, 445 Cardinal Lane #101	Vah Thao-Agent
v. The Watering Hole, 2107 Velp Ave.	Ben Brunette-Agent
- g. Change Order #7 to MCC, Inc. for the Regional Pond Construction project involving a \$35,490.44 decrease
- h. Change Order #8 to KCG Excavating for the Cottages at Hidden Creek – 1st Addition Road Contract involving a \$13,392.62 decrease
- i. Change Order #3 to Dorner Inc. for the Rouse Pointe Subdivision – Road Contract involving a \$1,330.40 decrease
- j. Change Order #4 to Feaker & Sons for the Rouse Pointe Subdivision – Utility Contract involving a \$9,821.96 decrease
- k. Change Order #2 to KCG Excavating for the Jewel Meadow Subdivision, Glendale Avenue and Stordeur Run Estates 3rd Addition - Road Contract involving a \$3,621.82 increase
- l. Change Order #2 to Feaker & Sons for the Jewel Meadow Subdivision, Glendale Avenue and Stordeur Run Estates 3rd Addition - Utility Contract involving a \$1,588.73 increase
- m. Change Order #2 to McKeefry & Sons Inc. for the Village Center Parking Lot and Harwood Avenue Watermain Relay - Road Contract involving a \$1,984.70 increase
- n. Change Order #1 to David Tenor Corporation for the Village Center Parking Lot and Harwood Avenue Watermain Relay - Utility Contract involving a \$3,516.00 decrease
- o. PLAN COMMISSION ITEMS (The Plan Commission unanimously recommended approval of the following items.)
 - i. The request from Nsight Wireless, located at 470 Security Blvd., VH-1502, for conditional use approval to construct a 120’ monopole cell tower and related equipment
 - ii. Ordinance 2023-07, creating Chapter 45 Shoreland Wetland District of the Village of Howard Municipal Code

10. UNFINISHED BUSINESS OR OLD BUSINESS ITEMS (NONE)

11. NEW BUSINESS ITEMS

- a. **Review and take action on Ordinance 2023-06, amending the sewer rates for all customer classes**

C. Haltom reported that the sewer utility continues to lose money in 2023 as the charges from the Green Bay Metropolitan Sewerage District (Met or NEW Water) have been increasing dramatically due to higher flows and affluents on the monthly invoices. He explained the trends, losses, and options for rate increases. The board discussed. A. Lemorande moved to approve Ordinance 2023-

06, authorizing new sewer rates for Categories A and B for all sewage customer classes effective for invoices created after June 30, 2023. C. McAllister seconded. **The motion carried unanimously.**

b. Review and take action on Resolution 2023-12, amending the final resolution levying special assessments against benefitted property on Rainbow Court, Oliver Lane, and the Plat of the Cottages at Hidden Creek First Addition

C. Haltom explained the resolution is needed to amend the special assessments levied against the project to reflect the terms of the developer agreement. J. Muraski moved to approve Resolution 2023-12. C. Hughes seconded. **The motion carried unanimously.**

c. Review and take action on the bids for the Woodman’s Pond Expansion project

J. Gerrits reported that the bids received were higher than anticipated for the work proposed, with bidders citing concerns with the October 2023 completion date. Staff is asking the board to reject the bids so the project can be rebid with a completion date in spring/summer of 2024 to allow for more competitive bids. C. Hughes moved to reject the bids for the Woodman’s Pond Expansion project. M. Lasecki seconded. **The motion carried unanimously.**

d. Review and take action on the bids for the Village Center Pavilion Maintenance Building project

J. Gerrits reported that the bids received were higher than anticipated for the work proposed, with bidders citing lack of laborers necessary to complete the work and the costs of materials. Therefore, staff is proposing to redesign the roof utilizing dimensional lumber trusses in lieu of parallam beams. Additionally, staff proposes to act as the general contractor to reduce costs of the project. C. Nielsen moved to reject the bids for the Village Center Pavilion Maintenance Building and complete the project with the village operating as the general contractor. C. McAllister seconded. **The motion carried unanimously.**

e. Review and take action on the Certified Survey Map for Dollar Tree, 340 Cardinal Lane, VH-459-9

D. Wiese said the Final PDD for the new Dollar Tree was approved earlier this year. The applicant is proposing to divide parcel VH-459-9 into two lots. Lot 1 is 1.2 acres and would be the location of the proposed Dollar Tree. M. Lasecki moved to approve the CSM for Dollar Tree, 340 Cardinal Lane, VH-459-9, contingent upon the ingress/egress easement along the frontage being retained to allow connectivity to future development to the north and all other Village of Howard Engineering and Public Works easements are approved. C. Hughes seconded. **The motion carried unanimously.**

12. REPORTS OF VILLAGE OFFICIALS

a. C. Haltom will provide the annual financial report for the Park Impact Fee Fund that includes the park impact fees collected and related expenditures for periods ended December 31, 2017 through 2022.

C. Haltom shared the report that shows the park impact fee funds collected and the expenditures incurred within the fund each year, to show the impact fees collected have been spent within 10 years. He said in 2021, there were surplus funds collected that were spent in 2022. The board discussed. **No action was taken.**

b. E. Janke will introduce Assistant Chief Dennis Staeven.

P. Evert thanked Chief Janke for his years of service to the Howard Public Safety and Fire Rescue Departments. E. Janke then introduced Assistant Chief Dennis Staeven, who will be taking over as the new fire chief upon his retirement.

13. CLOSED SESSION

J. Muraski moved to convene to closed session at 7:22 p.m. M. Lasecki seconded. **The motion carried unanimously**, and *The Village Board of the Village of Howard convened to closed session pursuant to Sec. 19.85(1)(e), Wis. Stats, to discuss terms of a development agreement for VH-119-2-1 and VH-119-2-2, and to discuss lease negotiations for a potential user of one of the Howard Commons commercial spaces.*

14. RETURN TO OPEN SESSION

C. Hughes moved to return to open session. C. Nielsen seconded. **The motion carried unanimously, and the board re-convened to open session at 7:41 p.m.**

15. ACTION ON CLOSED SESSION ITEMS (NONE)

16. ADJOURNMENT

M. Lasecki moved to adjourn. C. Nielsen seconded. **The motion carried unanimously, and the board adjourned at 7:42 p.m.**

Leigh Ann Wagner Kroening
Administrative Assistant