

MINUTES OF THE REGULAR BOARD MEETING OF NOVEMBER 6, 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
Eric Misselt, FVMPD Police Chief
Jim Moes, Community Development Director
Teri Matheny, Finance Director
Roy Van Gheem, Director of Public Works
Tom Flick, Director of Parks, Recreation, and Forestry
Beth Carpenter, Library Director
Mike Menghini, Village Attorney (for Attorney Koehler)
Vicki Schneider, Village Clerk

OTHERS PRESENT: 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 October 9, 2013

Minutes of the Regular Board Meeting of October 16, 2013

Minutes of the Committee of the Whole Meeting of October 23, 2013

Minutes of the Special Village Board Meeting of October 30, 2013

Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Approve the Minutes as presented.
Ayes 7, Nays 0 – Motion Carried Unanimously

Report of Other Minutes-Other Informational Items

Minutes of the Plan Commission Meeting – September 9, 2013

Minutes of the Sexual Offender Residency Board – September 10, 2013

Minutes of the Water Commission Meeting – September 16, 2013

Minutes of the Joint Library Board Meeting – October 8, 2013

Action/Approval – Kaukauna Utilities Billing Agreement for 2014

T. Matheny reported on the billing agreement with Kaukauna Utilities and noted that they are requesting an increase of \$2,666 or 4.3 % annually due to increased labor costs.

Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Approve 2014 Kaukauna Utilities Billing Agreement as Presented
Ayes 7 Nays 0 – Motion Carried Unanimously

Discussion – Village Hall Information Technology Update

J. Fenlon reported that Request for Proposals (RFP) for the technology portion of the Village Hall Addition/Renovation will be sent out tomorrow if the Board approves. J. Fenlon noted that four (4)

suppliers would be selected and approached for pricing the package as a whole and/or in portions of the technology needed for the hall project so the Village can obtain a competitive price. J. Fenlon stated that he is confident that the RFP is detailed enough as to meet the specifications of the types of technology needed for the addition/renovation. Board members agreed to allow J. Fenlon to proceed with requesting proposals from local suppliers.

Discussion – 2014 Budget

T. Matheny reported on updates for the 2014 budget. T. Matheny reported that she has made adjustments in order to comply with what the Village has to have in the General Fund Budget in order to receive \$79,000 of Expenditure Restraint. T. Matheny noted that the budget is not final yet and she is still waiting on the Assessment Ratio and Statement of Assessment. T. Matheny noted that the Expenditure Limit is 1.9% which puts the village \$2,841 under limit. T. Matheny stated that she and R. Van Gheem are not requesting an increase in the Storm Water Utility fee.

Discussion/Action – White Goods (Refrigerant) Sticker Cost/Policy

R. Van Gheem reported that currently the Village is paying more to remove refrigerant than the revenue that is being generated and he is requesting an increase in the cost of Freon stickers to recover costs. It is recommended to increase the cost of Freon stickers from \$10 to \$20.

Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to Approve Increasing Freon Stickers to \$20.
Ayes 7, Nays 0 – Motion Carried Unanimously

Further Discussion:

Trustee Smith stated that he would like to look at adding a pickup fee in the future.

Operator's Licenses:

Coel, Kasie L.	Appleton	Gentlemen Jacks
Guda-Anderson, November J.	Little Chute	Moasis
Jaquett, Ashley E.	Appleton	M & M Bar
Popp, Britni J.	Kaukauna	Rosehill Bar
Smith, Mandy L.	Little Chute	Van Zeelands

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

Department and Officers Progress Reports

Chief Misselt report: Passed out photos of a micro pig that a village resident sent to him that stemmed from an ordinance change that was made in the past to include micro pigs; Officer Austin Weisnicht has been doing field training for the last two weeks; An agreement with a contractor for backlogged reports has been made and the new person is now in orientation and will work on a contract basis; Escort Service Bond increase will be on next week's agenda for approval. Beth Carpenter report: Updated board members on programming at the library; Planning to add gadget open houses for individuals to come and look at available tablets and e-readers; She attended the Wisconsin Library Association Annual Conference and was grateful that she was able to attend; Ann Hardinski was appointed to Governor Walker's Read to Lead Development Council; Angela Schneider will be finishing her Master's Degree in Information Library Science in the coming year. T. Matheny report: In the process of finalizing special charges for delinquent utility charges; Budget hearing is scheduled for November 20, 2013; Staff was made aware that the final bills list for the year will be December 18, 2013. J. Fenlon report: All departments have begun the process of evaluating their staff members; Updates of current projects, employee handbook, Village's Emergency Response Plan, Social Media Policy; Conducting a village wide strategic plan review; The status of the renovation/addition process and that everything is going as planned thus far. J. Moes report: He was in training last week for the new assessment software. T. Flick report: The engineer for the Mill Street Bridge has marked off the north side of the replacement bridge with paint; He is working with local utility companies to relocate utilities; He will be meeting with the Fox Locks Authority for an onsite review of the

bridge and the adjoining area and that they have approved the Village's easement request. The Mill Street Bridge is currently in a 30 day historical preservation review that should finish in the next couple weeks; The Chuting Stars received two first place finishes in a competition; The slide replacement for the pool was 98% finished last week and will be completed with the startup of the pool in the spring; His department is finishing planting trees and will be transitioning into cleaning up parking lots. R. Van Gheem report: His department is in the process of picking up leaves; His staff is working on finalizing contracts and assessment documents for billing; He is working on compiling data from 2014 projects. V. Schneider report: Informed the board of meetings the following week; She received a phone call from a resident willing to donate a side by side refrigerator/freezer to the Village for the new break room and that custodial will look at it and decide if the Village will accept the donation. Attorney Menghini 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 Unanimously

Call for Unfinished Business

None

Items for Future Agendas

None

Moved by Trustee Peerenboom, seconded by Trustee Frassetto to enter into closed session for item #1. (6:38 p.m.) Ayes 7, Nays 0 – Motion Carried Unanimously

Moved by Trustee Smith, seconded by Trustee Frassetto to enter into closed session for item #2. (6:39 p.m.) Ayes 7, Nays 0 – Motion Carried Unanimously

Moved by Trustee Peerenboom, seconded by Trustee Van Lankvelt to enter into closed session for item #3. (6:39 p.m.) Ayes 7, Nays 0 – Motion Carried Unanimously

Closed Session:

1) 19.85 (1)(g) Wis. Stats. – Conferring with Legal Counsel for the Village, legal counsel rendering oral or written advice concerning strategy to be adopted by the Village Board with respect to litigation in which the Village is now or is likely to be involved. *La Londe Contractor's Inc.*

2) 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. *Purchase/Sale of Village Owned Property*

3) 19.85(1)(c) Wis. Stats. Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Personnel Issue*

Moved by Trustee Frassetto, seconded by Trustee Smith to exit closed sessions. (8:28 p.m.) Ayes 7, Nays 0 - Motion Carried Unanimously

Return to Open Session

No action taken

Adjournment

Moved by Trustee Peerenboom, seconded by Trustee Frassetto to Adjourn the Regular Board Meeting at 8:29 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