

## MINUTES OF THE REGULAR BOARD MEETING OF JULY 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  
David Peterson, Trustee  
Skip Smith, Trustee  
James Hietpas, Trustee  
Bill Peerenboom, Trustee

PRESENT: James Fenlon, Village Administrator  
Ray Lee, Fox Valley Metro Police Department  
Jeff Elrick, Director of Public Works  
Teri Matheny, Finance Director  
Jim Moes, Community Development Director  
Adam Breest, Director of Parks, Recreation and Forestry  
Laurie Decker, Village Clerk  
Charles Koehler, Village Attorney  
Beth Carpenter, Library Director  
Mark Jansen, Fire Chief  
Marty Janssen, Operations Manager  
Interested Citizens

EXCUSED: Erik Misselt, Fox Valley Metro Police Department

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

None

### **Approval of Minutes**

Minutes of the Regular Board Meeting of June 15, 2016

*Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Approve the Minutes of the Regular Board Meeting of June 15, 2016*

Ayes 7, Nays 0 – Motion Carried

### **Department and Officers Progress Reports**

Departments and Officers provided progress reports to the Board.

### **Operator License Approval**

Goss, Kara	Moto Mart	Little Chute
Mitchell, Jared	Moto Mart	Little Chute
DeLooze, Dawn	Save-A-Lot	Little Chute
Winters, Tammy	Hawk's Nest	Little Chute
Sandoval, Alma	El Jaripeo	Little Chute
Kersten, Darelene	Larry's Markets	Little Chute
Nackers, James	Larry's Markets	Little Chute
Allgeyer, Benjamin	Jack's or Better	Little Chute
Saunders, James	Moasis	Little Chute
Martin, Rachel	Larry's Markets	Little Chute
Hietpas, Jean	Save A Lot	Little Chute
Crowe, Luke	Seth's Coffee	Appleton
Paul, Debra	Moto Mart	Appleton

Tarket, Devon	Moto Mart	Kaukauna
Stoeger, Trudy	Up The Hill	Little Chute
Appleton, Lisa	Up The Hill	Kimberly
Vaubel, Noreen	Pop In Again	Little Chute
Koehler, Kurtis	Hawk's Nest	Little Chute
Cummings, Sage	Valley Liquor	Hilbert
Janssen, Lisa	Rosehill	Menasha
Robinson, Connie	Moasis	Appleton
Hermus, Karen	Up The Hill	Appleton
Norvell, Kimberly	Up The Hill	Appleton
Evers, Andrew,	Ladder House	Little Chute
Orlando, Melanie	Rosehill	Kaukauna
Schoenfelt, Diann	Hollanders	Kaukauna
Chalupa, Darlene	Down the Hill	Little Chute
Schmieder, Valarie	Save-A-Lot	Appleton
Heindl, Christina	Ladder House	Appleton
Burton, Darrin	Village Lanes	Little Chute
Van Uss, Nicole	5 <sup>th</sup> Quarter	Appleton
Strobel, Jessica	Down the Hill	Appleton
Long, Catherine	Hollanders	Little Chute
Koslowski, Jennifer	Hawk's Nest	Kaukauna
Van Wychen, Jake	Pine Street	Appleton
Hietpas, Judy	Up the Hill	Little Chute
Lamers, Breanna	Moto Mart	Little Chute
Plamann, James	Village Lanes	Little Chute
Berken, Todd	LC Jaycees	Appleton
Anderson, MaryAnn	Pop In Again	Little Chute
Hegner, Shannon	M & M Bar	Menasha
Hietpas, Steve	Up the Hill	Little Chute
Malewski, Stacey	Up the Hill	Little Chute
Weigman, Holly	Pine Street	Kaukauna
Cummings, Derek	Valley Liquor	Hilbert
Konsela, Julie	Hawk's Nest	Little Chute
Guenette, Hilary	5 <sup>th</sup> Quarter	Green Bay

*Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Approve the Operator Licenses as presented*

