

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF AUGUST 22, 2012

Call to Order

President Vanden Berg called the Committee of the Whole meeting to order at 6:00 p.m.

Roll Call

PRESENT: President Vanden Berg, Trustee Berken, Trustee Frassetto, Trustee Hietpas, Trustee Peerenboom, Trustee Smith, Trustee Van Lankvelt

ALSO PRESENT: C. Kell, J. Moes, R. Van Gheem, T. Matheny, S. Berkers, Joe Galarowicz (Kerber Rose), Interested Citizens, Media Reps

Public Appearance for Items not on the Agenda

None

Presentation by Kerber Rose – 2011 Comprehensive Annual Financial Report

Joe Galarowicz from Kerber Rose presented information about the 2011 Comprehensive Annual Financial Report (CAFR). Mr. Galarowicz noted that the CAFR is the highest level of reporting that a governmental entity can issue and that it has been submitted to the GFOA for consideration. Mr. Galarowicz stressed to the board that if you “read anything, read pages 10 to 25 of the Management’s Discussion and Analysis in the CAFR”. Mr. Galarowicz stated that the focus of government reporting is on major funds. Mr. Galarowicz went on to state that the Street Improvement fund was combined with the Debt Service fund for 2011 and a new major fund-Village North Development was created. Mr. Galarowicz reported that the GASB 54 had a big impact on the classification of funds for the Village for external reporting purposes. Mr. Galarowicz stated that entity-wide statements are full accrual similar to a commercial enterprise or the basis of accounting used by the utility funds and also there will be a new accounting standard going into effect for 2012 that will most likely result in combining or blending this component unit into the governmental activities column for 2012. Mr. Galarowicz stated that most of the debt for TID #3 is being refinanced and that closing TID #3 may be a viable option. Mr. Galarowicz stated that the management letter should be finished within the week and that it will include matters concerning monthly reconciliations of the balance sheet accounts, citations receivable, and a look at upgrading the accounting software due to its 10+ years of age. Trustee Smith questioned the date of closing TID #3 and T. Matheny stated that there was earlier discussion of doing a boundary adjustment on TID #3, but when the equalized numbers came up and the village’s equalized value had dropped it was then that the discussion on closing TID #3 began. T. Matheny stated that she is still looking into some options but at this time is unsure if TID #3 can be closed by May 15, 2013. Trustee Hietpas questioned Mr. Galarowicz if 9.9 million dollars of uninsured bank deposits was a concern. Mr. Galarowicz stated that it was not a concern for him because of the tax collections that come in prior to December 31. T. Matheny stated that she has looked into splitting some of the money up and having it collateralized and that the issue will be on a November agenda. Trustee Hietpas questioned the Village’s retirement pension being funded at 49% and wanted to know if it was within the industries standards. Mr. Galarowicz stated that he did not believe that there is an industry standard and that there are not a lot of these plans in existence. T. Matheny noted that the Fire Department has changed their provider for that pension benefit and that the Fire Department feels that the new provider will do a better job at administering that plan. T. Matheny went on to state that the amount the village is providing for the retirement pension will stay at that amount for some time because of the ages of the retirees.

Review and Approval of Amended Site Plan for Evergreen Estates (Premier) Development

J. Moes recommended approval subject to detailed utilities by himself and Director of Public Works Roy Van Gheem. Trustee Van Lankvelt questioned if any of the fire hydrants in the development would be private. J. Moes stated that they would be owned by Premier but maintained by the village and also noted that the development will have fire sprinklers in the buildings. C. Kell stated that this real estate transaction is due to close on Friday, August 24, 2012 and the condition of that closing is that both the

Amendment to the site plan and Amendment to Premier Little Chute, LLC/Village of Little Chute Development Agreement be approved by the Village Board prior to the closing.

Trustee Hietpas stated that he was concerned that the developer underestimated the costs of the development and that he was also concerned that the developer could come back and ask for more money in the future.

Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to approve the Amended Site Plan for Evergreen Estates (Premier) Development.

Ayes 7, Nays 0 – Motion Carried Unanimously

Approval of Amendment to Premier Little Chute, LLC/Village of Little Chute Purchase and Development Agreement to Increase Tax Incentive in Section 6.01 from \$1,339,320 to \$1,538,320 to Partially Reimburse the Developer for HOVMSD Sewer Connection Charges

C. Kell stated that he passed out the amended agreement that he received from Attorney Koehler updating the number of units called for in Phase 1 based on the new site plan and changed it to include 183 units which will supply an extra million or more in value based on the additional units. C. Kell went on to say that through negotiations with Pat Hietpas and Bob De Bruin he has an agreement that the public utilities and road base would be completed by September 30, 2012. C. Kell noted that the board had previously stated that the additional utilities be put in when the closing occurs and with the closing date set at August 24, 2012 the utilities would have until September 30, 2012 to be completed.

Moved by Trustee Van Lankvelt, Seconded by Trustee Smith to Approve Amendment to Premier Little Chute, LLC/Village of Little Chute Purchase and Development Agreement to Increase Tax Incentive in Section 6.01 from \$1,339,320 to \$1,538,320 to Partially Reimburse the Developer for HOVMSD Sewer Connection Charges.

Ayes 6, Nay 1(Hietpas) – Motion Carried

Report to Village Board by Community Development Director on Realtors Interested in Submitting Proposals to Market Village North Subdivision

J. Moes stated that he spoke with Joann at Mau Realty and they would be interested in giving a presentation to the board.

Unfinished Business

None

Items for Future Agenda

Board members agreed to listen to a ten minute Marketing Presentation from Mau Realty and have it put on the next week's agenda. J. Moes stated that he had a realtor and a handyman go through the property at 316 West Lincoln and that he would like to put the subject on next week's agenda for discussion. Trustee Frassetto questioned if the possibility of holding off on some on the street projects due to financial hardships of local residents would be possible. T. Matheny noted to the board that by doing that it would have long term implications regarding state aids that Little Chute could receive. Trustee Smith questioned T. Matheny if other options of implementing special assessments have been looked into. T. Matheny stated that there are three ways of handling special assessments. One way is to absorb the costs through the local mill rate. Secondly, a hybrid which is how the village currently does special assessments and that is to not assess utilities once they are installed and then charging the property for the street assessments. The last method is to charge the property owner for every assessment that goes with that piece of property. Trustee Frassetto questioned if the item of special assessments could be discussed during the CIP workshop the following week. T. Matheny stated to the board to take their CIP book and go look at the streets that are up for improvements.

Moved by Trustee Smith, seconded by Trustee Peerenboom to enter into closed session. (7:02 p.m.)

Ayes 7, Nays 0 – Motion Carried Unanimously

Staff and the Village Deputy Clerk were dismissed 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

a) Village Hall Expansion Project

b) Proposed Downtown Development Project Seeking Village Assistance

c) Possible Sale of Land in the Little Chute Industrial Park

Moved by Trustee Frassetto, seconded by Trustee Berken to Exit Closed Session and Return to Open Session. (8:40 p.m.)

Ayes 7, Nays 0 – Motion Carried Unanimously

Return to Open Session – Possible Action on Closed Session Items

No Action taken

Adjournment

Moved by Trustee Berken, seconded by Trustee Smith to Adjourn the Committee of the Whole meeting at 8:41 p.m.

Ayes 7, Nays 0 – Motion Carried Unanimously

VILLAGE OF LITTLE CHUTE

By: Michael R. Vanden Berg, Village President

Attest: Sandy Berkers, Deputy Village Clerk