

**Minutes of the Village Board Meeting
July 26, 2021
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. **In Person:** Village President Burt R. McIntyre; Trustee Maria Lasecki, Wards 1-2; Trustee Chris Nielsen, Wards 3-4; Trustee Cathy Hughes, Wards 5-6; Trustee John Muraski, Wards 7-8; Trustee Scott Beyer, Wards 9-10; Trustee Ray Suennen, Wards 11-12; Trustee Adam Lemorande, Wards 13-14 and 18; Trustee Craig McAllister, Wards 15-17.

Staff: 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. M. Lasecki seconded. **The motion carried unanimously.**

6. PUBLIC APPEARANCES (NONE)

7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS (NONE)

8. COMMUNICATIONS (NONE)

9. APPROVE CONSENT AGENDA

C. Nielsen moved to approve the Consent Agenda. A. Lemorande seconded. B. McIntyre pulled Item 9j (i) – the conditional use request for a convenience store on Parcel VH-228. R. Suennen pulled Item 9e – the Retailer’s License for the Rock the Commons event. C. McAllister asked for clarification on the extension of the utilities for Item 9j (ii) – the rezoning of 3750 Glendale Ave.; the requested privacy barrier for 9j (iv) – the PDD for the development at 2450 Duck Creek Parkway; and the downspout design for 9j (v) – the Final Plat of Stordeur Run Estates 2nd Addition. Staff discussed those items. **The motion carried unanimously, and the following items were approved as part of the Consent Agenda:**

- a. Village Board meeting minutes from July 12, 2021
- b. Receipt of the Plan Commission meeting minutes from July 19, 2021
- c. Municipal Invoices with check numbers 72104 – 72191 totaling \$887,881.87 from the village’s account at Denmark State Bank
- d. Operator’s Licenses for the following individuals:
 - i. Justin G. Kangas
 - ii. Kara M. Mason
 - iii. Melissa A. McArdle
 - iv. William J. O’Keefe
 - v. Kristin L. Paluda
 - vi. Steven T. Pope

- vii. Melissa A. Rottier
 - viii. Sarah M. Rouse
 - ix. Dennis G. Vaile
 - x. Kaitlyn T. West
- ~~e. The Temporary Class B Retailer's License for the Howard-Suamico Optimist Club to host the beer tent at the Rock the Commons event Aug. 8, 2021 in the Village Center~~
- f. Construction change order #1 to Feaker & Sons for the Crescent Hills Subdivision Utility Contract involving a \$23,153.83 decrease
 - g. Construction change order #3 to MCC, Inc. for the Regional Pond Construction contract involving an \$81,493.82 decrease
 - h. Construction change order #2 to Northeast Asphalt, Inc. for the 2021 Resurfacing Roadway contract involving an \$11,002.40 increase
 - i. Change Order #1 to Jossart Brothers, Inc for the Hazel Estates Subdivision Utility Contract involving a \$16,746.20 decrease
 - j. PLAN COMMISSION ITEMS *(Items that receive unanimous recommendation for approval from the Plan Commission appear on the Consent Agenda.)*
 - ~~i. The request from Bayland Buildings for Conditional Use approval for a convenience store/gas station with rental units, fuel island and car wash on Parcel VH-228, located at Shawano Avenue and Woodland Road~~
 - ii. The request from Mau & Associates to rezone 3750 Glendale Ave., VH-196-1, from R-5 Rural Estate Residential to R-1 Residential Single Family
 - iii. The Preliminary Plat of Jewel Meadow
 - iv. The request from Mike Coppens for a Preliminary Planned Development District for one 34-unit three-story apartment building with 1,800 feet of commercial/flex space and an additional five 17-unit multi-family residential buildings at 2450 Duck Creek Parkway, VH-664
 - v. The Final Plat of Stordeur Run Estates 2nd Addition
 - vi. The Final Plat of the Cottages at Hidden Creek, First Addition

9j (e) The Temporary Class B Retailer's License for the Howard-Suamico Optimist Club to host the beer tent at the Rock the Commons event Aug. 8, 2021 in the Village Center

R. Suennen said he pulled this item because he is an officer for the Howard-Suamico Optimist Club, and he needs to abstain from the vote. C. McAllister moved to approve the Temporary Class B Retailer's License for the Optimist Club for the Rock the Commons event Aug. 8. J. Muraski seconded. **The motion carried 8-0 (R. Suennen abstained.)**

9j (i) The request from Bayland Buildings for Conditional Use approval for a convenience store/gas station with rental units, fuel island and car wash on Parcel VH-228, located at Shawano Avenue and Woodland Road

B. McIntyre said he pulled the item to review the proposed driveway on Woodland Road, which the Plan Commission pulled from the project. Jared Schmidt of Robert E. Lee & Associates, representing the applicant, came forward to explain the need for the driveway, the traffic study support for it, and concerns with traffic flow into

and out of the development. The board and staff discussed. A. Lemorande moved to approve the request from Bayland Buildings for Conditional Use approval for a convenience store/gas station with rental units, fuel island and car wash on Parcel VH-228, located at Shawano Avenue and Woodland Road, with the following conditions:

1. All walls of the building that exceed 50 feet in length must be broken or staggered. The building elevations need to provide a break to be consistent with Building Architecture and Style regulations. The car wash elevations shall be similar to the principal structure, and all walls over 50 feet shall have the same considerations as the main convenience store building, including more windows, architectural features, and different materials and colors, and staggered building points.
2. A detailed lighting plan needs to be submitted. All light must remain on site.
3. All mechanical equipment shall be screened from public view.
4. All landscaping shall be completed according to the landscape plan submitted with recommendations from the Village Forester.
5. A stormwater management plan shall be submitted to and approved by the Village Engineer prior to issuance of building permits.
6. Outside storage shall be limited to an ice machine and propane exchange sales.
7. The convenience store shall be allowed to be open 24 hours. The hours of operation for the car wash shall be 7 a.m. to 9 p.m.

J. Muraski seconded. **The motion carried unanimously.**

10. UNFINISHED BUSINESS OR OLD BUSINESS ITEMS

a. **Review and take action on the draft 2021 Howard Community Survey**

D. Wiese discussed the draft 2021 Community Survey and the status of the revisions. J. Muraski recommended changing Question #16 relating to gender to give options for male, female, or a choice not to answer. He also suggested revising Question #22. M. Lasecki pointed out issues of duplicate numbering with some of the questions.

11. NEW BUSINESS ITEMS (NONE)

12. REPORTS OF VILLAGE OFFICIALS (NONE)

13. CLOSED SESSION (NONE)

14. ADJOURN THE MEETING -C. Hughes moved to adjourn the meeting. M. Lasecki seconded. **The motion carried unanimously, and the meeting adjourned at 7:01 p.m.**

Leigh Ann Wagner Kroening
Administrative Assistant