

## MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF JANAUARY 8, 2014

### Call to Order

President Vanden Berg called the Committee of the Whole meeting to order at 6:00 p.m.

### Roll Call

PRESENT: President Vanden Berg, Trustee Frassetto, Trustee Hietpas, Trustee Joosten, Trustee Peerenboom, Trustee Smith, Trustee Van Lankvelt

ALSO PRESENT: Staff Members: J. Fenlon, R. Van Gheem, T. Matheny, T. Flick, J. Moes, S. Berkers, Al Zierler, Jennifer Tessen, John Elrick, Larry Burkhardt

### Public Appearance for Items not on the Agenda

None

### Great Wisconsin Cheese Festival Board Chair Al Zierler – Presentation of Donation to Village for New Doyle Park Shelter

Al Zierler presented a check to President Vanden Berg in the amount of \$35,000 for the new Doyle Park Shelter.

### Action on Class B Beer/Class C Wine License for Seth Lenz – Seth's Coffee

Discussion regarding whether or not this license would affect the village's quota of liquor licenses occurred.

*Moved by Trustee Smith, seconded by Trustee Frassetto to Approve Class B Beer/Class C Wine License for Seth's Coffee.*

Ayes 7, Nays 0 – Motion Carried Unanimously

### Action on Fireworks Permit Application – Toonen Properties – Elm Grove Apartments

Trustee Smith questioned if the fireworks permit last year was effective at keeping the seagulls away from the apartment complex. Jennifer Tessen of Toonen Properties stated that yes it does help. Discussion regarding a permanent solution to get rid of seagulls occurred. Trustee Joosten stated that he did not feel that this firework permit solved the problem of getting rid of the seagulls it just forces the birds to another's property.

*Moved by Trustee Frassetto, seconded by Trustee Smith to Approve Fireworks Permit for Toonen Properties – Elm Grove Apartments*

Ayes 7, Nays 0 – Motion Carried Unanimously

### Fox Cities Regional Partnership Presentation – Mr. Larry Burkhardt, Executive Vice President

L. Burkhardt updated board members on the progress of the Fox Cities Regional Partnership and what the organization does. L. Burkhardt stated that his organization works with a group of consultants called Site Selectors and he compares this group to Consumer Reports. Site Selectors evaluate communities for companies looking to expand or relocate. L. Burkhardt gave examples of companies his organization has worked with and expanded their workforce. L. Burkhardt showed the board members the Fox cities Regional Partnership website and how to navigate it. Trustee Joosten questioned if it is beneficial for one municipality to bid against another to obtain a favorable position from a potential business looking to relocate. L. Burkhardt stated that while some municipalities offer an incentive package to a company willing to locate there it is rarely a bidding war between communities.

### Discussion/Possible Action – Doyle Park Shelter Project

T. Flick stated that John Elrick will be discussing two options for the Doyle Park Shelter and noted that the second option is adding wind breakers and rain screens at a later date. John Elrick of Keller presented site plans for the Doyle Park Shelter Project. John Elrick presented samples of materials that will be used for the shelter. J. Elrick noted that the lighting for the shelter will be LED. Trustee Hietpas questioned

the type of electrical service and if it will be placed underground or above ground. J. Elrick stated that it is a 100 amp service coming off of the existing service by the band shelter. T. Flick noted that last year the Cheesefest Committee paid to have the electrical service at Doyle Park upgraded from a 400 amp service to an 800 amp service anticipating the addition of the new shelter. Trustee Smith stated that he would rather see a 200 amp service installed at the shelter. T. Flick stated that he would look into this to make sure that the electrical needs are met for the shelter. Discussion regarding the height of the shelter occurred. T. Flick stated that based on feedback tonight changes would be made to the site plans and a bid opening for construction on February 3, 2014. T. Flick stated that ideally he would like to have the structure finished by Cheesefest 2014 but that will be dependent on when the laminated beams for the roof structure are ordered and received. Trustee Peerenboom questioned if there were any security measures put into this plan. T. Flick stated that he is looking into possibly tying into the camera system for the park and security lighting will be installed. Trustee Peerenboom stated that he would like to see the conduit put in place during construction to put in cameras right away.

*Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to Approve Option #2 for the Doyle Park Shelter Project Site Plan and Proceed with Bid Opening.*

Ayes 7, Nays 0 – Motion Carried Unanimously

**Action – HOV Mill Street Bridge – Temporary Bridge Lease Extension**

T. Flick stated that the original contract was approved in 2009 to share costs with HOVMSD for a temporary bridge. T. Flick stated that the village needs to access Island Park for needed brush clearing. T. Flick stated that the funds used for this extension would come from the Mill Street Bridge Project. T. Flick stated that he still cannot comment on where the village stands fiscally in regards to the Mill Street Bridge until he hears something from the DOT. Trustee Frassetto questioned if T. Flick had these funds included in his general budget and he stated “no” that he and T. Matheny decided that the cost of this lease extension should be charged to the Mill Street Bridge Project. T. Matheny stated that as she understands the federal portion of the Mill Street Bridge cost is capped where the village’s portion is not. T. Flick stated that if the lease extension is charged to the project then the village can bill half to the county. Trustee Joosten questioned what the HOVMSD needs to transport across the bridge. T. Flick stated that the HOVMSD uses a light utility truck to access the metering station. T. Flick stated that his department has an interest in the temporary bridge until mid-June to get the necessary work done at Island Park.

*Moved by Trustee Peerenboom, seconded by Trustee Frassetto to Approve the Lease with HOV for the Mill Street Temporary Bridge in the Amount of \$8,300 and Pay \$4,150 by January 15, 2014 and the Remaining Balance of \$4,150 by December 15, 2014.*

Ayes 6, Nay 1 (Joosten) – Motion Carried

**Action – Draw Ballot Placement – Trustee Candidates – April 1, 2014 Spring Election**

President Vanden Berg drew the candidates’ names in the following order for ballot placement.  
Village Trustee - 1) Larry Van Lankvelt 2) Tammy Frassetto 3) Jim Hietpas 4) John Elrick

**Unfinished Business**

None

**Items for Future Agenda**

None

*Moved by Trustee Peerenboom, seconded by Trustee Van Lankvelt to Enter Closed Session.  
(7:28 p.m.)*

Ayes 6, Nays 0 – Motion Carried

Trustee Smith was excused at this time (7:28 p.m.)

Administrator Fenlon, J. Moes, Phil Cosson (Ehlers) and T. Matheny were present for the closed session.

**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 Property*

*Moved by Trustee Frassetto, seconded by Trustee Peerenboom to Exit Closed Session and Return to Open Session (9:13 p.m.)* Ayes 6, Nays 0 – Motion Carried

**Adjourn**

*Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to Adjourn the Committee of the Whole Meeting at 9:14 p.m.*

Ayes 6, Nays 0 – Motion Carried Unanimously

**VILLAGE OF LITTLE CHUTE**

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By: Michael R. Vanden Berg, Village President

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Attest: Sandy Berkers, Village Deputy Clerk