



Village of

Little Chute

AGENDA

LITTLE CHUTE VILLAGE BOARD COMMITTEE OF THE WHOLE MEETING

PLACE: Little Chute Village Hall

DATE: Wednesday, March 11, 2015

TIME: 6:00 p.m.

- A. Call to Order
- B. Roll Call
- C. Public Appearance for Items Not on the Agenda

1. Approval of Minutes
Minutes of the Regular Board Meeting of March 4, 2015
2. Presentation: Fox Cities Convention & Visitors Bureau—Bring it Home Campaign
3. Discussion/Action—Award Safety Center roofing contract
4. Operator Licenses:

<i>Brantmeier, Melissa</i>	<i>Little Chute</i>	<i>Hawk's Nest</i>
<i>Hooyman, Anthony</i>	<i>Little Chute</i>	<i>Super 41 Shell</i>
<i>Peil, Bryan</i>	<i>Little Chute</i>	<i>Pumphouse</i>
5. Discussion: 2016-2019 Capital Improvement Plan (CIP)
6. Unfinished Business
7. Items for Future Agenda
8. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made with as much advance notice as possible to the Clerk's Office at 108 West Main Street, (920) 423-3852 or email laurie@littlechutewi.org. Prepared: March 6, 2015

MINUTES OF THE REGULAR BOARD MEETING OF MARCH 4, 2015

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
John Elrick, 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
Roy Van Gheem, Director of Public Works
Beth Carpenter, Library Director
Tom Flick, Director of Parks, Recreation, and Forestry
Teri Matheny, Finance Director
Laurie Decker, Village Clerk

EXCUSED: Michael Menghini, Village Attorney

Public Appearance for Items Not on the Agenda

None

Report of Other Minutes

Library Meeting Minutes of January 20, 2015

Fire Commission Meeting Minutes of February 9, 2015

Approval of Minutes

Minutes of the Regular Board Meeting of February 18, 2015

Moved by Trustee Smith, seconded by Trustee Van Lankvelt to approve the minutes as presented

Ayes 7, Nays 0 – Motion Carried

Discussion/Action—Permit for Amplifying Device in Doyle Park

Director Flick reported the Parks Department has accepted a rental for the Cheese Fest shelter at Doyle Park for a wedding reception. The renter, Ashley Hietpas, appeared requesting to play amplified music past the allowed Village ordinance of 10:00 PM. All requests for amplified music past 10:00 PM must be approved by the Village Board per Section 30-27(g) (3). Director Flick is only aware of two past approvals for amplified music to be played past 10:00 PM in the park and they were for Cheese Fest and Rock Cancer. The Parks Department does not support granting this request for the following reasons:

1. Location of the event is in close proximity to residential dwelling units.
2. Parks close at 11:00 PM; rented amenities for events such as a wedding reception need separation of event activities in order for patrons to be out of the park by 11:00 PM.
3. No current criteria for determining types of amplified music that could be played past 10:00 PM that is appropriate for the venue and park.
4. If approved, the Village has set precedence for future requests.

Moved by Trustee Van Lankvelt, seconded by Trustee Peerenboom to deny the request for the Permit for Amplifying Device in Doyle Park

Ayes 7, Nays 0 – Motion Carried

Discussion/Action—Resolution #6 Amending Resolution No. 1, Series 2001 Regarding Polling Sites For Elections at Village Hall

Clerk Decker reported that Pursuant to past history for minor local elections, the Village of Little Chute has historically combined the polling locations of the Civic Center and Village Hall into one polling location at Village Hall. There were 559 voters in the last Spring Election in 2014. Combining the polling places into one location would facilitate greater efficiency amongst the poll workers and save money. The change will only be in effect for the April 7, 2015 election.

Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to Adopt Resolution #6 Amending Resolution No. 1, Series 2001 regarding Polling Sites for Elections at Village Hall

Ayes 7, Nays 0 – Motion Carried

Discussion/Action—Wage and Compensation Study

Administrator Fenlon presented two competitive proposals from the RFP released in January. Carlson Dettmann Consulting out of Middleton, WI and Public Administration Associates out of Oshkosh, WI were the consultants who responded to the Villages RFP. After staff reviewed both proposals it seems that Carlson's scope is more in depth, whereas Public Administration Associates seems to have a uniform approach to this type of work. When looking at what we are trying to accomplish, Public Administration Associates is the more favored proposal due to cost, experience and overall format.

