

**Minutes of the Village Board Meeting  
July 25, 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: 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 Scott Beyer, District 5; Trustee Ray Suennen, District 6; Trustee Adam Lemorande, District 7; Trustee Craig McAllister, District 8

Staff: Paul Evert, Chris Haltom, Dave Wiese, Geoff Farr, 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. S. Beyer seconded. **The motion carried unanimously.**

**6. PUBLIC APPEARANCES (None)**

**7. FUTURE AGENDA ITEMS/ANNOUNCEMENTS**

- C. Hughes asked for an update on the current ordinance regarding accessory buildings in the R-5 Zoning District. D. Wiese said the Plan Commission has the item under review. He said some commissioners are hesitant to change the existing ordinance, but there is some interest to allow larger accessory buildings in the R-5 as a conditional use with a set of standards.
- B. McIntyre announced that Trustee Maria Lasecki will be receiving an award from the National Child Support Enforcement Association during the national conference next month.
- R. Suennen said that at the last County Board meeting Howard DEO Brandon Dhuey was recognized for 15 years of service, and Neil Anderson's retirement from the NEW Zoo was announced.

**8. COMMUNICATIONS (None)**

**9. APPROVE CONSENT AGENDA**

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

- a. Village Board meeting minutes from July 11, 2022
- b. Plan Commission meeting minutes from July 18, 2022
- c. Municipal invoices totaling \$ 1,803,483.42, paid with check numbers 74909 – 75014
- d. Operator Licenses for the following individuals:
  - i. Christina A. Andrews
  - ii. Leigh A. Dennis
  - iii. Samantha S. Engebretsen
  - iv. Sandra L. Gajeski
  - v. Liam M. Golden
  - vi. Jordan R. Johnson
  - vii. Darlene J. Kane
  - viii. Justin G. Kangas

- ix. Rebecca A. Rasmussen
- x. Wil-Michael Richlen
- xi. Elizabeth A. Sabillon
- xii. Joseph P. Shaffer
- xiii. Dustin J. VanEnkenvort
- xiv. Aaron A. Wolf
- e. The Temporary Class B Retailer License Application for United Hurricanes Soccer for the Miller Cup soccer tournament July 30-31, 2022 at Nouryon Sports Complex
- f. The Temporary Class B Retailer License Application for Packerland Sunrise Rotary for the Puttin' for a Purpose event Aug. 11, 2022 at Duck Creek Golf Center, 345 Village Court
- g. Construction change order #1 to Peters Concrete for the Cottages at Hidden Creek 1st Addition Utility Contract involving an \$814.60 increase
- h. Construction change order #2 to KCG Excavating for the Cottages at Hidden Creek 1st Addition Road Contract involving a \$1,254.00 increase
- i. Construction change order #1 to Northeast Asphalt, Inc. for the 2022 Resurfacing project involving a \$26,571.58 decrease
- j. Construction change order #3 to Feaker & Sons for the Village Center 2nd Addition Utility Contract involving a \$14,509.35 decrease
- k. Construction change order #3 to Dorner, Inc. for the Evergreen Road Reconstruction Utility Contract involving a \$79,142.55 decrease
- l. Construction change order #3 to MCC, Inc. for the Village Center 2nd addition Road Contract to MCC, Inc. involving a \$3,736.59 increase
- m. Construction Change Order #3 to Earth Construction, LLC for the demolition of the old pickle factory building involving a \$2,259.85 increase
- n. PLAN COMMISSION ITEM: Approve Ordinance 2022-08, rezoning 3120 Glendale Ave., Parcel VH-254-2, from R-5 Rural Estate Residential to R-1 Residential Single Family *(The Plan Commission unanimously recommended approval.)*

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

**11. NEW BUSINESS ITEMS**

- a. **Review and take action on Resolution 2022-15, extending TIF #3 for one year pursuant to Sec. 66.1105(6)(g) Wis. Stats.**  
 P. Evert reviewed the state statute that gives a City Council or Village Board the authority to extend existing TIFs one year and requires that the money collected during the extra year be used for housing. The idea to extend the TIF came from Mike Coppens, who would like to have an extra year to recapture some of the new taxes he will be paying into the TIF with his development. Mike Coppens came forward to explain the additional expenses he's incurred and the delays he has encountered with his development. He spoke in support of extending the TIF for a year. A. Lemorande moved to approve Resolution 2022-15, extending TIF #3 for one year pursuant to sec. 66.1106(6)(g) Wis. Stats. R. Suennen seconded. **The motion carried 8-1 (No: C. Hughes).**
- b. **Review and take action on an amended development agreement for 2450 Duck Creek Parkway, VH-664**  
 M. Lasecki moved to approve the amended development agreement for 2450 Duck Creek Parkway, VH-664. C. McAllister seconded. **The motion carried 8-1 (No: C. Hughes).**

