

MINUTES OF THE REGULAR BOARD MEETING OF MAY 20, 2020

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

Roll call of Trustees

PRESENT: Michael Vanden Berg, President
James Hietpas, Trustee
Brian Van Lankveldt, Trustee
Don Van Deurzen, Trustee
Larry Van Lankveldt, Trustee
Skip Smith, Trustee
Bill Peerenboom, Trustee

Roll call of Officers and Department Heads

PRESENT: James Fenlon, Village Administrator
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
Laurie Decker, Village Clerk
Mark Jansen, Fire Chief
Dan Meister, Fox Valley Metro Police Chief
Krisztina Dommer, CPA, KerberRose
EXCUSED: Steve Thiry, Library Director
Tyler Claringbole, Village Attorney

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 May 6, 2020
2. Disbursement List

Moved by Trustee Smith, seconded by Trustee B. Van Lankveldt to Approve the Consent Agenda as presented

Roll Call Vote

Trustee B. Van Lankveldt	Aye
Trustee Smith	Aye
Trustee Van Deurzen	Aye
Trustee Peerenboom	Aye
Trustee L. Van Lankveldt	Aye
Trustee Hietpas	Aye
President Vanden Berg	Aye

Ayes 7, Nays 0 – Motion Carried

Other Informational Items—April Fire Monthly Report and April Report

Presentation—KerberRose 2019 Comprehensive Annual Financial Report

Krisztina Dommer, CPA, KerberRose gave a presentation on the 2019 Comprehensive Annual Financial Report. Trustee Van Lankvelt thanked KerberRose and the staff of the Finance Department for all their work.

Presentation—2018 Certificate Achievement for Excellence in Financial Reporting

Administrator Fenlon went over the Certificate of Achievement for Excellence in Financial Reporting presented by the Government Finance Officers Association (GFOA). President Vanden Berg congratulated the team.

Discussion—Puppy Mill for Laboratory Testing Ordinance

Administrator Fenlon introduced Officer Oster to explain an ordinance request that would adopt the prohibition of the breeding or possession of cats or dogs for research or experimentation within the Village of Little Chute and the Village of Kimberly. Trustee Van Lankvelt asked if this ordinance could include all types of animals; Officer Oster replied that the Village could expand this to all animals and felt it would be a great idea. President Vanden Berg agreed that our ordinance should expand this to include all animals. An ordinance will be presented at a future board meeting.

Discussion—Operator License Ordinance Amendment

Clerk Decker presented a request for an Ordinance Amendment after a new bill was signed into law by the Governor on March 4, 2020. This ordinance would allow the clerk, after a background check is completed by FVMPD to issue the operator licenses without Board approval. Trustee Peerenboom stated he thought this is a great idea and President Vanden Berg agreed.

Discussion/Action—2020 Pool Operation

Director Breest explained the documents attached for three options in opening Doyle Pool this summer. Director Breest and staff are recommending option #1, which would open the pool June 7th with limited attendance and re-evaluate in July. Trustee Smith agrees with option #1 and to follow the CDC guidelines. Ms. Fox asked if the pool bathroom and changing room would be open; Director Breest said yes if the pool is open. Trustee Van Lankvelt asked about sanitizing the slide; Director Breest advised the slide itself has running chlorinated water so only the handrails and bar above the slide could be sanitized. Trustee Van Lankvelt felt the June opening is fine but thought the slide should stay closed. Administrator Fenlon agreed that the main focus should be the pool, the concession and slide could be evaluated according to CDC guidelines and the safety of the staff. Trustee Hietpas asked about Option #2, why would the pool not be open the 4th of July week and chose opening July 5th. Director Breest advised that the 4th of July week has been slower due to vacations, etc. Trustee Van Lankvelt stated a lot depends on the weather. Trustee Smith reiterated again that he feels the pool should open as soon as possible with restrictions and adjust as needed. Trustee B. Van Lankveldt asked if there were any figures on the hourly attendance in the pool, also could the people that come bring their own chairs so staff would not have to clean chairs. Director Breest does not have hourly figures but felt maybe looking at people bringing their own chairs. Trustee Smith wondered if there are masks and sanitizers available that the pool could open in June, and Director Breest said they have checked with vendors and felt they could get supplies needed by June 1st, 2020. Trustee Van Deurzen asked about the chlorine and the virus and Director Breest checked with the CDC website and they recommended 1 and 2 per million and the Village of Little Chute does at least this. Trustee Peerenboom stated that the Board should look at option 1 or 3 and that Director Breest should have authority to adjust as needed.

Moved by Trustee Peerenboom, seconded by Trustee Smith to open the pool as stated in option #1 with Director Breest being able to adjust rules as needed and according to CDC guidelines.

