

**Minutes of the Village Board Meeting
January 14, 2008 at 5:30 p.m.
Village Hall Board Room**

Call to Order

C. Felmer called the meeting to order at 5:30 p.m.

C. Felmer stated that the Board may convene into closed session pursuant to s. 19.85(1)(e) & s. 19.85(1)(c)

Roll Call

B. McIntyre, D. Steffen, G. Speaker, C. Hughes, R. Ziemer, K. Crouch, J. Widiger, R. Bredael & C. Felmer

Also (staff): J. Smith, R. Bartelt, J. Dagneau, J. O'Connor, G. Farr, M. Pigeon, T. Niemi, M. Hoff and A. Helms

The Board recited the Pledge of Allegiance.

Approve Agenda

G. Speaker moved to approve the agenda. J. Widiger seconded. **The motion carried unanimously.**

Closed Session

C. Hughes moved to convene to closed session. J. Widiger seconded the motion. A roll call vote was taken. **The motion carried unanimously.**

Open Session

K. Crouch moved to return to open session. D. Steffen seconded the motion. **The motion carried unanimously and the Board returned to open session at 6:30 p.m.**

Public Appearances

Jeff Meacham 4903 Quinnage Road addressed the Board regarding assessments on Shawano Avenue. He requested that he be allowed to speak during the report.

**Future Agenda
Items**

G. Speaker requested that the Board consider notifying residents within 750' of proposed developments in the R-5 zoning district rather than 500'.

G. Speaker requested that the Board look into issuing stormwater bills on a quarterly basis.

Communications

R. Ziemer moved to approve the communications. G. Speaker seconded the motion. **The motion carried unanimously.**

Consent Agenda

C. Hughes moved to approve the consent agenda. R. Bredael seconded the motion. K. Crouch requested that item 10f(i) be removed for discussion.

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

- a. Approve Village Board Minutes
 - i. December 10, 2007
- b. Accept Plan Commission Minutes
 - i. December 10, 2007 Plan Commission Minutes
 - ii. January 7, 2008 Plan Commission Minutes
- c. Approve Operator's Licenses
 - i. Larry Steiner, 3836 Glenmore , Green Bay
 - ii. Scott Beyer, 3071 Mercedes Drive, Green Bay
 - iii. Karen Burke, 1400 N. Baird St., Green Bay
 - iv. Sarah Stamps, 830 Ethel Avenue, Green Bay
 - v. Kevin Laedtke, 711 Eliza St. Apt. 1, Green Bay
- d. Municipal Invoices
 - i. Utilizing Check #'s 204114 – 204231 in the amount of \$1,266,653
 - ii. December Refund Batch Utilizing Check #'s 204009 – 204104 in the amount of \$261,916.51
- e. Purchase Order
 - i. Approve Purchase Order for a Tandem Axle Truck in the Amount of \$89,850

The following Consent Agenda items (#10's) were then discussed:

#10f(i)

Tim Brunette

CDA Appointment K. Crouch moved to approve the appointment of Tim Brunette to the CDA. R. Bredael seconded the motion. The Board discussed the motion. **The motion carried unanimously.**

Reports of Village Officials

President Report

C. Felmer reported on a Regional Sex Offender Task Force press release. The Board discussed the language of the press release. The Board will review and take action on the Regional Sex Offender Task Force press release on January 28, 2008.

**Administrator
Report**

J. Smith reported on a letter addressed to the Village Board from Jeff Meacham regarding special assessments on the Meacham property on Shawano Avenue. G. Speaker moved to suspend the rules. C. Hughes seconded the motion. **The motion carried unanimously.**

D. Chrouser of Mau & Associates, representing the Meacham family addressed the Board regarding special assessments on the Meacham property along Shawano Avenue.

R. Bredael moved to regular order of business. C. Hughes seconded the motion. **The motion carried unanimously.**

**Director of Parks,
Rec, & Snr. Services**

M. Pigeon reported on incidences of vandalism at village parks. The Board discussed the report and possible options to deter vandalism. D. Steffen discussed the possibility of installing security cameras in various locations at village parks. The Board requested that dollar values be assigned to reported damages in future reports. R. Bredael requested that the Board discuss placing security cameras in parks at a future meeting.

Fire Chief Report

J. O'Connor presented the 2007 annual fire department report. He reported on the village's ISO rating which is currently at "2." He stated that he would like to elevate the village's rating to a "1."

