

**Minutes of the Village Board Meeting
February 23, 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 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, R. Bartelt, C. Haltom, E. Janke, J. Dagneau, M. Pigeon, S. King and A. Helms

The Board recited the Pledge of Allegiance.

Approve Agenda B. McIntyre stated item #8h(i) Mountain Lake Development preliminary PDD approval was removed from the agenda at the request of the developer and will be brought back to the Board at a future meeting. D. Steffen moved to amend the agenda by moving item #7 – Resolutions and Awards ahead of item #5 – Public Appearances. C. Hughes seconded the motion. **The motion carried unanimously.**

**#7
Resolutions &
Awards**

B. McIntyre and E. Janke presented retirement gifts to Keith Garland and Leonard Madison. Both K. Garland and L. Madison recently retired from the Fire Department after 25 years of service.

Chief Deputy John Gossage, Randy Schultz and President McIntyre presented Zacharey Holschbach with a framed resolution recognizing him for receiving the Brown County Sheriff's Department's "Law Enforcement Officer of the Year" award.

R. Bredael moved to approve **Resolution No. 2009-5**, "Commending **Zacharey Holschbach** for his Dedication, Commitment and Outstanding Efforts as a Brown County Sheriff's Deputy for the Village of Howard." J. Lemorande seconded the motion. **The motion carried unanimously.**

**Future Agenda
Items**

None

**Public
Appearances**

B. McIntyre opened the public hearing.

There were no comments from the public.

B. McIntyre closed the public hearing.

Consent Agenda

G. Speaker moved to approve the consent agenda. D. Deppeler seconded the motion. C. Hughes requested to remove item #8h(iii).
The motion carried unanimously.

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

- a. Approve Village Board Minutes
 - i. February 9, 2009 Village Board Minutes
- b. Accept Plan Commission Minutes
 - i. February 16, 2009 Plan Commission Minutes
- c. Accept CDA Minutes
 - i. February 10, 2009 CDA Minutes
- d. Accept Police & Fire Commission Minutes
 - i. February 17, 2009 Police & Fire Commission Minutes
- e. Municipal Invoices
 - i. February 6, 2009 to February 19, 2009 in the amount of \$495,767.27 utilizing checks #207641 – 207732.
- f. Approve Operator's Licenses
 - i. Nicole Petruzates – Green Bay
 - ii. Donald Ryerson – Green Bay
 - iii. Maureen Younger – Green Bay
- g. Change Order
 - i. Approve Change Order #6 for the Glendale Avenue Reconstruction Project Involving an \$18,769.50 Deduction

- h. Plan Commission Items
 - ii. Approve **Ordinance No. 2009-5**, “Amending Sections 17.10(8) and 17.25(7) of the *Howard Municipal Code of Ordinances* Relating to Building Architecture and Style Regulations for Outdoor Refuse and Recycling Container Enclosures”

#8h(iii)

**SKI Properties
PDD Amendment**

- C. Hughes moved to approve a request for a planned development district amendment from Ed Fischer of Concept One representing SKI Properties, LLC to construct an 12, 20-bed assisted living community based residential facility on Cardinal Lane, Parcel VH-459-11 with the following conditions:
1. All mechanical equipment shall be screened from public view to be consistent with Section 17.25(7)(d) of the Zoning Ordinance (B-3 Building Architecture and Style regulations).
 2. All landscaping to be completed according to the landscape plan submitted with recommendations from the Village Forester.
 3. A bond or letter of credit to be required to ensure the completion of all required landscaping.
 4. A stormwater management plan shall be submitted to and approved by the Village Engineer prior to issuance of building permits.

J. Widiger seconded the motion. The Board discussed the motion.

Ed Fischer of SKI Properties addressed the Board regarding the proposed project and discussed environmentally friendly features of the building.

The Board voted on the original motion. **The motion carried unanimously.**

#9a(i)

President Report

2010 Census

B. McIntyre reported on how the 2010 census will be conducted. B. McIntyre stated that the Village will need to create a five-person committee to assist in census data gathering and reporting.

#9b(i)

Trustee Report

Senior Valentine’s Day Lunch & Dance

G. Speaker reported on the Senior Valentine’s Day Lunch and Dance. G. Speaker stated that the event was well received and all the participants had a wonderful time. M. Pigeon stated that 69 people attended the event.

#9c(i)
**Administrator
Report**

Trip to Milwaukee

J. Smith reported on a recent trip to the Milwaukee area to review economic development and infrastructure projects.

#9d(i)
**Director of Public
Works Report**

Central Brown County Water Authority

R. Bartelt reported on the proceedings of the Central Brown County Water Authority. R. Bartelt stated that the Authority is working on an engineering study to determine how it can improve the flow of water through the system.

#9e(i)
**Director of
Community
Development
Report**

January 2009 Building Permit Activity Report

J. Smith presented the January 2009 building permit report.

January Brown County Planning Report

J. Smith reported on the January 2009 Brown County Planning meeting.

#9e(i)
**Director of Parks &
Recreation Report**

Meadowbrook Park Vandalism

M. Pigeon reported on restitution for vandalism at the Meadowbrook Park shelter. The Village will be compensated in full by the guilty party for the vandalism at the park.

OLD BUSINESS

#10a
RecPro Software

M. Pigeon reported on a request to purchase RecPro recreation management software solution. The program would allow residents to sign for recreation programming online, 24 hours per day. The system will also allow staff to track program participation more efficiently. Additionally, the recreation guide will be posted online using this system and staff will be transitioning from a paper recreation guide to an electronic guide.

J. Lemorande moved to authorize the purchase of RecPro Recreation Management Software in the amount of \$5,700 over 3 fiscal years. G. Speaker seconded the motion. The Board discussed the motion. **The motion carried on an 8 to 1 vote with C. Hughes dissenting.**

NEW BUSINESS

#11a

Resolution 2009-6 J. Mann of Ehlers & Associates reported on Resolution 2009-6, “Resolution designating a redevelopment area; declaring blight; and approving the redevelopment plan for redevelopment area number one.”

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

#11b

**Howard
Community Event
Programming**

J. Smith and M. Pigeon reported on potential programming for the 2009 Annual Community Event. The Board provided various recommendations for event programming for the 2009 Community Event. No action was taken.

#11c

**MS4 Annual
Report**

R. Bartelt reported on the Village of Howard’s Annual MS4 Storm Water Management Report. C. Hughes moved to approve the submittal of the MS4 Storm Water Management report to the Wisconsin Department of Natural Resources. J. Lemorande seconded the motion. The Board discussed the motion. **The motion carried unanimously.**

#11d

Resolution 2009-7 C. Haltom reported on **Resolution No. 2009-7**, “Rescinding real property taxes for parcels VH-917-M-67 and VH-727-C-14 for the property tax bills issued in December 2008 payable in 2009.”

D. Steffen moved to approve **Resolution No. 2009-7**. C. Hughes seconded the motion. **The motion carried unanimously.**

ADJOURNMENT

R. Bredael moved to adjourn. C. Hughes seconded the motion. **The motion carried unanimously and the meeting was adjourned at 7:50 p.m.**

Respectfully Submitted,

Adam Helms

Adam Helms
Assistant to the Administrator