Ayes 6, Nays 0, Abstain 1 (Hietpas) – Motion Carried

**Discussion/Action—Adopt Ordinance No. 2 Amending Fees Under Appendix B and C, of the Village of Little Chute Municipal Code**

*Moved by Trustee Peerenboom, seconded by Trustee Van Lankvelt to Adopt Ordinance No. 2, Series of 2016, Amending Fees Under Appendix B and C, of the Village of Little Chute Municipal Code*

Ayes 7, Nays 0 – Motion Carried

**Discussion/Action—Adopt Ordinance No. 3 Annexing Territory from the Town of Vandenbroek**  
Director Moes stated that the land owners requested annexation to the village. The Plan Commission has already approved this.

*Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to Adopt Ordinance No. 3, Series of 2016, Annexing Territory from the Town of Vandenbroek*

Ayes 7, Nays 0 – Motion Carried

Roll Call Vote for Ordinance No. 3

Trustee Peerenboom-Aye  
Trustee Vanden Berg-Aye  
Trustee Peterson-Aye  
Trustee Elrick-Aye  
Trustee Smith-Aye  
Trustee Van Lankvelt-Aye  
Trustee Hietpas-Aye

**Discussion/Action—Public Safety Parking**

Administrator Fenlon gave an overview of the Request for Board Consideration regarding parking restrictions at the Public Safety Center parking lot. The Police Chief and Fire Chief provided a map of the parking area detailing how they plan to restrict parking. The Director of Public Works, Police Chief and Fire Chief will coordinate how to best implement the temporary changes.

*Moved by Trustee Smith, seconded by Trustee Peerenboom to Allow Temporary Parking Restrictions in the Public Safety Center Parking Lot per Diagram Presented*

**Discussion—Tennis Courts**

Director Breest discussed the bids received for the tennis and basketball courts. The bids came back within budget. He recommends the low bid from MCC INC and would like to reach out and contact them. Director Breest would like to see how the USTA technical review comes back before proceeding with construction of the courts.

**Discussion/Action—Garbage Truck**

Director Elrick gave an overview on why a new rear loader refuse truck is being requested for purchase. The current truck has cracks in the chassis and is a safety hazard and was originally in the budget to be replaced this year. The cost to repair the truck is at least \$23,000 with no guarantee that it will hold up. Staff is requesting to purchase a 2017 freightliner chassis with a leach rear loader that is located in Yuma, Arizona for \$152,650 plus freight.

*Moved by Trustee Elrick, seconded by Trustee Smith to Approve Purchase of a New Refuse Truck*

Ayes 7, Nays 0 – Motion Carried

**Discussion—McKinley/Grand Lighting**

Administrator Fenlon noted that, as the work on McKinley and Grand continues to progress, the Village has been working with the Little Chute Area School District staff to discuss lighting around the school. Kaukauna Utilities normally install wood poles after construction and this is done at no charge to the Village except for the regular electric costs. Any upgrade from the wood pole is the responsibility of the municipality or owner. The School District would like to upgrade the light poles to help showcase the school. There are seven light poles by the school and two light poles by the park for a total of nine light poles that are being considered for the upgrade. Administrator Fenlon is working with the School District, to come up with a cost sharing plan, and further discussion/action will occur at the July 20 Board Meeting.

**Disbursement List**

*Moved by Trustee Peerenboom, seconded by Trustee Elrick 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 Sessions:**

a) 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. *Property Negotiation*

b) 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 Peterson to enter into Closed Session at 7:15 p.m.*

Ayes 7, Nays 0 – Motion Carried

**Return to Open Session**

*Moved by Trustee Elrick, seconded by Trustee Peterson to Return to Open Session at 9:14 p.m.*

Ayes 7, Nays 0 - Motion Carried

**Adjournment**

*Moved by Trustee Elrick, seconded by Trustee Peterson to Adjourn the Regular Board Meeting at 9:14 p.m.*

Ayes 7, Nays 0 - Motion Carried

**VILLAGE OF LITTLE CHUTE**

By:

  
Michael R. Vanden Berg, Village President

Attest:

  
Laurie Decker, Village Clerk