



# **AGENDA**

## **LITTLE CHUTE VILLAGE BOARD COMMITTEE OF THE WHOLE MEETING**

PLACE: Little Chute Village Hall  
DATE: Wednesday, August 22, 2018  
TIME: 6:00 p.m.

- A. Call to Order
  - B. Roll Call
  - C. Public Appearance for Items Not on the Agenda
- 
- 1. Approval of Minutes  
*Minutes of the Regular Board Meeting of August 15, 2018*
  - 2. Action—Approve Outdoor Alcohol Permit for “Down the Hill”
  - 3. Discussion/Action—2018 Crosswalk Repairs
  - 4. Unfinished Business
  - 5. Items for Future Agendas
  - 6. Adjournment

## MINUTES OF THE REGULAR BOARD MEETING OF AUGUST 15, 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  
Jim Moes, Community Development Director  
Adam Breest, Director of Parks, Recreation and Forestry  
Valerie Clarizio, Finance Director  
Kent Taylor, Director of Public Works  
Chris Murawski, Engineer  
Laurie Decker, Village Clerk  
Tyler Claringbole, Village Attorney  
Interested Citizens  
EXCUSED: Chief Meister, Fox Valley Metro Police Department  
Steve Thiry, Library Director

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

None

### **Other Informational Items**—July Fire Monthly Report and July Report

### **Approval of Minutes**

Minutes of the Regular Board Meeting of August 1, 2018

*Moved by Trustee Smith, seconded by Trustee Peterson to Approve the Regular Board Meeting  
Minutes of August 1, 2018*

Ayes 7, Nays 0 – Motion Carried

### **Public Hearing**—Zoning Change for 1401 West Main Street

*Moved by Trustee Smith, seconded by Trustee Elrick to Enter into Public Hearing*

Ayes 7, Nays 0 – Motion Carried

Director Moes advised the Board that the Plan Commission has approved the Zoning Change for 1401 W. Main Street

*Moved by Trustee Van Lankvelt, seconded by Trustee Smith to exit Public Hearing at 6:05 p.m.*

Ayes 7, Nays 0 – Motion Carried

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

Departments and Officers provided progress reports to the Board

### **Presentation—Quiet Zone**

Engineer Murawski presented slides of the Railroad Corridor Quiet Zone. Six public railroad crossings in Little Chute meet the criteria for a quiet zone; French Road, Washington Street, Madison Street, Depot Street, Buchanan Street and Rose Hill Road. Trustee Smith questioned with the expansion of highway 41 and 441 does it pay to do anything with the French Road crossing, Engineer Murawski advised it would be advantageous to put the signage and install the tubular channel device. Trustee Smith questioned the estimates and the County's contribution, Engineer Murawski advised these are preliminary numbers from a consultant and will need to work with the County for final numbers. Trustee Smith questioned how close the consultant estimates would be, and Engineer Murawski advised the numbers are national averages. President Vanden Berg asked if this would be bid together or one crossing at a time, Engineer Murawski advised it would probably have to be one at a time as some of the crossings need to be worked on with the County. Administrator Fenlon suggested that the channelization items could probably be put in by our employees and would work as a temporary fix. Director Moes advised that property values would probably increase with the addition of a quiet zone or at least make property easier to sell. Trustee Van Lankvelt asked about the improvements already made when we our doing the roads, Engineer Murawski advised that though improvements were made they did not meet the standards and work will have to be done to bring it into compliance. Trustee Hietpas asked once this is done, how long would it take to get approval and is approval guaranteed, Engineer Murawski advised within a year the approval would come through, and yes, if we do what we say we are going to do in the time frame specified we would be approved. Trustee Peerenboom advised that Appleton has already installed the tubular channels if the committee would like to see what they are. Trustee Peterson asked if they stay on year round and was advised they cannot come out. This proposal will come back for final approval and included with the CIP. Trustee Smith hopes it is less than a five year process. Engineer Murawski will bring in the consultant to give further details to the Board.

