

MINUTES OF THE REGULAR BOARD MEETING OF JULY 17, 2013

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

Brian Joosten, Trustee

Bill Peerenboom, Trustee

Skip Smith, Trustee

Larry Van Lankvelt, Trustee

Tammy Frassetto, Trustee (6:58)

EXCUSED: James Hietpas, Trustee

Roll Call of Officers and Department Heads

PRESENT: Rick Hermus, Interim Village Administrator

Ray Lee, FVMPD Police Captain

Jim Moes, Community Development Director

Teri Matheny, Finance Director

Tom Flick, Director of Parks, Recreation, and Forestry

Roy Van Gheem, Director of Public Works

Sandy Berkers, Village Deputy Clerk

Chuck Koehler, Village Attorney

OTHERS PRESENT: Joe Galarowicz of KerberRose SC, Interested Citizens and Media Reps

Public Appearance for Items Not on the Agenda

None

Approval of Minutes

Committee of the Whole Meeting Minutes of June 26, 2013

Regular Board Meeting Minutes of July 1, 2013

Moved by Trustee Peerenboom, seconded by Trustee Van Lankvelt to approve the Committee of the Whole Minutes of June 26, 2013 and the Regular Board Meeting Minutes of July 1, 2013 as presented.

Ayes 5, Nays 0 – Motion

Carried

Report of Other Minutes-Other Informational Items

Plan Commission Meeting Minutes of June 10, 2013

Fox Valley Metro Incident Reports June 2013 and YTD

Presentation by Kerber Rose – 2012 Comprehensive Annual Financial Report

T. Matheny reported that the 2012 CAFR had been submitted to the GFOA and she introduced Joe Galrowicz of Kerber Rose. Mr. Galrowicz reviewed the Introductory, Financial, Auditor Report, Management's Discussion and Analysis, Basic Financial Statements sections and supplemental information included in the report. Mr. Galrowicz reported that the Village had a very healthy fund balance and he also reported on the current change in accounting standards and accounting reporting changes that will be coming in future years. Mr. Galrowicz reported that the expenditure period for TID #1 was closed earlier this year and TID #3 was closed in April 2013 and the audit on that TID would be started later this month. Mr. Galrowicz also reviewed the Management letter and reported that the audit went well and there are no internal weaknesses in the financial control structure of the Village. A question and answer session took place. R. Hermus commented on the financial success of the Village, the dedication of the staff to the financial success of the Village, the Village doing very well financially to face the challenges of the future and the Village moving forward with current projects. R. Hermus stated that in his observation the Village

lacks a clear unified vision for where the community wants to be and that is what the community needs to get to. R. Hermus stated he hopes to bring some of that back to the Board in the next several weeks with recommendations for budgeting and for projects and getting back to a team concept because the Village has a solid foundation to build on.

Ordinance:

Amend Chapter 30, Section 30-35 (c) (1) and 30-35 (d)(1) and (d)(2) Establishing Sex Offender Residency Restrictions and the Makeup of the Sex Offender Residency Board

Captain Lee reviewed the proposed amendments which are defining the restrictions regarding distance from prohibited areas whether in the Village or not and to better define the makeup of the Sex Offender Residency Board, term limits, and the process for an appeal to the Board. J. Moes stated that the Sexual Offender Board had met this past Monday and Trustee Frassetto serves on that Board and she has some questions on the proposed change to include two Village Board members to the makeup of the Board. J. Moes asked the Board to delay action on this item until such time that Trustee Frassetto is present to ask her questions. Trustee Joosten asked if there was anywhere in the Village that an offender could live. Captain Lee stated there are very few areas in the Village that are not covered by the 2,000 foot restricted areas except for areas of new development. J. Moes stated he will provide a map to Trustee Joosten that shows the restricted areas. No action taken.

