

MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 16, 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: James Fenlon, Village Administrator
Scott Lund, FVMPD Police Captain
Jim Moes, Community Development Director
Teri Matheny, Finance Director
Roy Van Gheem, Director of Public Works
Tom Flick, Director of Parks, Recreation, and Forestry
Charles Koehler, Village Attorney
Vicki Schneider, Village Clerk

OTHERS PRESENT: Nick Vande Hey of McMahon, Doug Westemeier and Joe Harlow of Heartland Business Systems, Interested Citizens, Media Reps

Public Appearance for Items Not on the Agenda

None

Approval of Minutes

Minutes of the Committee of the Whole Meeting of September 25, 2013

Minutes of the Regular Board Meeting of October 2, 2013

Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to Approve the Committee of the Whole Meeting Minutes of September 25, 2013 and the Regular Board Meeting Minutes of October 2, 2013 as presented. Ayes 7, Nays 0 – Motion Carried Unanimously

Report of Other Minutes-Other Informational Items

Fox Valley Metro Incident Report September 2013 and YTD

Ordinance:

Amendments to Chapter 10, Article XV – Escort and Escort Services

Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to Adopt Ordinance No. 8, Series of 2013 Amending Village of Little Chute Municipal Code Chapter 10, Article XV – Escort and Escort Services. Ayes 7 Nays 0 – Motion Carried Unanimously

Discussion – Village Hall Technology Update

Administrator Fenlon stated that there are four areas of IT/Communication needs that need to be looked at and those are phones, Audio/Visual Equipment for the new Board Room, security, and cabling and the plan is to be proactive and upgrade the technology so it takes the Village into the future. T. Matheny introduced Doug Westemeier and Joe Harlow of Heartland Business Systems and she noted how valuable their expertise has been with figuring out the needed cabling and upgrades and Heartland realizes that the Village will have to do RFPs and that they will have to bid on the project. T. Matheny explained the

proposed technology upgrades that are being recommended for the Village Hall expansion and remodeling project and the estimate for the upgrades is \$150,000. The current phones are on an analog system and the system is very outdated. The suggestion is to put in an IP phone system which staff believes will offer options to increase efficiency and flexibility. Mr. Westemeier stated the new phone system will easily last 10 – 15 years and the system can be expanded upon in the future. T. Matheny stated the original estimate was \$50,000 for an audio/visual system for the new Board room. In order for the system to be effective though something will have to be put on all the windows in the new board room and that is not in the budget and the new Board room also has a fixed ceiling so it would be best to put in the cabling before the ceiling goes in. T. Matheny also discussed installing security cameras and door access. The cost for the cabling is estimated at \$30,000. Boldt will be running the conduit in the remodeled area and in the new building. T. Matheny stated that staff is looking for Board approval to finalize the specs and move forward with RFPs for the proposed upgrades. Discussion took place. T. Matheny stated staff is hoping to put out the RFPs late next week and it would be anticipated that the bids would be presented to the Board in three weeks. Board members indicated agreement with staff moving forward with the RFPs for the four proposed components of the technology upgrade.

Operator's Licenses:

| | | |
|-------------------------|--------------|-----------------|
| Canan, Steven E. | Kaukauna | Piggly Wiggly |
| Vande Burgt, Jeffrey A. | Kaukauna | Weenies Still |
| Gilbertson, Evelyn J. | Kaukauna | Walgreens |
| Vanden Heuvel, Lisa M. | Kaukauna | Village Lanes |
| Englund, Darvion L. | Little Chute | Fox Convenience |
| Vanden Heuvel, Amos B. | Little Chute | Valley Liquor |

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

Ayes 7, Nays 0 – Motion Carried Unanimously

Department and Officers Progress Reports

Captain Lund announced that Austin Westemeier started his employment as an officer with the Metro this week. Administrator Fenlon's report: League Conference taking place this week; HOV Chamber Taste of the Valley event; Fox Cities Regional Partnership will be holding a meeting next Monday and he will send Board members information about that meeting; next week Tuesday at 12:30 p.m. is the ribbon cutting ceremony for the Greenstone Farm Services Credit building; meeting with WEDC reps next week.

T. Matheny report: budget books would be delivered with next week's agenda; the Department is in the process of health insurance signup; TID 5 and TID #3 filing processes would be completed this week.

J. Moes report: property records have been collected by the revaluation firm and they should out in the field collecting data next week. T. Flick report: the sandblasting at the pool was completed last week and they have moved into other areas of finishing work except the surface painting will not be completed until spring; slide install started this week and they discovered the original pool wall four feet below grade and the wall will stay in place and footings for the slide will be poured around the wall; marking for tree plantings on Main Street will begin now but the actually planting will not take place until next spring; off-street lighting was put in at the parking lot off from Sanitorium Road/Heesakker Park so the bollard can be seen at night and lighting was also installed on the far west end of the parking lot and this is the only parking lot that will be completely plowed this winter; overhead utility lines on Island Park are being removed by KU and the new lines will be put underground; easements needed for the Mill St. Bridge project (utility, construction, Heritage Parkway Trail) will be submitted to the State tomorrow and the project is on schedule to be let mid-summer of 2014. R. Van Gheem report: Main St. is open to traffic but the project is not complete and work will continue to finalize the project, 2013 projects are basically finished with a few punch list items need to be completed. Clerk Schneider – no report. Attorney Koehler report: cautioned if the cabling for the remodeling/expansion VH project would delay the project and if so, would there be extra costs charged to the project or was this built in to the project costs, something for the staff/board consider.

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 Unanimously

Call for Unfinished Business

None

Items for Future Agendas

None

Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to enter into closed session for item #1. (6:59 p.m.) Ayes 7, Nays 0 – Motion Carried Unanimously

Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to enter into closed session for item #2. (6:59 p.m.) Ayes 7, Nays 0 – Motion Carried Unanimously

Closed Session:

1. 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. *Development of Industrial Park Land*
2. 19.85(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Personnel Issues*

Moved by Trustee Peerenboom, seconded by Trustee Frassetto to exit closed sessions. (7:55p.m.) Ayes 7, Nays 0 - Motion Carried Unanimously

Adjournment

Moved by Trustee Peerenboom, seconded by Trustee Frassetto to Adjourn the Regular Board Meeting at 7:55 p.m. Ayes 7, Nays 0 - Motion Carried Unanimously

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest:

Vicki Schneider, Village Clerk