

**Minutes of the Village Board Meeting  
December 22, 2008 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 go into closed session pursuant to Wis. Stats. 19.85(1)(c).

**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, J. O'Connor, D. Duffy, J. Dagneau and A. Helms

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

**Approve Agenda** G. Speaker moved to amend the agenda by moving closed session to item 5a after the public appearances. C. Hughes seconded the motion. **The motion carried on an 8 to 1 vote with K. Crouch dissenting.**

**Public Appearances** B. McIntyre opened the public hearing.  
  
Rick Kops, representing The Hideout stated he would be willing to answer any questions regarding his liquor license application when it is discussed.

B. McIntyre closed the public hearing.

**Closed Session** G. Speaker moved to convene to closed session. J. Lemorande seconded the motion. A roll call vote was taken. **The motion carried on an 8 to 1 vote with K. Crouch dissenting and the Board convened into closed session at 6:38 p.m.**

**Open Session** C. Hughes moved to return to open session. G. Speaker seconded the motion. **The motion carried unanimously and the Board returned to open session at 7:23 p.m.**

**Future Agenda  
Items**

None

**Communications**

None

**Consent Agenda**

G. Speaker moved to approve the consent agenda. K. Crouch seconded the motion. D. Steffen requested to remove item 8h(iii), K. Crouch requested to remove item 8h(vi) & (viii). **The motion carried unanimously.**

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

- a. Approve Village Board Minutes
  - i. December 8, 2008 Village Board Minutes
- b. Accept Plan Commission Minutes
  - i. December 15, 2008 Plan Commission Minutes
- c. Accept Howard Small Biz Partnership Minutes
  - i. December 12, 2008 Howard Small Biz Partnership Minutes
- d. Accept GGSG Minutes
  - i. December 16, 2008 Go Green, Save Green Meeting was Cancelled
- e. Municipal Invoices
  - i. December 5, 2008 to December 19, 2008 utilizing checks #207189-207246 in the amount of \$471,068.32
- f. Approve Operator's Licenses
  - i. Michelle Kelly, Howard
  - ii. Kari Baeb, Howard
  - iii. Lynn Baldwin, Green Bay
- g. Change Orders
  - i. Change Order #1 for the 2008 Utility Rehabilitation Project Involving a \$21,294.30 Reduction
  - ii. Change Order #4 for the Glendale Avenue Reconstruction Project involving a \$6,269.75 Addition
- h. Plan Commission Items
  - i. Approve a Request for a Conditional Use Permit from CR Real Estate to Construct a 20,050 Square Foot Addition to the Existing Community Based Residential Facility (Cardinal Ridge Residential Care) Located at 713 Cardinal Lane, VH-446

- ii. Approve a Request for a Conditional Use Permit from Patrick Long to Permit an Indoor Sports Complex in the Building Located at 2496 Glendale Avenue, VH-302
- iv. Approve Ordinance No. 2008-30, “Amending Section 17.23(3) of the Village of Howard Municipal Code Relating to the Composition of the Historic Preservation Commission”
- v. Deny a Request from Ted Thorne to Rezone Parcels VH-747-M-50 and VH-589-7-A from Single Family Residential (R-1) to Highway Commercial (B-2)
- vii. Approve a Site Plan for Bill Kuchta of At My Express Display a 14.5 Inch by 29 Inch LED Message Center at 2455 Lineville Road, VH-139-4

**#8h(iii)**

**Sadoff Conditional Use Permit**

Steve Napoleon of Sadoff Iron & Metal addressed the Board regarding the proposed landscape plan for the Sadoff Iron conditional use permit. Sadoff has submitted a revised landscape plan, which will reduce the cost of landscaping by roughly \$20,000. J. Widiger moved to approve the conditional use permit with the following conditions:

1. All exterior lighting for the building shall comply with Section 17.24 of the Zoning Ordinance (Exterior Lighting Regulations). If wall packs are used they must be shielded to prevent impact on surrounding properties.
2. A parking/site plan shall be submitted and approved prior to issuance of a building permit showing a minimum of 27, 9’x20’ parking stalls on the property.
3. The parking lot shall be paint striped according to the approved parking plan within six months of approval of the conditional use permit.
4. Exterior building design, materials and colors for the addition shall match that of the existing building.
5. Landscaping as submitted contingent upon review of the Village Forester.

C. Hughes seconded the motion. K. Crouch amended the motion to include the construction of a monument sign within one year of approval of the conditional use permit. R. Bredael seconded the amendment to the motion. The Board discussed the amended motion. A roll vote was taken on the amendment. **The motion failed 3 to 5 with C. Hughes, G. Speaker, B. McIntyre, D. Steffen, D. Deppeler, and J. Widiger dissenting.**

A roll call vote was taken on the original motion. **The motion carried on an 8 to 1 vote with K. Crouch dissenting.**

**#8h(vi)**

**Meacham**

**Preliminary PDD**

D. Chrouser of Mau & Associates addressed the Board regarding the proposed preliminary planned development district.

D. Steffen moved to approve the preliminary PDD. J. Widiger seconded the motion. The Board discussed the motion. **The motion carried unanimously.**

**#8h(viii)**

**Temporary Signs**

Dr. Marty Williams of Sierra Dental addressed the Village Board regarding the Village's temporary sign ordinance. Dr. Williams would like to display his banner as frequently as possible.

