

## **MINUTES OF THE REGULAR BOARD MEETING OF JUNE 6, 2012**

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

### **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  
Bill Peerenboom, Trustee  
Skip Smith, Trustee  
Larry Van Lankvelt, Trustee (6:04pm)

### **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  
Erik Misselt, Police Chief  
Roy Van Gheem, Public Works Director  
Beth Carpenter, Library Director  
Charles Koehler, Village Attorney  
Vicki Schneider, Village Clerk

OTHERS PRESENT: Interested Citizens, Media Reps

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

None

### **Approval of Minutes**

Regular Board Meeting Minutes – May 16, 2012

Committee of the Whole Meeting Minutes – May 23, 2012

President Vanden Berg noted that a revised copy of the May 16 minutes was placed on Trustee's desks.

*Moved by Trustee Peerenboom, seconded by Trustee Berken to approve the Regular Board Meeting minutes of May 16, 2012 as corrected and presented tonight and the Committee of the Whole minutes of May 23, 2012 as presented.* Ayes 6, Nays 0 - Motion Carried Unanimously

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

*Minutes of the Plan Commission Meeting of April 9, 2012*

*Minutes of the Joint Library Board Meeting of April 17, 2012*

*Fox Valley Metro Police Dept. May and YTD Activity Reports*

Board members noted receipt of the informational items.

### **President's Appointments:**

Plan Commission – Steven Eggert – 3-year term

Water Commission – Mark Gloudemans – 2 year term

Plan Commission – Village Trustee Jim Hietpas

*Moved by Trustee Berken, seconded by Trustee Peerenboom to Approve the President's Appointments as recommended* Ayes 6, Nays 0 – Motion Carried Unanimously

### **Action to Approve Annual Liquor License Renewal Applications**

Clerk Schneider pointed out that three establishments have not yet complied with orders issued by the

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Building Inspector so the renewal licenses for those establishments will be presented at the next Regular Board meeting. Clerk Schneider noted that current liquor licenses expire on June 30. J. Moes stated that the M & M Bar has also not yet complied with orders for replacing a window at the establishment but he understands that the window has been ordered and he recommends approving the renewal license for M & M Bar but not authorize the Clerk to issue the license until the window has been replaced.

*Moved by Trustee Peerenboom, seconded by Trustee Smith to Approve the Liquor Licenses as presented and with the condition that M & M Bar has their window replaced before the June 30, 2012 expiration date of their current license.*

Ayes 7, Nays 0 – Motion Carried Unanimously

### **Action to Award Bid – 2012 Street Construction Project**

R. Van Gheem noted that the change order for Grant Street was also included with the information presented. R. Van Gheem stated that the bid is within the engineers estimate and is not over what was estimated and the low bidder is to be considered a responsible bidder. R. Van Gheem stated that the contractor likely came in with the lower bid because they are doing numerous other projects in the area including the State project in Kaukauna.

*Moved by Trustee Hietpas, seconded by Trustee Smith to award the bid to the qualified low bidder, LaLonde Contractors, Inc. of Milwaukee in the amount of \$830,803.39 and approve the change order for \$12,788.48.*

Ayes 7, Nays 0 – Motion Carried Unanimously

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

Lisa K. Appleton	525 E Maes St.	Kimberly	Up the Hill
Richard G. Berken	713 Jefferson St.	Little Chute	Valley Liquor
Todd K. Berken	915 S. Weimar St.	Appleton	LC Festivals
Tonya L. Garvey	N3913 Dublin Way	Freedom	Down the Hill
Lisa A. Janssen	1380 Wildenberg Dr.	Kaukauna	Rosehill Bar
Brenda J. Owens	1107N Durkee St.	Appleton	M & M Bar
James R. Saunders	1823 E. Bradley Ln.	Appleton	Moasis
Trudy J. Stoeger	1429 Northview Ave.	Little Chute	Up the Hill
Steven A. Zack	201 ½ W. 9 <sup>th</sup> St.	Kaukauna	Weenies Still

*Moved by Trustee Frassetto, seconded by Trustee Berken to Approve the Operator's License as presented.*

Ayes 7, Nays 0 – Motion Carried Unanimously

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

B. Carpenter reported that another staff member that was recently hired has resigned and she will be looking to the current pool of candidates to fill the position. B. Carpenter reported that the library would be closed on Thursday for the Windmill Lift as the parking lot and front entrance will be closed to the public. B. Carpenter also provided a report on the summer reading program noting that over 800 people are registered for the program and she invited Board members to join in the program and she reminded the Board on why the library puts so much time into the Summer Reading Program. Chief Misselt announced that Community Support Officer Jeff Steeber and Patrol Officer Jeremy Slotke were selected from within the Department to fill the two lieutenant positions and they will start in those positions on July 9 and the Department is in the process of replacing from within Department for the Community Support position. T. Matheny requested to be excused from the July 20<sup>th</sup> meeting as she will be attending the Annual Treasurers Conference. C. Kell reported on a request from the property owners at 1132 Garfield Ave. to vacate an easement for the location of a former sanitary sewer that had been abandoned by Public Works a number of years ago and he will be moving forward with processing a vacation of the easement and it will be brought to the Board at a future meeting for action. C. Kell reported that the Development Agreement with Evergreen L.C. Development and Premier L. C. Development is close to being finalized and they will be ready to present to the Board next week for action. C. Kell provided an update on the Police Union Contract Negotiations and the three Village Administrators met and they do not agree with the Union's recent offer and the Labor Attorney is recommending moving forward with arbitration process. C. Kell stated that he has a meeting scheduled with the WEDC staff in Madison to discuss how the State may help

