

MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 3, 2012

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

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
Larry Van Lankvelt, Trustee
Skip Smith, Trustee

Roll Call of Officers and Department Heads

PRESENT: Charles Kell, Village Administrator
Jim Moes, Community Development Director
Erik Misselt, FVMPD Captain
Roy Van Gheem, Director of Public Works
Teri Matheny, Finance Director
Beth Carpenter, Library Director
Charles Koehler, Village Attorney
Vicki Schneider, Village Clerk

EXCUSED: Tom Flick, Director of Parks, Forestry & Recreation

OTHERS PRESENT: Phil Cosson - Ehlers & Associates, Interested Citizens, Media Reps

Public Appearance for Items Not on the Agenda

None

Approval of Minutes

Regular Board Meeting Minutes – September 19, 2012

Committee of the Whole Meeting Minutes – September 26, 2012

Moved by Trustee Van Lankvelt, seconded by Trustee Smith to approve the Regular Board Meeting Minutes of September 19, 2012 and the Committee of the Whole Minutes of September 26, 2012 as presented.
Ayes 7, Nays 0 - Motion Carried Unanimously

Report of Other Minutes-Other Informational Items

Minutes of the Joint Library Board Meeting of August 21, 2012

Minute of the Water Commission Meeting of August 21, 2012

Minutes of the Police Commission Meeting of September 11, 2012 (not yet approved)

Board members noted receipt of the informational items.

Resolutions:

C. Kell stated the Financial Advisor is running late and he asked the Board to hold acting on this resolution until he arrived.

a) Resolution Providing for the Sale of \$6,230,000 General Obligation Promissory Notes (this resolution was acted on after Department and Officers Reports on the agenda)

Phil Cosson provided a handout of the pre-sale report for \$6,230,000 proposed 2012 General Obligation Notes. Mr. Cosson reviewed the report and noted that there would be a refunding of a 2003 G.O. Bond, a 2005 G.O. Bond, and a 2006 G. O. Note and it also includes funding for CIP identified levy and water projects and factors in the closing out of TID 3 debt in 2013. Mr. Cosson noted that refunding the three bonds would result in a net savings of approximately \$294,042 or a savings of a little over 5%.

Mr. Cosson noted that they are currently selling 10-year debt under 2%. Mr. Cosson stated that this resolution authorizes Ehlers to proceed with the financing and they would be back before the Board on

October 24th with the sales results. T. Matheny explained that if TID 3 isn't closed the biggest impact would be that the equalized value that is indicated in the schedules wouldn't be realized so instead of \$1.52 or \$1.69 levied for debt if would be a higher impact.

Moved by Trustee Smith, seconded by Trustee Peerenboom to Adopt Resolution No. 29, Series of 2012 a Resolution Providing for the Sale of \$6,230,000 General Obligation Promissory Notes.

Roll Call Vote: Trustee Berken – Aye, Trustee Frassetto – Aye, Trustee Hietpas – Aye, Trustee Peerenboom – Aye, Trustee Smith – Aye, Trustee Van Lankvelt – Ayes, President Vanden Berg - Aye
Ayes 7, Nays 0 – Motion Carried Unanimously

b) Authorizing the Purchase of land from Melvin Kriplean – Property at 500 Pine Street

Moved by Trustee Frassetto, seconded by Trustee Peerenboom to Adopt Resolution No. 30, Series of 2012 Authorizing the Purchase of Land from Melvin Kriplean for \$80,000 for Property at 500 Pine Street.
Ayes 7, Nays 0 – Motion Carried Unanimously

c) Conditionally Vacating, Abandoning, and/or Discontinuing the Use of Portions of Pine Street and Church Street Located in the Village of Little Chute, Outagamie County, Wisconsin

In response to Trustee Frassetto's questions, R. Van Gheem state that the Church would likely be responsible for maintaining the private drive to the residential parcels on the corner of Pine St. and Church St. but he also noted that the Church's plans are still being developed. R. Van Gheem also stated that it is currently being proposed that the Village maintain the area vacated in front of Pine St. Bar adjacent to the parking lot. C. Kell stated that this is a resolution on intent and it calls for future actions to make the final decisions on what would be vacated, abandoned or discontinued. C. Kell stated that until the Public Works Director has agreements worked out with each of the landowners we don't really know how it is going to go so the Board would not hold the Public Hearing and make those final decisions until all the agreements are in place. R. Van Gheem stated that they are currently detailing the plans before the plans go to the property owners.

Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to Adopt Resolution No. 31, Series of 2012 Conditionally Vacating, Abandoning, and/or Discontinuing the Use of Portions of Pine Street and Church Street located in the Village of Little Chute, Outagamie County, Wisconsin.
Ayes 7, Nays 0 – Motion Carried Unanimously

Action on Special Event Permit – LC Kiwanis Christmas Parade – November 26, 2012 (rain date – November 28, 2012)

Moved by Trustee Frassetto, seconded by Berken to Approve the Special Event Permit for the LC Kiwanis Christmas Parade.
Ayes 7, Nays 0 – Motion Carried Unanimously

Action – Appointment of Jason Wegand to the Water Commission

President Vanden Berg stated that Mike Bevers has decided to resign from the Water Commission and Jason Wegand has applied to fill the vacancy. President Vanden Berg stated that Jason is an employee of Kaukauna Utilities and has extensive knowledge of water utilities and utilities in general as he was employed with Don Hietpas & Sons for six years and he has been a resident of Little Chute for 39 years and has been an active member in the community. President Vanden Berg stated he had met with Jason this afternoon and Jason is excited to become a member of the Commission. President Vanden Berg stated the Water Commission is aware of Jason's application and they support his appointment to the Commission and he is recommending to the Board that Jason Wegand be appointed to the Water Commission.

Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Approve the Appointment of Jason Wegand to the Water Commission.

Further Discussion: Trustee Frassetto questioned if Jason was the son of Water Commissioner Tim Wegand and Trustee Van Lankvelt stated he was not Tim's son. Trustee Frassetto asked what the process

was for soliciting for the position. President Vanden Berg stated typically it is posted on the website and in the newsletter and so far the process has worked well.

Vote on the Motion:

Ayes 7, Nays 0 – Motion Carried Unanimously

Operator's Licenses:

<i>Rachel Andres</i>	<i>1829 Schumacher Ln.</i>	<i>Little Chute</i>	<i>Moasis</i>
<i>Lindsey K. Buksky</i>	<i>1013 W. Commercial St.</i>	<i>Appleton</i>	<i>Moasis</i>
<i>Abby M. Sullivan</i>	<i>203 W. Third St.</i>	<i>Kimberly</i>	<i>Walgreens</i>

Moved by Trustee Berken, seconded by Trustee Berken to Approve the Operator's Licenses as presented.

Ayes 7, Nays 0 – Motion Carried Unanimously

Department and Officers Progress Reports

B. Carpenter reported on the fall programming events and also that the Friends of the Little Chute/Kimberly Library have obtained their 501(c)(3) status and she noted that FOLKS supports all of the adult programming events. B. Carpenter stated that FOLKS will be fundraising by hosting a bake sale in the Library on Election Day. B. Carpenter stated that she has been working on the 2013 budget and part of that involves the issue of the Brown County Library System billing adjacent counties for library services. B. Carpenter stated that it could affect the library's funding if Outagamie County does pay the bill and she and other Library Directors are working on a plan to educate the public on the bill and how they are going forward to try to have the bill dismissed. B. Carpenter stated that she will be discussing with the Library Board the issue of possibly cutting off services to Brown County residents if they don't withdraw their bill or if they don't pay for services that may be charged to their residents. B. Carpenter provided a handout that was provided to the Kimberly Board of Trustees on their Board Orientation Day and she noted that the data shows a rise in use and need and yet the budget remains stagnant. B. Carpenter again invited Board members to contact her if they would like a personal tour of the Library. Chief Misselt reported on a personnel change of investigator duties that takes place routinely with the investigators. T. Matheny – no report. C. Kell stated that next week's agenda will have an item concerning the Employee Handbook issues of comp time use and sick time use that the Board wanted to revisit. C. Kell reported that he had given the Department Heads a schedule for completing all of their employee reviews and also the schedule for Department Head reviews. C. Kell reported that he had worked with Lee Reynebeau and his development group to submit a site on Hwy. 41 for consideration for an industrial project that is being marketed to this area by New North and he explained his involvement with the process. C. Kell stated he has had other industrial inquiries on some smaller lots and he also noted that work is proceeding on the budget and it should be ready to be presented to the Board in two weeks. C. Kell also asked the Board if they wanted to move the meeting of October 17 to another day as two Board members will be attending the League Conference. Board members agreed to bring this up under Items for Future Agendas. J. Moes reported he is working with developers on three new commercial developments.

J. Moes reported that one of these is a manufacturing development and a conditional use application for this facility will be on Monday's Planning Commission agenda. J. Moes stated that he had received a site plan for a 21,000 sq. ft. office building in the HJT Business Park and he also mentioned a proposed dog day care and an expansion and additions other manufactures are considering. R. Van Gheem reported that the gravel base is nearly completed on Cherryville Ln., and sidewalk installation is the main focus on Buchanan St. and hand work is also being done on Buchanan St. and Polk St. R. Van Gheem reported that the majority of excavation has been completed on Sanitorium Rd. but a date for paving has not yet been set. Trustee Van Lankvelt asked about a crack in the concrete on the north end of Buchanan St and R. Van Gheem stated they are addressing that issue with the contractor and by contract that section should be replaced. V. Schneider reported on an insurance claim that was filed by a resident. The contractor has allowed the resident to drive through the construction area on Buchanan St. and the resident scratched his vehicle while driving through the area and that claim will be brought to the Board in the future once the Village' insurance company has investigated the claim. V. Schneider also reported that on next week's agenda there

the seagulls being driven out of the landfill and they are now flocking to their apartments. Attorney Koehler – no report.

At this time, Phil Cosson was present and Board members took up the item of the Bonding Resolution.

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

Board members agreed to move the Wednesday, October 17 meeting to Monday, October 15 at 6 p.m. Staff stated that the joint meeting with Kimberly and Combined Locks will be held on October 22 and it will likely be held at the Civic Center.

Items for Future Agendas

None

*Moved by Trustee Peerenboom, seconded by Trustee Frassetto to enter into closed session.
(6:43 pm)*

Ayes 7, Nays 0 – Motion Carried Unanimously

The Village Clerk and Department heads were excused from the closed session.

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. Property Negotiations Regarding Acquisition of Land for the Heesakker park/Sanitorium Road Pond Project – Counter Offer to Village's Offer to Purchase Property

Closed Session: 19.85(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute Continuation of Performance Evaluation of the Village Administrator.

Moved by Trustee Peerenboom, seconded by Trustee Berken to exit closed session and return to open session. (9:30 pm)

Ayes 7, Nays 0 – Motion Carried Unanimously

Return to Open Session

No action taken.

Adjournment

Moved by Trustee Peerenboom, seconded by Trustee Berken to adjourn the Regular Board meeting at 9:30 p.m.

Ayes 7, Nays 0 - Motion Carried Unanimously

VILLAGE OF LITTLE CHUTE

By: _____

Attest:

Michael R. Vanden Berg, Village President

Vicki Schneider, Village Clerk