

**Minutes of the Village Board Meeting
March 10, 2008 at 6:30 p.m.
Village Hall Board Room**

Call to Order

C. Felmer called the meeting to order at 6:30 p.m.

Roll Call

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

Also (staff): J. Smith, D. Duffy, M. Hoff, J. O'Connor, D. Wiese, C. Haltom, J. Dagneau, M. Pigeon, G. Farr and A. Helms

The Board recited the Pledge of Allegiance.

Approve Agenda

J. Widiger moved to approve the agenda. R. Bredael seconded the motion. **The motion carried unanimously.**

**Schroeder CUP
Reconsider**

D. Steffen reported on his request to reconsider the Schroeder's Flowers conditional use permit. D. Steffen moved to reconsider the Schroeder's Flowers conditional use permit request. C. Hughes seconded the motion. The Board discussed the motion.

C. Hughes moved to suspend the rules. G. Speaker seconded the motion. **The motion carried unanimously.**

Dawn Fye of Canterbury Farms addressed the Board regarding the Schroeder's Flowers conditional use permit. She stated that she was opposed to the reconsideration because the Village reconstructed Shawano Avenue last summer and it caused Canterbury Farms to lose business during that period.

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

A roll call vote was taken on the main motion. **The motion carried on a 7 to 2 vote with J. Widiger and R. Ziemer dissenting.**

Resolutions

2008-8

R. Bredael moved to approve **Resolution 2008-8**, "A resolution recognizing Assistant Fire Chief, Bernie Madison for 25 years of service." J. Widiger seconded the motion. **The motion carried unanimously.**

2008-9 G. Speaker moved to approve **Resolution 2008-9**, “A resolution recognizing Firefighter, Bob Adalbush for 25 years of service.” J. Widiger seconded the motion. **The motion carried unanimously.**

Public Appearances C. Felmer opened the public hearing. There were no comments from the public

Future Agenda Items

C. Hughes requested that a discussion item regarding the maintenance and preparation of the soccer fields be added to the March 24, 2008 Village Board agenda.

C. Felmer requested that an action item regarding shared-ride taxi services be placed on the March 24, 2008 Village Board agenda.

Communications None

Consent Agenda R. Ziemer moved to approve. C. Hughes seconded the motion. **The motion carried unanimously.**

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

- a. Approve Village Board Minutes
 - i. February 25, 2008 Village Board Minutes
- b. Approve Operator’s Licenses
 - i. Carolyn Gonzales, 810 Division Street, Green Bay, WI 54305
 - ii. Robert Litt, 1413 S Jackson St, Green Bay, WI 54301
- c. Municipal Invoices
 - i. February 22, 2008 to March 6, 2008
- d. Howard-Suamico Fire Department Task Force Appointment
 - i. Randy Revling

Reports of Village Officials

Administrator Report

J. Smith presented his database for ongoing Village projects and reviewed the various ongoing projects in the Village of Howard.

J. Smith reported on Section 1.11 of the Village of Howard Municipal Code of Ordinances relating to “Receipt of Gifts and Gratuities Prohibited.” D. Steffen requested that staff review the ordinance and

bring back an amended version that clearly delineates the intent of the ordinance.

J. Smith reported on the Howard-Suamico Optimist Club's Christmas Parade. J. Smith stated that Village of Howard donated \$600 to the Howard-Suamico Optimist Club to help cover expenses of the parade. This item has been budgeted for the past six years.

**Dir. Of Admin.
Services Report**

Dave Schenk of Schenk, Inc. reported on the Village of Howard's Comprehensive Annual Financial Report (CAFR) and Management Letter.

C. Haltom reported on the Village's personnel policy. C. Haltom stated that the Village's personnel policy will need to be updated in the coming months.

**Dir. of Parks, Rec.,
& Snr. Services
Report**

M. Pigeon reported on the Village's participation in N.E.W. Curative's Senior Aide program. Linda Clavenger is providing the Village with clerical assistance at no cost to the Village as part of the program.

M. Pigeon reported that the Village has received the Tree City U.S.A and Tree City U.S.A Growth Awards for the year 2007.

Engineer Report

G. Farr reported on the project status of the Akzo Nobel ball-diamond lighting project. He stated that the Village should be receiving bids for the project on April 14th. B. McIntyre stated that residents should be made aware of the project and the proposed hours of operation.

**Director of
Community
Development
Report**

Dave Wiese reported on draft By-Laws for the Village of Howard's Community Development Authority. He stated that staff would bring back a final copy for Board approval at a future meeting.