- c. Review and take action on a proposal to amend the 2022 Budget to add two full-time firefighters**  
P. Evert discussed the need to add full-time firefighters to help staff the Howard Fire Department, which has not been able to fill several paid-on-call firefighter vacancies. E. Janke explained how two full-time firefighters would help staff daytime and weekend hours to alleviate the stress on the department. The board also discussed the possibility of a future referendum to fund more full-time positions. C. Nielsen moved to amend the 2022 Village Budget to add two full-time firefighters. M. Lasecki seconded. **The motion carried unanimously.**
- d. Review and take action on the stray animal contract between the Village of Howard and the Wisconsin Humane Society – Green Bay for the years 2022-2024**  
E. Janke said the biggest change to the contract with WHS-GB is that the shelter is moving from a rate of \$85 per animal to a flat annual rate that amounts to less than \$300 per month. He said given the number of Howard strays for which the shelter has already provided care in 2022, the annual rate will provide a significant savings to the village. M. Lasecki moved to approve the stray animal contract between the Village of Howard and the Wisconsin Humane Society – Green Bay for the years 2022-2024. C. Hughes seconded. **The motion carried unanimously.**
- e. Review and take action on the Certified Survey Map for Bank First, located in the 1300 block of South Taylor Street, for Parcels VH-622, VH-622-1, VH-622-2, VH-622-3, and VH-622-4**  
D. Wiese explained Bank First’s plan to consolidate and re-divide the existing undeveloped parcels bound by Shawano Avenue, Meijer Drive, Badgerland Drive and Taylor Street to create up to three commercial development parcels. He said the parcel adjacent to Shawano Avenue will house a Bank First branch with four drive-up lanes. M. Lasecki moved to approve the CSM for Bank First for Parcels VH-622, VH-622-1, VH-622-2, VH-622-3, and VH-622-4 with the conditions listed in the report. C. Hughes seconded. **The motion carried unanimously.**
- f. Review and take action on the Certified Survey Map for 3120 Glendale Ave., VH-254-2**  
D. Wiese reviewed the CSM for 3120 Glendale Ave., which creates three lots that meet the R-1 zoning requirements and will create residential housing in the future. J. Muraski moved to approve the Certified Survey Map for 3120 Glendale Ave., VH-254-2. S. Beyer seconded. **The motion carried unanimously.**
- g. Review and take action on the Certified Survey Map for 3759 Spring Green Road, VH-5**  
D. Wiese reviewed the CSM, which creates two lots from the one lot, currently zoned R-5. Both lots will be over 1.5 acres with more than 200’ of frontage, and both lots will stay zoned R-5. M. Lasecki moved to approve the CSM for 3759 Spring Green Road, VH-5, with the condition the access easement note include the language ‘for Lot 2 and 3755 Spring Green Road, VH-203.’ C. McAllister seconded. **The motion carried unanimously.**
- h. Review and Review and take action on the Certified Survey Map for 2055 Sunny Brook Drive, PI-638**  
D. Wiese explained that the property owner is dividing an existing lot into two lots. The lot was previously combined, and now the applicant is dividing it back. C. McAllister moved to approve the Certified Survey Map for 2055 Sunny Brook Drive, PI-638. A. Lemorande seconded. **The motion carried unanimously.**

**12. REPORTS OF VILLAGE OFFICIALS**

- a. C. Haltom reviewed the financial report through June 30, 2022 for the General Fund and the Enterprise Funds (Howard Commons Apartments, the three utilities, and the Village Green Golf Course). The board discussed at length.

**13. CLOSED SESSION** (None)

**14. ADJOURN THE MEETING**

M. Lasecki moved to adjourn the meeting at 7:27 p.m. C. Hughes seconded. **The motion carried unanimously.**

Leigh Ann Wagner Kroening  
Administrative Assistant