

MINUTES OF THE REGULAR BOARD MEETING OF AUGUST 7, 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
Tammy Frassetto, Trustee
James Hietpas, Trustee
Brian Joosten, Trustee
Bill Peerenboom, Trustee
Skip Smith, Trustee
Larry Van Lankvelt, Trustee

Roll Call of Officers and Department Heads

PRESENT: Rick Hermus, Interim Village Administrator
Erik Misselt, FVMPD Police Chief
Jim Moes, Community Development Director
Teri Matheny, Finance Director
Tom Flick, Director of Parks, Recreation, and Forestry
Roy Van Gheem, Director of Public Works
Chuck Koehler, Village Attorney
Sandy Berkers, Village Deputy Clerk

OTHERS PRESENT: Interested Citizens and Media Reps, Jim Jansch, Dave White, Jeff Suski

Public Appearance for Items Not on the Agenda

Todd Hietpas, 718 Key Street, Menasha stated that he is the son of the late Art and Irene Hietpas and that his father and the Village of Little Chute had a mutual understanding that Art Hietpas would maintain the pond at Maple Drive and Irene Street. Mr. Hietpas went on to say that the pond was supposed to be temporary and eventually connected to the Ebben Pond. Mr. Hietpas stated that the pond is now delaying the closing of his parent's estate. Mr. Hietpas made a request to the board that the pond be decommissioned so his parent's estate can be closed. President Vanden Berg stated that the issue will be looked at and possibly go on a future agenda for discussion.

Approval of Minutes

Committee of the Whole Meeting Minutes of July 10, 2013

Regular Board Meeting Minutes of July 17, 2013

Committee of the Whole Meeting Minutes of July 24, 2013

Moved by Trustee Frassetto, seconded by Trustee Smith to approve the Minutes as presented.

Ayes 7, Nays 0 – Motion Carried

Report of Other Minutes-Other Informational Items

Minutes of the Board of Review Meeting of June 3, 2013

Fox Valley Metro Incident Reports July 2013 and YTD

Presentation by Jim Jansch of the Willis Group – Health Insurance Options

Jim Jansch introduced himself and stated that the Willis Group is an employee benefits firm and that he works with employee benefits for the public and private sector. Mr. Jansch stated that he was given an invitation by President Vanden Berg and Rick Hermus to do a presentation for the board due to an upcoming renewal of health insurance benefits for village employees. Mr. Jansch stated that his company wants to provide benefits that are fair to everyone and that Little Chute has three different groups for coverage; active employees, early retirees, and post 65 retirees that are covered under Medicare. Mr. Jansch stated that the village would need to notify the Wisconsin Employee Trust Fund by October 1, 2013 to report that the village is considering leaving the plan.

Mr. Jansch stated that the Willis Group can obtain prices from different insurance carriers that do business in northeast Wisconsin when he receives the census of village employees and get base rate proposals. Mr. Jansch reported that once the proposal is finished the employees would then fill out a health questionnaire and then the Willis Group would come back with a firm proposal with rates and benefits. Mr. Jansch noted that the WEA Trust is not subject to the 2 1/2 % tax for the Healthcare Reform that is in place. Trustee Van Lankvelt questioned if the Willis Group had any other communities or large groups. Mr. Jansch reported that yes his company does work with other municipalities and school districts. Trustee Van Lankvelt questioned if Little Chute employees would be grouped with other groups or on their own. Mr. Jansch stated that Little Chute employees would be on their own and also noted that village employees would not be “credible” which means the village is not a big enough group to be rated on their own. Trustee Frassetto questioned the length of time the firm proposal is good for and Mr. Jansch stated that it is good for one year. Trustee Frassetto also questioned the amount of time that had to pass before the village could get back in the state plan and Mr. Jansch replied 3 years. Trustee Frassetto questioned the ability to lock in a price for the 3 years that village employees would be out of the state plan and Mr. Jansch stated that he spoke to WEA and they would be willing to do a rate cap or multiyear guarantee after looking at employee demographics. Trustee Joosten questioned if the board could look at employee health benefits and possibly change things or leave them as is. Dave White with Physicians Mutual introduced himself and addressed Medicare and the Medicare Supplemental Insurance. Trustee Joosten questioned if the retired member could have an individual plan and the municipality reimburse the individual for the cost. Teri Matheny questioned if the municipality reimburses that individual the cost of their plan then a 1099 would have to be issued because then it is considered income that the individual has to claim and pay taxes on. Mr. White responded yes to both questions. Discussion regarding the individuals age and cost increases took place. Jeff Suski discussed the portion of retirees that are under the age of 65 and stated that the insurance premium would depend on health status. Mr. Suski discussed the Affordable Healthcare Act.

