

## **MINUTES OF THE REGULAR BOARD MEETING OF FEBRUARY 1, 2012**

The Regular Board meeting was called to order at 6:00 p.m. by Michael Vanden Berg, Village President

### **Invocation**

### **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  
Bob Berken, Trustee  
Tammy Frassetto, Trustee  
James Hietpas, Trustee  
Dan Mahlik, Trustee  
Bill Peerenboom, Trustee  
Skip Smith, Trustee

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

PRESENT: Charles Kell, Village Administrator  
Tom Flick, Director of Parks, Recreation, and Forestry  
Teri Matheny, Finance Director  
Jim Moes, Community Development Director  
Scott Lund, Police Captain  
Roy Van Gheem, Public Works Director  
Beth Carpenter, Library Director  
Charles Koehler, Village Attorney  
Sandy Berkers, Deputy Clerk

EXCUSED: Vicki Schneider, Village Clerk

OTHERS PRESENT: Nick Vande Hey- McMahon & Associates, Interested Citizens, and Media Reps

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

Don De Groot stated that he was in support of straightening the intersection of Main Street and Vandenbroek Street. Don De Groot also thanked Trustee Berken for taking the time to watch the Crossing Guard at the intersection of Main St. and Vandenbroek St. and he commented on how difficult that intersection can be for traffic.

### **Approval of Minutes**

Regular Board Meeting Minutes – January 18, 2012

Committee of the Whole Minutes – January 25, 2012

*Moved by Trustee Frassetto, seconded by Trustee Mahlik to approve the Regular Board Minutes of January 18, 2012 and the Committee of the Whole Minutes of January 25, 2012 as presented.*

Ayes 7, Nays 0-Motion Carried Unanimously

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

*Minutes of the Joint Library Board Meeting – December 20, 2011*

Board members noted receipt of informational items

### **Resolution:**

### **Authorizing the Sale of Real Estate Located at 320 W Lincoln Avenue**

*Moved by Trustee Frassetto, seconded by Trustee Berken to Adopt Resolution No. 4, Series of 2012, Authorizing the Sale of Real Estate Located at 320 W. Lincoln Avenue.*

Ayes 7, Nay 0 – Motion Carried Unanimously

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

None

## Department and Officers Progress Reports

T. Matheny reported that Capital Credit Union finished taking property taxes on January 31, 2012 and that the finance department will be taking taxes until February 7, 2012 and to date \$11.2 million has been collected in tax payments. C. Kell reported that on January 31, 2012 a Department Head meeting was held and that he handed out a draft of the employee handbook and that he asked Department Heads to get back to him with feedback in two weeks. C. Kell reported that some of the biggest issues that will need to be worked out are consistency in how Department Heads handle issues such as comp time, sick leave and vacation issues. C. Kell reported that he hired Steiro Appraisal to appraise the property the village is looking at for the potential pond at Heesakker Park and the cost of the appraisal is \$2000. C. Kell reported that the final development agreement has been sent to Poly Plex and awaiting their review. C. Kell reported that he received the Soils and Engineering Analysis on the Industrial Park property and that he handed out a boring location map on the property. C. Kell reported that he was in a mediation session with Fox Valley Metro Police Association and that contract differences were not worked out so the issues will now go to Arbitration and that there will be a joint Village Board Meeting with Kimberly, Combined Locks and Little Chute held on February 14, 2012. C. Kell reported that he received two petitions from residents on Buchanan Street regarding design and future construction of the street. J. Moes reported that he is continuing his work on 2012 property assessments, and that he is working with Leon Biesterveld who will be building a 5000 square foot industrial building on Bohm drive. T. Flick reported that the Chute-ing Stars competed at State last week and finished 3<sup>rd</sup> place. T. Flick reported that he attended the Wisconsin Arborists Association Conference and was brought up to speed on some issues. T. Flick reported that the Little Chute Baseball Club will be hosting a softball tournament in May to raise funds for the Club. T. Flick reported that he attended a Fox Cities Greenways meeting and that Little Chute Park and Rec was commended for their progress and future progress of the Parks Facilities. T. Flick reported that his department is wrapping up the Program book and it will be in the mail in early March. R. Van Gheem reported that Carl Van Gompel and Mike Jansen have announced that they plan to retire and asked the board to thank them for their contribution to the village. B. Carpenter reported that the Little Chute/Kimberly Library falls short in the Wisconsin Public Library Standards. B. Carpenter reported that Little Chute has become a major lender in the Crossover Lending and Borrowing Program and in turn that has increased the amount she borrows from other Libraries to meet the demands. B. Carpenter reported that since she started working for the village she has had a 44% turnover in staff and is having a difficult time establishing a stable staff. B. Carpenter reported that the Youth Services Librarian position will go from 30 hrs. per week to 40 hrs. per week with the Youth Services Librarian taking health insurance from the Village which she has not done in the past.

## Disbursement List

*Moved by Trustee Peerenboom, seconded by Trustee Mahlik to Approve the Vouchers with the exception of \$240. For 2012 Public Finance Seminar to be removed and authorize the Finance Director to pay all vendors.*

Ayes 7, Nays 0 – Motion Carried Unanimously

## Call for Unfinished Business

Trustee Hietpas questioned if the gas tanks were removed and cleaned up from the previous land owner at Main Street and Vandenbroek Street, R. Van Gheem stated that yes the property has a low enough level of contaminant that it is safe. Trustee Hietpas stated that he spoke with the principal at St. Johns regarding the bus line boundaries for the school and distributed a map of the school district.

## Items for Future Agendas

Trustee Peerenboom requested that a discussion on bikes lanes be put on a future agenda and possibly create a commission or committee to be in charge of decisions regarding bike lanes in the village. Trustee Peerenboom also requested that in light of Mr. Van Gheem's comments regarding staff retirements he would like to have Board discussion of possible reconfiguration or reorganization of village staff.

*Moved by Trustee Smith, seconded by Trustee Peerenboom to enter into Closed Session (6:42 p.m.)*

Ayes 7, Nays 0 – Motion Carried Unanimously

Staff and the Village Deputy Clerk were excused from the meeting at this time.

**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.

- 1) *Discussion of TIF Development Agreement for Project in Evergreen Development LC Project*
- 2) *Update on Purchase and Sale of Land in the Village Industrial Park*
- 3) *Update on Purchase of Land for Storm Water Pond at Heesakker Park*

*Moved by Trustee Peerenboom, seconded by Trustee Mahlik to exit Closed Session and return to Open Session. (7:55 p.m.)* Ayes 7, Nays 0 – Motion Carried Unanimously

### **Return to Open Session**

No action taken.

### **Adjournment**

*Moved by Trustee Peerenboom, seconded by Trustee Mahlik to Adjourn the Regular Board meeting at 7:55 p.m.* Ayes 7, Nays 0 - Motion Carried Unanimously

## **VILLAGE OF LITTLE CHUTE**

Attest: \_\_\_\_\_  
Sandy Berkers, Deputy Village Clerk

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