



Village of

# Little Chute

## AGENDA

### LITTLE CHUTE VILLAGE BOARD COMMITTEE OF THE WHOLE MEETING

PLACE: Little Chute Village Hall

DATE: Wednesday, October 25, 2017

TIME: 5:30 p.m.

- A. Call to Order
  - B. Roll Call
  - C. Public Appearance for Items Not on the Agenda
1. Closed Session:
    - 19.85(1)(g) Wis. Stats. Conferring with legal counsel for the Village, legal counsel who is rendering oral or written advice concerning strategy to be adopted by the Village Board with respect to litigation in which the Village is now likely to become involved. *Pledge and Security Agreement with Respect to the Fox Cities Exhibition Project*
  2. Return to Open Session
  3. Approval of Minutes  
*Minutes of the Regular Board Meeting of October 18, 2017*
  4. Possible Action—Fox Cities Exhibition Project Pledge and Security Agreement
  5. Action—Adopt Resolution No. 31 Authorizing the Development Agreement Between the Village of Little Chute and Northpointe Development Corporation
  6. Action—Adopt Resolution No. 32 Authorizing the Sale of Real Estate Located at 3030 & 3100 Gardenia Drive to the City of Appleton
  7. Discussion—2018 Budget Workshop
  8. Closed Sessions:
    - a) 19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute—*DPW Director Candidates*
    - b) 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—*Trilliant Food and Nutrition Development Agreement Amendment*

9. Return to Open Session
10. Action—Approve Amendment to 2016 Development Agreement with Trilliant Food and Nutrition
11. Unfinished Business
12. Items for Future Agendas
13. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made with as much advance notice as possible to the Clerk's Office at 108 West Main Street, (920) 423-3852 or email [laurie@littlechutewi.org](mailto:laurie@littlechutewi.org).

Prepared: October 20, 2017

**MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 18, 2017**

Call to Order: President Vanden Berg called the Regular Board Meeting to Order at 6:00 p.m.

**Pledge Allegiance to the Flag**

President Vanden Berg led members in the reciting of the Pledge of Allegiance.

**Roll call of Trustees**

PRESENT: Michael Vanden Berg, President  
John Elrick, Trustee  
James Hietpas, Trustee  
David Peterson, Trustee  
Skip Smith, Trustee  
Larry Van Lankvelt, Trustee

EXCUSED: Bill Peerenboom, Trustee

**Roll call of Officers and Department Heads**

PRESENT: Captain Lund, Interim Chief, FVMPD  
Tyler Claringbole, Village Attorney  
Laurie Decker, Village Clerk  
Jim Moes, Community Development Director  
Teri Matheny, Finance Director  
Jeff Elrick, Director of Public Works  
Adam Breest, Director of Parks, Recreation and Forestry  
Dave Neumann, Facilities Superintendent  
Interested Citizens

EXCUSED: James Fenlon, Village Administrator, Steve Thiry, Library Director

**Public Appearance for Items Not on the Agenda**

None

**Approval of Minutes**

Minutes of the Committee of the Whole Meeting of October 11, 2017

*Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Approve the Minutes of the Committee of the Whole Meeting of October 11, 2017*

Ayes 6, Nays 0 – Motion Carried

**Operator License Approvals**

Blohowiak, Heather A.	Millstone Bierhaus	Appleton
Mickelson, Katie L.	Gentleman Jacks	Menasha
Strane, Katherine C.	Walgreens	Neenah
Thorsen, Ricky R.	5 <sup>th</sup> Quarter	Green Bay
Weyers, Carolyn R.	Walgreens	Appleton

*Moved by Trustee Van Lankvelt, seconded by Trustee Elrick to Approve Operator License as Presented*

Ayes 6, Nays 0 – Motion Carried

**Department and Officers Progress Reports**

Departments and Officers provided progress reports to the Board

**Discussion—2018 Budget**

Director Matheny advised that there are three Joint Department Budgets with the Village of Kimberly, Custodial, Library and Fox Valley Metro Police Department. Superintendent Neumann presented an overview of projects that were completed in 2017. Director Matheny advised that Building Services Group will be hired to do all of the Custodial work in 2018 for the Village of Little Chute Offices and the Civic Center and is looking for direction on the weekend work for the Civic Center rental cleaning. Library President Moes presented information on the library budget and accomplishments for 2017. Library President Moes stated that he is proposing the library be open on Saturdays all year round due to Village resident requests. Also the plan is to install an RFID system to be able to do self-checkout on all library items. Library President Moes advised that salaries for full time and part time wages are being increased as already approved by the Board and stated we are 40% lower than the average. Library President Moes also advised there are a lot of updates that are needed for the Little Chute Library and stated that basically the library in the Village of Little Chute needs more funding or an increase in the budget. The library has been asking for direction from the Board to be able to improve and add to the library budget for updates in order to not have to reduce services and keep the Village of Little Chute Library a source of pride for the community. Captain Lund presented the budget and cut backs that are being done to offset the split from Combined Locks. The Operations Coordinator and the Community Support Positions were eliminated to put officers back on the road and also two part time clerical positions will be eliminated. There is no CIP budget for 2018 and overtime has been cut \$20,000. Trustee Peterson stated that the overtime budget seems very low and unrealistic and that he is concerned that the vehicle maintenance budget is also low. Trustee Peterson stated that he is also concerned with the safety of the vehicles without replacing any cars in 2018. Trustee Peterson questioned Captain Lund if he felt this was a budget he could live with, he stated he does not know. Director Matheny asked that if Captain Lund feels the budget is not realistic then the numbers should be looked at. Captain Lund says he does not know what is needed and what is acceptable due to the unknown for 2018. Trustee Elrick questioned Trustee Peterson what would he do different in this budget. Trustee Peterson stated he is more concerned with safety with the Maintenance budget being so low.

