

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING DECEMBER 23, 2015

Call to Order

President Vanden Berg called the Committee of the Whole meeting to order at 6:00 p.m.

Roll Call

PRESENT: President Vanden Berg, Trustee Peterson, Trustee Peerenboom, Trustee Elrick, Trustee Van Lankvelt, Trustee Hietpas

ALSO PRESENT: J. Fenlon, Jim Moes, Roy Van Gheem, Teri Matheny, Laurie Decker

Public Appearance for Items not on the Agenda

None

Operator Licenses:

Marteni, Jazmin	Seth's	Appleton
Kinnard, Scott	Gentleman Jacks	Little Chute
Angell, Brenda	Jack's or Better	Kaukauna
Phillips, Paul	Jack's or Better	Appleton
Eccles, Elizabeth	Gentleman Jacks	Kimberly
Dana, George	Gentleman Jacks	Appleton
Derks, Linda	M's Bar	Appleton
Ashauer, Adam	Jack's or Better	Kaukauna
Bouche, Elizabeth	Village Lanes	Little Chute
Herkowski, Michael	Jack's or Better	Little Chute
Block, David	Jack's or Better	Appleton
Ramthun, Tiffany	Gentleman Jacks	Greenleaf
Lee, Amie	Gentleman Jacks	Florence
Roehrig, Cory	5th Quarter	Hilbert
Jackson, Timothy	Gentleman Jacks	Kimberly
Geiger, Kelsey	Walgreens	Appleton
Strane, Katherin	Walgreens	Neenah
Vande Hey, Sara	Walgreens	Little Chute
Beda, Shaunna	Moto Mart	Little Chute
Tummett, Bryce	Pump House	Kimberly

Moved by Trustee Elrick, seconded by Trustee Peterson to Approve Operator Licenses as presented.

Ayes 6, Nays 0 – Motion Carried

Discussion—Personnel Manual

Administrator Fenlon presented the comment tracker for the personnel manual to the Board. The personnel manual will be on the January 6, 2016 agenda for adoption.

Discussion—LCFD Aerial Grant

This item was tabled.

Action—2016-2020 CIP

Director Matheny presented an overview and highlights of the 2016-2020 CIP. The 2016 and 2017 budgets are mostly maintenance and development based. In 2016, now that the Buchanan Interceptor is complete, the projects on Grand, McKinley and Wilson can move forward. The pad in front of the fire station will also be re-done as the utilities were not clearly marked when it was first installed. Moving forward into 2017, the facility well project will begin and an increase in fleet. In 2018 and 2019 the replacement of all major equipment will be complete and the annual paving program will also return in 2018.

Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to Approve the 2016-2020 CIP as presented.

Ayes 6, Nays 0 – Motion Carried

Discussion/Action—RFP and Contract Design for Municipal Services Building

Administrator Fenlon reviewed the two options available to the Village and expressed each have strengths and would depend on the delivery model preferred. The Design/Build CM is a single RFP, one contract, one firm (sub out design or not). Also, the two separate RFP option where there are separate contracts. One would be for architecture and design and one for construction management. Also mentioned is after consulting with Attorney Koehler, it was advised that the outlay of resources for legal services is appropriate. Trustee Van Lankvelt inquired with dual architect and design which one would you get more bid comparisons. Sam Statz, representing Hoffman Design and Construction answered that there are not many companies that provide design and construction under one roof, but that some will team up. Trustee Peerenboom asked if the legal advisor would only be interested in working with us if we do separate contracts. Administrator Fenlon responded that they would work with the Village either way. Trustee Peerenboom followed up with asking what the staff's preference is, and Director Van Gheem along with Administrator Fenlon and Engineer Chris Murawski agree the dual build as recommended by Don Schoenfeld of von Briesen & Roper. Sam Statz reiterated the importance of choosing a company with experience that you can trust. Trustee Peerenboom has a preference of working with von Briesen & Roper as the legal firm. He is also comfortable with the Design/Build model, and agreed to go with staff's recommendation and President Vanden Berg agreed. Statz advised Hoffman would bid on both and has had better experiences with the Design/Build model.

Moved by Trustee Peerenboom, seconded by Trustee Peterson to proceed with RFP and Contract Design for Municipal Services Building Utilizing Separate RFP's.

Ayes 5, Nays 1 (Elrick) – Motion Carried

Moved by Trustee Peerenboom, seconded by Trustee Van Lankvelt to Authorize the Village Staff to Hire Legal Counsel for the RFP Process.

Ayes 6, Nays 0 – Motion Carried

Unfinished Business

None

Items for Future Agenda

None

Closed Session:

a) 19.85(1)(e) Wis. Stats. Deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session. *Sale of Village Owned Property*

b) 19.85(1) (c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Personnel Reviews*

Moved by Trustee Elrick, seconded by Trustee Hietpas to Enter into Closed Session at 7:15 p.m.

Ayes 6, Nays 0 – Motion Carried

Return to Open Session:

Moved by Trustee Elrick, seconded by Trustee Peterson to Return to Open Session

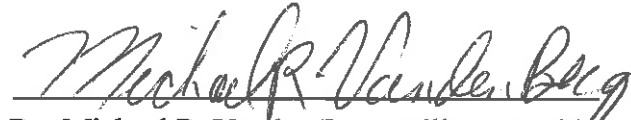
Ayes 6, Nays 0 – Motion Carried

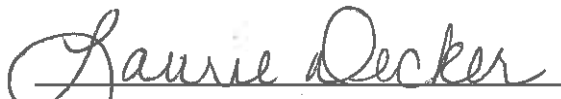
Adjourn

Moved by Trustee Elrick, seconded by Trustee Peterson to Adjourn the Committee of the Whole Meeting at 10:11 p.m.

Ayes 6, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE


By: Michael R. Vanden Berg, Village President


Attest: Laurie Decker, Village Clerk