

**Minutes of the Village Board Meeting
August 25, 2008 at 6:30 p.m.
Village Hall Board Room**

Call to Order

B. 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)(e).

Roll Call

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

Also (staff): J. Smith, D. Wiese, M. Pigeon, C. Haltom, R. Bartelt, J. O'Connor, G. Shepardson, A. Jandt, and A. Helms

The Board recited the Pledge of Allegiance.

Approve Agenda

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

Public

Appearances

B. McIntyre opened the public hearing.

Jeff Krause of 840 Krause Road addressed the Board and requested the Board to allow him to speak during the discussion on his application for a second driveway.

B. McIntyre closed the public hearing.

**Future Agenda
Items**

D. Steffen requested that staff prepare recommendations for the possible implementation of a four-day work week within the next ninety days.

D. Steffen requested that staff devise several recommendations on how to communicate Village Board amendments to Plan Commission recommendations to the Plan Commission members.

Communications

No communications.

Consent Agenda

D. Steffen moved to approve the consent agenda. R. Bredael seconded the motion. K. Crouch requested to remove item 8a(ii) (8-11-08 Village Board minutes) and 8f(i) (Emily Hartfield, Sex Offender Residency Board) for discussion.

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

- a. Approve Village Board Minutes
 - i. August 9, 2008 Village Board Strategic Planning Session Minutes
- b. Accept Plan Commission Minutes
 - i. August 18, 2008 Plan Commission Minutes
- c. Accept Joint Review Board Minutes
 - i. August 18, 2008 Joint Review Board Minutes
- d. Approve Operator's Licenses
 - i. Patricia Boehm, Howard
 - ii. Natalie Lapacz, Howard
 - iii. Arthur Long, Pulaski
 - iv. Stephanie Murray, Howard
 - v. John Steeno, Pulaski
 - vi. Andrew Stimpson, Howard
- e. Municipal Invoices
 - i. August 8, 2008 to August 21, 2008 utilizing check numbers 206121-206233 in the amount of \$632,828.35.
- f. Village President Appointments
 - i. Emily Hartfield, Sex Offender Residence Board
 - ii. Bob Adelbush, Veteran's Memorial Ad-Hoc Committee
 - iii. Kevin McCrary, Sewer & Water Utility Appeals Committee
 - iv. John Kornowski, Sewer & Water Utility Appeals Committee
- g. Change Order
 - i. Glen Kent Detention Ponds Shoreline Plantings Construction Project Change Order #2 - \$2,000 Reduction
 - ii. Glendale Avenue Utility Construction Change Order #1 - \$3,208 Addition
- h. Plan Commission Items
 - i. Deny a Request for a Conditional Use Permit from Erin Wood Representing Whirthington Estates to Construct a Gate at the Morley Road Entrance to the Whirthington Estates Apartment Complex

- i. Resolution
 - i. **Resolution 2008-33**, “Commending Joseph Skalecki for His Service to the Village of Howard”
- j. Temporary Class “B” Beer Licenses
 - i. Application from Anthony Regazzi for a Class “B” Temporary Retailer’s License at Pamperin Park on August 30, 2008 (Wedding)

#8a(ii)
August 11, 2008
Village Board
Minutes

K. Crouch stated that he intended his motion to issue the gas cards immediately. K. Crouch moved to table the 8-11-08 VB minutes. C. Hughes seconded the motion. **The motion carried unanimously.**

#8f(i)
Emily Hartfield

C. Hughes moved to table the appointment of Emily Hartfield to the Sex Offender Residency Board for further clarification from Attorney Duffy on a potential conflict of interest. G. Speaker seconded the motion. **The motion carried unanimously.**

Reports of Village Officials

Administrator
Report

Police Services Contract

J. Smith gave a verbal report on police services contract. He stated that he is currently in negotiations with Brown County for police services.

Refuse & Recycling Contracts

J. Smith reported on refuse & recycling collection contracts. J. Smith stated that the Village has received contract proposals from Veolia.

Director of Parks
& Recreation
Report

Meadowbrook Park Shelter Ribbon Cutting Ceremony

M. Pigeon reported that the Village will be hosting a ribbon cutting ceremony for the Meadowbrook Park Shelter at Meadowbrook Park beginning at 4:30 p.m. on August 26, 2008.

Community Event

M. Pigeon reported on the Howard Community Event which was held the weekend of August 8 & 9. M. Pigeon stated that staff will provide a financial report at a future meeting.

DPW Report

Maywood Garage Storage

R. Bartelt gave a report on alternative storage locations for generators and pumps currently stored at the Maywood Garage. The Board directed staff to present several alternatives for Board action at a future meeting.

Tipping Fees

R. Bartelt reported on tipping fees for refuse. R. Bartelt stated that Brown County is raising tipping fees by 30% in the next fiscal year.

