

MINUTES OF THE REGULAR BOARD MEETING OF AUGUST 16, 2017

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
David Peterson, Trustee
Skip Smith, Trustee
John Elrick, Trustee
Bill Peerenboom, Trustee
Larry Van Lankvelt, Trustee
James Hietpas, Trustee

Roll call of Officers and Department Heads

PRESENT: James Fenlon, Village Administrator
Lieutenant Slotke, Fox Valley Metro Police Department (Excused at 6:25 p.m.)
Adam Breest, Director of Parks, Recreation and Forestry
Jeff Elrick, Public Works Director
Teri Matheny, Finance Director
Jim Moes, Community Development Director
Tyler Claringbole, Village Attorney
Laurie Decker, Village Clerk
Interested Citizens
EXCUSED: Steve Thiry, Library Director

Public Appearance for Items Not on the Agenda

None

Other Informational Items—July Fire, FVMPD Monthly Reports and July Report

Approval of Minutes

Minutes of the Regular Board Meeting of August 2, 2017

Moved by Trustee Van Lankvelt, seconded by Trustee Smith to Approve the Minutes of the Regular Board Meeting of August 2, 2017

Ayes 7, Nays 0 – Motion Carried

Operator License Approvals

Miller, Cody J.	Ladder House	Hortonville
Klein, Leanne A.	Shelley's	Little Chute
Lamers, Sydney T.	Down the Hill	Appleton
Lesperance, Sara M.	Walgreens	Appleton
Nettekoven, Jennifer L.	Walgreens	Appleton
Gaffney, Ellen K.	Walgreens	Little Chute
Smith, Debra M.	Trish's Pop In Again	Little Chute
Steen, Jacob J.	Moasis Truck Stop	Little Chute
Gunderson, Tina M.	Super Shell 41	Larsen
Siebers, Heather M.	The Heiting Place	Kaukauna
Shepard, Jennifer R.	5 th Quarter	Little Chute
Abel, Tamra M.	5 th Quarter	Green Bay
Heiting, Brain R.	The Heiting Place	Kaukauna
Dean, Ella R.	Seth's Coffee	Kimberly
Puyleart, Katherine M.	Gentleman Jacks	Little Chute
Janssen, Amber E.	Walgreens	Appleton

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

Ayes 7, Nays 0 – Motion Carried

Presentation—Downtown Master Plan

Administrator Fenlon provided a presentation and documents for the initial discussion on the Downtown Master Plan Process. Also included in the presentation was the Complete Vision Session overview prepared by East Central Regional Planning Commission.

Major Goals include:

- 1) Identify desired effects for business owners and residents
- 2) Create new programs to enhance Old World Façade
- 3) Create a welcoming environment

Administrator Fenlon advised that we will be looking for adoption of this strategy by the September 20th Regular Board meeting. With this timeframe we will have the opportunity to present these documents and the Vision Session results to the Plan Commission on September 11th and Little Chute Business Association on September 19th for their comments and input. Trustee Elrick questioned if a budget will be presented at the September 20th meeting and Administrator Fenlon stated that there will be some initial numbers in the next presentation.

Department and Officers Progress Reports

Departments and Officers provided progress reports to the Board

Ordinances

Adopt Ordinance No. 3, Series 2017 Amending Section 32-1 Park Regulations (C) (20)

Concerning Dogs in Village Parks

Director Breest requested the Ordinance after the annexation of County lands that includes the county dog park off of French Road. The current ordinance restricts dogs in the Village parks to be on leashes on a walking trail. The Ordinance change would address the county dog park and emphasize that the county dog park is not included in the dogs in Village parks ordinance. Regulations pertaining to dogs in the county dog park are spelled out in the new ordinance.

Moved by Trustee Elrick, seconded by Trustee Smith to Adopt Ordinance No. 3, Series 2017 Amending Section 32-1 Park Regulations (C) (20) Concerning Dogs in Village Parks

Ayes 7, Nays 0 – Motion Carried

Adopt Ordinance No. 4, Series 2017 Amending Section 40-Streets, Sidewalks and Other Public Places, Article V Driveways, Section 40-123 of the Municipal Code of the Village of Little Chute

Engineer Murawski presented the Ordinance from the August 2nd discussion to update current Ordinance regarding increasing the width of Driveways.

Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to Adopt Ordinance No. 4, Series 2017 Amending Section 40-Streets, Sidewalks and Other Public Places, Article V Driveways, Section 40-123 of the Municipal Code of the Village of Little Chute

Ayes 7, Nays 0 – Motion Carried

Discussion/Action—Paperless Board Meetings and Technology Requirements

Administrator Fenlon presented documents and costs on going paperless. There was discussion on individual board member preferences as it relates to digital board packet transition and to begin the procurement of digital platforms for Board members and phasing the transition for Department Heads. Administrator Fenlon advised that training sessions would be available as needed.

Moved by Trustee Elrick, seconded by Trustee Peterson to transition to Paperless Board Meetings and related Technology as needed

Ayes 7, Nays 0 – Motion Carried

Discussion/Action—Doyle Pool Survey with Discussed Amendments

Director Breest presented the Doyle Park Swimming Pool Survey that was created by the University of Wisconsin – River Falls, and the timeline for mailing the survey once approved by the Board. The Board asked for slight amendments on item numbers 3 and 4 (a).

Moved by Trustee Smith, seconded by Trustee Peerenboom to approve the mailing of the Doyle Park Swimming Pool Survey with the Amendments as discussed

Ayes 7, Nays 0 – Motion Carried

Action—Request for Rock Crushing Permit

Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to approve the permit for Rock Crushing

Ayes 7, Nays 0 – Motion Carried

Action—Fence Contract

Director Elrick presented two bids for gates and fencing for the Municipal Building. Director Elrick recommended using Security Fence. This will cover 650' of chain link fence and 30' slide gates.

Moved by Trustee Elrick, seconded by Trustee Peerenboom to approve the Fence Contract with Security Fence

Ayes 7, Nays 0 – Motion Carried

Disbursement List

Moved by Trustee Peerenboom, seconded by Trustee Smith 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 Agenda

None

Closed Session:

a)19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Contract Update/Personnel Matter/Succession*

Moved by Trustee Elrick, seconded by Trustee Smith to Enter into Closed Session at 7:20 p.m.

Ayes 7, Nays 0 – Motion Carried

b)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. *Update on Development Agreement Negotiations*

Moved by Trustee Elrick, seconded by Trustee Smith to Enter into Closed Session at 7:20 p.m.

Ayes 7, Nays 0 – Motion Carried

Return to Open Session

Moved by Trustee Elrick, seconded by Trustee Smith to Return to Open Session

Ayes 7, Nays 0 – Motion Carried

Action—Updated DPW and Engineer Job Descriptions

Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to update the DPW and Engineer Job Descriptions as presented after making a change to the DPW job description

Ayes 7, Nays 0 – Motion Carried

Action—DPW Director Compensation Table

Moved by Trustee Elrick, seconded by Trustee Smith to approve the DPW Director Compensation Table as presented

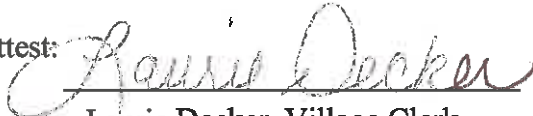
Ayes 7, Nays 0 – Motion Carried

Adjournment

Moved by Trustee Peerenboom, seconded by Trustee Smith to Adjourn the Regular Board Meeting at 8:58 pm.

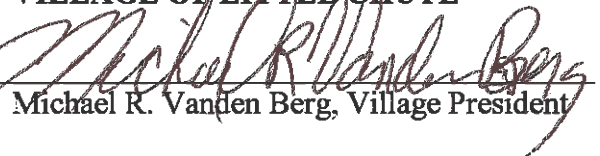
Ayes 7, Nays 0 - Motion Carried

Attest:


Laurie Decker, Village Clerk

VILLAGE OF LITTLE CHUTE

By:


Michael R. Vanden Berg, Village President