K. Crouch made a motion to call for a public hearing to allow temporary signs to be permitted for 30 days out of 90 days in a continuous cycle in a calendar year with a one-year sunset clause. C. Hughes seconded the motion. The Board discussed the motion. A roll call vote was taken. **The motion carried on a 3 to 6 vote with J. Lemorande, D. Steffen, R. Bredael, J. Widiger, G. Speaker, and B. McIntyre dissenting.**

D. Steffen moved to approve the Plan Commission's recommendation to leave the temporary sign ordinance as is. R. Bredael seconded the motion. **The motion carried on a 6 to 3 vote with C. Hughes, G. Speaker and K. Crouch dissenting.**

**#9a(i)**

**Administrator's  
Reports**

Large Management Team Strategic Planning Session

J. Smith stated the Village's Large Management Team held a strategic/tactical planning session on December 11, 2008 at the Comfort Suites. Staff will provide an action plan document at a future Village Board Meeting

**#9b(i & ii)**

**Community  
Development  
Report**

November Building Permit Activity Report

D. Wiese presented the November building permit report.

Brown County Planning Commission Meeting

D. Wiese reported on the November Brown County Planning Commission Board of Directors meeting.

**#9c(i)**

**Administrative  
Services Report**

C. Haltom presented the November 2008 financial report.

**#9d(i & ii)**

**DPW Report**

Maywood Water Works Building

R. Bartelt reported on improving utility efficiencies at the Maywood Avenue Water Works garage. Public works will be moving exterior plumbing pipes to an interior wall, installing a more efficient water heater, re-insulating the building, and installing high-efficiency light bulbs. The improvements are projected to cut utility costs by 30% and the Village will recover its cost in five years.

Snow Plowing Report

R. Bartelt reported on how the Village plows streets and sidewalks during a snow event. B. Bartelt stated it takes roughly 11 hours to clear the streets in the Village and approximately 16 hours to clear sidewalks.

**OLD BUSINESS**

**#10a**

**Ethics Handbook**

D. Steffen moved to approve the Village of Howard Ethics Handbook for Village Officials, Staff and Advisory Board Members. C. Hughes seconded the motion. **The motion carried unanimously.**

**NEW BUSINESS**

**#11a**

**Hideout Liquor  
License  
Application**

C. Haltom reported on a liquor license application from Michael Schoen, RAD Hideout, LLC d/b/a "The Hideout" located at 740 N. Memorial Drive. J. O'Connor reported on existing code and fire violations at the building located at 740 N. Memorial Drive.

Rick Kops representing the Hideout addressed the Board regarding the liquor license application and existing violations on the property. Mr. Kops stated that all existing violations have been addressed and comply with building and fire codes with the exception of the stage. Mr. Kops stated the stage will be removed.

J. Widiger moved to table the up until the second meeting in January, if not earlier and require all documented outstanding violations be addressed prior to January 21, 2009 and a report be submitted to Village staff. D. Steffen seconded the motion. The Board discussed the motion. **The motion carried on an 8 to 1 vote with K. Crouch dissenting.**

**#11b**  
**25 x 25 Grant**  
**Application**

G. Speaker moved to approve a grant application in conjunction with Green Bay, De Pere and Ashwaubenon for the Office of Energy Independence 25 x 25 grant. D. Steffen seconded the motion. The Board discussed the motion. **The motion carried unanimously.**

**#11c**  
**Pioneer Credit**  
**Union PDD**  
**Amendment**

D. Steffen moved to approve a PDD amendment for Pioneer Credit Union to construct a 1'2" x 10' electronic message center on the existing sign located at 406 Cardinal Lane, VH-459-10 with the following conditions:

- The size of the sign be limited to 20" x 10 ' (as submitted.)
- The sign comply with the newly adopted 17.22(9) ELECTRONIC SIGN Regulations

K. Crouch seconded the motion. The Board discussed the motion. **The motion carried on a 6 to 3 vote with B. McIntyre, J. Lemorande, and G. Speaker dissenting.**

**#11d**  
**Ordinance**  
**2008-31**

R. Bartelt reported on Ordinance No. 2008-31, "An ordinance repealing section 13.21 Stormwater Management of Chapter 13, Municipal Utilities, and Chapter 22, Erosion Control and recreating and creating Chapter 22, Erosion Control, Stormwater management and Illicit Discharges and Connections of the Village of Howard Municipal Code, Brown County, Wisconsin." C. Hughes moved to approve **Ordinance No. 2008-31**. J. Lemorande seconded the motion. The Board discussed the motion. **The motion carried unanimously.**

**#11e**  
**Resolution**  
**2008-43**

G. Speaker moved to approve **Resolution No. 2008-43**, "Stipulated settlement with Wisconsin Department of Natural Resources in the matter of an application by the Village of Howard for water quality certification of the Federal Clean Water Act to fill 0.63 acres of wetlands for the purpose of industrial development in wetlands located in the Village of Howard, Brown County, Wisconsin." J. Widiger seconded the motion. **The motion carried unanimously.**

**CLOSED SESSION**

J. Lemorande moved to convene to closed session. G. Speaker seconded the motion. A roll call vote was taken. **The motion carried unanimously at 9:13 p.m.**

**RETURN TO OPEN SESSION**

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

**ADJOURNMENT**

G. Speaker moved to adjourn. C. Hughes seconded the motion. **The motion carried unanimously and the meeting was adjourned at 9:22 p.m.**

Respectfully Submitted,

*Adam Helms*

Adam Helms  
Assistant to Administrator