Old Business

#12a

**Sportsman's Club
Site Improvements**

J. Smith reported on the present condition of the Sportsman's Club meeting. J. Smith presented cost estimates for salvaging items on the property, asbestos inspection/removal, well capping, and demolition of the property. The Board discussed various options on how to proceed with the demolition/inspections on the property. C. Hughes moved to table the item. D. Steffen seconded. **The motion carried unanimously.**

#12b

Ordinance 2008-1

J. Widiger moved to approve ordinance **2008-1**, "Ordinance Amending Section 1.02(n), General Government, Sections 12.09(2), 12.09(5), 12.09(7), 12.09(8), 12.09(9), 12.09(12), 12.091(2)(a) and (f), 12.091(3) and (4), Licenses and Permits, of the Municipal Code of the Village of Howard Relating to Animal Control." C. Hughes seconded the motion. The Board discussed the motion. **The motion carried unanimously.**

#12c

**ICMA Performance
Measurement
Consortium**

Don Gloo of the ICMA (International City/County Management Association) Center for Performance Measurement addressed the Board regarding performance measurement and the Wisconsin ICMA performance measurement consortium. D. Steffen moved to

approve enrolling in the ICMA Performance Measurement Consortium. K. Crouch seconded the motion. A roll call vote was taken. **The motion carried on a 7 to 2 vote with G. Speaker and C. Hughes dissenting.**

NEW BUSINESS

#13a

Bieda CSM

D. Wiese reported on a proposed CSM from Steve Bieda located on Riverview Drive. The CSM would create four new lots on Riverview Drive. D. Wiese stated that the CSM meets all requirements mandated by the State of Wisconsin and the Village of Howard. C. Hughes moved to approve with the following recommendations:

1. Laterals will need to be installed by the owner.
2. Owners may not disturb more than 0.25 acres of ground, install less than 5,400 square feet of impervious surfaces each or stormwater plan is needed.

D. Steffen seconded the motion. **The motion carried on an 8 to 1 vote with K. Crouch dissenting.**

#13b

Kitchen Fresh Foods Site Plan

D. Wiese reported on the proposed site plan from Kitchen Fresh Foods. C. Hughes moved to suspend the rules. G. Speaker seconded the motion. **The motion carried unanimously.**

Shaun McKeefry of SMET Construction addressed the Board regarding the Kitchen Fresh Food site plan. Mr. McKeefry addressed the conditions set forth by staff in its report.

B. McIntyre moved to approve with staff recommendations except for masonry requirement. R. Bredael seconded the motion. R. Bredael withdrew his second. B. McIntyre withdrew his motion. C. Hughes moved to table the item. R. Bredael seconded the motion. **The motion carried on a 7 to 2 vote with C. Felmer and D. Steffen dissenting.**

#13c

Resolution 2008-1

G. Speaker moved to approve **Resolution 2008-1**, "Relocation Order for the Reconstruction of Glendale Avenue and Evergreen Avenue." C. Hughes seconded the motion. The Board discussed the motion. **The motion carried unanimously.**

#13d

Resolution 2008-2

K. Crouch moved to approve **Resolution 2008-2**, "Authorizing a Policy for Determining Special Assessments." R. Ziemer seconded

the motion. The Board discussed the motion. **The motion carried unanimously.**

#13e

Resolution 2008-3

D. Steffen moved to approve **Resolution 2008-3**, “Resolution Releasing Resale Rights in Favor of the Village of Howard for Tax Parcel VH-1517, North Kimps Court in the Brookfield Industrial Park” and Site Plan Approval for Eric Van DeYacht to Construct a Mini-Warehouse Facility on Same Property R. Ziemer seconded the motion. The Board discussed the motion. J. Widiger moved to suspend the rules. C. Hughes seconded the motion. **The motion carried unanimously.**

Patrick McCutcheon addressed the Board regarding the proposed site plan. He questioned the permitted uses in I-1. He requested that the Village Board not approve the mini-warehousing facility.

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

The Board discussed the motion to approve the resolution. A roll call vote was taken on the original motion. **The motion carried on a 7 to 2 with J. Widiger and C. Hughes dissenting.**

#13f

**Security Blvd
Change Order #2**

B. McIntyre moved to approve the Security Boulevard Pond Project Change Order #1 (\$72,111.18 Addition) . D. Steffen seconded the motion. **The motion carried unanimously.**

#13g

**Shawano Avenue
Change Order #1**

C. Hughes moved to approve the Shawano Avenue Project Change Order #1 (\$142,300.00 Deduction). R. Ziemer seconded. **The motion carried unanimously.**

#13h

Ordinance 2008-2

K. Crouch moved to approve **Ordinance 2008-2**, “Repealing and Recreating Sections 13.13(2)(C)(2) and 13.13 (5)(d)(ii) of the Municipal Code of the Village of Howard for User Charge System for the Sanitary Sewer Utility.” D. Steffen seconded the motion. **The motion carried unanimously.**

#13i

Asphalt Resurfacing

Change Order #2 R. Bredael moved to approve the 2007 Asphalt Resurfacing Project Change Order #2 (\$121,507.80) – Deduction. C. Felmer seconded the motion. The Board discussed the motion. **The motion carried unanimously.**

CLOSED SESSION

J. Widiger moved to convene to closed session. R. Bredael seconded the motion. A roll call vote was taken. **The motion carried unanimously and the Board convened into closed session at 9:03 p.m. C. Hughes was excused from the meeting.**

RETURN TO OPEN SESSION

D. Steffen moved to return to open session. J. Widiger seconded the motion. **The motion carried unanimously.**

ADJOURNMENT

G. Speaker moved to adjourn. R. Ziemer seconded the motion. **The motion carried unanimously and the meeting was adjourned at 9:48 p.m.**

Respectfully Submitted,

Adam Helms
Assistant to Administrator