

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING JULY 22, 2015

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 Peterson, Trustee Smith, Trustee Elrick, Trustee Hieptas, Trustee Peerenboom, Trustee Van Lankvelt

ALSO PRESENT: James Fenlon, Roy Van Gheem, Teri Matheny, Laurie Decker, Jim Moes, Interested Citizens, Media Reps

Public Appearance for Items not on the Agenda

None

Approval of Minutes

Minutes of the Regular Board Meeting on July 15, 2015

Moved by Trustee Smith, seconded by Trustee Van Lankvelt to approve the Minutes of July 15, 2015 as presented.

Ayes 7, Nays 0—Motion Carried

Operator Licenses:

Wellhouse, Thomas		Kaukauna
Parker, Tammy	Village Lanes	Little Chute
Linders, Robert	Super 41 Shell	Little Chute
Van Domelen, Jacquelyn	Super 41 Shell	Little Chute
Brittnacher, Lori	Pine Street Bar	Little Chute
Verkuilen, Autumn	Moasis Truck Stop	Kaukauna
Brunner, Alyssa	5 th Quarter	Little Chute
Immekus, Shelly	Pump House	Appleton
Van Groll, Maia	Hollanders	Little Chute
VanDerSteen, Kaylyn	Van Zeeland	Little Chute

Moved by Trustee Van Lankvelt. seconded by Trustee Elrick to approve the Operator Licenses as presented

Ayes 7, Nays 0—Motion Carried

Discussion/Action—Development Agreement with Integrated Public Resources LLC

Administrator Fenlon presented a copy of the four page development agreement with Integrated Public Resources LLC (IPR). Director Van Gheem and Director Moes worked with five parcel owners located on Harthzeim Drive and Randolph. This project would install a storm water pipe that would extend from Wellhouse #4 and Harthziem right of way and west over to Randolph Drive. It allows property owners to pay for the project and it would enable one of the property owners to engage with an interested party to build a new commercial venture and would allow a current business owner on Randolph Drive to add 10,000 square feet to their building. Staff has met with the property owners and they have all signed on and agreed to move forward. Staff recommends entering into this contract with IPR.

Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to Approve the Development Agreement with Integrated Public Resources LLC

Ayes 7, Nays 0—Motion Carried

Discussion/Potential Action—902 East Greenfield Sidewalk Exception Request

In May, Mr. Vander Sanden of 902 East Greenfield requested the board to grant him an exception for the installation of sidewalks on his property. An aerial map of his property was presented along with a copy of the sidewalk ordinance. Mr. Vander Sanden would like to move forward with the request for the exception. Director Van Gheem stated he views the installation of sidewalks at this property is appropriate. Trustee Peterson asked if Mr. Vander Sanden meets the conditions of a dead end.

Moved by Trustee Peerenboom, seconded by Trustee Hieptas to grant the exception as requested as it is a dead end street and meets the qualifications of the Ordinance

Ayes 6, Nays 1 (Vanden Berg)—Motion Carried

Discussion/Potential Action—300 Fillmore Street Sidewalk

Jessica Vandenberg of 300 Fillmore Street sent a request to the board as her sidewalk was re-routed because of a tree. Administrator Fenlon explained when a sidewalk is constructed on private property and in the event that a tree is misaligned the tree is removed and the owner is required to realign the sidewalk at the owner's expense. Ms. Vandenberg has done considerable landscaping and 300 Fillmore is part of the street reconstruction this year. Director Moes stated that from a zoning perspective the Village regulates retaining walls and they must be three feet from the lot line. If a permit would have been requested for this retaining wall it would have been denied based on regulation. Director Van Gheem added that this retaining wall adds liability to the Village because it is in the right of way and people could get hurt. He stated that sidewalks are supposed to be realigned when trees are gone and this planter should not be on the property at all. Ms. Vandenberg stated the retaining wall was already there when she purchased the property in 2002. The tree was cut down in 2006 but the stump is still there. Her sidewalks that are not straight were just replaced two years ago because of cracks. Trustee Peterson asked if the Village would pay some of the cost if half the stump was on private property and half on Village Property. Director Van Gheem stated the Village has never done so in the past. Director Moes suggested in the spirit of compromising what's best for the Village and the property have the owner move the retaining wall and plants and allow the Village to grind the stump out. The retaining wall would then go back three feet and it would be a 50/50 cost share for the straightening of the sidewalk.

Moved by Trustee Peerenboom, seconded by Trustee Peterson to notify the property owner so she can remove all non-conforming objects from the Village right of way. The Village will remove the stump pending signed documents and the sidewalk will be replaced and the property owner will be credited for the one square of the sidewalk.

Ayes 5, Nays 2 (Smith and Hietpas)—Motion Carried

Discussion—Resident request regarding urban chickens

Administrator Fenlon stated that in past weeks, the Village has been contacted by a number of residents regarding urban chickens. Ellen Bastien and Kimberly Kamps appeared to ask the board for an ordinance change to allow chickens. They presented letters from residents and an online petition they started on moveon.org. A brief overview was given on how some area municipalities handled this matter. Green Bay, Oshkosh and Neenah allow some sort of chickens, though the number, type and permitting process varies. After discussion, it was decided not to change the ordinance to allow chickens in the Village of Little Chute.

Discussion—Incident Response Plan

Capt Lund with Fox Valley Metro Police Department gave a brief overview and presented a template of the Incident Response Plan. The plan would ensure that all festivals and special events are held in a responsible manner. Anyone that takes out a special event permit has to work with the police department to complete the document. The event organizer must have the completed document back to the police department two months before the event. He is also asking the board not to approve the permits until the document is completed.

Action—Emergency Response Plan

Moved by Trustee Van Lankvelt, seconded by Trustee Elrick to Adopt the Emergency Response Plan as presented

Ayes 7, Nays 0—Motion Carried

Discussion—2016 Budget Calendar and Budget Guidance

Director Matheny presented a brief overview of the proposed budget calendar for 2016 which included the timeline and various milestones within in the 2016 budget process. Given the numerous points of intersect with state aid, impacts to personnel and private factors, these timelines could shift through the process.

Unfinished Business

None

Items for Future Agenda

None

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. *Sale of Village Owned Property*

Moved by Trustee Smith, seconded by Trustee Elrick to Enter into Closed Session

Ayes 7, Nays 0 – Motion Carried

Return to Open Session

Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to Return to Open Session

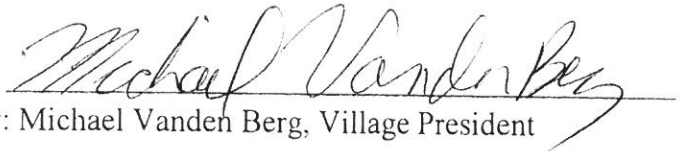
Ayes 7, Nays 0 – Motion Carried

Adjournment

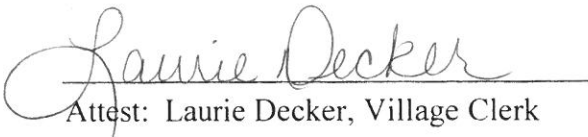
Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to Adjourn the Committee of the Whole Meeting at 8:49 p.m.

Ayes 7, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE



By: Michael Vanden Berg, Village President



Attest: Laurie Decker, Village Clerk