



AGENDA

LITTLE CHUTE VILLAGE BOARD COMMITTEE OF THE WHOLE MEETING

PLACE: Little Chute Village Hall
DATE: Wednesday, May 22, 2019
TIME: 6:00 p.m.

- A. Call to Order
 - B. Roll Call
 - C. Public Appearance for Items Not on the Agenda
-
1. Approval of Minutes
Minutes of the Regular Board Meeting of May 15, 2019
 2. Presentation—Outagamie County Landfill Odor Issues
 3. Action—Approve Special Event Permit for Rock Cancer Foundation
 4. Action—Approve Application for Class “B” Temporary Retail License for Rock Cancer Foundation
 6. Discussion—Draft Outagamie County Siren Resolution
 7. Unfinished Business
 8. Items for Future Agendas
 9. Adjournment

MINUTES OF THE REGULAR BOARD MEETING OF MAY 15, 2019

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

Pledge of 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
Larry Van Lankvelt, Trustee
John Elrick, Trustee
Skip Smith, Trustee
Bill Peerenboom, Trustee
Brian Van Lankveldt, Trustee
EXCUSED: David Peterson, Trustee

Roll call of Officers and Department Heads

PRESENT: James Fenlon, Village Administrator
Lisa Remiker-DeWall, Finance Director
Kent Taylor, Director of Public Works
Adam Breest, Director of Parks, Recreation and Forestry
Jim Moes, Community Development Director
Laurie Decker, Village Clerk
EXCUSED: Chris Murawski, Village Engineer
Dan Meister, FVMPD Police Chief
Steve Thiry, Library Director
Tyler Claringbole, Village Attorney

Public Appearance for Items Not on the Agenda

None

Other Informational Items—April Fire Monthly Report and April Report

Approval of Minutes

Minutes of the Regular Board Meeting of May 1, 2019

Moved by Trustee Van Lankvelt, seconded by Trustee Van Elrick to Approve the Minutes of the Regular Board Meeting of May 1, 2019

Ayes 6, Nays 0 – Motion Carried

Department and Officers Progress Reports

Departments and Officers provided progress reports to the Board

Action—Approve Auction Permit for the Auction House at Memories

Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Approve the Auction Permit for the Auction House at Memories

Ayes 6, Nays 0 – Motion Carried

Action—Award:

2019 Asphalt Paving Contract for Park Avenue

Moved by Trustee Elrick, seconded by Trustee Peerenboom to Award the 2019 Asphalt Paving Contract for Park Avenue to MCC, Inc. in the amount of \$336,815.85

Ayes 6, Nays 0 – Motion Carried

2019 Utilities Contract for Evergreen Drive

Moved by Trustee Elrick, seconded by Trustee Peerenboom to Award the 2019 Utilities Contract for Evergreen Drive to Donald Hietpas and Sons, Inc. in the amount of \$1,326,915.00

Ayes 6, Nays 0 – Motion Carried

2019 Concrete Paving Contract for Evergreen Drive

Moved by Trustee Elrick, seconded by Trustee Van Lankveldt to Award the 2019 Concrete Paving Contract for Evergreen Drive to Vinton Construction of Manitowoc in the amount of \$1,600,108.95

Ayes 6, Nays 0 – Motion Carried

Operator License Approvals:

Corey, Jacob	Trish’s Pop In Again	Shawano
Couillard, Amy	5 th Quarter	Denmark
Smith, Debra	Trish’s Pop In Again	Little Chute
Tarket, Christi	MotoMart	Kaukauna
Woehler, Jocelyn	Little Chute BP	Little Chute

Moved by Trustee Van Lankveldt, seconded by Trustee Van Lankvelt to Approve Operator Licenses as presented

Ayes 6, Nays 0 – Motion Carried

Action—Update to Quiet Zone Project

Administrator Fenlon advised that staff is recommending we allow a year delay in the Quiet Zone project resulting in better utilization of resources.

Moved by Trustee Van Lankvelt, seconded by Trustee Van Lankveldt to move the Quiet Zone project from 2019 to 2020 and designed in house.

