

**Minutes of the Village Board Meeting**  
**Nov. 27, 2023**  
**Village Board Room**

**1. CALL TO ORDER**

Village President Burt R. McIntyre called the meeting to order at 6:30 p.m.

**2. ROLL CALL**

B. McIntyre called for a roll call. Present: President Burt R. McIntyre; Trustee Maria Lasecki, District 1; Trustee Chris Nielsen, District 2; Trustee Cathy Hughes, District 3; Trustee John Muraski, District 4; Trustee Scott Beyer, District 5; Trustee Ray Suennen, District 6; Trustee Adam Lemorande, District 7; Trustee Craig McAllister, District 8

Staff: Paul Evert, Chris Haltom, Dave Wiese, Geoff Farr, Josh Gerrits, Chief Dennis Staeven, DEO Brandon Dhuey, Leigh Ann Wagner Kroening

**3. RECITE THE PLEDGE OF ALLEGIANCE**

B. McIntyre led the meeting in the Pledge of Allegiance.

**4. REPORT BY THE VILLAGE PRESIDENT REGARDING COMPLIANCE WITH OPEN MEETING LAWS**

B. McIntyre read the following notice: Pursuant to Wisconsin Statutes 19.81-19.98, the Village Board is meeting to conduct public business. In accordance with state law, the meeting agenda was posted at Village Hall, other municipal buildings, and on the Village of Howard website and was also distributed to the local media and other requesters at least 24 business hours prior to the start of this meeting.

**5. APPROVE THE AGENDA FOR THE MEETING**

C. Hughes moved to approve the agenda. M. Lasecki seconded. **The motion carried unanimously.**

**6. PUBLIC APPEARANCES**

- Kyle Thon, 2743 Hillsdale Court, said the certified survey map that shows his garage in the right of way is not correct. G. Farr said the CSM shown in the project was recorded by the county in 2021 and is the most current and accurate document.

**7. FUTURE AGENDA ITEMS/ANNOUNCEMENTS (NONE)**

**8. COMMUNICATIONS (NONE)**

**9. APPROVE CONSENT AGENDA**

C. Nielsen moved to approve the Consent Agenda. A. Lemorande seconded. **The motion carried unanimously,** with the following items approved:

- a. Village Board meeting minutes from Nov. 13, 2023
- b. Municipal Invoices totaling \$865,224.67, paid with checks #79050 – #79127
- c. The Operator License for Deanna M. Passer
- d. Ordinance 2023-15, rezoning 4577 and 4561 Shawano Ave., Parcels VH-26-5, VH-26-6, and VH-26-2, from R-5 Rural Estate Residential to R-1 Residential Single Family
- e. Ordinance 2023-16, appropriating the necessary funds for the operation of the government and administration of the Village of Howard for the year 2024 and levying taxes on taxable property within the village

**10. UNFINISHED BUSINESS OR OLD BUSINESS ITEMS (NONE)**

**11. NEW BUSINESS ITEMS**

- a. **Review and take action on Ordinance 2023-17, creating Sec. 24-364 Public Urination and Defecation Prohibited**

P. Evert reviewed the request from Municipal Judge Craig Stevens to add a more appropriate ordinance to address issues with public urination. R. Suennen moved to approve Ordinance 2023-17, creating Sec. 24-364 Public Urination and Defecation Prohibited. S. Beyer seconded. **The motion carried unanimously.**

**b. Review and take action on Resolution 2023-19, adding Sec. 24-364 to the Bond Schedule**

P. Evert said the new ordinance needs to be added to the bond schedule so officers can issue citations that carry a suggested fine. R. Suennen moved to approve Resolution 2023-19, adding Sec. 24-364 to the Bond Schedule. M. Lasecki seconded. **The motion carried unanimously.**

**c. Review and take action on Preliminary Resolution 2023-20, declaring the intent to exercise special assessment powers under Wisconsin Statute Section 66.0701 upon Lineville Road for 2024 Construction**

J. Gerrits said Brown County, the Village of Howard, and the Village of Suamico have planned for the reconstruction of Lineville Road in 2024 and 2025. The work includes an urban section boulevard roadway on Lineville Road extending from Belmont Road to West Deerfield Avenue and curb and gutter, storm sewer, sidewalks, asphaltic roadway, asphaltic multi-use trail, and concrete driveways. He said the preliminary resolution formally provides notice to the 19 properties along the project that potentially would be special assessed for the 2024 roadway according to Village Policy.