Ordinance:

Amend Chapter 6, Sections 6-1, 6-6, 6-12, 6-13, 6-14, 6-20, and 6-21-Allowing Vietnamese Potbellied/Micro Pigs

Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to Adopt Ordinance No. 7, Series of 2013- Amending Chapter 6, Sections 6-1, 6-6, 6-12, 6-13, 6-14, 6-20, and 6-21 Allowing Vietnamese Potbellied/Micro Pigs

Ayes 7, Nays 0 – Motion Carried

Resolutions:

a) Establishing a Target Tax Rate for the Development of the 2014 Operating Budget for the Village of Little Chute

R. Hermus explained the idea behind having a target tax rate and recommended a 1.15% tax increase to level out the peaks and valleys. Trustee Joosten questioned the Fox Cities Tax Rate Comparison sheet and if other communities charged the same for services and R. Hermus stated no. R. Hermus stated that the state has changed the fee structure. Trustee Smith commented that he liked the idea of taking a 5 year average of the village’s tax rate and using that as a target. Trustee Joosten questioned why an increase in taxes was needed with revenue coming in due to the closure of TID #3. T. Matheny stated that yes because of upcoming debt has not been fully funded. R. Hermus stated that the 1.15 % tax increase is purely a target for staff to work towards. R. Hermus stated that with all the changes at the state level the budget process is getting difficult.

Moved by Trustee Frassetto, seconded by Trustee Smith to Adopt Resolution No. 31, Series of 2013 Establishing a Target Tax Rate No Higher than .8¢ For the Development of the 2014 Operating Budget for the Village of Little Chute

Ayes 6, Nays 1, (Joosten) – Motion Carried

b) Approving Second Modification to Declaration of Protective Covenants and Restrictions Plat of HJT Business Park

R. Hermus stated that all signature pages have been acquired for this declaration and everything is in order to move forward.

Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to Adopt Resolution No. 32, Series of 2013 Approving Second Modification to Declaration of Protective Covenants and Restrictions Plat of HJT Business Park

Ayes 7, Nays 0 - Motion Carried

Discussion/Action – Pool Special Event Fundraiser

T. Flick reported that this special pool event is to raise funds for cancer. T. Flick stated that his staff did not know the nature of this event when it was booked and that the pool is not used for these types of events. T. Flick reported that he spoke with the person in charge of the fundraiser and made them aware that the village pool is not used for these types of events and that there is not a policy currently in place for this type of event. T. Flick stated that board approval is needed for this type of event. T. Flick reported that he requested a deposit of \$200 for this event and that discussion should be done in the future so the village has a policy in place for future events. Trustee Frassetto questioned if the Super Heroes for Cancer is required to have a 1 million dollar insurance policy in place as required for other special events that are held in the village. T. Flick stated that he would ask the non-profit organization for proof of insurance and that the board could put a minimum amount of insurance required for the event. Discussion regarding the need for a special event policy for the pool took place. Discussion regarding the pool being a revenue source for the village took place.

Moved by Trustee Frassetto, seconded by Trustee Peerenboom to Approve the One Time Special Event Fundraiser for Super Heroes Fighting Cancer Organization with the Contingency that an Appropriate Insurance Policy is Obtained and Payment of a \$200 Rental Fee is Paid. With No Other Special Events to be Allowed until a Special Event Policy is in Place.

Ayes 7, Nays 0 - Motion Carried

Action on Special Event Permit – Little Chute High School Homecoming Parade – September 20, 2013

Moved by Trustee Smith, seconded by Trustee Frassetto to Approve Special Event Permit – Little Chute High School Homecoming Parade on September 20, 2013

Ayes 7, Nays 0 – Motion Carried

Approve Bids & Quotes for the Village Hall Addition/Renovation Project

R. Hermus discussed the Village Hall Bids memo that was given out. R. Hermus noted that there is not a built in contingency cost for the renovation/addition.

Moved by Trustee Peerenboom, seconded by Trustee Smith to Approve Bids & Quotes for the Village Hall Addition/Renovation Project as Presented.

Ayes 7, Nays 0 – Motion Carried

Discussion/Action – Rosehill Road Terrace Restoration

R. Van Gheem discussed the issue of the terrace restoration on Rosehill Road and noted that the contractor replanted grass after construction of the road but due to poor conditions the grass did not catch. R. Van Gheem stated that has since been resolved and would like the board to accept the restoration as completed and close the 2011 Street Construction of Rosehill Road. Trustee Frassetto questioned some areas that had little grass growth. R. Van Gheem stated that part of the issue is due to lack of nurture of the terrace area. Board members agreed that terrace areas on Rosehill Road and accept the restoration as completed.