with Nestlé's future plans. C. Kell reported that Nick Vande Hey of McMahon would be presenting a storm water report at the June 27<sup>th</sup> meeting and the Pine Street issue will also be on the June 27<sup>th</sup> agenda and he asked Board members to review the packet of information provided to them regarding the history of the Pine St. project. C. Kell provided an update and commented on the School District Boundary issue. Trustee Berken questioned the status of Poly Flex and Attorney Kohler responded that the three easement releases were recently received and he understands that all parties are waiting for Poly-Flex to finalize their financing and he will contact their Attorney in the morning. C. Kell stated that the Poly-Flex agreement will likely need to be amended as it had a December completion date. J. Moes updated the Board on the status of the negotiations regarding the sale of 325 W. Main St. J. Moes reported he is working with SMET Construction on plans for a daycare center in the HJT Business Park, with FOX Structures on building a storage shed for Simon's Cheese, and with L&B Cabinets as they are looking at expansion needs. J. Moes stated he is suggesting that the Village North lots be listed with a realtor and he also reported that permits are up about 25 - 30% and he is handling a lot of calls. T. Flick reported that Jim had given the ok today for the electric at the Pedestrian Bridge and it should be lit tonight and the bridge is unofficially opened for use and an official opening will be scheduled for mid to late June. T. Flick reported on a large tournament taking place next weekend and he reported that the pool has opened but the slide will not be open as a motor is in for repairs or possible replacement. T. Flick announced that the Fox Cities CVB has been awarded the Partnership Award from the Wisconsin Parks and Recreation Association. T. Flick stated that the Baseball Club has asked for permission to use the Village' groomer for weekly maintenance and they are agreeing to pay for any damage to the equipment or ball diamonds and they want to cost share on any future equipment replacements. T. Flick stated he did not see any issues with this agreement and he supports it and he asked for the Board to indicate if they supported this partnership. Attorney Koehler stated he would like to discuss this further with the Parks Director and he suggested that a waiver be signed. Trustee Frassetto stated she would support this partnership if Attorney Koehler's concerns are addressed. Trustee Peerenboom stated he was also in favor of the partnership. T. Flick stated he will work with Attorney Koehler to move forward with the partnership agreement. T. Flick reported that he had met with the Fox Locks Authority and they will tentatively start filling the canal this Friday. R. Van Gheem updated the Board on discussions he has had with the County on the pedestrian crossing on Hwy. OO and Freedom Rd. and he updated the Board on the status of current projects. R. Van Gheem reported that the Department has had some equipment issues with three refuse trucks and one may be down for a while but they are able to collect refuse but it may not be getting collected as quickly as it normally does. R. Van Gheem reported that Tim Paulson, a current DPW employee, has taken the Engineering Aid Position and he believes that Tim will be a valuable asset to the Department and they will be looking to the Board to discuss filling a laborer's position. Trustee Peerenboom question what agency is responsible for the railroad tracks on Depot St. as he has received numerous complaints and he asked the PW Director to contact the railroad. R. Van Gheem stated they have made contact and they will contact them again. Trustee Frassetto stated she had also had complaints about that railroad crossing. V. Schneider reminded the Board and staff that newsletter articles are due by Monday and she also reported on the Election results and thanked the Election Inspectors for doing a great job.

### **Disbursement List**

*Moved by Trustee Peerenboom, seconded by Trustee Berken to Approve the Vouchers and Authorize the Finance Director to pay all vendors.*

Ayes 7, Nays 0 – Motion Carried Unanimously

### **Call for Unfinished Business**

None

### **Items for Future Agendas**

T. Flick and Trustee Peerenboom commented on having a discussion at a future meeting on handling bike and pedestrian traffic from the Community Bridge to the Pedestrian Bridge.

President Vanden Berg asked the Public Works to prepare a report for next week's meeting on filling the laborers' position.

Trustee Van Lankvelt pointed out an error that referenced Trustee Mahlik instead of him in the May 23<sup>rd</sup> minutes and the Village Clerk stated she will correct them.

**Adjournment**

*Moved by Trustee Berken, seconded by Trustee Smith to Adjourn the Regular Board meeting at 6:48 p.m.* Ayes 7, Nays 0 - Motion Carried Unanimously

**VILLAGE OF LITTLE CHUTE**

Attest: \_\_\_\_\_  
Vicki Schneider, Village Clerk

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