**Disbursement List**

*Moved by Trustee Van Lankvelt, seconded by Trustee Smith to Approve Disbursement List and Authorize the Finance Director to pay all vendors*

Ayes 6, Nays 0 – Motion Carried

**Call for Unfinished Business**

None

**Items for Future Agenda**

Closed Session at 5:30 pm at the Committee of the Whole Meeting scheduled for October 25, 2017

**Adjournment**

*Moved by Trustee Smith, seconded by Trustee Elrick to Adjourn the Regular Board Meeting at 7:40 p.m.*

Ayes 6, Nays 0 - Motion Carried

VILLAGE OF LITTLE CHUTE

By: \_\_\_\_\_  
Michael R. Vanden Berg, Village President

Attest:

\_\_\_\_\_  
Laurie Decker, Village Clerk

**VILLAGE OF LITTLE CHUTE**

**RESOLUTION NO. 31, SERIES OF 2017**

**A RESOLUTION APPROVING A DEVELOPMENT AGREEMENT BETWEEN THE VILLAGE OF LITTLE CHUTE AND NORTHPOINTE DEVELOPMENT CORPORATION FOR PROPERTY BEING DEVELOPED FOR SENIOR HOUSING ON GRAND AVENUE**

**WHEREAS**, developer Northpointe has submitted an offer to purchase; and

**WHEREAS**, developer Northpointe has submitted a request for Conditional Use for construction of a forty unit senior apartment building; and

**WHEREAS**, the Village Board on October 11, 2007 did approved the said conditional use; and

**WHEREAS**, the attached developer agreement dated the 11<sup>th</sup> day of October, 2017 does stipulate obligations and rights of the Village and the developer Northpointe regarding the project; and

**WHEREAS**, the signing of the developer agreement is in the interest of the Village; and

**NOW, THEREFORE BE IT RESOLVED**, by the Village Board of Trustees, Village of Little Chute, that the attached developer agreement is hereby approved.

Date introduced, approved and adopted: October 25, 2017

**VILLAGE OF LITTLE CHUTE**

By: \_\_\_\_\_

Michael R. Vanden Berg, Village President

By: \_\_\_\_\_

Laurie Decker, Village Clerk

**VILLAGE OF LITTLE CHUTE**

**RESOLUTION NO. 32, SERIES OF 2017**

**A RESOLUTION AUTHORIZING THE SALE OF REAL ESTATE LOCATED AT  
3030 & 3100 GARDENIA DRIVE TO THE CITY OF APPLETON.**

**BE IT RESOLVED**, by the Village Board of Trustees, Village of Little Chute, as follows:

1. That the Village Clerk, and/or Village Administrator, and/or Village President are hereby authorized to:

Execute a deed on behalf of the Village of Little Chute, deeding and selling Village of Little Chute owned real estate described as:

**LOTS 5 & 6, CROSSWIND ESTATES**

2. Sale of land is in the amount of \$48,000.00
3. A deed and other necessary documents will be signed and issued for recording upon payment at closing.

Introduced, approved and adopted: October 25, 2017

**VILLAGE OF LITTLE CHUTE**

By: \_\_\_\_\_  
Michael R. Vanden Berg, Village President

Attest: \_\_\_\_\_  
Laurie Decker, Village Clerk

**OFFER TO PURCHASE**

**SELLER:** Village of Little Chute  
108 West Main Street  
Little Chute, WI 54140

**BUYER:** City of Appleton  
100 North Appleton Street  
Appleton, WI 54911-4799

**PROPERTY:** Lots Five (5) and Six (6), Crosswinds Plat, Village of Little Chute, Outagamie County, Wisconsin.

**PURCHASE PRICE:** \$48,000 to be paid in cash at time of closing

**TERMS**

1. City is purchasing the property in an as-is condition. Conveyance will be via Warranty Deed, subject to easements, covenants and restrictions of record.
2. City waives any title insurance provision.
3. Electronic signatures are acceptable for the acceptance of this offer.
4. Closing will be held via mail.

This offer is presented to the Village of Little by the City of Appleton this 09 day of September, 2017.

By:   
Timothy M. Hanna, Mayor

By:   
Kami Lynch, City Clerk

This offer is accepted / rejected by the Village of Little Chute this \_\_\_\_ day of \_\_\_\_\_, 2017.

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_