Ayes 6, Nays 0 – Motion Carried

Commission/Committee Appointments

- President Vanden Berg appointed the following:
- Todd Bruyette and Jason Leicht— Sexual Offender Registry Board
- Ben Schultz—Design Review Board
- Lisa Remiker-Dewall—Fox Cities Room Tax Commission
- Mark Verhagen—Fire Commission

Moved by Trustee Elrick, seconded by Trustee Van Lankveldt to Approve the Commission/Committee Appointments as presented

Ayes 6, Nays 0 – Motion Carried

Discussion—St. John’s and Pine Street

Administrator Fenlon advised the Board that staff met with St. John’s Parish leaders regarding Pine Street. This information is provided for review and will be brought back before the board for formal action in early June.

Action—Adopt Resolution No. 11, Series 2019 ETF Health Insurance

Moved by Trustee Elrick, seconded by Trustee Smith to Adopt Resolution No. 11, Series 2019 ETF Health Insurance

Ayes 6, Nays 0 – Motion Carried

Discussion—Outagamie County Sirens and Correspondence

Administrator Fenlon provided information for discussion and direction on the emergency sirens due to the county asking for a decision on taking ownership by August 15, 2019. Staff is recommending the Village of Little Chute take ownership of the siren operation. The cost when averaged over the lifecycle of a siren is less than \$2000.00 annually.

Disbursement List

Moved by Trustee Peerenboom, seconded by Trustee Van Lankveldt to Approve the 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 Agendas

None

Closed Session:

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. *Library Negotiations*

Moved by Trustee Smith, seconded by Trustee Van Lankvelt to enter into closed session

Ayes 6, Nays 0 – Motion Carried

Return to Open Session

Moved by Trustee Peerenboom, seconded by Trustee Peterson to exit closed session

Ayes 6, Nays 0 – Motion Carried

Adjournment

Moved by Trustee Peerenboom, seconded by Trustee Peterson to Adjourn the Regular Board

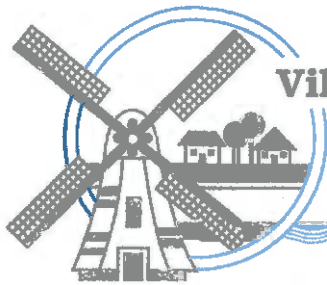
Meeting at 7:45 p.m.

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

PERMIT FEE \$25.00

pd. \$25.00
Check

SPECIAL EVENT PERMIT APPLICATION

➔ **Special event permit applications must be submitted at least 3 months prior to proposed event.**

This application is a request for a special event. Please refer to the checklist to see if you will need to contact other departments regarding your event. When requesting use of a facility please be very specific. Use exact dates, times, shelters, parks, streets, and areas. Doing so will help avoid delays in processing your request. Please call (920) 788-7380 ext. 204 with questions regarding this special event permit.

Event sponsor: Sperings Cancer foundation

Event name: Rock Cancer

Check one: Parade Run/Walk Festival Tournament Other

Dates needed: 8-16 - 8-17-18 2019

Times needed: Noon - All day - AM
(Please include beginning and end times, if different times are needed on different dates please specify.)

Parks, shelters, open space needed: All

Will you be requesting street closure or use of street right of way? _____ If so, what streets (submit mapped route and/or area requested)?
No parking sign on one side per LCPD

Will tents or other temporary structures be erected? Yes

Will you be having any kind of animals, performances or amusement rides? No

Will you be selling or serving alcohol? Yes Does your event include fireworks? No

Number of people attending: 5,000 Please be aware that portable toilets will be required if crowd size exceeds toilet capacity.

Other requests: _____

Indemnification Agreement

The applicant/organization shall indemnify, defend, and hold harmless the Village and its officers, officials, employees, and volunteers from and against any and all claims, damages, losses, and expenses arising out of the applied for activity/event except where caused by the sole negligence or willful misconduct of the Village. Applicant/Organization also understands and acknowledges that as required by the Village, liability insurance is the financial means to legally defend the Village and cover liability arising from the activity/event. I certify by my signature that I understand and agree to comply with this agreement and the insurance requirements and that I'm a qualified representative of my organization authorized to sign this agreement. I also certify the information is true and accurate.