Operator's Licenses:

Verbruggen, Kaitlyn C	Kaukauna	Hollanders
Jenner, Terri L	Kaukauna	Main Event
Tarket, Christi L	Kaukauna	Express Convenience
Hackel, Carissa A	Little Chute	Hollanders
Schueler, Nicole R	Little Chute	Moasis
Vandenberg, James J	Little Chute	5 th Quarter
Harlow, Brandon E	Little Chute	Pop In
Menting, Chris R	Little Chute	M&M Bar
Danz, Faith A	Neenah	Walgreens
Maulick, Darlene A	Kaukauna	Simons
Van Zeeland, Joyce M	Wrightstown	Simons
Smith, Michael A	Greenville	Walgreens

Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to Approve the Operator's License as presented.
Ayes 7, Nays 0 – Motion Carried

Taxi Drivers:

Champine, Jason 1413 W. College Ave. Appleton Bell Taxi

Moved by Trustee Smith, seconded by Trustee Hietpas to Approve Taxi Driver as presented.
Ayes 7, Nays 0 – Motion Carried

Department and Officers Progress Reports

B. Carpenter reported that the Village of Kimberly municipal building and library was closed due to a storm that went through the area last night. B. Carpenter reported that the summer reading program has come to an end and that over 2000 people registered for the program. B. Carpenter thanked Park & Rec, Police Department, and Custodial for the working with her department to make the programs successful. B. Carpenter reported that local school districts did not send out registrations this year which has sent people to the library for assistance printing the forms and that this confirms that computers are needed in our library system because not all families have computers in their home. B. Carpenter reported that with the Affordable Care Act government officials are stating that local libraries can help with enrollment into this program and that she has not been given any details about what that entails. B. Carpenter reported that she is hiring two library assistants and hopes to finish the interviewing process by the end of the month. Chief Misselt reported his department had a busy night due to the storm last night and that Combined Locks and the Village of Kimberly sustained a lot of damage. Chief Misselt reported on the status of the hiring process for an officer opening. T. Matheny stated that she will be giving the board members a monthly financial report. T. Matheny reported that she would have to make some fund balance transfers and that she will get that to the board in September. T. Matheny reported that she was given the go ahead with the room rentals and that groups can expect no interruptions until the end of this year. T. Matheny reported that she and the Library Director plan to meet with their staffs to plan for the library needs at the Civic Center. R. Hermus reported that he is working with the St. Johns Parish on the Pine Street parking lot expansion. R. Hermus reported that the Public Works Department sent crews to the Village of Kimberly to aid with the cleanup from the recent storm. J. Moes reported on local construction sites and how they survived the storm. T. Flick reported on the men's softball league tournament. T. Flick reported that his department held the 8th annual Family Fest at Doyle Park and served 1100 meals. T. Flick reported that Heritage Park is 98% completed. T. Flick reported that it would take at least a week to cleanup from the storm. R. Van Gheem reported that the Pine Street project would be pushed off until next year. R. Van Gheem reported that the Doyle Park project is being pushed back until later this month. R. Van Gheem reported that Main Street paving is due to start this week. Deputy Clerk Berkers – no report. Attorney Koehler – no report.

Disbursement List

Moved by Trustee Peerenboom, seconded by Trustee Smith to Approve the Vouchers and Authorize the Finance Director to pay all vendors.
Ayes 7, Nays 0 – Motion Carried

Call for Unfinished Business

None

Items for Future Agendas

Trustee Joosten questioned if Design Review Board would be on an upcoming agenda. Discussion regarding the need for a Design Review Board occurred.

*Moved by Trustee Smith, seconded by Trustee Van Lankvelt to enter into closed session for item (a).
(8:02 p.m.)* Ayes 7, Nays 0 – Motion Carried

*Moved by Trustee Smith, seconded by Trustee Frassetto to enter into closed session for item (b).
(8:02 p.m.)*

Ayes 7, Nays 0 – Motion Carried

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

Closed Session:

- (a) **§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*
- (b) **§19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation of any Public Employee of the Village of Little Chute** *Discuss Candidates for Village Administrator*

Moved by Trustee Smith, seconded by Trustee Peerenboom to exit closed session and return to open session. (8:27 p.m.) Ayes 7, Nays 0 – Motion Carried

Return to Open Session

Appointment of Village Administrator

Adjournment

Moved by Trustee Frassetto, seconded by Trustee Smith to adjourn the Regular Board meeting at 8:27 p.m. Ayes 7, Nays 0 - Motion Carried

VILLAGE OF LITTLE CHUTE

Attest: _____
Sandy Berkers, Village Deputy Clerk

By: _____
Michael R. Vanden Berg, Village President