### **Operator License Approvals:**

|                 |           |              |
|-----------------|-----------|--------------|
| Honor, Michael  | Kwik Trip | Appleton     |
| McKay, Samantha | Kwik Trip | Little Chute |
| Musil, Sarah    | Kwik Trip | Little Chute |
| Pynenberg, Lori | Kwik Trip | Little Chute |
| Smits, Kristin  | TBD       | Kaukauna     |

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

Ayes 7, Nays 0 – Motion Carried

### **Action—Approve Kwik Trip Liquor License**

*Moved by Trustee Smith, seconded by Trustee Elrick to Approve Kwik Trip Liquor License as presented*

Ayes 7, Nays 0 – Motion Carried

### **Action—Approve LCHS Homecoming Parade**

*Moved by Trustee Van Lankvelt, seconded by Trustee Elrick to Approve the LCHS Homecoming Parade as presented*

Ayes 7, Nays 0 – Motion Carried

### **Action—Approve Development Agreement for Cherryland's Best**

Administrator Fenlon advised the developer requested a new Development Agreement that was previously signed in 2017.

*Moved by Trustee Smith, seconded by Trustee Elrick to Approve the Development Agreement for Cherryland's Best*

Ayes 7, Nays 0 – Motion Carried

### **Action—Approve Site Plan for Cherryland's Best**

*Moved by Trustee Smith, seconded by Trustee Peterson to Approve the Site Plan for Cherryland's Best*

Ayes 7, Nays 0 – Motion Carried

**Discussion—I-41 Improvement Resolution**

Administrator Fenlon advised this was for discussion only and was requested by East Central Wisconsin Regional Planning Commission to adopt a resolution asking state officials to begin the process of widening I41.

**Action—Approve Wine Walk Class “B” Application**

*Moved by Trustee Smith, seconded by Trustee Elrick to Approve the Wine Walk Class “B” Application As presented*

Ayes 7, Nays 0 – Motion Carried

**Action—Adopt Ordinance No. 10 Zoning Change for 1401 West Main Street**

*Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to Adopt Ordinance No. 10 Zoning Change for 1401 West Main Street*

Ayes 7, Nays 0 – Motion Carried

**Action—Adopt Resolution No. 26 CSM for PBJ Holdings**

Director Moes advised that Plan Commission has approved and is recommending Board Approval.

*Moved by Trustee Elrick, seconded by Trustee Smith to Adopt Resolution No. 26 CSM for PBJ Holdings*

Ayes 7, Nays 0 – Motion Carried

**Action—Set Public Hearing for Evergreen Drive Area Zoning Change**

*Moved by Trustee Peerenboom, seconded by Trustee Smith to set a Public Hearing for Evergreen Drive Area Zoning Change for September 5, 2018 at 6:00 p.m.*

Ayes 7, Nays 0 – Motion Carried

**Discussion/Possible Action—2019 Budget Guidance**

Administrator Fenlon presented documents along with a calendar to discuss, approve and provide direction on budget directives.

*Moved by Trustee Smith, seconded by Trustee Elrick to Approve the Budget Guidance Schedule as presented.*

Ayes 7, Nays 0 – Motion Carried

**Discussion/Possible Action—CTH N Parking Issues**

Administrator Fenlon received a complaint regarding the parking and stopping of vehicles on CTH N, north of Evergreen Drive. Staff will be recommending that we discuss with the County the ability to provide signage in the area to correct this issue.

*Moved by Trustee Elrick, seconded by Trustee Smith to Approve the recommendation to engage with the County to put signage to correct this issue.*

Ayes 7, Nays 0 – Motion Carried

**Disbursement List**

*Moved by Trustee Peerenboom, seconded by Trustee Peterson 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**

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 Smith, seconded by Trustee Van Lankvelt to Enter into Closed Session*

Ayes 7, Nays 0 – Motion Carried

**Return to Open Session**

*Moved by Trustee Smith, seconded by Trustee Elrick to Exit Closed Session*

Ayes 7, Nays 0 – Motion Carried

**Adjournment**

*Moved by Trustee Smith, seconded by Trustee Elrick to Adjourn the Regular Board Meeting at 7:40 p.m.*

Ayes 7, Nays 0 - Motion Carried

VILLAGE OF LITTLE CHUTE

Attest:

\_\_\_\_\_  
Laurie Decker, Village Clerk

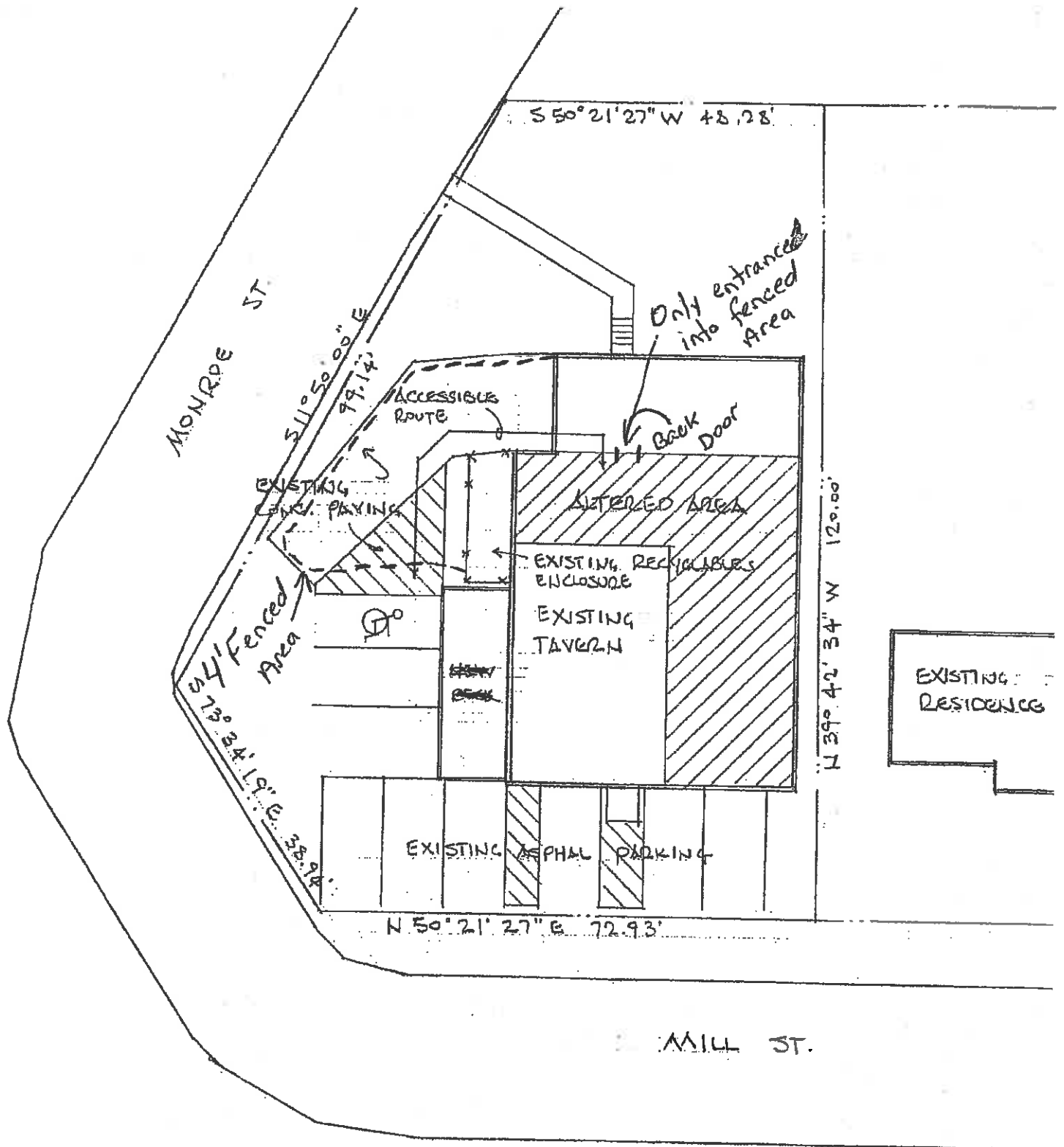
By: \_\_\_\_\_  
Michael R. Vanden Berg, Village President



Down the Hill Bar, 221 Mill St. is requesting an outdoor alcohol permit on September 8th, 2018 for a cook out and costumer appreciation party from 3 pm to 10pm. We would also like to have a speaker outside mostly for prize announcements. We are able to cap the volume on the outside speaker so it cannot be turned up too loud.

Thanks,

  
Greg Manteuffel



SITE PLAN

SCALE: 1" = 20' 0"