OLD BUSINESS

#11a

**Purchase Parcel
VH-224-4 &
Park Agreement**

C. Hughes moved to approve the offer to purchase parcel VH 224-4 and the associated Park Development Agreement. R. Bredael seconded the motion. The Board discussed the motion. **The motion carried on a 6 to 3 vote with K. Crouch, D. Steffen, and C. Felmer dissenting.**

NEW BUSINESS

#12a

**WisDOT Letter
Re: HWY 41/29
Design Concerns**

G. Farr reported on design concerns relating to the HWY 41 and HWY 29 interchange project. Staff feels that the draft construction plans for the project are not adequate to address future growth and could be improved to provide safer traffic patterns. J. Widiger moved to direct staff to forward the following concerns to the DOT:

1. Detail plans for Community Sensitive Design – decorative lighting, bridges, walls, lighting, crosswalks, etc.
2. The Shawano Av & Elmhurst Av intersection should be realigned as a curved road. A driveway should serve the remaining house on Shawano.
3. Replace the eliminated storm water storage basin on Parkside Court. Flooding has been a problem in that area. Replace the substandard down-stream storm sewer discharge from the eliminated basin to Duck Creek.
4. Realign S. Memorial Drive to connect with the South Frontage Road.
5. Realign Parkside Court to eliminate the eastern cul-de-sac.
6. Add a trail/sidewalk connecting Cardinal Ln and Packerland Dr.
7. Sidewalks on both sides of; Shawano – 41 to Taylor; Dousman; Cardinal and Packerland.
8. Replace the right turn bay to the WM dev property on Dousman.
9. Relocated Beaver Dam Creek appears very close to the Villages SMP pond. Provide more details on impacts.
10. Eliminate the 2537 Memorial Drive cul-de-sac. Add a driveway for 2533 Memorial.
11. Realign the Hummingbird & Viewpoint intersection should be realigned as a curved road.
12. Replace the Anamax Rd connection from Elgin & Shawano to the Dousman roundabout.

13. Maintain overland access across Beaver Dam Creek on Shawano Av after construction for utility access. Add a driveway for Anamax meter building on Shawano.
14. Beaver Dam Creek flooding from Green Bay is a problem. Request using the Whitecliff Dev. property as a SMP pond.
15. Need to maintain access to Shawano Av on the east side of 41 to Taylor or HWY 29.
16. How will Village utility modifications be handled? Will the Village be reimbursed for the SIGNIFICANT utility modifications required as part of the highway expansion into the Villages existing utility systems?

C. Hughes seconded the motion. **The motion carried unanimously.**

**#12b
2007 Sidewalk
Project Change
Order #3**

R. Bredael moved to approve change order #3, a \$484.17 addition.
D. Steffen seconded the motion. **The motion carried unanimously.**

**#12c
Woodale Ave
Sidewalk Project**

G. Speaker moved to approve the Woodale sidewalk project. R. Bredael seconded.

C. Hughes moved to suspend the rules. G. Speaker seconded the motion. **The motion carried unanimously.**

Rita Zodlinsky of 2895 Woodale Avenue addressed the Board regarding the proposed sidewalk project. She stated that she was concerned about the lack of privacy, the loss of available parking space in the driveway, and a loss of property value due to the sidewalk construction project.

Dennis Irvin of 2800 Woodale Avenue addressed the Board regarding the proposed sidewalk project. He stated that he was concerned about the width of the sidewalk terrace and the easement that must be acquired on the backside of the sidewalk.

Mary Jo Hawk of 2822 Woodale Avenue addressed the Board regarding the proposed sidewalk project. She stated that she signed the Village's offer to purchase the right-of-way easement. She further stated that she would like to rescind her signature to the agreement.

Anne Miller of 1210 Forest Grove addressed the Board regarding the proposed sidewalk project. She stated that she misunderstood the

agreement for the sidewalk purchase and would rather see a seven-foot sidewalk terrace.

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

The Board discussed the original motion. G. Speaker withdrew his motion. R. Bredael withdrew his second.

C. Hughes moved to table the item. G. Speaker seconded the motion. **The motion carried unanimously.**

#12d

2008 Salary

**Adjustment for Non-
Union Employees**

C. Hughes moved to approve a 4.5% increase in the non-union employees' salaries effective April 1, 2008. J. Widiger seconded the motion. **The motion carried unanimously.**

ADJOURNMENT

C. Hughes moved to adjourn. K. Crouch seconded the motion. **The motion carried unanimously and the meeting was adjourned at 9:12 p.m.**

Respectfully Submitted,

Adam Helms
Assistant to Administrator