

MINUTES OF THE REGULAR BOARD MEETING OF AUGUST 1, 2018

Call to Order: President Vanden Berg called the Regular Board Meeting to Order at 6:00 p.m.

Pledge of 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
Larry Van Lankvelt, Trustee
James Hietpas, Trustee
John Elrick, Trustee
Skip Smith, Trustee
Bill Peerenboom, Trustee

Roll call of Officers and Department Heads

PRESENT: James Fenlon, Village Administrator
Chief Meister, Fox Valley Metro Police Department
Tyler Claringbole, Village Attorney
Jim Moes, Community Development Director
Adam Breest, Director of Parks, Recreation and Forestry
Kent Taylor, Director of Public Works
Laurie Decker, Village Clerk
Chris Murawski, Engineer
Steve Thiry, Library Director
Interested Citizens

EXCUSED: Teri Matheny, Finance Director

Public Appearance for Items Not on the Agenda

None

Approval of Minutes

Minutes of the Regular Board Meeting of July 18, 2018

Moved by Trustee Smith, seconded by Trustee Peterson to Approve the Minutes of the Regular Board Meeting of July 18, 2018

Ayes 7, Nays 0 – Motion Carried

Department and Officers Progress Reports

Departments and Officers provided progress reports to the Board

Discussion/Action—Creekview Park Playground

Director Breest presented documents on the Creekview Park Master Plan and advised the receipt of a donation of \$6500.00 from the Little Chute Kiwanis and a matching donation from Nestle. In 2018 phase 1 will include the play structure, swing set, installation and wood chips. The plan is to budget \$25,000.00 for 2019 and the Little Chute Kiwanis stated they would be interested in helping financially and also help fundraising efforts. A donation request was also submitted to Kwik Trip and will be determined in August of this year.

Moved by Trustee Peerenboom, seconded by Trustee Peterson to Approve the plan for Phase 1 of the Creekview Park Playground

Ayes 7, Nays 0 – Motion Carried

Discussion/Action—Robotic Total Station—Engineering Department

Engineer Murawski is recommending the Village purchase equipment from Turning Point Systems Group for the total amount of \$19,950.00 to allow the Village to take advantage of the potential savings of \$5,100.00 if purchased in 2018.

Moved by Trustee Elrick, seconded by Trustee Smith to Approve the purchase of the Robotic Total Station from Turning Point Systems Group

Ayes 7, Nays 0 – Motion Carried

Action—Board of Trustee Job Description

Moved by Trustee Peerenboom, seconded by Trustee Peterson to Adopt the Village Board Job Description as presented

Ayes 7, Nays 0 – Motion Carried

Action—Amendment to Trigger Action Sports/CR Structure Site Plan

Administrator Fenlon presented a request from the developer of the CR Structure/Trigger Action Sports development to change building materials. This would be an façade upgrade and would replace the EIFS with an Architectural Metal Panel.

Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to Approve the Changes in Materials to Trigger Action Sports/CR Structure Site Plan

Ayes 7, Nays 0 – Motion Carried

Discussion—Update on Microloan for Seth's Coffee

Administrator Fenlon advised that Seth's Coffee was approved for a microloan in August of 2015 for \$24K. \$15K was used for an upgraded espresso machine and the other \$9K was set aside for the addition of a deck in the rear of the building. Seth's has worked with the Design Review Board on the deck and Legal Counsel has drafted the documentation and paperwork so the remainder of the loan can be disbursed.

Action—Appoint Finance Director

Administrator Fenlon advised that Finance Director Teri Matheny will be retiring effective August 3rd, 2018. Valerie Clarizio will become the new Finance Director effective August 13, 2018

Moved by Trustee Peerenboom, seconded by Trustee Smith to Appoint Valerie Clarizio as the new Finance Director effective August 13, 2018.

Ayes 7, Nays 0 – Motion Carried

Operator Licenses Approvals:

| | | |
|---------------------|-----------------|--------------|
| Alvarez, Andrea | M's Bar | Neenah |
| Arispe, Connie | Van Zeeland Oil | Little Chute |
| Braatz, Laura | Kwik Trip | Little Chute |
| Cummings, Sage | Valley Liquor | Appleton |
| Dolan, Tyler | Kwik Trip | Kaukauna |
| Dorn, Laci | Kwik Trip | Neenah |
| Eiler, Janet | Kwik Trip | Appleton |
| Humphrey, Megan | Kwik Trip | Kaukauna |
| Lambert, Wayne | Kwik Trip | Kaukauna |
| Nussbaum, Sarah | Kwik Trip | Appleton |
| Roskom, Judith | Kwik Trip | Appleton |
| Schwalbach, Sara | MotoMart | Kaukauna |
| Ver Haagh, Michelle | Kwik Trip | Little Chute |

Moved by Trustee Smith, seconded by Trustee Elrick to Approve Operator Licenses as presented

Ayes 7, Nays 0 – Motion Carried

Disbursement List

Moved by Trustee Peerenboom, seconded by Trustee Elrick to Approve the 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

a)19.85(1)(e) Wis. Stats. Deliberations or negotiations on the purchase of public properties, investing of public funds or conduction other specific public business when competitive bargaining reasons require a closed session. *Economic Development Negotiations*

Moved by Trustee Elrick, seconded by Trustee Smith to Enter into Closed Session

Ayes 7, Nays 0 – Motion Carried

b)19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Personnel Related Matter*

Moved by Trustee Smith, seconded by Trustee Elrick to Enter into Closed Session

Ayes 7, Nays 0 – Motion Carried

Return to Open Session

Moved by Trustee Peterson, seconded by Trustee Smith to Exit Closed Session

Ayes 7, Nays 0 – Motion Carried

Adjournment

Moved by Trustee Peterson, seconded by Trustee Smith to Adjourn the Regular Board Meeting at 7:33 p.m.

Ayes 7, Nays 0 - Motion Carried

VILLAGE OF LITTLE CHUTE

Attest:


Laurie Decker, Village Clerk

By:


Michael R. Vanden Berg, Village President