

## MINUTES OF THE REGULAR BOARD MEETING OF APRIL 1, 2020

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: John Elrick, Trustee  
Brian Van Lankveldt, Trustee  
David Peterson, Trustee  
Larry Van Lankvelt, Trustee  
Michael Vanden Berg, President  
Skip Smith, Trustee  
Bill Peerenboom, Trustee

### Roll call of Officers and Department Heads

PRESENT: James Fenlon, Village Administrator  
Captain Slotke, FVMPD  
Dave Kittel, Community Development Director  
Lisa Remiker-DeWall, Finance Director  
Kent Taylor, Director of Public Works  
Chris Murawski, Village Engineer  
Adam Breest, Director of Parks, Recreation and Forestry  
Tyler Claringbole, Village Attorney  
Steve Thiry, Library Director  
Mark Jansen, Fire Chief, Little Chute Fire Department

EXCUSED: Laurie Decker, Village Clerk

### Public Appearance for Items Not on the Agenda

None

### Consent Agenda

*Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items may be removed at the request of any Board Member or member of the public. Any removed items will be considered immediately following the motion to approve the other items.*

1. Minutes of Regular Board Meeting of March 04, 2020 (Removed by Trustee Peerenboom)
2. Minutes of Regular Board Meeting of March 18, 2020
3. Operator's License Approval: Amador, Julissa-Moasis Travel Plaza
4. Disbursement List

*Moved by Trustee Peterson, seconded by Trustee Smith to Approve Consent Agenda items as presented*

### Roll Call Vote:

Trustee Elrick	Aye
Trustee Peerenboom	Aye
Trustee L. Van Lankvelt	Aye
Trustee Peterson	Aye
Trustee Smith	Aye
Trustee B. Van Lankveldt	Aye
President Vanden Berg	Aye

Ayes 7, Nays 0 – Motion Carried

### Action—Resolutions

a) **Adopt Resolution No. 12, Series 2020 A Resolution Authorizing the Submittal of an Application to the**

**Community Development Investment (CDI) Grant Program for the Financial Assistance to Support the Development of a Downtown Hotel**

*Moved by Trustee Van Lankveldt, seconded by Trustee Peterson to Adopt Resolution No. 12, Series 2020  
A Resolution Authorizing the Submittal of an Application to the Community Development Investment (CDI) Grant Program for the Financial Assistance to Support the Development of a Downtown Hotel*

**Roll Call Vote:**

Trustee Elrick	Aye
Trustee Peerenboom	Aye
Trustee L. Van Lankvelt	Aye
Trustee Peterson	Aye
Trustee Smith	Aye
Trustee B. Van Lankveldt	Aye
President Vanden Berg	Aye

Ayes 7, Nays 0 – Motion Carried

**b) Adopt Resolution No. 13, Series 2020 A Resolution for Changing Polling Sites for April 7<sup>th</sup> Election**

*Moved by Trustee Elrick, seconded by Trustee Van Lankveldt to Adopt Resolution No. 13, Series 2020  
A Resolution for Changing Polling Sites for April 7<sup>th</sup> Election*

**Roll Call Vote:**

Trustee Elrick	Aye
Trustee Peerenboom	Aye
Trustee L. Van Lankvelt	Aye
Trustee Peterson	Aye
Trustee Smith	Aye
Trustee B. Van Lankveldt	Aye
President Vanden Berg	Aye

Ayes 7, Nays 0 – Motion Carried

**Action—Utility, Paving, Water Main and Quiet Zone Bids**

Director Murawski presented information on the bids received.

**Concrete**

**Roll Call Vote:**

Trustee Elrick	Aye
Trustee Peerenboom	Aye
Trustee L. Van Lankvelt	Aye
Trustee Peterson	Nay
Trustee Smith	Aye
Trustee B. Van Lankveldt	Aye
President Vanden Berg	Aye

*Moved by Trustee Elrick, seconded by Trustee Smith to Award Concrete to Vinton Company in the Amount of \$861,022.54 as presented*

Ayes 6, Nays 1 (Peterson) – Motion Carried

**Utility**

**Roll Call Vote:**

Trustee Elrick	Aye
Trustee Peerenboom	Aye
Trustee L. Van Lankvelt	Aye
Trustee Peterson	Aye
Trustee Smith	Aye
Trustee B. Van Lankveldt	Aye

President Vanden Berg      Aye

*Moved by Trustee Smith, seconded by Trustee Elrick to Award Utility to Hietpas and Sons in the Amount of \$1,041,766.84 as presented*

Ayes 7, Nays 0 – Motion Carried

**Moasis Water**

**Roll Call Vote:**

Trustee Elrick	Aye
Trustee Peerenboom	Aye
Trustee L. Van Lankvelt	Aye
Trustee Peterson	Aye
Trustee Smith	Aye
Trustee B. Van Lankveldt	Aye
President Vanden Berg	Aye

