

## MINUTES OF THE REGULAR BOARD MEETING OF APRIL 6, 2016

**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  
Larry Van Lankvelt, Trustee  
John Elrick, Trustee  
Bill Peerenboom, Trustee  
David Peterson, Trustee  
Skip Smith, Trustee  
James Hietpas, Trustee (Arrived at 6:14 p.m.)

**PRESENT:** James Fenlon, Village Administrator  
Erik Misselt, Fox Valley Metro Police Department  
Roy Van Gheem, Director of Public Works  
Adam Breest, Director of Parks, Recreation and Forestry  
Charles Koehler, Village Attorney  
Teri Matheny, Finance Director  
Brett Jensen, Building Inspector  
Mary Gorges, Administrative Assistant  
Interested Citizens

**EXCUSED:** Jim Moes, Community Development Director  
Laurie Decker, Village Clerk  
Beth Carpenter, Library Director

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

Move Item N. Discussion—LCFD Aerial Ladder Replacement to after Item G. Added item for Department and Officers Progress Reports after item N.

*Moved by Trustee Smith, seconded by Trustee Peterson to Move Item N to after Item G and to add an Item for Department and Officers Progress Reports*

Ayes 6, Nays 0 – Motion Carried

### **Approval of Minutes**

Minutes of the Committee of the Whole Meeting of March 9, 2016

*Moved by Trustee Van Lankvelt, seconded by Trustee Elrick to Approve the Minutes of the Committee of the Whole Meeting of March 9, 2016.*

Ayes 6, Nays 0 – Motion Carried

Minutes of the Regular Board Meeting of March 16, 2016

*Moved by Trustee Van Lankvelt, seconded by Trustee Elrick to Approve the Minutes of the Regular Board Meeting of March 16, 2016.*

Ayes 6, Nays 0 – Motion Carried

### **Discussion—Bike & Pedestrian Plan**

Director Breest gave an overview of the map with the Bike and Pedestrian Plan that already went through the Park Planning Committee and the Plan Commission. This plan needs to be updated every five years to ensure that Little Chute is eligible for grants.

### **Discussion—LCFD Aerial Ladder Replacement**

Administrator Fenlon thanked the Fire Department for showing up for the meeting. Village staff has been working over the last year to determine the best path to address the Little Chute Fire Department's 1988 Aerial Ladder Truck. There was discussion on shared services for this piece of equipment. However, it didn't seem cost effective or practical from a safety standpoint. Fire Chief Jansen mentioned that the growth of the Village, in businesses and apartments, will increase the need for the Aerial Ladder Truck.

Staff will look into this further to get costs and options to move this process forward this year.

#### **Trilliant Food and Nutrition Site Plan Approval**

The existing roof structure at Trilliant Food and Nutrition on Moasis Drive is going to be bumped up for a penthouse. This is supported by Director Moes and Building Inspector Jensen.

*Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to Approve the Site plan as presented for Trilliant Food and Nutrition*

Ayes 7, Nays 0 – Motion Carried

#### **Action—Approval of Cheesefest Special Event Permit**

*Moved by Trustee Elrick, seconded by Trustee Peterson to Approve the Special Event Permit Application for the Great Wisconsin Cheese Festival*

Ayes 7, Nays 0 – Motion Carried

#### **Action—Approval of Arbor Day Resolution #12**

*Moved by Trustee Van Lankvelt, seconded by Trustee Elrick to Approve Resolution #12 Proclaiming Arbor Day in the Village of Little Chute*

Ayes 7, Nays 0 – Motion Carried

#### **Action—Approval of Online Registration for Recreational Programs**

Director Breest reviewed the cost summary sheet to demonstrate one of the benefits of using an online system. He recommended the purchase of the RecDesk Software and to have the start-up costs come from the operating budget.

*Moved by Trustee Elrick, seconded by Trustee Smith to Approve the purchase of the RecDesk Software and to have the start-up costs come from the Operating Budget*

Ayes 7, Nays 0 – Motion Carried

#### **Discussion—Comprehensive Outdoor Recreation Plan**

This plan needs to be renewed every five year to be eligible for grants. Director Breest gave an overview of the plan which will be brought back for consideration at the Regular Board meeting April 20<sup>th</sup>.

#### **Action—Approval of 2016 MS4 Report**

The Department of Natural Resources requires this report to be submitted every year by the owner of a Municipal Separate Storm Sewer System (MS4).

*Moved by Trustee Elrick, seconded by Trustee Peterson to Approve the 2016 MS4 as presented*

Ayes 7, Nays 0 – Motion Carried

#### **Discussion/Potential Action—Hans Parkway Alternatives**

Director Van Gheem stated that this is a follow up to prior discussions. An overview was given stating that there will be a one foot buffer between the path and the right-of-way line, the path will be ten foot wide and constructed of concrete, there will be a two and one half foot grass terrace and the street will be 27 feet back of curb to back of curb. Administrator Fenlon stated that the Village has not been in negotiation with the land owner since 2009 for a land easement.

*Moved by Trustee Peerenboom, seconded by Trustee Smith to Approve the Hans Parkway Path as presented*

Ayes 7, Nays 0 – Motion Carried

#### **Discussion/Action—Pool Study Proposals**

Director Breest gave a brief overview of the four Pool Study Proposals. He recommended Ramaker & Assoc. because they will also include a Recreation Center proposal at a reasonable cost. The proposal should be done by July or August.

*Moved by Trustee Peerenboom, seconded by Trustee Elrick to award the Pool Study Proposal to Ramaker & Associates for \$30,000 which also includes a \$4,000 Recreation Center Inclusion*

Ayes 7, Nays 0 – Motion Carried

#### **Discussion/Action—Proposed LC Windmill Plaza Site Plan**

Administrator Fenlon gave an overview of what is currently in the Windmill Plaza and what the future is for the plaza. The goal is to not crowd the plaza, but to keep it open for community events. After getting the Bench Policy and the Donation Policy in place along with deciding on the general layout of the LC Windmill Plaza, the Board can get back to Mary Janssen's family regarding a bench they want placed in her honor.

*Moved by Trustee Van Lankvelt, seconded by Trustee Smith to Approve the LC Windmill Plaza Site plan as presented*

Ayes 5, Nays 2 (Peerenboom, Peterson) – Motion Carried

**Disbursement List**

*Moved by Trustee Peerenboom, seconded by Trustee VanLankvelt to Approve Disbursement List 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 Elrick, seconded by Trustee Smith to enter into Closed Session at 8:07 p.m.*

Ayes 7, Nays 0 – Motion Carried

**Return to Open Session**

*Moved by Trustee Peterson, seconded by Trustee Smith to Return to Open Session at 9:10 p.m.*

Ayes 7, Nays 0 – Motion Carried


**Adjournment**

*Moved by Trustee Peterson, seconded by Trustee Smith to Adjourn the Regular Board Meeting at 9:10 p.m.*

Ayes 7, Nays 0 - Motion Carried

**VILLAGE OF LITTLE CHUTE**

Attest:

  
Laurie Decker, Village Clerk

By:

  
Michael R. Vanden Berg, Village President