Roll Call Vote

Trustee Smith	Aye
Trustee Van Deurzen	Aye
Trustee Peerenboom	Aye
Trustee L. Van Lankvelt	Aye

Trustee Hietpas	Aye
President Vanden Berg	Aye
Trustee B. Van Lankveldt	Aye

Ayes 7, Nays 0 – Motion Carried

Discussion/Action—2020 Recreation Operations

Director Breest went over two options for opening Summer Recreation Programs. The first option states opening Monday, July 6, 2020 and option two would be to cancel all programs through August. Director Breest would advise that if programs open it would be limited to 50 people, including staff. Trustee Smith suggested letting Director Breest run his department as needed with the suggested parental waiver and following CDC guidelines. Trustee B. Van Lankveldt asked what the summer help was feeling as far as safety, etc., Director Breest stated that most of the staff he has heard from still want to work at the Village of Little Chute. Trustee B. Van Lankveldt asked about what would happen if there are more than 50 people gathering for a baseball game, etc., Chief Meister said they would have the ability to enforce the rules but felt it should be up to the club putting on the event to monitor. Mr. Phil Wegman from the Diamond Club advised they sent a letter to the parents and the new rules they will have to conform to and there was only one family that requested a refund due to traveling.

Moved by Trustee Peerenboom, seconded by Trustee L. Van Lankveldt to proceed option #1 and start the youth programs immediately with giving Director Breest the flexibility to change or adjust as needed.

Roll Call Vote

Trustee Van Deurzen	Aye
Trustee Peerenboom	Aye
Trustee L. Van Lankveldt	Aye
Trustee Hietpas	Aye
President Vanden Berg	Aye
Trustee B. Van Lankveldt	Aye
Trustee Smith	Aye

Ayes 7, Nays 0 – Motion Carried

Discussion/Action—2020 Village Market

Administrator Fenlon advised the board that staff is recommending postponing efforts to reestablish a Village Market until 2021.

Moved by Trustee L. Van Lankveldt, seconded by Trustee Smith to postpone the Village Market until 2021

Roll Call Vote

Trustee Peerenboom	Aye
Trustee L. Van Lankveldt	Aye
Trustee Hietpas	Aye
President Vanden Berg	Aye
Trustee B. Van Lankveldt	Aye
Trustee Smith	(phone issues)
Trustee Van Deurzen	Aye

Ayes 6, Nays 0 – Motion Carried

Discussion/Action—2020 Summer Event

Administrator Fenlon advised the board that staff is recommending postponing efforts to create a new downtown summer event until 2021

Moved by Trustee L. Van Lankveldt, seconded by Trustee Van Deurzen to postpone efforts to create a new downtown summer event until 2021

Roll Call Vote

Trustee L. Van Lankvelt	Aye
Trustee Hietpas	Aye
President Vanden Berg	Aye
Trustee B. Van Lankveldt	Aye
Trustee Smith	Aye
Trustee Van Deurzen	Aye
Trustee Peerenboom	Aye

Ayes 7, Nays 0 – Motion Carried

Discussion—Restated Special Assessment Policy

Administrator Fenlon provided for discussion and feedback regarding restated special assessment policy to clarify details. The formal restatement and resolution will be brought to the board in June.

Discussion/Possible Action—Safer at Home Extension

Chief Meister gave an overview of the State Safer at Home Extension that was rescinded. Administrator Fenlon went over the suggestions for opening the Village of Little Chute and Fox Valley Metro Lobby. The Civic Center and Community Hall rentals will be suspended through the month of June and staff will revisit sometime in June to make the decision for July. Administrator Fenlon advised Special Event Permit was requested by the American Legion to hold a ceremony on the Windmill Plaza.

Moved by Trustee Smith, seconded by Trustee Peerenboom to allow Administrator Fenlon to open the Village as presented

Roll Call Vote

Trustee Hietpas	Aye
President Vanden Berg	Aye
Trustee B. Van Lankveldt	Aye
Trustee Smith	Aye
Trustee Van Deurzen	Aye
Trustee Peerenboom	Aye
Trustee L. Van Lankvelt	Aye

Ayes 7, Nays 0 – Motion Carried

Moved by Trustee L. Van Lankvelt, seconded by Trustee Van Deurzen to Approve the Special Event Permit for the American Legion as presented

Roll Call Vote

President Vanden Berg	Aye
Trustee B. Van Lankveldt	Aye
Trustee Smith	Aye
Trustee Van Deurzen	Aye
Trustee Peerenboom	Aye
Trustee L. Van Lankvelt	Aye
Trustee Hietpas	Aye

