

MINUTES OF THE REGULAR BOARD MEETING OF NOVEMBER 20, 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 (Excused at 6:30 p.m.)

Roll Call of Officers and Department Heads

PRESENT: James Fenlon, Village Administrator
Ray Lee, 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
Chuck Koehler, Village Attorney
Sandy Berkers, Village Deputy Clerk

OTHERS PRESENT: Media Rep

Public Appearance for Items Not on the Agenda

None

Approval of Minutes

Minutes of the Regular Board Meeting of November 6, 2013

Minutes of the Committee of the Whole Meeting of November 13, 2013

Moved by Trustee Frassetto, 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 – October 14, 2013

Fox Valley Metro Police Dept. Activity Report October 2013 and YTD

Minutes of the Fire Commission Meeting of November 11, 2013 (unapproved)

Ordinances:

a) **Amending Little Chute Village Code of Ordinances – Chapter 2 – Administration, Article VII – Public Records, Section 219 – Preservation through Microfilm**

Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to Adopt Ordinance No. 11, Series of 2013, Amending Little Chute Village Code of Ordinances- Chapter 2 – Administration, Article VII – Public Records, Section 219 – Preservation through Microfilm.

Ayes 7 Nays 0 – Motion Carried Unanimously

b) **Amending Little Chute Village Code of Ordinances – Chapter 26 – Motor Vehicles and Traffic, Article II – Controlled Intersections and Street Traffic Regulations, Section 35 – Heavy Traffic Routes (f) Heavy Traffic Routes Designated**

Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to Adopt Ordinance No. 12, Series of 2013, Amending Little Chute Village Code of Ordinances – Chapter 26 – Motor Vehicles and Traffic, Article II – Controlled Intersections and Street Traffic Regulations, Section 35 – Heavy Traffic Routes (f) Heavy Traffic Routes Designated.

Ayes 7, Nays 0 – Motion Carried Unanimously

Resolutions:**a) Adopting 2014 Village Budget and Establishing the Tax Levy**

T. Matheny presented a budget overview and noted that in the next two weeks she will have the final net tax rate for each school district. J. Fenlon noted a onetime \$10,000 allocation for the Little Chute Library book collection which will be held until after the renovation/addition is complete in case the money is needed to pay for any cost overruns.

Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to Adopt Resolution No. 42, Series of 2013, Adopting the 2014 Budget and Establishing the Tax Levy.

Roll Call Vote: Trustee Frassetto – Aye, Trustee Hietpas – Aye, Trustee Joosten – Aye, Trustee Peerenboom – Aye, Trustee Smith – Aye, Trustee Van Lankvelt – Aye, President Vanden Berg – Aye
Ayes 7, Nays 0 – Motion Carried Unanimously

b) West Evergreen Drive Maintenance

R. Van Gheem stated that the Ordinance passed earlier designates West Evergreen Drive as a truck route and that it passes through 3 municipalities (Little Chute, Grand Chute, and Town of Vandenbroek). R. Van Gheem went on to say that Little Chute has maintained this road since 2005. R. Van Gheem stated that portions of West Evergreen are in the Village's Capital Improvement Plan due to development of the area. R. Van Gheem stated that due to utilities being installed in 2005 the road was destroyed and that is why the Village paid to have the road reconstructed. J. Moes stated that in creating TID #4 the Village included in the project plan to assess residents and also use the TID increment for the areas that cannot be assessed. J. Moes went on to say that the portions that were not assessed are held in abeyance until the time of annexation. Trustee Hietpas questioned the percentage of the road that is in Little Chute and R. Van Gheem stated 50%. Trustee Frassetto stated that she is disappointed in the lack of cost sharing by the other communities.

Moved by Trustee Frassetto, seconded by Trustee Smith to Adopt Resolution No. 43, Series of 2013 Accepting Responsibility for Normal Maintenance of West Evergreen Drive.

Ayes 6, Nays 1 (Hietpas) – Motion Carried

c) Appreciation to Rick Hermus for Serving as Interim Administrator for the Village of Little Chute

Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to Adopt Resolution No. 44, Series of 2013 Appreciation to Rick Hermus for Serving as Interim Administrator for the Village of Little Chute.

Ayes 7, Nays 0 – Motion Carried Unanimously

Operator's Licenses:

Morgan R. Houlahan	Little Chute	Express
Jessica L. Mor	Appleton	Hollanders
Edgar Juan Sandoval	Appleton	El Jaripeo

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

Ayes 6, Nays 0 – Motion Carried

Department and Officers Progress Reports

FVMPD - no report. Teri Matheny report: thanked board members and staff for their efforts during the budget process; bills for the addition have started coming in and noted that the first installment of the donation has been pulled from the donors account; department completed the upload to the county site for the tax roll so as soon as she has final numbers she can have the tax bills printed; Village Hall is experiencing problems with the phone system; James Fenlon report: Emergency Assistance is now available from the August storms through the Outagamie County Community Development Block Grant; working on development projects that should come before the Board soon; has asked Larry Burkhardt from the Fox Cities Regional Planning Committee to do a presentation for the Board in January of 2014; met with Al Ott this week and Mr. Ott has offered his support if needed in the future; met with a furnishings

company this week for potential needs in the Village Hall addition; met with the Fox Cities Convention and Visitors Bureau and will become a representative for the Village; applied for a grant for an information kiosk to be placed in the lobby of the new addition; staff evaluations are almost complete and will give the board an overview in late December. James Moes report: meeting with attorneys regarding the Walgreens tax case. Tom Flick report: Park Planning will be getting the final bidding and designs for the Doyle Park Shelter; Board members will be seeing some easements for approval from the Fox River Navigational System Authority for ingress/egress electrical easements; discussed trail counter at Heesakker Park and noted that the average daily count is 75 people; DNR has recently released a presentation regarding the Emerald Ash Borer and noted that he will present this to the Board at a later date; deer culling in Heesakker Park will begin on December 2, 2013 and noted the closure of the park; Enterprise Electric has volunteered their time and materials to hookup the new slide at Doyle Park and asked board members to thank owners for their kindness. Roy Van Gheem report: department is making a last pass at picking up leaves; department has been successful at closing some utility projects this year and hopes to finish up a couple more; working with the DOT to close out the Main Street project; trying to acquire grants for upcoming projects in the Village. Sandy Berkers report: Newsletter articles are due to Vicki by December 2, 2013. 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 6, Nays 0 – Motion Carried Unanimously

Call for Unfinished Business

Trustee Peerenboom thanked staff for their work on the 2014 budget.

Items for Future Agendas

November 27, 2013 Committee of the Whole meeting canceled due to Thanksgiving.

Moved by Trustee Smith, seconded by Trustee Peerenboom to enter into closed session for item listed. (6:48 p.m.) Ayes 6, Nays 0 – Motion Carried

Closed Session:

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*

Moved by Trustee Frassetto, seconded by Trustee Smith to exit closed sessions. (7:23 p.m.)

Ayes 6, Nays 0 - Motion Carried

Return to Open Session

No action taken

Adjournment

Moved by Trustee Frassetto, seconded by Trustee Smith to Adjourn the Regular Board Meeting at 7:23p.m. Ayes 6, Nays 0 - Motion Carried

VILLAGE OF LITTLE CHUTE

By: _____

Attest:

Michael R. Vanden Berg, Village President

Sandy Berkers, Village Deputy Clerk