

**Minutes of the Village Board Meeting  
April 13, 2009 at 6:30 p.m.  
Village Hall Board Room**

**Call to Order** Village President Burt R. McIntyre called the meeting to order at 6:30 p.m.

**Closed Session** B. McIntyre stated that at the end of the meeting the Board may convene to closed session pursuant to Wis. Stats. 19.85(1)(c), (g), (e).

**Roll Call** Burt R. McIntyre, Village President; Ron Bredael, Trustee Wards 1 & 2; James Widiger, Trustee Wards 3 & 4; Cathy Hughes, Trustee Wards 5 & 6; George Speaker, Trustee Wards 7 & 8; Jim Lemorande, Trustee Wards 9 & 10; Kelly Crouch, Trustee Wards 11 & 12; David Steffen, Trustee Wards 13 & 14; & Dan Deppeler, Trustee Wards 15 & 16.

Also (staff): J. Smith, D. Wiese, R. Bartelt, C. Haltom, E. Janke, M. Pigeon, J. Dagneau and A. Helms

**The Board recited the Pledge of Allegiance.**

**Approve Agenda** B. McIntyre requested to move items #5 (proclamation presentation) and #7a(i) (Village President Report) after item #1 (Approve Agenda). J. Widiger moved to approve as requested. G. Speaker seconded the motion. **The motion carried unanimously.**

**#5**  
**Proclamation  
Presentation**

President McIntyre presented the Bay Port Men's Varsity Basketball Team with **Resolution No. 2009-16**, "Recognizing the Boy's Bay Port Pirate Basketball Team for an Undefeated Regular Season and their 2<sup>nd</sup> Consecutive Appearance at the WIAA State Basketball Tournament." Coach Rykal accepted the resolution on behalf of the team.

**#7a(i)**  
**Village President  
Report**

Mayor of Green Bay, Jim Schmitt addressed the Village Board regarding the Greater Green Bay Branding Initiative.

**Public  
Appearances**

B. McIntyre opened the public hearing.

There were no comments from the public.

B. McIntyre closed the public hearing.

**Future Agenda  
Items**

K. Crouch requested that the Village Board consider rescheduling the May 25, 2009 Village Board meeting due to the holiday.

**Communications**

None

**Consent Agenda**

D. Steffen moved to approve the consent agenda. J. Widiger seconded the motion. **The motion carried unanimously.**

**The Following Items were Approved as Part of the Consent Agenda:**

Approve Village Board Minutes from March 23, 2009

Accept Sex Offender Residence Appeals Board Minutes from March 25, 2009

Accept Go Green, Save Green Task Force Minutes from March 31, 2009

Accept Small Biz Partnership Minutes from April 2, 2009

Approve Municipal Invoices from March 20 to April 9, 2009 utilizing checks #208017 – 208127 in the amount of \$662,426.18.

Approve Operator's Licenses

(i) Shawn Maloney, Green Bay

(ii) Ann Kops, Green Bay

Temporary Class B Liquor License

(i) Northern Wisconsin Adult Soccer League, July 25-26 at Akzo Nobel Sports Complex

**#7b**

**Trustee Reports**

**Report Regarding Duck Creek Boat Launch**

J. Lemorande reported on the conditions of the boat landings along Duck Creek in the Village of Howard. J. Lemorande stated that other communities are collecting revenue from boat landing fees, which extend to Green Bay. At this time the Village is not collecting significant revenue from boat landing fees because boats cannot get out to the bay via Duck Creek because it is too shallow. J. Lemorande would like to gather support from the Village and the State to help make Duck Creek navigable to Green Bay.

Go Green, Save Green Task Force Annual Report

D. Steffen presented the Go Green, Save Green Task Force's Annual Report to the Village Board. The initiatives implemented by the Task Force are projected to save the Village over \$11,000 in fiscal year 2009.

**#7c**  
**Administrator**  
**Report**

Strategic Plan Update

J. Smith reported that staff will be providing a quarterly strategic plan update at the next Village Board meeting.

**#7d**  
**Director of Public**  
**Works Report**

Maywood Garage

R. Bartelt reported on energy efficiency improvements at the Maywood Garage. B. Bartelt stated that the building is currently being re-insulated, closing air gaps on the overhead door, replacing one single paned glass window, setting the thermostat to forty-five degrees when the building is not in use, and insulating the roof.

**#7e**  
**Director of Admin.**  
**Services Report**

C. Haltom presented the March 2009 Financial Report.

**#7f**  
**Director of Parks,**  
**Rec, & Senior**  
**Services Report**

Meadowbrook Park Improvements

M. Pigeon reported on the installation of motion lights and a flag pole at Meadowbrook Park. The motion lights were installed on the park shelter last week. The motion lights on the building will be utilized after 10 p.m. The public works department will be installing a flagpole near the park shelter later this spring.

**#7g**  
**Dir. of Community**  
**Development**  
**Report**

Safe Routes To School Task Force Update

D. Wiese reported on the progress of the Safe Routes to School Task Force. This sidewalk project is funded through a Federal grant to construct sidewalks along Woodale Avenue, Lineville Road, and Hillcrest Heights.

**#7h**

**Fire Chief Report** Can-Am Police & Fire Games

The Village of Howard is being considered as a location for the 2012 or 2014 Can-Am Police & Fire Games. The selection committee will be visiting Howard to review event locations later this year.

Brown County Communication Center Relocation

E. Janke reported that the Brown County Communication Center will be relocating its equipment to a new facility on June 30, 2009. Due to the relocation, all fire calls will be dispatched through Outagamie County.

