

Minutes of the Village Board Meeting
Sept. 25, 2023
Village Board Room

1. CALL TO ORDER

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

2. ROLL CALL

Present: 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

Virtually: Village President Burt R. McIntyre

Excused: Trustee Maria Lasecki, District 1

Staff: Paul Evert, Chris Haltom, Dave Wiese (virtually), Geoff Farr, Josh Gerrits, Chief Dennis Staeven, DEO Brandon Dhuey, Leigh Ann Wagner Kroening

3. RECITE THE PLEDGE OF ALLEGIANCE

B. McIntyre led the meeting in the pledge.

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

B. 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.

President McIntyre asked the board for meeting chair nominations since he is attending virtually. C. Hughes moved to nominate C. McAllister to chair the meeting. C. Nielsen seconded. **The motion carried unanimously, and C. McAllister was appointed as the presiding chair for the 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 about a kayak launch at the Duck Creek Quarry.

8. COMMUNICATIONS (NONE)

9. APPROVE CONSENT AGENDA

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

- a. Village Board meeting minutes from Sept. 11, 2023
- b. Receipt of the Plan Commission meeting minutes from Sept. 18, 2023
- c. Municipal Invoices totaling \$1,929,132.13, paid with checks #78510, #78511, #78513, #78515, #78516 and #78530 through #78616
- d. The following Operator Licenses:
 - i. Emily G. Barbian
 - ii. Wyatt J.J. Coder

- iii. Heather E. Detrie
 - iv. Betty A. Falk
 - v. Adam J. Polarek
 - vi. Sara J. Polarek
 - vii. Hugh A. Swanson
- e. Change Order #5 to KCG Excavating for the Jewel Meadow Subdivision, Glendale Avenue, and Stordeur Run Estates 3rd Addition – Road Contract involving a \$19,931.10 increase
 - f. Change Order #5 to McKeefry & Sons Inc. for the Village Center Parking Lot and Harwood Avenue Watermain Relay - Road Contract involving a \$26,395.15 decrease
 - g. PLAN COMMISSION ITEMS *(The Plan Commission unanimously recommended approval of the following items.)*
 - i. The request from Steve Bieda for final approval to rezone VH-727-101 to Planned Development District for nine single-family homes
 - ii. The Preliminary Plat for Lancaster Creek Residential Addition
 - iii. The request from Velp Avenue Storage for final approval to rezone VH-582-4-1 to Planned Development for an existing day care and maxi-storage units

10. UNFINISHED BUSINESS OR OLD BUSINESS ITEMS (NONE)

11. NEW BUSINESS ITEMS

- a. **PLAN COMMISSION ITEM – Review and take action on the Final Plat of Hazel Estates First Addition *(The Plan Commission recommended approval with a 5-1 vote.)***
 P. Evert said the final plat is the last step in the process to approve the subdivision project. The board discussed. J. Muraski moved to approve the Final Plat of Hazel Estate First Addition. C. Hughes seconded. **The motion carried unanimously.**
- b. **Review and take action on the hiring of Ehlers to begin the process to create TID #10**
 P. Evert reviewed the proposal to hire Ehlers to spearhead the creation of TID #10, which includes the former United Health property. He explained the services Ehlers would provide, including the notification of interested parties and the required state filings. R. Suennen moved to approve hiring Ehlers for a flat fee of \$17,000 to create TID #10. C. Nielsen seconded. **The motion carried 7-1 (No: S. Beyer).**
- c. **Review and take action on awarding the Woodman’s Pond Expansion project to McKeefry & Sons for \$107,775.00**
 J. Gerrits reviewed the newest bids for the Woodman’s Pond expansion, the challenges of the project, and the benefits of going forward with it. A. Lemorande moved to award the Woodman’s Pond Expansion Construction Project to McKeefry & Sons for \$107,775.00, contingent on attorney review of the contracts. S. Beyer seconded. **The motion carried unanimously.**

12. REPORTS OF VILLAGE OFFICIALS

- a. **Public Works and Public Safety staff will address traffic concerns on Hillcrest Heights.**
 B. Dhuey discussed traffic data the Sheriff’s Department gathered on Hillcrest Heights from the summer of 2018 through August 2023. He reviewed the traffic volumes, average speeds, and number of citations issued. G. Farr discussed the village’s roadway classifications, including the

Hillcrest Heights designation as a collector street. He reviewed the standards for setting speed limits, installing traffic calming devices, and other considerations.

C. Nielsen moved to suspend the rules to hear from the audience. C. Hughes seconded. *The motion to suspend the rules carried unanimously.* Tom Hansen, 1349 Hillcrest Heights, said the tenor of the staff reports is a disconnect from what the residents want. He said Hillcrest Heights is longer than all other collector roadways in the village, and most of those other roads have roundabouts and/or stop signs to slow the traffic. He also said the traffic counts in the report were not completed during school days, which is when they notice the most issues with speeding. Nobody else spoke. C. Nielsen moved to return to regular order. C. Hughes seconded. *The motion to return to regular order carried unanimously.*

The board discussed in depth. The consensus was to have staff work on an educational campaign to promote safe driving throughout the village. **No action was taken.**

b. D. Staeven will report on the Howard Fire Rescue staffing model for 2024.

D. Staeven reviewed the 2024 staffing model for Howard Fire Rescue, which will now provide 24/7/365 full-time staffing and paramedic ambulance coverage for the village. He said the staff will be working 48 hours on duty and 96 hours off duty with three shifts noted as A, B, and C. The additional staff will be funded through a combination of storm damage reimbursement, increase in state shared revenue, ambulance transport revenues, and a newly acquired \$1.259 million SAFER grant. The board discussed. **No action was taken.**

c. C. Haltom will provide the financial report for the Howard Commons Apartments for the period ended Aug. 31, 2023.

C. Haltom reviewed the financial report for the Howard Commons Apartments. He said the revenue will allow the village to make the next bond payment. He also reviewed the current and projected value of the property. The board discussed. **No action was taken.**

13. CLOSED SESSION

A. Lemorande moved to convene to closed session. J. Muraski seconded. **The motion carried unanimously,** and the board convened to closed session at 7:55 p.m. pursuant to Sec. 19.85(1)(e), Wis. Stats, to discuss the potential sale of portions of VH-2650.

14. RETURN TO OPEN SESSION

A. Lemorande moved to reconvene to open session. R. Suennen seconded. The motion carried, and the board reconvened to open session at 7:58 p.m.

15. ACTION ON CLOSED SESSION ITEMS (NONE)

16. ADJOURNMENT

C. Hughes moved to adjourn. C. Nielsen seconded. **The motion carried unanimously, and the board adjourned at 7:59 p.m.**

Leigh Ann Wagner Kroening
Administrative Assistant