Jim + Sue Sperings _____ Sue Sperings _____ 8.9.19
Sponsor Representative - Print Name Signature Date

Address 700 Harvest Trail

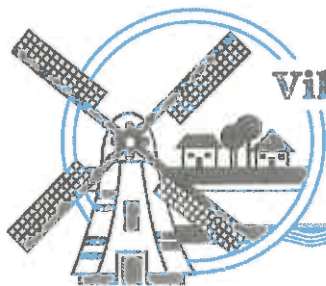
Work Phone 924-492-0603 Cell Phone 920 492 0603 Home Phone 920 788 7189

RETURN FORM AND \$25.00 PERMIT FEE TO: Village of Little Chute Clerk's Office, 108 W. Main Street, Little Chute, WI 54140

Date Received:

Amount Received:

Received By:



Village of

Little Chute

SPECIAL EVENT PERMIT

Rock 8-17-19 SCF
 Event Name Event Date(s) Event Sponsor

THIS AGREEMENT is intended to clarify the working relationship between the **Sponsor** of the special event and the **Village of Little Chute**. The **Sponsor** agrees to abide by the terms of this agreement, and all existing policies governing use of Village Facilities unless specifically noted in the AGREEMENT. All Village Departments involved in the event as well as the Village Board must approve this agreement.

PARK FACILITIES must be reserved by the **Sponsor** through the **Parks & Recreation Dept.** Payment is due at that time.

Use of **VILLAGE STREETS** for events such as festivals, parades, sales, block parties, walks and runs must be approved by the **Public Works Department** and/or **Police Department**. If the route or grounds extends beyond the Village of Little Chute limits, the **Sponsor** must contact authorities in those jurisdictions for approval. If the event requires street closures or re-routing of traffic, the **Sponsor** may be required to mail a notice to affected residences and businesses **PRIOR** to the Village Board meeting.

STAFF needed to run the event are the responsibility of the **Sponsor**, except where the **Village** determines that Village personnel are required. When the **Village** incurs additional expense, due to personnel working overtime, regular hours, setting up, or cleaning up, the cost (including fringes) will be charged to the **Sponsor**. Non-profit organizations may receive 50% cost support from the **Village**.

EQUIPMENT needed to run the event will be the responsibility of the **Sponsor**, except when Village equipment such as traffic barricades or cones are needed, then the **Public Works Department** and/or **Police Department** will determine use. The cost to repair or replace lost or damaged equipment will be charged to the **Sponsor**.

A **CERTIFICATE OF INSURANCE** covering the event must be provided by the **Sponsor** upon approval, naming the Village of Little Chute as an additional insured for \$1,000,000.00. All insurance requirements as stated must be followed.

An **INVOICE** detailing charges for Village services will be sent to the **Sponsor** following the event. Payment is due within 30 days of the date of the invoice.

NO CHANGES may be made by the sponsor, regarding items included in this AGREEMENT, unless written permission is attached to this document. Requests will be reviewed with direction given. When questions regarding this AGREEMENT arise, they should be directed to the appropriate Department. If questions arise during the event, and the Department representative is unavailable, the decision of Village Staff on duty shall prevail.

SPONSORS of special events must comply with all applicable Village ordinances, traffic rules, park rules, state health laws, fire codes, and liquor licensing regulations. Violations of these provisions will likely result in automatic denial of future requests for Special Event permits by the **Sponsor**.

The Village President, or designee, may cancel an event without prior notice for any condition affecting the public health or safety of the Village, or any condition that would place facilities, grounds, or other natural resources at risk of damage or destruction if the event were permitted to take place.