Glendale/Hillcrest Roundabout

R. Bartelt reported that the roundabout intersection at Hillcrest & Glendale will be open to traffic on Friday, August 29th.

Dir. of Community Development Report

D. Wiese reported on the PDD site plan review process. He provided similar PDD ordinances from neighboring municipalities in relation to their review process.

Fire Chief Report

Chief O'Connor inquired whether any Trustees would be interested in touring the Sanamax facility. Several Trustees expressed an interest in the tour.

Greater Green Bay Branding Initiative Report

Vickie Baumler of Arketype Inc. and Donsia Strong-Hill, Chairperson of the Branding Initiative reported on the Greater Green Bay Branding Initiative efforts. The scheduled launch date for the Branding Initiative is September 4, 2008. The Board reiterated its intent to not participate in the Branding Initiative.

OLD BUSINESS - None

NEW BUSINESS

#11a Resolution 2008-34

J. Smith reported on Resolution 2008-34, "A Resolution Establishing a Per Diem Stipend for Village of Howard Committees and Commissions."

D. Steffen moved to table the item. R. Bredael seconded the motion.
The motion carried unanimously.

#11b
Akzo Nobel
Materials
Manufacturer
Bid Award

R. Bartelt reported on selecting a materials manufacturer for the Akzo Nobel Ball Diamond Lighting project.

C. Hughes moved to approve MUSCO Lighting as the materials manufacturer. D. Steffen seconded the motion. **The motion carried unanimously.**

#11c
487 Riverwood
PDD Amendment

D. Wiese reported on a request for a PDD amendment from Riverside Group Investments, LLC for the building located at 487 Riverwood Lane to remove an existing parking lot island to create four additional parking stalls and establish an ingress/egress door at the rear of the building. The Plan Commission recommended approval of both items at the August 18, 2008 Plan Commission meeting.

D. Steffen moved to approve the removal of the parking lot island, which also includes the planting of four trees in cooperation with contractor and the forester. J. Widiger seconded the motion. A roll call vote was taken. **The motion carried on an 8 to 1 vote with K. Crouch dissenting.**

K. Crouch moved to deny the two-way rear door. C. Hughes seconded the motion.

G. Speaker moved to suspend the rules. R. Bredael seconded the motion. **The motion carried unanimously.**

Peter Jenkins of ITT addressed the Board regarding the issues relating to the proposed ingress/egress door at the rear of the building.

Peter Borchardt representing Riverside Group Investments, LLC addressed the Board regarding the ingress/egress door at the rear of the building.

Mary Crouch of 2769 Riveridge Lane addressed the Board regarding the proposed ingress/egress door at the rear of the building. Mrs. Crouch believes that ITT is requesting this ingress/egress door to get out of an existing lease agreement with the building owner. She stated she is opposed to an ingress/egress door at the rear of building.

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

The Board voted on the original motion. A roll call vote was taken. **The motion failed on a 2 to 7 vote with G. Speaker, B. McIntyre, J. Lemorande, D. Steffen, D. Deppeler, R. Bredael, and J. Widiger dissenting.**

G. Speaker moved to approve an ingress/egress door at the rear of the building. D. Deppeler seconded the motion. A roll call vote was taken. **The motion carried on a 7 to 2 vote with K. Crouch and C. Hughes dissenting.**

David O'Brien of Bayland Buildings addressed the Board regarding the hours of operations.

The Board clarified that there is no stipulation on the hours of operation for classroom purposes at the building located at 487 Riverwood Lane.

#11d
Krause Second
Driveway

R. Bartelt reported on an application for a variance from Mr. Jeff Krause to construct a second driveway.

Jeff Krause of 840 Krause Road addressed the Board regarding his request for a second driveway entrance on his property.

J. Lemorande moved to deny the request for a second driveway. R. Bredael seconded the motion. The Board discussed the motion. A roll call vote was taken. **The motion carried on a 7 to 2 vote with K. Crouch and C. Hughes dissenting.**

#8f(i)
Emily Hartfield

D. Duffy stated that there may be a potential conflict of interest relating to the appointment of Emily Hartfield to the Sex Offender Residency Board due to her employment with the WI Department of Corrections.

G. Speaker moved to deny the application from Emily Hartfield to serve on the Sex Offender Residency Board due to a potential conflict of interest. C. Hughes seconded 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 to closed session at 8:56 p.m.**

OPEN SESSION

J. Widiger moved to return to open session. R. Bredael seconded the motion. **The motion carried unanimously.**

ADJOURNMENT

C. Hughes moved to adjourn. R. Bredael seconded the motion. **The motion carried unanimously and the meeting was adjourned at 9:40 p.m.**

Respectfully Submitted,

Adam Helms
Assistant to Administrator