Moved by Trustee Elrick, seconded by Trustee Hietpas to enter into a contract with Public Administration for \$9,600.00

Ayes 7, Nays 0 – Motion Carried

Action—Approval of Special Event Permit for Little Chute Baseball 5K Run/Walk

Moved by Trustee Smith, Seconded by Trustee Peerenboom to Approve the Special Event Permit for Little Chute Baseball 5K Run/Walk and the Village will pay 50% of the total cost of the event.

Ayes 7, Nays 0 – Motion Carried

Department and Officers Progress Reports

Departments and Officers provided progress reports to the Board

Disbursement List

Moved by Trustee Peerenboom, seconded by Trustee Van Lankvelt to Approve the Vouchers and Authorize the Finance Director to pay all vendors.

Ayes 7, Nays 0 – Motion Carried

Call for Unfinished Business

None

Items for Future Agendas

None

Closed Session:

19.85(1) (c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. Personnel Matter

Moved by Trustee Smith, seconded by Trustee Peerenboom to enter into Closed Session at 6:47 p.m.
Ayes 7, Nays 0 – Motion Carried

Return to Open Session

Moved by Trustee Smith, seconded by Trustee Elrick to exit Closed Session at 7:17 p.m.
Ayes 7, Nays 0 – Motion Carried

Adjournment

Moved by Trustee Peerenboom, seconded by Trustee Van Lankvelt to Adjourn the Regular Board Meeting at 7:17p.m.

Ayes 7, Nays 0 - Motion Carried

VILLAGE OF LITTLE CHUTE

By:

Attest:

Michael R. Vanden Berg, Village President

Laurie Decker, Village Clerk

Village of Little Chute
REQUEST FOR BOARD CONSIDERATION

ITEM DESCRIPTION: Approve Notice of Award for Marianne's Roofing (Safety Center roof replacement project)

PREPARED BY: Glenn Brouillard

REPORT DATE: March 5, 2015

ADMINISTRATOR'S REVIEW COMMENTS:

No additional comments to this report: _____

See additional comments attached: _____

EXPLANATION: On the upper roof, (Fire Dept.) remove existing stone ballast and membrane. Inspect/replace damaged or deteriorated insulation per bid unit price. Install mechanically fastened cover board over existing EPS insulation. Install fully adhered 60 mil EPDM membrane. Flash all projections, walls and perimeter edge. Install Pac Clad metal edge.

On lower roof, (Police Dept.) remove existing stone ballast and membrane. Inspect/replace damaged or deteriorated insulation per bid unit price. Install cover board over existing EPS insulation. Install new loose laid EPDM membrane and new stone ballast. Flash all projections, walls and perimeter edge. Install Pac Clad metal edge.

This ballast roof system is recommended for the Police side due to the probability of damage to power, data and communication lines with fasteners needed to hold down existing insulation and cover board with a fully adhered system. These conduit pipes are fastened to the underside of the metal deck. Also there are no mechanicals on this roof which greatly reduces activity on roof.

After reviewing the bids the low responsible bidder for this project is Marianne's Roofing for \$51,470.00 plus unit price for any replacement of insulation. Reference checks were requested and came back positive. For further information, the bid tab is attached.

RECOMMENDATION: Based on information received I would recommend awarding the project to Marianne's Roofing as did McMahon Associates, Inc.

McMAHON

GENERAL CONTRACTORS

Owner: VILLAGE OF LITTLE CHUTE
Project Name: Little Chute Safety Center Roof Replacement
Contract No. U0001-540185
February 17, 2015
Bid Time: 1:00 p.m., local time
Bidder: Michael J. McMahon, AIA / Eric B. Rhodhamel, AIA
Project Manager:

