

## **MINUTES OF THE REGULAR BOARD MEETING OF SEPTEMBER 18, 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  
James Hietpas, Trustee  
Brian Joosten, Trustee  
Bill Peerenboom, Trustee  
Skip Smith, Trustee  
Larry Van Lankvelt, Trustee

EXCUSED: Tammy Frassetto, 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  
Jeff Elrick, Assistant Director of Public Works  
Mark Jansen, Fire Chief  
Sandy Berkers, Village Deputy Clerk  
Mike Menghini, Attorney for Herrling Clark Law Office

OTHERS PRESENT: Interested Citizens and Media Reps

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

None

### **Approval of Minutes**

Minutes of the Committee of the Whole Meeting of August 28, 2013

*Moved by Trustee Smith, seconded by Trustee Van Lankvelt to approve the Committee of the Whole Minutes of August 28, 2013 as presented.*

Ayes 6, Nays 0 – Motion Carried Unanimously

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

Minutes of the Joint Review Board of June 17, 2013

Minutes of the Plan Commission of August 12, 2013

### **Resolution – Approving the Sale of Real Estate Located at 1012 Harvest Trail to Brian & Katie Roseman**

*Moved by Trustee Van Lankvelt, seconded by Trustee Hietpas to Adopt Resolution No. 36, Series of 2013 Approving the Sale of Real Estate Located at 1012 Harvest Trail to Brian & Katie Roseman.*

Ayes 6, Nays 0 – Motion Carried Unanimously

### **Discussion/Action – Approve Agreement for Construction Administration Services**

*Moved by Trustee Van Lankvelt, seconded by Trustee Peerenboom to Approve the Agreement for Construction Administration Services with McMahon in the amount of \$12,000.*

Ayes 6, Nays 0 – Motion Carried Unanimously

**Discussion/Action – Request for Refund of Taxes – Robert & Kate Berken**

R. Hermus stated that he met with the Berken's yesterday and they made a request for the interest due to them which is \$81.53 based on 3% interest and the amount of the taxes which is \$524.83 making it a grand total of \$606.36.

*Moved by Trustee Smith, seconded by Trustee Peerenboom to Refund Taxes of \$606.36 to Robert & Kate Berken.*

Ayes 6, Nays 0 – Motion Carried Unanimously

**Discussion/Action - Approve Amended Intergovernmental Agreement between Little Chute, Appleton & HOVMSD**

*Moved by Trustee Van Lankvelt, seconded by Trustee Smith to Approve Amended Intergovernmental Agreement between Little Chute, Appleton, & HOVMSD.*

Ayes 6, Nays 0 – Motion Carried Unanimously

**Discussion/Action – Approve Utility Easement from Premier Elm Drive Little Chute, LLC**

J. Moes stated that the Village is trading easements with Premier Elm Drive Little Chute, LLC to relocate storm sewer pipes.

*Moved by Trustee Peerenboom, seconded by Trustee Smith to Approve the Utility Easement with Premier Elm Drive Little Chute, LLC as recommended.*

Ayes 6, Nays 0 - Motion Carried Unanimously

**Action – Capital Improvement Plan 2014-2018**

Trustee Peerenboom thanked Teri Matheny for what a nice job she did on the CIP and that it is a much easier document to read.

*Moved by Trustee Peerenboom, seconded by Trustee Van Lankvelt to Approve the 2014-2018 Capital Improvement Plan as Presented.*

Ayes 6, Nays 0 – Motion Carried Unanimously

**Action – Appointment of Tim Wegand to the Water Commission**

*Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Appoint Tim Wegand to the Water Commission.*

Ayes 6, Nays 0 – Motion Carried Unanimously

**Operator's Licenses:**

Shepard, Crystal M	Little Chute	Down the Hill
Potter, Katie L	Little Chute	M&M Bar
Seymour, Hailey B	Kaukauna	M&M Bar
Johnson, Heather P	Little Chute	Weenies Still
Novak, Debra S	Little Chute	Weenies Still
Johnson, S Douglas	Little Chute	Weenies Still
Lanser, Mary A	Little Chute	Express
Levy, Christopher W	Kaukauna	Dwyers
Kennelly, Shane M	Kaukauna	Hollanders
Van Den Bloomer, Mary	Kaukauna	M&M Bar

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

Ayes 6, Nays 0 – Motion Carried Unanimously

**Department and Officers Progress Reports**

Fire Chief Jansen reported that his department accepted the new fire truck on Tuesday of this week. Chief Misselt reported that as part of the deer culling program, hunting on private land was allowed on certain parcels and now he is getting requests from abutting neighbors that want hunting allowed on their land. Chief Misselt reported that he is taking care of the issue and just wanted to let the Board know.

T. Matheny reported to the Village President that the Water Commission meeting was changed to October 22, due to the Tri-Board meeting being scheduled on October 15. T. Matheny reported that R. Hermus, G. Brouillard, and she met with the Charter School in Little Chute to discuss their needs for the startup of the Charter School in the Civic Center. T. Matheny reported that she would be out of the office on September 26 and 27 to attend a conference. T. Matheny reported that she has in all of the budget information from department heads and is working on consolidating the information. R. Hermus reported that he has formed a GIS Committee with the GIS manager and staff that currently use the GIS system with the intention of better integration of the GIS system for all that use it. R. Hermus reported that the Village has been approached by the AFSCME Local 130 to initiate contract negotiations and that Attorney Macy has been informed and brought up to date. R. Hermus reported on the Tri-Board Meeting and the consensus was 5:30 p.m. on October 15, 2013 in Combined Locks. R. Hermus reported on the First Impressions report that was referenced at the last board meeting regarding the senior housing proposal. J. Moes no report. T. Flick reported he has set the deer culling proficiency test for October 12, 2013 from 9 a.m. to 10:30 a.m. at the Combined Locks Archery Range. T. Flick reported that last week his staff completed replacing 38 inlets in the pool and the pool sandblasting will start on Monday, October 23, 2013. T. Flick reported that he was approached to allow for a site for Earth Caching in Heesakker Park. J. Elrick reported that the Main Street project is going well. J. Elrick reported that the Doyle Park project is due to finish this week. S. Berkers reported that Clerk Schneider is finishing up the newsletter and will get it sent in for print.

#### **Disbursement List**

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

Ayes 6, Nays 0 – Motion Carried Unanimously

#### **Call for Unfinished Business**

None

#### **Items for Future Agendas**

None

#### **Recess to Victor Allen Coffee for Tour – 1101 Moasis Drive Little Chute, WI 54140**

Trustee Smith stated that he did not want to do the tour on an open agenda. R. Hermus requested to adjourn the meeting at this time.

#### **Adjournment**

*Moved by Trustee Peerenboom, seconded by Trustee Smith to Adjourn the Regular Board Meeting at 6:19 p.m.*

Ayes 6, Nays 0 - Motion Carried Unanimously

#### **VILLAGE OF LITTLE CHUTE**

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

Attest:

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Sandy Berkers, Village Deputy Clerk