*Moved by Trustee Van Lankvelt, seconded by Trustee Smith to Award Moasis Water Main to Dorner Company in the Amount of \$577,511.90 as presented*

Ayes 7, Nays 0 – Motion Carried

**Quiet Zone**

**Roll Call Vote:**

Trustee Elrick	Aye
Trustee Peerenboom	Nay
Trustee L. Van Lankvelt	Aye
Trustee Peterson	Aye
Trustee Smith	Aye
Trustee B. Van Lankveldt	Aye
President Vanden Berg	Aye

*Moved by Trustee Elrick, seconded by Trustee Van Lankveldt to Award Railroad Quiet Zone to Vinton Company in the Amount of 373,550.70 as presented*

Ayes 6, Nays 1 (Peerenboom) – Motion Carried

**Potential Action—Hotel Development Agreement**

Administrator Fenlon presented a preliminary Development Agreement between the Village of Little Chute and Dutch Boyz Little Chute, LLC. Trustee Peerenboom wanted clarification on the 20% TID that is normally used for businesses creating employment; Administrator Fenlon advised that this project is for development downtown which would draw tourists to our area. Trustee Elrick asked if it was possible to get a façade agreement in place for Jet's Pizza to be improved before this agreement is signed. Administrator Fenlon asked that this condition be inserted in the agreement and a specific time frame as the hotel plans. Trustee Peerenboom asked if developer will be able to fund this without the grant, Administrator Fenlon advised that this also be put in the language of the agreement.

*Moved by Trustee Smith, seconded by Trustee Van Lankveldt to Approve the Hotel Development Agreement with the following stipulations*

- a) If the CDI Grant does not move forward it does not void this Agreement*
- b) Cleanup language with the CDI Grant*
- c) Façade renovation for Jet's Pizza be enacted at the same time as the Hotel Façade*

**Roll Call Vote:**

Trustee Elrick	Aye
Trustee Peerenboom	Nay
Trustee L. Van Lankvelt	Aye
Trustee Peterson	Aye
Trustee Smith	Aye
Trustee B. Van Lankveldt	Aye
President Vanden Berg	Aye

Ayes 6, Nays 1 – Motion Carried

### **Discussion—Previous Board Trustee Resolution Pay**

Administrator Fenlon went over the Action for Board Trustee compensation on a motion that had failed to pass by a three-quarter vote. Administrator Fenlon asked that an Ordinance be created related to the simple majority vote. Attorney Claringbole advised that changes can be made by a simple majority vote, it would not need to be a three-quarter vote. Administrator Fenlon advised an Ordinance will be drafted to establish a baseline for Trustee Salaries.

### **Discussion/Action—Work from Home Policy**

Administrator Fenlon presented a new draft policy for working from home.

*Moved by Trustee Van Lankvelt, seconded by Trustee Smith to Approve the Work from Home Policy as presented*

### **Roll Call Vote:**

Trustee Elrick	Aye
Trustee Peerenboom	Aye
Trustee L. Van Lankvelt	Aye
Trustee Peterson	Aye
Trustee Smith	Aye
Trustee B. Van Lankveldt	Aye
President Vanden Berg	Aye

Ayes 7, Nays 0 – Motion Carried

### **Discussion/Action—FMLA Sick Leave Policy Related to COVID-19**

Administrator Fenlon went over the Families First Coronavirus Response Act and New Village of Little Chute Policies in Response to the Federal Legislation. The benefits available under this policy will be in effect beginning April 2, 2020 and sunset on December 31, 2020.

*Moved by Trustee Elrick, seconded by Trustee Smith to Approve the FMLA Sick Leave Policy as presented*

### **Roll Call Vote:**

Trustee Elrick	Aye
Trustee Peerenboom	Aye
Trustee L. Van Lankvelt	Aye
Trustee Peterson	Aye
Trustee Smith	Aye
Trustee B. Van Lankveldt	Aye
President Vanden Berg	Aye

Ayes 7, Nays 0 – Motion Carried

### **Discussion—Cheesefest**

Administrator Fenlon went over the receipt for the Special Event Permit for Cheesefest and advised the Board that Cheesefest is looking for direction on potentially approving the permit with the condition that the stay at home orders are lifted. Trustee Peterson asked if the Board can approve it with date to be determined. The Board decided this will be moved to April 15, 2020 Board Meeting.

(Trustee Peterson exited the Regular Board Meeting at 8:14)

### **Department and Officers Progress Reports**

Departments and Officers provided progress reports to the Board

### **Call for Unfinished Business**

None

**Items for Future Agenda**

None

**Adjournment**

*Moved by Trustee Smith, seconded by Trustee Van Lankveldt to Adjourn the Regular Board Meeting at 8:54 p.m.*

Ayes 6, Nays 0 – Motion Carried

**VILLAGE OF LITTLE CHUTE**

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

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