Ayes 7, Nays 0 – Motion Carried

Action—Resolutions:

a) Adopt Resolution No. 16, Series 2020 A Resolution Approving the Final Plat for Maria Estates, In the Villages Extraterritorial Jurisdiction

Moved by Trustee Peerenboom, seconded by Trustee L. Van Lankvelt to Adopt Resolution No. 16, Series 2020 A Resolution Approving the Final Plat for Maria Estates, In the Villages Extraterritorial Jurisdiction

Roll Call Vote

Trustee B. Van Lankveldt	Aye
Trustee Smith	Aye
Trustee Van Deurzen	Aye
Trustee L. Van Lankvelt	Aye
Trustee Hietpas	Aye
President Vanden Berg	Aye
Trustee Peerenboom	Aye

Ayes 7, Nays 0 – Motion Carried

b) Adopt Resolution No. 17, Series 2020 A Resolution to Combine 7 Lots for Gerald G. Van Dyn Hoven (Dutch Boyz, LLC CSM)*Moved by Trustee Van Lankveldt, seconded by Trustee Smith to Adopt Resolution No. 17, Series 2020 A Resolution to Combine 7 Lots for Gerald G. Van Dyn Hoven (Dutch Boyz, LLC CSM)***Roll Call Vote**

Trustee Smith	Aye
Trustee Van Deurzen	Nay
Trustee Peerenboom	Aye
Trustee L. Van Lankvelt	Aye
Trustee Hietpas	Aye
President Vanden Berg	Aye
Trustee B. Van Lankveldt	Aye

Ayes 6, Nays 1 (Van Deurzen) – Motion Carried

c) Adopt Resolution No. 18, Series 2020 A Resolution to Approve a CSM Combining Lot 10 and Part of Lot 13 for St. Johns Nepomucene Parish*Moved by Trustee Peerenboom, seconded by Trustee B. Van Lankveldt to Adopt Resolution No. 18, Series 2020 A Resolution to Approve a CSM Combining Lot 10 and Part of Lot 13 for St. Johns Nepomucene Parish***Roll Call Vote**

Trustee Van Deurzen	Aye
Trustee Peerenboom	Aye
Trustee L. Van Lankvelt	Aye
Trustee Hietpas	Aye
President Vanden Berg	Aye
Trustee B. Van Lankveldt	Aye
Trustee Smith	Aye

Ayes 7, Nays 0 – Motion Carried

Action—Appoint Lisa Remiker-DeWall to the Room Tax Commission*Moved by Trustee Smith, seconded by Trustee L. Van Lankveldt to Appoint Lisa Remiker-DeWall to the Room Tax Commission***Roll Call Vote**

Trustee Peerenboom	Aye
Trustee L. Van Lankvelt	Aye
Trustee Hietpas	Aye
President Vanden Berg	Aye
Trustee B. Van Lankveldt	Aye
Trustee Smith	Aye
Trustee Van Deurzen	Aye

Ayes 7, Nays 0 – Motion Carried

Department and Officers Progress Reports

Departments and Officers provided progress reports to the Board

Call for Unfinished Business

None

Items for Future Agenda

Trustee Van Lankvelt questioned parking on one side of street for Pierce and Johnson

Trustee Van Deurzen requested discussion on two travel lanes on roads as requested by a resident

Closed Sessions:

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. *Nestle Distribution Center, Homes of Evergreen Pond Development Agreement* of the Village of Little Chute, *Employment Agreement*

Moved by Trustee Peerenboom, seconded by Trustee Smith to enter into closed session

Roll Call Vote

Trustee L. Van Lankvelt	Aye
Trustee Hietpas	Aye
President Vanden Berg	Aye
Trustee B. Van Lankveldt	Aye
Trustee Smith	Aye
Trustee Van Deurzen	Aye
Trustee Peerenboom	Aye

Ayes 7, Nays 0 – Motion Carried

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

Moved by Trustee Peerenboom, seconded by Trustee Smith to enter into closed session

Roll Call Vote

Trustee Peerenboom	Aye
Trustee L. Van Lankvelt	Aye
Trustee Hietpas	Aye
President Vanden Berg	Aye
Trustee B. Van Lankveldt	Aye
Trustee Smith	Aye
Trustee Van Deurzen	Aye

Ayes 7, Nays 0 – Motion Carried

Return to Open Session

Moved by Trustee Peerenboom, seconded by Trustee L. Van Lankvelt to exit closed session

Ayes 7, Nays 0 – Motion Carried

Potential Action—Development Agreement for Homes of Evergreen Pond

No Action Taken

Adjournment

Moved by Trustee Peerenboom, seconded by Trustee B. Van Lankveldt to Adjourn the Regular Board Meeting at 10:22 p.m.

Ayes 7, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE

Attest: Laurie Decker
Laurie Decker, Village Clerk

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