<u>Jim + Sue Spiering</u>	<u>Sue Spiering</u>	<u>8.9.19</u>
SPONSOR REPRESENTATIVE - PRINT	SIGNATURE	DATE
<u>700 Terrace St - trail</u>		
ADDRESS		
<u>920-492-0603</u>	<u>920 492 0603</u>	<u>920 788 7189</u>
WORK PHONE	CELL PHONE	HOME PHONE

Approved By Village Board		
VILLAGE REPRESENTATIVE - PRINT	SIGNATURE	DATE



Village of

Little Chute

SPECIAL EVENT PERMIT

PARKS & RECREATION

FACILITIES:	All Shelters at Doyle Park move all picnic table for all parks in Little Chute to be determined
EQUIPMENT:	
STAFF:	

PUBLIC WORKS/ TRAFFIC

STREETS:	No parking signs
EQUIPMENT:	
STAFF:	

POLICE

EQUIPMENT:	
STAFF:	

VENDING INFORMATION

SPONSOR ADDITIONAL RESPONSIBILITIES

VILLAGE COST ESTIMATES

NOTE: These are estimates. If the Village incurs additional costs as a result of providing services necessary for the above listed activity, the Sponsor will be required to cover those costs.

Facility Rental:	=	\$
Park Labor:	=	\$
Public Works Labor:	=	\$
Police Labor:	=	\$
Other Charges:	=	\$
TOTAL ESTIMATE:		\$

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: 3.8.19

Town Village City of Little Chute

County of Ontonagon

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
 A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 10:00AM and ending 12:00AM and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) → Bona fide Club Church Lodge/Society
 Chamber of Commerce or similar Civic or Trade Organization
 Veteran's Organization Fair Association

(a) Name Spierings Cancer Foundation

(b) Address 700 Harvest Trail
(Street) Town Village City

(c) Date organized Aug 17 2019

(d) If corporation, give date of incorporation 8. 2009

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Jim Spierings

Vice President Sue Spierings

Secretary Kathy Verhagen

Treasurer Craig Spierings

(g) Name and address of manager or person in charge of affair: Jim Spierings
700 Harvest Trail Appleton WI 54913

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Doyle Park Little Chute

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Rock Cancer

(b) Dates of event Aug 17 2019

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Rock Cancer - Spierings Cancer Found.
(Name of Organization)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk 3-9-19

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

VILLAGE OF LITTLE CHUTE

RESOLUTION NO. __, SERIES OF 2019

A RESOLUTION NOTIFYING OUTAGAMIE COUNTY OF THE VILLAGE OF LITTLE CHUTE'S INTENT ON TAKING OWNERSHIP OF THE COUNTY OUTDOOR WARNING SYSTEM.

WHEREAS, in early 2018, Outagamie County approached municipalities in the county to discuss transferring maintenance, ownership, and replacement as of 1/1/2020; and

WHEREAS, Outagamie County has adopted County Board Resolution 21-2018-2019 outlining the position of turning over these essential emergency management functions to local municipalities and the county has asked each municipality to identify the future of each local outdoor warning system; and

WHEREAS, there is no one medium of communication that can protect all residents all the time, outdoor warning sirens have historically been the most cost effective and could easily be coupled with the other means of communication to create a more robust and effective system; and

WHEREAS, utilizing technology and weather radios are great supplemental tools, the sirens are a vital component for some of our county's most vulnerable residents, particularly in light of the fact that the county and local municipalities have been making investments in outdoor recreational amenities that will draw diverse populations from across the region; and

WHEREAS, communities throughout the Midwest continue to rely and invest in sirens as one type of tool in enabling public agencies to notify large segments of the public during times of inclement weather, including larger metro areas like Dane County, WI and Nashville, TN; and

WHEREAS, the costs to operate, maintain, and acquire sirens, when averaged over the lifecycle, is less than \$2,000 per warning siren annually, and

WHEREAS, the decision to have 21 municipalities in Outagamie County individually determine if they should utilize a county wide system is an ineffective and inefficient policy that could have severe ramifications for all county residents and visitors to our communities.

NOW THEREFORE BE IT RESOLVED by the Village Board of Trustees that the for the safety considerations of our residents and visitors to our community, the Village of Little Chute will take ownership of the Outdoor Warning System located at Village Hall in Little Chute.

Introduced, approved and adopted: June 5th, 2019.

VILLAGE OF LITTLE CHUTE

By:

Mike Vanden Berg, Village President

Attest:

Laure Decker, Village Clerk