

## **MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF JANUARY 22, 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 Van Lankvelt

EXCUSED: Trustee Smith

ALSO PRESENT: J. Fenlon, R. Van Gheem, T. Matheny, T. Flick, J. Moes, S. Berkers, Jim Resick (UW Extension), Naletta Burr (WEDC), Interested Citizens, Media Reps

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

None

### **Action-Resolution for Final Special Assessment for 2013 Asphalt Paving, Rehab Sidewalk, Storm Sewer Laterals – Elm Drive, Harding Street, Sheridan Court, Wisconsin Court, and Woodland Court**

*Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to Adopt Resolution No. 3, Series of 2014 for Final Special Assessment for 2013 Asphalt Paving, Rehab Sidewalk, Storm Sewer Laterals – Elm Drive, Harding Street, Sheridan Court, Wisconsin Court, and Woodland Court.*

Ayes 6, Nays 0 - Motion Carried

### **Strategic Planning Presentation**

J. Fenlon presented information regarding the development of a Strategic Plan for the Village of Little Chute. J. Fenlon went on to define strategic planning and the different phases of the plan. J. Fenlon discussed why an organization should have a plan and the benefits of having a Strategic Plan. J. Fenlon discussed the required resources and parameters as well as the basic design and characteristics of a Strategic Plan. Jim Resick discussed some roles the Extension could play in the creation and implementation of the Strategic Plan. Naletta Burr of WEDC stated that it is her job to help community's access technical and financial resources for planning. Naletta Burr stated that she requires partnership with the UW Extension for Strategic Planning and that she has worked with Jim Resick in the past. Naletta Burr recommended to the Board that they know where they want to be in order to best use their resources. J. Fenlon proposed a schedule for the Strategic Plan and recommended to the Board that they allow staff to move forward and create an advisory committee. J. Fenlon stated that he would come back to the Board with updates as needed.

### **Review/Discussion – 2014 CIP**

T. Matheny updated the Board on the progress of the 2014-2018 CIP. T. Matheny covered items by department in the CIP that were currently underway or in the near future. T. Matheny stated that Fire Chief Jansen has moved forward securing the Self Contained Breathing Apparatus for the Fire Department. T. Matheny stated that FVMPD has ordered the 2 new SUV's for the department's fleet and paperwork to move forward on the Audio/Video System is on Mr. Fenlon's desk. T. Matheny stated that the Police and Library Departments are looking at requesting the joint communities to fund a flat amount yearly to secure capital improvements and not have them as part of the communities CIP. Then it would be up to those department directors to manage the funds for needed improvements. This does not preclude the Police or Library from putting a large capital improvement item in the community's budget. T. Matheny went on to say that next year you will not see Police or Library in the CIP. T. Matheny reviewed the General Government CIP items and noted that the 2<sup>nd</sup> phase of the village wide revaluation is in the 2014 CIP. T. Matheny stated that she has signed a contract for the accounting software and is in the progress of scheduling a changeover for the Finance Department. T. Matheny discussed the Taylor Street item in the CIP and noted that if the Buchanan Interceptor does not move forward then the Taylor Street project will not move forward. T. Matheny stated that staff has given a green light for the Riverside

Drive project and that it will move forward this year. T. Matheny stated that if everything goes as planned the Preliminary Assessment Hearing will be in March with the project going out to bid in April and construction starting in May. T. Matheny stated that Public Works is exploring ideas for reducing the costs of the leaf vacuum and the dump truck. T. Matheny stated that due to DNR regulations and Village priority the Paradise Valley Stream Bank will potentially be put on hold for now. T. Matheny stated that the Well #1 Drainage System will not move forward in 2014 due to the need for a lift station for brine disposal. T. Matheny stated that T. Flick reached out to Rettler Corp. and was able to get our costs lowered for the Comprehensive Park Plan from \$14,000 to \$9,800. T. Matheny stated that the 2000 Kubota Tractor has been replaced and noted the Mule Utility Vehicle is being put on hold pending development options in the Village.

#### **Discussion/Action – Legion Park Sponsorship Scoreboard**

T. Flick presented information regarding the donation of a scoreboard from Kaukauna Utilities to the Little Chute Baseball Club. T. Flick stated that the old scoreboard would be moved to diamond #3 and that the Baseball Club would pay for the relocation.

*Moved by Trustee Frassetto, seconded by Trustee Peerenboom to Approve the Donation and Installation of a new Scoreboard from Kaukauna Utilities at Legion Park Ball Diamond #1 with Sponsor Signage Being Removed after Five Years.*

Ayes 6, Nays 0 – Motion Carried

#### **Unfinished Business**

J. Moes updated the Village Board on the calculation error on Mr. Vanden Wyngaard's property from 1981 and that it appears that the Assessor at that time corrected the error.

#### **Items for Future Agenda**

Resolution for the sale of the Polk Street lot.

*Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to Enter Closed Session.*

(7:20 p.m.)

Ayes 6, Nays 0 – Motion Carried

Administrator Fenlon 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 Peerenboom, seconded by Trustee Van Lankvelt to Exit Closed Session and Return to Open Session (7:55 p.m.)*

Ayes 6, Nays 0 – Motion Carried

#### **Adjourn**

*Moved by Trustee Peerenboom, seconded by Trustee Van Lankvelt to Adjourn the Committee of the Whole Meeting at 7:55 p.m.*

Ayes 6, Nays 0 – Motion Carried

### **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