

## MINUTES OF THE REGULAR BOARD MEETING OF JANUARY 6, 2010

The Regular Board meeting was called to order at 6:00 p.m. by Charles Fischer, Village President.

### **Invocation**

President Fischer called for a moment of silence.

### **Pledge Allegiance to the Flag**

President Fischer led members in the reciting of the Pledge of Allegiance.

### **Roll call of Trustees**

PRESENT: Charles Fischer, Village President  
John Elrick, Trustee  
Jason Leicht, Trustee  
Skip Smith, Trustee  
Steve Ransbottom, Trustee  
Don Van Deurzen, Trustee

EXCUSED: Janet Verstegen, Trustee

### **Roll Call of Officers and Department Heads**

PRESENT: Charles Kell, Village Administrator  
Dale Haug, Finance Director  
Erik Misselt, Police Chief  
Tom Flick, Director of Parks, Recreation, and Forestry  
Jim Moes, Community Development Director  
Roy Van Gheem, Director of Public Works  
Charles Koehler, Village Attorney  
Vicki Schneider, Village Clerk

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

Matt Brockman, 703 Monroe St., stated he had received a warning about parking on his front lawn.

Mr. Brockman explained the parking situation in the duplex he owns and resides at and stated the driveway and garage do not allow enough space for parking for all of the residents at the property. Mr. Brockman asked if a two month permit could be granted to him for parking a truck on the side of the driveway in the grass.

J. Moes stated the Board cannot grant a variance and the Village code that was recently adopted concerning parking on lawns would have to be amended. J. Moes recommended that Mr. Brockman plow in back of the garage or pave the side portion in asphalt or concrete to provide for additional parking areas and he also stated that he believes there is enough room in the driveway for all of the vehicles at the residences but it is a matter of convenience and not wanting to move vehicles around. Mr. Brockman stated he is already using the back area of the garage for parking but additional space is still needed. Trustee Leicht recommended that Mr. Brockman attend the next meeting as this will give Board members time to take a look at his property and come up with a solution.

### **Approval of Minutes**

*Regular Board Meeting Minutes – December 16, 2009*

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to approve the Regular Board Minutes of December 16, 2009.*

Ayes 6, Nay 0-Motion Carried

### **Report of Other Minutes – Other Informational Items**

Park Planning Committee Meeting Minutes-Sep 14, 2009

Fox Valley Metro Activity report-October 2009

Police School Liaison Monthly Report-November 2009

Board members noted receipt of the above items.

**Action- Draw Candidates Names for Ballot Placement for April 6 election-Village Trustees and Municipal Judge**

Village Attorney Charles Koehler drew the candidates' names for ballot placement order.

Village Trustees

1. Dale Skip Smith (incumbent)
2. Tammy Frassetto
3. Jason Leicht (incumbent)
4. Daniel Mahlik
5. James W. Hietpas
6. Steven E. Ransbottom (incumbent)

Municipal Judge

1. David Peterson
2. Sue A. Hammen (incumbent)

**Motion: Reaffirm Resolution No.28, Series of 2009-Preliminary Assessment/Hookup Fee for New Storm Sewer for Evergreen Pond**

C. Kell commented he was acting on the advice of Attorney Koehler to have the Board reaffirm the adoption of Resolution No. 28, Series of 2009.

*Moved by Trustee Ransbottom, seconded by Trustee Smith to reaffirm Preliminary Assessment/Hookup Fee for New Storm Sewer for Evergreen Pond Resolution No. 28, Series of 2009, A preliminary assessment/hookup fee resolution declaring intent to exercise special assessment powers under chapter(s) 61.36 and as applicable 66.0701, 66.0703, and 66.0907, of the Wisconsin Statutes and Village Ordinances, as amended from time to time.*

Ayes 6, Nay 0 – Motion Carried

Trustee Van Deurzen question whether the Village should think about reimbursing the landowner (Mr. De Bruin) for his attorney fees as he was advised by the Village to have his attorney draw up an agreement. Board members suggested bringing the issue up under Items for Future agendas.

**Action – Approve Kaukauna Utilities 2010 Billing Agreement**

*Moved by Trustee Ransbottom, seconded by Trustee Leicht to approve the Kaukauna Utilities 2010 Billing Agreement.*

Further Discussion: Trustee Van Deurzen inquired as to what other options are available. D. Haug commented that the option of in-house billing had been looked at in the past and the billing agreement with Kaukauna Utilities was determined to be the most cost effective option for the Village's utility billing.

Ayes 6, Nay 0 – Motion Carried

**Discussion/Possible Action on Establishing Village E-Mail Accounts for Village Trustees**

President Fischer asked C. Kell if there could be potential problems in relation to open meeting laws if Trustees were provided Village e-mail accounts. C. Kell noted if e-mail was used appropriately he did not see any problems. The purpose of going to a Village e-mail account is to make it more uniform for residents to contact Trustees and it presents a more professional image. Village resident Andy Sanders inquired if there would be reports given at future meetings of e-mails that were passed between residents and Trustees. President Fischer stated that currently he does not report on every e-mail he receives. Trustee Ransbottom commented that an e-mail was a personal contact between him and the sender and he would not bring it up unless requested by the sender. Trustee Elrick commented that e-mail correspondence is currently not reported and he did not think having a Village e-mail account would change that. C. Kell stated that most issues that are brought to his attention from Trustees are then passed on to the respective Village Department for action.