VFW Memorial Day Parade

E. Janke reported on how the Village will help support the VFW Memorial Day Parade.

**NEW BUSINESS**

**#8a**

**2008 CAFR**

Dave Schenk of Schenk & Associates reported on the Village of Howard's 2008 Comprehensive Annual Financial Report.

C. Hughes moved to receive and file the fiscal year 2008 CAFR. G. Speaker seconded the motion. **The motion carried unanimously.**

**#8b**

**Resolution  
2009-17**

R. Bredael moved to approve **Resolution 2009-17**, "Amending the Village of Howard's Employee Computer Purchase Program Policy."

D. Steffen seconded the motion. The Board discussed the motion. **The motion carried unanimously.**

**#8c**

**State/Municipal  
Agreement**

J. Smith reported on a proposed State/Municipal agreement to construct a road connecting Packerland Drive and Taylor Street. The road would cost the Village \$1,050,000. At this time the Village does not have the resources to fund this infrastructure improvement.

J. Lemorande moved to deny the State/Municipal agreement. C. Hughes seconded the motion. The Board discussed the motion. **The motion carried unanimously.**

**#8d**  
**Ordinance**  
**2009-6**

J. Smith reported on **Ordinance 2009-6**, "Amending Section 19 of the Village of Howard *Municipal Code of Ordinances* Relating to Park Hours." The Village Board discussed the proposed amendments to Section 19 of the Code.

D. Deppeler moved to suspend the rules. J. Widiger seconded the motion. **The motion carried unanimously.**

Lisa Prunty of 1557 Belle Plane Circle addressed the Board regarding the proposed ordinance amendments. L. Prunty asked whether there is or will be a phone number residents can call to report vandalism at the parks. L. Prunty also questioned whether the proposed ordinances will limit the number of special event permits and temporary liquor licenses issued at Akzo Nobel Sports Complex over the course of the year. She also asked whether a four-way stop will be created at the intersection of Belle Plane and Hillcrest Heights. L. Prunty requested the Village place some signage at the park entrances, which state the Village's animal control ordinances.

Scott Hansen of 1620 Pinecrest Road addressed the Board regarding the proposed park ordinance amendments. Mr. Hansen is concerned about increased light and noise pollution affecting his family's quality of life.

Peggy Solletta of 1662 Belle Plane Circle addressed the Board regarding the proposed park ordinance amendments. She questioned whether permanent PA systems would be prohibited in Village Parks.

Laura Scherlin of 1620 Pinecrest Road addressed the Board regarding the proposed park ordinance amendments. She is concerned about the increased light and noise pollution affecting her quality of life.

C. Hughes moved to return to regular order of business. G. Speaker seconded the motion. **The motion carried unanimously.**

The Board discussed possible amendments to the proposed ordinance.

J. Widiger moved to table **Ordinance 2009-6**. D. Steffen seconded the motion. **The motion carried unanimously.**

**#8e**  
**Ordinance**  
**2009-7**

J. Widiger moved to approve **Ordinance 2009-7**, "Amending Section 12.09(3)(b) Relating to Late Fees for Dog & Cat Licenses." K. Crouch seconded the motion. **The motion carried unanimously.**

**#8f**  
**Resolution**  
**2009-18**

D. Wiese reported on **Resolution No. 2009-18**, "Adopting the Howard Small Biz Partnership Loan Program Policies and Procedures."

K. Crouch moved to approve **Resolution No. 2009-18**. D. Steffen seconded the motion. **The motion carried unanimously.**

**#8g**  
**Vacuum Breakers**

R. Bartelt reported on a DNR mandate which requires all individuals using municipal water to install cross connection vacuum breakers which prevent individuals from pumping water into the municipal water supply. The Village will install the vacuum breakers when homes are inspected for cross-connections. The cost of the vacuum breaker will be added to the property owner's water bill after the breakers are installed.

R. Bredael moved to approve the purchase of 1,000 vacuum breakers at \$3.36 per breaker. J. Widiger seconded the motion. **The motion carried on a 7 to 2 vote with C. Hughes and J. Lemorande dissenting.**

**#8h**  
**Municipal/County**  
**Agreement**

R. Bartelt reported on a proposed Municipal/County agreement to construct a roundabout intersection at the intersection of Woodale Avenue and Cardinal Lane.

R. Bredael moved to approve the agreement as submitted. G. Speaker seconded the motion. The Board discussed the motion. **The motion carried on a 7 to 2 vote with K. Crouch and C. Hughes dissenting.**

**#8i**  
**Glendale Avenue**  
**Reconstruction**  
**Design**

R. Bartelt reported on a proposed design contract with Graef-USA Inc. for the Glendale Avenue Reconstruction Project.

J. Widiger moved to award the design contract to Graef-USA Inc. in an amount not to exceed \$66,500. D. Steffen seconded the motion. **The motion carried unanimously.**

**#8j**  
**Non-Conforming**  
**Parcel Ordinance**

R. Bartelt reported on a draft ordinance relating to properties being deemed non-conforming with the zoning code due to a County or Village road project, which made the property non-conforming. No action was taken.

**CLOSED SESSION**

G. Speaker moved to convene to closed session. D. Steffen seconded the motion. A roll call vote was taken. **The motion carried unanimously and the Board convened to closed session at 9:06 p.m.**

**OPEN SESSION**

R. Bredael moved to return to open session. G. Speaker seconded the motion. **The motion carried unanimously and the Board returned to open session at 10:13 p.m.**

**ADJOURNMENT**

J. Widiger moved to adjourn. D. Steffen seconded the motion. **The motion carried unanimously and the meeting was adjourned at 10:14 p.m.**

Respectfully Submitted,

*Adam Helms*

Adam Helms  
Assistant to the Administrator