

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING APRIL 13, 2016

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 Peerenboom, Trustee Elrick, Trustee Van Lankvelt, Trustee Hietpas, Trustee Smith
ALSO PRESENT: James Fenlon, Roy Van Gheem, Adam Breest, Jim Moes, Teri Matheny, Laurie Decker, Jeff Elrick, Little Chute Area School District Representatives, Access Engineering Rep.

Public Appearance for Items not on the Agenda

None

Approval of Minutes

Minutes of the Regular Board Meeting of April 6, 2016

Moved by Trustee Van Lankvelt, seconded by Trustee Peterson to Approve the Minutes of the Regular Board Meeting of April 6, 2016 as presented.

Ayes 7, Nays 0 – Motion Carried

Action—Little Chute Community Area Network Bids

Administrator Fenlon and staff recommended the Underground/WE Energies Aerial for the LC CAN. Diana Sepe, Network Systems Specialist for the Little Chute Area School District, stated the underground option has long term built in savings. There were unknowns associated with Kaukauna Utilities because they have it written in their agreement that after five years the LC CAN could lose attachment. The next step is to work through the bylaws of the agreement between all parties involved. Project is set to be completed by the end of 2016.

Moved by Trustee Elrick, seconded by Trustee Smith to accept the underground along with the small aerial portion of the Little Chute Area Network Bid as presented

Ayes 7, Nays 0—Motion Carried

Discussion/Action—Municipal Services Building Architect Selection

Administrator Fenlon stated that the selection committee recommends Kueny Architects, LLC as the Architect for the Municipal Services Building.

Moved by Trustee Peerenboom, seconded by Trustee Van Lankvelt to approve Kueny Architects, LLC as the Architect for the Municipal Services Building and proceed with securing a contract

Ayes 7, Nays 0—Motion Carried

Discussion/Action—Municipal Services Building Construction Manager Selection

Administrator Fenlon stated that the selection committee recommends Miron Construction Co., Inc. as the Construction Manager for the Municipal Services Building. They have the substantial and have worked with Kueny Architects, LLC in the past. This is a service and not a product and sometimes the lowest bidder is not selected.

Moved by Trustee Peerenboom, seconded by Trustee Smith to approve Miron Construction Co., Inc. as the selection for the Construction Manager and to work to get a contract with them for Municipal Services Building Construction Manager

Ayes 6, Nays 1(Elrick)—Motion Carried

Operator License Approvals:

Miller, Tracy	Walgreens	Little Chute
Eisner, James	Jacks or Better	Kaukauna
Bates, Kevin	Moasis	Kaukauna
Klister, Mary Jo	Walgreens	Kaukauna
Gavin, Mary	Walgreens	Little Chute
Bauer, Kayla	M's Bar	Appleton
Carstens, Lisa	Super Shell 41	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—Adopt Resolution #13—Sale of real estate located at 610 Harvest Trail to VC Holdings, LLC

Director Moes stated that the offer was for the asking price and he recommends the sale. The intent at this property is to build a 2400 square foot home with four bedrooms for four physically challenged individuals. This will go to the Plan Commission for approval of conditional use of the property.

Moved by Trustee Elrick, seconded by Trustee Smith to approve Resolution No. 13, Series 2016 for the sale of real estate located at 610 Harvest Trail to VC Holdings, LLC

Ayes 7, Nays 0—Motion Carried

Discussion/Action—FRSNA Bridge Agreement

Director Breest stated that this is an agreement between the Village of Little Chute and the Fox River Navigational System Authority (FRNSA) for the operation of the Mill Street bridge during the operating season. This is a first draft and Director Breest will make changes based on the constructive comments from the board.

Discussion/Action—DPW/DPRF Succession Planning

Administrator Fenlon gave an overview of the succession planning and provided hard copies of the four new position descriptions. This type of organizing has been done in other communities and it will help achieve efficiencies for the Village.

Moved by Trustee Elrick, seconded by Trustee Peerenboom to Adopt the format for the Department of Public Works and the Department of Parks, Recreation & Forestry Succession Planning and the related position descriptions

Ayes 7, Nays 0—Motion Carried

Action—Comprehensive Outdoor Recreation Plan

Moved by Trustee Peerenboom, seconded by Trustee Van Lankvelt to Approve the 2016 Comprehensive Outdoor Recreation Plan as presented on April 6, 2016

Ayes 7, Nays 0—Motion Carried

Action—Bike and Pedestrian Plan

Moved by Trustee Peerenboom, seconded by Trustee Peterson to Approve the 2016 Bike and Pedestrian Facilities Recreation Map as presented on April 6, 2016

Ayes 7, Nays 0—Motion Carried

Unfinished Business

Trustee Peerenboom wanted to thank everyone for their hard work on the DPW/DPRF Succession Plan and to let them know it is appreciated. President Vanden Berg noted it is no small task and it is a difficult one.

Administrator Fenlon noted that after Item 13 the board will return to Open Session.

Items for Future Agenda

Director Breest handed out a draft of the Creekview Resolution that will be addressed at the April 20, 2016 meeting.

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 Peterson, seconded by Trustee Smith to enter into Closed Session at 7:10 p.m.

Ayes 7, Nays 0 – Motion Carried

Return to Open Session

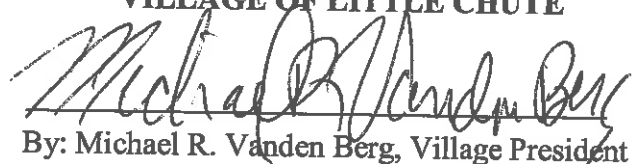
Moved by Trustee Elrick, seconded by Trustee Smith to exit Closed Session at 7:34 p.m.

Adjournment

Moved by Trustee Elrick, seconded by Trustee Smith to Adjourn the Committee of the Whole Meeting at 7:34 p.m.

Ayes 7, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE


By: Michael R. Vanden Berg, Village President


Attest: Laurie Decker, Village Clerk