

## MINUTES OF THE REGULAR BOARD MEETING OF DECEMBER 21, 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

James Hietpas, Trustee

Bill Peerenboom, Trustee

Skip Smith, Trustee

### **Roll call of Officers and Department Heads**

PRESENT: James Fenlon, Village Administrator

Jim Moes, Community Development Director

Laurie Decker, Village Clerk

Teri Matheny, Finance Director

Adam Breest, Director of Parks, Recreation and Forestry

Jeff Elrick, Public Works Director

Chris Murawski, Village Engineer

Lt. Steeber, Fox Valley Metro Police

Charles Koehler, Village Attorney

Mark Jansen, Fire Chief

Interested Citizens

EXCUSED: Angela Schneider, Interim Library Director

Erik Misselt, Fox Valley Metro Police Department Police Chief

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

None

### **Other Informational Items**

November Monthly Report

### **Approval of Minutes**

Minutes of the Committee of the Whole Meeting of December 14, 2016

*Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Approve the Minutes of the Committee of the Whole Meeting of December 14, 2016*

Ayes 7, Nays 0 – Motion Carried

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

Departments and Officers provided progress reports to the Board.

### **Operator License Approvals**

Guyette, Kari

Gentleman Jacks

Little Chute

Tufnell, Tara

Pine Street

Appleton

Vander Wyst, Richard

Hollanders

Little Chute

Hammen, Amanda

Dwyers Gas Station

Kaukauna

Olson, Brenna

Trish's Pop-in

Little Chute

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

Ayes 7, Nays 0 – Motion Carried

**Action—2017-2021 CIP**  
Item tabled until January 4, 2017

**Discussion/Action—Aerial Ladder Acquisition Strategy**

Administrator Fenlon stated that the Finance Director, Fire Chief and staff met with him in December to discuss purchasing an aerial ladder. Pierce has the lowest cost for a 107' ladder. In order to take advantage of all of the cost savings, the aerial ladder needs to be ordered by 1/31/2017. Also, the bond offering, with the dollars in place, needs to be done by 4/10/2017. The delivery timeline is about 12.5-13.5 months from the order date. It is the goal of Fire Chief Jansen to utilize proceeds of the sale of the Engine #3 and the operational budget to pay for outfitting costs for hose and nozzles.

*Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to Approve Pierce Aerial Ladder for \$858,382 and for it to be included in the 2017 CIP*

Ayes 7, Nays 0 – Motion Carried

**Action—Downtown Redevelopment Strategy**

Administrator Fenlon gave an update on this subject. Over the last 9 months the Village has done a number of outreach efforts through the community survey, downtown business survey and efforts through the Little Chute Business Association. Creating an all-encompassing strategy will revolve first around the downtown and then will be the model for the rest of the village.

*Moved by Trustee Elrick, seconded by Trustee Smith to Adopt the Downtown Redevelopment Strategy as Presented*

Ayes 7, Nays 0 – Motion Carried

**Discussion/Action—2016/2017 Review/Preview Strategic Plan**

Administrator Fenlon gave an update and overview of this plan. He went over a spreadsheet containing an overview of actions adopted at the start of the plan, an overview of the actions implemented in 2016 and those that are planned for 2017. He noted that there is an element to the plan that leads to backburner effect in the face of the imperative operation that each department must execute on a daily basis. But he noted that the efforts to have made the Village a more resilient and flexible organization. Trustee Van Lankvelt thanked the staff for accomplishing so many of the items they have done so far on this plan.

*Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to Approve the 2017 Action items for the Strategic Plan*

Ayes 7, Nays 0 – Motion Carried

**Discussion—Merit/Bonus Program**

Administrator Fenlon gave an overview on this subject. He noted that with the adoption of the 2016 wage and compensation plan; there was a continuing matter of providing for a bonus or merit program for staff. The Board favors providing for some form of bonus. Department Heads have discussed the complexity of implementing an equitable, transparent and justifiable bonus program and have unanimously concluded that doing so may come at more harm than good. The reasons are: size of workforce, equity, administration and motivation. Staff feels that departments work as a team and they don't want individual bonuses to disrupt the team environment that is currently in place. It was decided that each department should come up with what works best for them and this will be executed by department. It was also noted that this is a way to engage with the work force.

**Disbursement List**

*Moved by Trustee Peerenboom, seconded by Trustee Peterson 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)(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. Development Negotiations/Municipal Services Building

*Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Enter into Closed Session at 7:22 p.m.*

Ayes 7, Nays 0 – Motion Carried

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 7:22 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 8:32 p.m.*

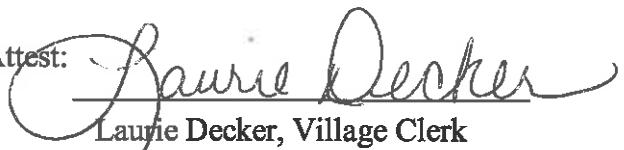
Ayes 7, Nays 0 - Motion Carried

**Adjournment**

*Moved by Trustee Elrick, seconded by Trustee Peterson to Adjourn the Regular Board Meeting at 8:32 p.m.*

Ayes 7, Nays 0 - Motion Carried

Attest:

  
Laurie Decker, Village Clerk

By:

VILLAGE OF LITTLE CHUTE

  
Michael R. Vanden Berg, Village President