

**Minutes of the Village Board Meeting**  
**Nov. 8, 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, District 1; Trustee Chris Nielsen, District 2; Trustee Cathy Hughes, District 3; Trustee Scott Beyer, District 5; Trustee Ray Suennen, District 6; Trustee Adam Lemorande, District 7; Trustee Craig McAllister, District 8. **Attending virtually:** Trustee John Muraski, District 4

Staff: Paul Evert, Chris Haltom, Dave Wiese, Geoff Farr, Mike Kaster, 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. A. Lemorande seconded. **The motion carried unanimously.**

**6. PUBLIC APPEARANCES (NONE)**

**7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS**

C. Nielsen requested a future agenda item to discuss the Code Enforcement process and timeline from the moment a complaint is received until it is closed.

**8. COMMUNICATIONS (NONE)**

**9. APPROVE CONSENT AGENDA**

C. McAllister moved to approve the Consent Agenda. C. Nielsen seconded. **The motion carried unanimously, and the following items were approved as part of the Consent Agenda:**

- a. Village Board meeting minutes from Oct. 25, 2021
- b. Municipal Invoices paid with checks to be drawn from the account at Denmark State Bank
- c. Operator Licenses for the following individuals:
  - i. Carly R. Dellemann
  - ii. Heather E. Delorme
  - iii. Heather A. Kesler
  - iv. Robin N. Langenkamp
  - v. James R. Pearson II
  - vi. Elizabeth A. Peterson
  - vii. Shawnee R. Picotte
  - viii. Gregory J. Schroeder
  - ix. Taylor M. St. Onge
  - x. Melissa J. Whipp

- d. The Original Alcohol Beverage Retail License Application for True North, located at 1575 Lineville Road
- e. The Original Alcohol Beverage Retail License Application for Julie's Café and Catering, located at 2130 Velp Ave.

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

**11. NEW BUSINESS ITEMS**

- a. **Review and take action on a contract with MSA Professional Services for an update to the Comprehensive Land Use Plan and the Comprehensive Outdoor Recreation Plan**  
P. Evert reviewed the proposed contract for professional services to do a simple update to both major development plans. C. Nielsen moved to approve the contract with MSA Professional Services for an update to the Comprehensive Land Use Plan and the Comprehensive Outdoor Recreation Plan for a cost not to exceed \$27,000. M. Lasecki seconded. **The motion carried 8-0 (C. McAllister abstained).**
- b. **Review and take action on Resolution 2021-25, Authorizing and Providing for the Issuance and Establishing Parameter for the Sale of Not to Exceed \$26,250,000 General Obligation Promissory Notes, Series 2022A and all related details**  
Justin Fischer of Baird and Associates explained the benefits of refinancing the debt that was borrowed to construct the Howard Commons Apartments, the terms of the refinance, and the timeline for the process. R. Suennen moved to approve Resolution 2021-25. C. Hughes seconded. **The motion carried unanimously.**
- c. **Review and take action on Resolution 2021-26 regarding the vacation of a portion of Milltown Road**  
G. Farr reviewed the need to vacate the portion of Milltown Road that was disconnected as part of the VV Interchange project and the process to do that. M. Lasecki moved to approve Resolution 2021-26, vacating a portion of Milltown Road. A. Lemorande seconded. **The motion carried 8-0 (C. McAllister abstained).**
- d. **Review and take action on a deferred CSM and utility connection requirement agreement with Maplewood Meats**  
G. Farr reviewed the Maplewood Meats site and explained the problems with the timing of the right-of-way vacation impacting their ability to record a certified survey map or connect to public utilities. C. Nielsen moved to approve the deferred certified survey map and utility connection requirement agreement with Maplewood Meats. S. Beyer seconded. **The motion carried unanimously.**
- e. **Review and take action on Ordinance 2021-14, changing the speed limit on a portion of Evergreen Avenue**  
G. Farr reviewed the proposal to set the speed limit at 40 mph on Evergreen Avenue from Marley Street to Milltown Road and to 30 mph on the stretch of Evergreen Avenue from Greenfield Avenue to Hillcrest Heights. R. Suennen moved to approve Ordinance 2021-14. M. Lasecki seconded. **The motion carried unanimously.**
- f. **Review and take action to award the Marley Street Utilities Construction Project**  
M. Kaster reviewed the extent of the Marley Street sanitary sewer and watermain construction project, the timeline for the work, and the bids that were received. The board discussed at length. A. Lemorande moved to award the Marley Street Utilities Construction Project to PTS Construction for \$1,865,000, contingent on attorney review of the contracts. R. Suennen seconded. **The motion carried unanimously.**
- g. **2021 Budget Workshop #3 - Review, discuss and amend as needed the first draft of the 2022 budget for the General Fund, Service Funds and Capital Projects Funds, and begin discussions of the 2022 budget for the Enterprise Funds**

C. Haltom gave a Power Point presentation on the village's Capital Improvements Fund and Enterprise Funds. The presentation focused on the three utilities, the Village Green Golf Course and the Howard Commons Apartments. Board discussion occurred. **No action was taken.**

**12. REPORTS OF VILLAGE OFFICIALS**

- a. P. Evert led a discussion of the preferred uses for the remainder of parcels VH-1493, VH-1494, VH-1490, which are in the AMS Business Park, and also VH-468-1, which is across the street next to the DNR building. The board discussed ideas with a preference for owner-occupied housing such as condominiums. **No action was taken.**

**13. CLOSED SESSION** – R. Suennen moved to go into closed session. S. Beyer seconded. **The motion carried unanimously, and the board convened into closed session at 8:28 p.m.** pursuant to 19.85(1)(e), Wis. Stats, to deliberate or negotiate the investing of public funds, to wit potential purchase of 805 Riverview Drive, VH-357.

**14. RETURN TO OPEN SESSION AND ACTION** – C. Hughes moved to go back into open session. R. Suennen seconded. **The motion carried unanimously, and the board reconvened to open session at 8:38 p.m.**

J. Muraski moved to approve the purchase of 805 Riverview Drive, VH-357, for \$145,000, contingent upon the receipt of CDBG grant funds. C. Hughes seconded. **The motion carried unanimously.**

**15. ADJOURN THE MEETING** – M. Lasecki moved to adjourn the meeting. C. McAllister seconded. **The motion carried unanimously, and the meeting adjourned at 8:40 p.m.**

Leigh Ann Wagner Kroening  
Administrative Assistant