Operator's Licenses:

Ellington, Courtney A.	Appleton	Express
Dollevoet, Brad E.	Little Chute	5 th Quarter
Kloehn, Kari J.	Kaukauna	Down the Hill
Verbeten, Elizabeth A.	Kaukauna	Pump House
Johnson, Julie A.	Appleton	M & M Bar
Koul, Jacob T.	Menasha	“OO” Marathon Station
Heiting, Brian R.	Kaukauna	The Heiting Place
Klingensmith, Misty C.	Little Chute	Weenies
Vanden Oeven, Patrick J.	Little Chute	Weenies
Van Groll, Maia E.	Little Chute	Hollanders
Kobussen, Daniel J.	Little Chute	The Flying Dutchman
Rosczynalia, Jody L.	Menasha	M & M Bar
Welhouse, Thomas	Kaukauna	Down the Hill
Brown, Karen S.	Appleton	Hawk’s Nest
Wyenberg, Shawn M.	Appleton	Hawk’s Nest
Schoenfelt, Diann M.	Kaukauna	Hollanders
Van Roy, Amy S.	Little Chute	Express

Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Approve the Operator's License as presented. Ayes 5, Nays 0 – Motion Carried

Department and Officers Progress Reports

Captain Lee stated that the proposed amendment to the animal ordinance to allow for therapy animals would be presented on a future agenda. Captain Lee reported they are working on an eligibility list for potential hiring later this fall for a vacant position. T. Matheny stated that with the Village Hall expansion the Department will be accepting requests for room rentals but the rentals won't be confirmed until after the preconstruction meeting on the remodeling is held. R. Hermus – no report. J. Moes reported that Open Book was held today and two people appeared for adjustments and so far only Walgreens has filed to appear before next week's Board of Review. J. Moes also reported that he will be meeting with the Attorney's representing municipalities on the Walgreen appeals and he will be providing a deposition next Wednesday on the 2010 appeal by Walgreen Co. T. Flick reported that the Van Lieshout playground was opened to the public on Monday and he encouraged Trustees to check out the ADA surfacing at the playground.

T. Flick reported that the Heritage Park playground project continues to move forward and the project is going well. T. Flick reported they continue to keep cleaning up the downtown parking lots and they are starting to move forward with the Welcome to Little Chute sign that will be placed on the East end of Hwy. 96. T. Flick reported that the Heritage Parkway Trail use has been tracked over the last year and it is averaging 1,200 – 1,300 users a month with Sundays being the most popular use day. T. Flick stated that tracking this information will assist the Village in applying for future grants. R. Van Gheem reported on the status of the Main St. project and noted the State's storm water work should be completed by the first week of August. R. Van Gheem stated there have been questions about the concrete crushing on Main St. but there haven't been any complaints. R. Van Gheem reported the asphalt projects along with the utility projects have been completed. R. Van Gheem reported on the status of the Pine Street project which concerned an issue on not being granted an easement by one of the property owners. R. Van Gheem stated the project can still move forward and the only difference in the plan is that the transfer of land with the Church won't take place at this time. Discussion took place and Board members indicated agreement with the Public Works Director moving forward with the project. Deputy Clerk Berkers – no report. Attorney Koehler – no report.

Disbursement List

Moved by Trustee Peerenboom, seconded by Trustee Van Lankvelt to Approve the Vouchers and Authorize the Finance Director to pay all vendors. Ayes 5, Nays 0 – Motion Carried

Call for Unfinished Business

None

Items for Future Agendas

None

*Moved by Trustee Smith, seconded by Trustee Van Lankvelt to enter into closed session for item (a).
(6:42pm) Ayes 5, Nays 0 – Motion Carried*

Moved by Trustee Smith, seconded by Trustee Van Lankvelt to enter into closed session for item (b).
Ayes 5, Nays 0 – Motion Carried

Staff was excused at this time-Interim Administrator, Rick Hermus stayed for Closed Session

Closed Session:

- (a) **§19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation of any Public Employee of the Village of Little Chute** *Review Potential Administrator Candidates*
- (b) **§19.85(1)(e) Wis. Stats. Deliberations or Negotiations on the Purchase of Public Properties, Investing of Public Funds or Conducting of Other Specific Public Business When Competitive or Bargaining Reasons Require a Closed Session.** *Purchase/Sale of Village Owned Property*

Moved by Trustee Joosten, seconded by Trustee Frassetto to exit closed session and return to open session. (9:30 p.m.) Ayes 5, Nays 0 – Motion Carried

Return to Open Session

No action taken.

Adjournment

Moved by Trustee Joosten, seconded by Trustee Frassetto to adjourn the Regular Board meeting at 9:30 p.m.
Ayes 5, Nays 0 - Motion Carried

VILLAGE OF LITTLE CHUTE

By: _____

Attest:

Michael R. Vanden Berg, Village President

Sandy Berkers, Village Deputy Clerk