Trustee Smith stated that there are too many emails to discuss them individually and if there are similar issues brought up by residents then the Board will discuss the issue on the Board floor.

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to Establish Village E-mail Accounts for Village Trustees.*

Further Discussion: Trustee Leicht inquired if e-mail accounts would take affect now or wait until after the election or until the next newsletter comes out. C. Kell commented there would be no problem with the change taking place at this time. President Fischer stated it would still be possible for residents to contact Trustees through their normal e-mail accounts. C. Kell stated that at this time the cost is minor because the Village currently has available licenses but there may be a cost in the future if additional staff is hired and the current estimated cost is \$180 per email account license.

Vote on the Motion: Ayes 6, Nay 0 – Motion Carried

### **Operator's Licenses:**

*Jason A. Rueden      231 W. 12<sup>th</sup> St.      Kaukauna      Express*

*Move by Trustee Leicht, seconded by Trustee Van Deurzen to approve the Operator's License as listed.*

Ayes 6, Nay 0 – Motion Carried

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

Chief Misselt updated the Board on the hiring process for an officer's replacement and stated they are down to six candidates and the candidates will meet with the Police Commission on January 12. D. Haug stated tax collections are down in comparison to previous years which may be another sign of the current economy. D Haug commented he was in the process of finalizing the information about the sanitary fee increase and storm water fee decrease proposals for review at next week's meeting. D. Haug stated he is also working on a proposal to establish a sanitation fee but that proposal may not be ready for review at next week's meeting. D. Haug commented the Village has applied for a Clean Water Fund Loan and grants to offset the cost of the three ponds the Village needs to construct and the grant would lower the cost for the Village's share from one million to \$400,000. C. Kell confirmed that Kraft has sold the LC plant to Nestle and he publically thanked Mike Spence from Kraft for personally contacting the Village about the sale. C. Kell stated that next week there will be an agenda item for Vinton Construction Reps to appear and to state their position and proposal concerning the problems with the Village's concrete streets. C. Kell stated there would be a closed session listed on next week's agenda to consider the Vinton proposal. C. Kell stated he handed out the proposal for an advertising sign for the Hietpas/De Bruin and the review to consider approval of the sign will be on the agenda of next week's Plan Commission meeting. C. Kell noted he had a meeting with Van Dyn Hoven Development representatives and they are wrapping up issues with the project and it would be ready for final board action in Jan/Feb. C. Kell stated he is planning a closed session for next week to work out details of the Van Dyn Hoven Development Agreement. J. Moes – no report. T. Flick noted the Deer Culling ended Dec. 20 and 18 permits had been issued and 10 deer were culled. T. Flick stated public perception of the culling program was positive. T. Flick stated a survey would go out to the deer hunters and information from the survey will be brought to the Board for review. Village Resident Dan Mahlik questioned why it is necessary for a closed session to discuss the financial issues of the Van Dyn Hoven project. Mr. Mahlik stated that when you're dealing with taxpayer's money it should be open to the public. C. Kell stated that basically all developer agreements are discussed in closed session because of the sensitive nature and there will not be any votes taken during a closed session and the agreement will be brought into open session before being acted on and the public can comment at that time. T. Flick continued his report stating he has been in contact with the local ball clubs and there are looking at taking over running the Cub league. T. Flick stated this takeover would mean a cost savings for the Village and the Village will be moving forward with this change if the Board supports the change. Trustee Leicht questioned the increased cost for participants in these clubs compared to the Recreation Department fees. Trustee Elrick stated that from the Baseball Club's standpoint, no child would be turned away from playing a sport because of financial reasons. R. Van Gheem reported on the status of the Evergreen Pond project and commented that the Department continues to work on snow

clean up. R. Van Gheem stated the Department has applied for more grants for future projects. V. Schneider reminded Board members of the Recognition Dinner and commented on the information she provided about the action the GAB is taking on absentee voting procedure recommendations. Attorney Koehler commented that it is normal process for opposing parties in a court issue to pay their own attorney fees. Attorney Koehler also commented that State legislation allows for closed sessions for bargaining which includes contract negotiations like Developer Agreements and the State recognizes that in order for a municipality to get the best deal for its people, they need to come up with a bargaining strategy in private.

**Disbursement List**

*Moved by Trustee Van Deurzen, seconded by Trustee Leicht to Approve the Disbursement List as Presented and Authorize the Finance Director to draw from the Respective Funds.*

Ayes 6, Nay 0 – Motion Carried

**Call for Unfinished Business**

None

**Items for Future Agenda**

D. Haug stated he would like to have the Clean Water Fund Loan Resolution placed on next week’s agenda so the loan schedule can be met. Board members agreed to place the item on next week’s agenda.

**Adjournment**

*Moved by Trustee Van Deurzen, seconded by Trustee Leicht to Adjourn the Regular Board meeting at 6:43 p.m.*

Ayes 6, Nay 0 – Motion Carried

**VILLAGE OF LITTLE CHUTE**

By: \_\_\_\_\_  
Charles Fischer, Village President

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Attest: Vicki Schneider, Village Clerk