C. Nielsen moved to suspend the rules to hear from the public. M. Lasecki seconded. *The motion to suspend the rules carried unanimously.* Mary Kay Orr, who owns a business on Lineville, asked how much her assessment will be and when it will be due. J. Gerrits said he can review the calculation formula and payment policy with her. C. Nielsen moved to return to regular order. C. Hughes seconded. *The motion to return to regular order carried unanimously.*

C. Nielsen moved to approve Preliminary Resolution 2023-20, declaring the intent to exercise special assessment powers under Wisconsin Statute Section 66.0701 upon Lineville Road for 2024 construction. C. Hughes seconded. **The motion carried 8-1 (No: C. McAllister).**

**d. Review and take action on Preliminary Resolution 2023-21, declaring the intent to exercise special assessment powers under Wisconsin Statute Section 66.0701 upon Lineville Road and Brookfield Avenue for utility extensions**

J. Gerrits said as part of the Lineville reconstruction project, watermain is proposed to be extended from Cornell Road to Brookfield Avenue along Lineville Road. The village will also extend sanitary sewer and watermain on Brookfield Avenue, from Lineville Road to 2,600' south of Lineville Road. This will service the remainder of Brookfield Avenue north of Lakeview Drive that does not have existing sanitary sewer and water service and complete a watermain loop to better meet the large water usage and fire protection needs for industrial customers on Brookfield Avenue. He said the preliminary resolution formally provides notice to the 16 properties along the project that potentially would be special assessed for the installed improvements according to Village Policy and six properties along the project that would be required to connect to municipal sanitary sewer and water utilities.

C. Hughes moved to approve Preliminary Resolution 2023-21, declaring the intent to exercise special assessment powers under Wisconsin Statute Section 66.0701 upon Lineville Road and Brookfield Avenue for utility extensions. A. Lemorande seconded. **The motion carried 8-1 (No: C. McAllister).**

- e. **Review and take action on Preliminary Resolution 2023-22, declaring the intent to exercise special assessment powers under Wisconsin Statute Section 66.0701 upon Hillsdale Court**  
 J. Gerrits reviewed the plans to reconstruct/extend Hillsdale Court with curb and gutter, storm sewer, and sidewalk.. He said the preliminary resolution formally provides notice to the 17 properties that potentially would be specially assessed for the installed improvements and to those that would be required to connect to municipal sanitary sewer and water utilities according to Village Policy.

R. Suennen moved to suspend the rules to hear from the public. C. Nielsen seconded. *The motion to suspend the rules carried unanimously.* Kyle Thon, 2743 Hillsdale Court, said he was not told the garage was in the right of way when he purchased his home and explained the difficulties he will have moving or removing the garage within the project timeline. C. Nielsen moved to return to regular order. J. Muraski seconded. *The motion to return to regular order carried unanimously.*

C. Nielsen moved to approve Preliminary Resolution 2023-22, declaring the intent to exercise special assessment powers under Wisconsin Statute Section 66.0701 upon Hillsdale Court. M. Lasecki seconded. **The motion carried 8-1 (No: C. McAllister).**

- f. **Review and take action on Resolution 2023-23, approving the purchase of property from the Estate of Richard Joseph Lambert**

P. Evert explained the efforts to identify the owner and purchase a gap property needed for a grant application to fund a pedestrian bridge across Duck Creek. S. Beyer moved to approve Resolution 2023-23, approving the purchase of property from the Estate of Richard Joseph Lambert. A. Lemorande seconded. **The motion carried unanimously.**

- g. **Review and take action on the Certified Survey Map for 4577 and 4561 Shawano Ave.**

D. Wiese explained the CSM is part of the rezoning that was approved earlier under the Consent Agenda and would divide the property into three single-family residential lots. C. McAllister moved to approve the CSM for 4577 and 4561 Shawano Ave. with the condition that county and utility easements are property added and noted. C. Nielsen seconded. **The motion carried unanimously.**

- h. **Review and take action on the Operator License for Derric T. Odom Jr.**

B. Dhuey reviewed the Operator License application for Derric T. Odom Jr., noting his previous criminality. The board discussed. R. Suennen moved to approve the Operator License for Derric T. Odom Jr. J. Muraski seconded. **The motion carried 7-2 (No: C. Hughes, A. Lemorande).**

- i. **Action to cancel or reschedule the Dec. 25, 2023 Village Board meeting**

R. Suennen moved to cancel the Dec. 25, 2023 meeting. M. Lasecki seconded. **The motion carried unanimously.**

**12. REPORTS OF VILLAGE OFFICIALS (NONE)**

**13. CLOSED SESSION (NONE)**

**14. ADJOURNMENT**

S. Beyer moved to adjourn. J. Muraski seconded. **The motion carried unanimously, and the board adjourned at 7:30 p.m.**