BID TABULATION

CONTRACTOR	CONTACT PERSON	ADENDA SERVED	PROOF OF RESPONSIBILITY	BID SECURITY	BASE BID	ALT #2 (add)	ALT #2 (deduct)	BASE BID + ALT #2	ALT #2 + ALT #2	BASE BID + ALT #2 + ALT #2	UNIT PRICES
MARIANNE'S ROOFING CO., LLC d/b/a W.J. WOODRUFF ROOFING CONTRACTORS 279 Forest Ave / PO Box 763 Fond du Lac, WI 54936	Douglas Krasmer (920) 522-3110 douglas@woodruffroofing.com	Yes, #1 & #2	Yes	5% Bid Bond	\$72,970.00 (\$23,100.00)	\$1,600.00	\$49,870.00	\$74,570.00 (\$21,700.00)	\$74,570.00	\$200.00	
NORTHEASTERN ROOFING, INC. 230 Morton Street / PO Box 36 Seymour, WI 54165	Troy Beck (920) 621-1761 cell (602) 633-6334 Office NERTRoofing2013@gmail.com	Yes, #1 & #2	Yes	5% Bid Bond	\$75,000.00 (\$21,700.00)	\$6,000.00	\$53,300.00	\$81,000.00 (\$23,305.00)	\$59,300.00	\$110.00	
KASCHAK ROOFING 1696 W. Hampton Avenue Milwaukee, WI 53209	Greg Stahlhagen (646) 916-1538 gregsmalhomed@ameritech.net	Yes, #1 & #2	Yes	5% Bid Bond	\$79,371.00 (\$23,305.00)	\$6,000.00	\$56,065.00	\$85,371.00 (\$23,692.00)	\$62,066.00	\$450.00	
H.I.S. CORPORATION 5700 Hwy K Hartford, WI 53027	Randy Michel (731) 644-5297 randym@hiscorporation.com	Yes, #1 & #1	Yes	5% Bid Bond	\$86,226.00	\$2,000.00	\$62,534.00	\$88,226.00 (\$23,692.00)	\$64,534.00	\$200.00	
WEINERT ROOFING 1897 Progress Way / PO Box 917 Kaukauna, WI 54130	Randy Weinert (920) 759-4220 rweinert@weinertroofing.com	Yes, #1 & #2	Yes	5% Bid Bond	\$88,373.00 (\$27,500.00)	\$4,200.00	\$60,873.00	\$92,573.00 (\$27,500.00)	\$65,073.00	\$175.00	
CRAFTS, INC. 3403 Menasha Avenue Manitowoc, WI 54221	Chris Milane (920) 682-7707 cmilane@craftsroofing.com	Yes, #1 & #2	Yes	5% Bid Bond	\$73,614.00 (\$11,614.00)	\$4,800.00	\$62,000.00	\$78,414.00 (\$11,614.00)	\$66,800.00	\$250.00	
JT HAMS LLC 350 S. Tower Suite #2 Saukville, WI 53080	James Thull (262) 923-7267 jthull@jthams.com	Yes, #1 & #2	Yes	5% Bid Bond	\$83,670.00 (\$18,317.00)	\$3,800.00	\$65,353.00	\$87,470.00 (\$18,317.00)	\$69,153.00	\$185.00	
OSHKOSH INDUST. ROOF & SHEET METAL 4868 City Road 1 / PO Box 1 Oshkosh, WI 54907 / Wausau, WI 54403	Paul Stuebs (920) 235-2620 paul@oskoshindust.com	Yes, #1 & #2	Yes	5% Bid Bond	\$83,900.00 (\$14,800.00)	\$6,100.00	\$69,100.00	\$90,000.00 (\$14,800.00)	\$75,200.00	\$400.00	
PHD ROOF DOCTORS, INC. 340 S. Milwaukee Street Frederick, WI 53021	Scott Westerman (262) 692-3900 phdrcd@phdroofdoctors.com	Yes, #1 & #2	Yes	5% Bid Bond	\$86,900.00 (\$18,300.00)	\$7,500.00	\$68,600.00	\$94,400.00 (\$18,300.00)	\$76,100.00	\$120.00	
NORTHERN METAL & ROOFING CO., INC. 320 Packerland Drive Green Bay, WI 54303	missing 'Contractor Certification'	Yes, #1 & #2	Yes	5% Bid Bond	\$88,065.00 (\$15,300.00)	\$7,000.00	\$72,765.00 (\$15,300.00)	\$95,065.00 (\$15,300.00)	\$79,765.00	\$300.00	

"Quality Roofing" submitted late and their bid was not accepted (their bid was in mid range and they would not have been low bidder in any case).