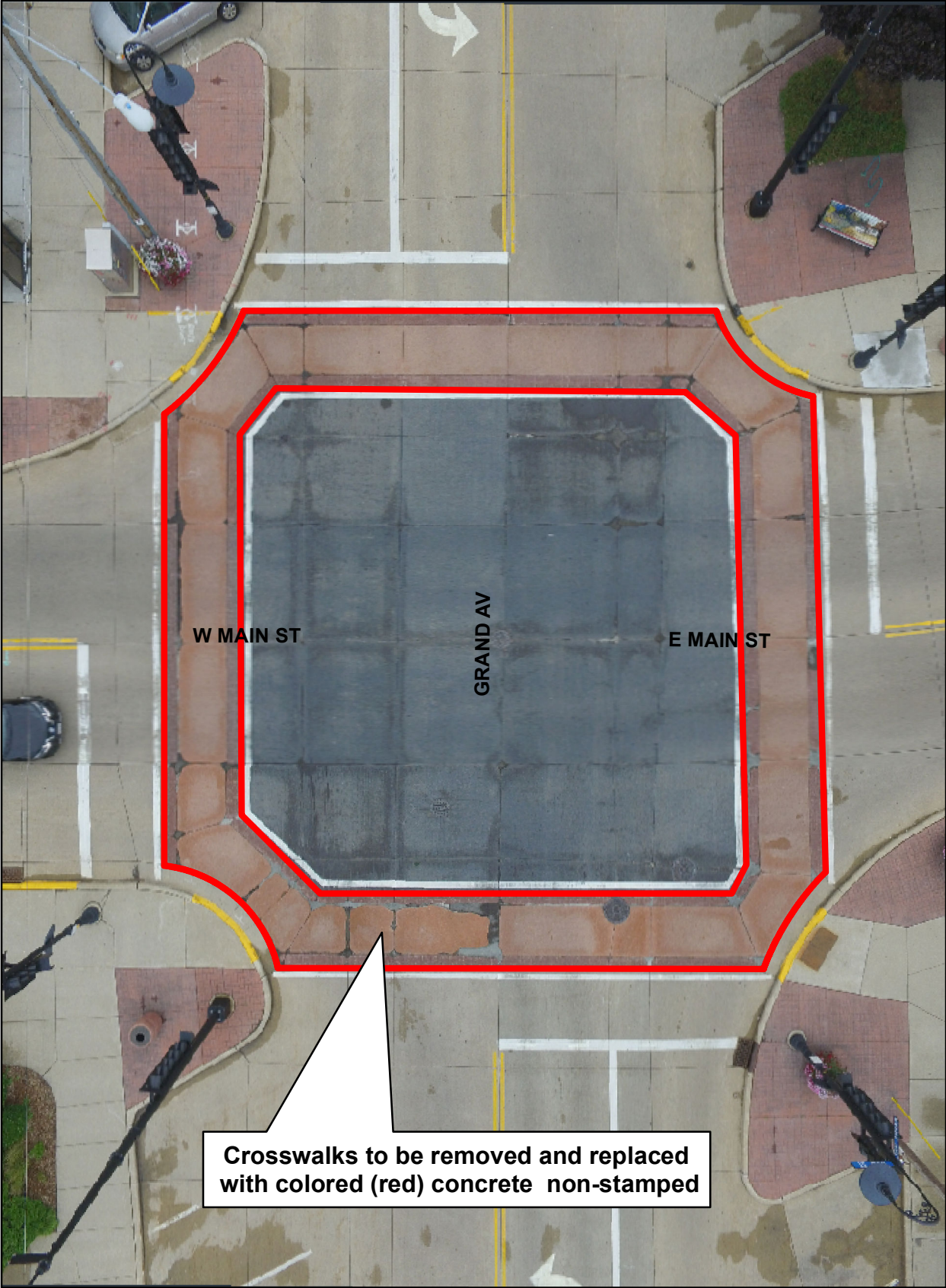
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Village of Little Chute  
**REQUEST FOR VILLAGE BOARD CONSIDERATION**

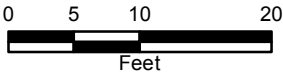
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|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>ITEM DESCRIPTION: 2018 Crosswalk Repairs – Grand Avenue and Main Street</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>PREPARED BY: Christopher L. Murawski, P.E., Village Engineering</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>REPORT DATE: August 17, 2018</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>ADMINISTRATOR'S REVIEW/COMMENTS:</b><br>No additional comments to this report: _____<br>See additional comments attached: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <p><b>EXPLANATION:</b> In an effort to begin restoration on the downtown crosswalks while decreasing financial impacts the Engineering Department is pursuing an option to replace only the decorative crosswalks within the street not including any sidewalk or other pavement rehabilitation. Staff has requested a local contractor to provide a quotation for the work which is provided. Please review this work and the proposal while considering it is half of the original budget.</p> <p>Much of the cost difference from the original budget is due to a split 2-phase traffic control operation. The traffic control plan has been approved by the Wisconsin Department of Transportation and they will allow us to use the existing traffic lights to provide a single lane of traffic for this work. This allows the work to be done in two phases or two mobilizations.</p> |
| <b>RECOMMENDATION:</b> It is the recommendation of the Village Engineer to approve the Grand Ave and Main St crosswalk repair work for the amount of \$23,250.00.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |



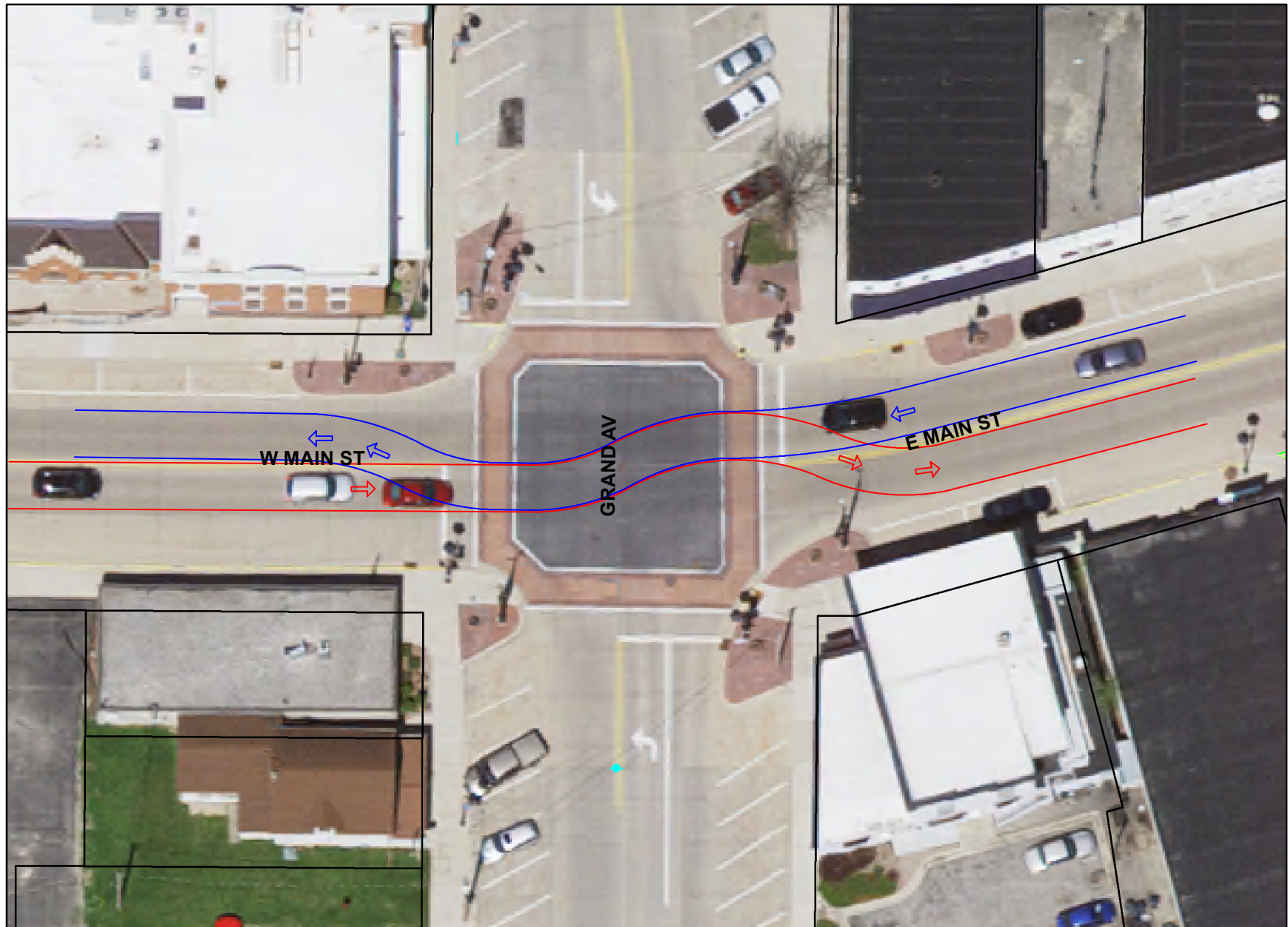
2018 Crosswalk Repair  
Grand Avenue and Main Street



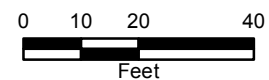
August 2018  
Created by the Village of Little Chute



2018 Crosswalk Repair  
Traffic Control Phase 1  
Grand Avenue and Main Street

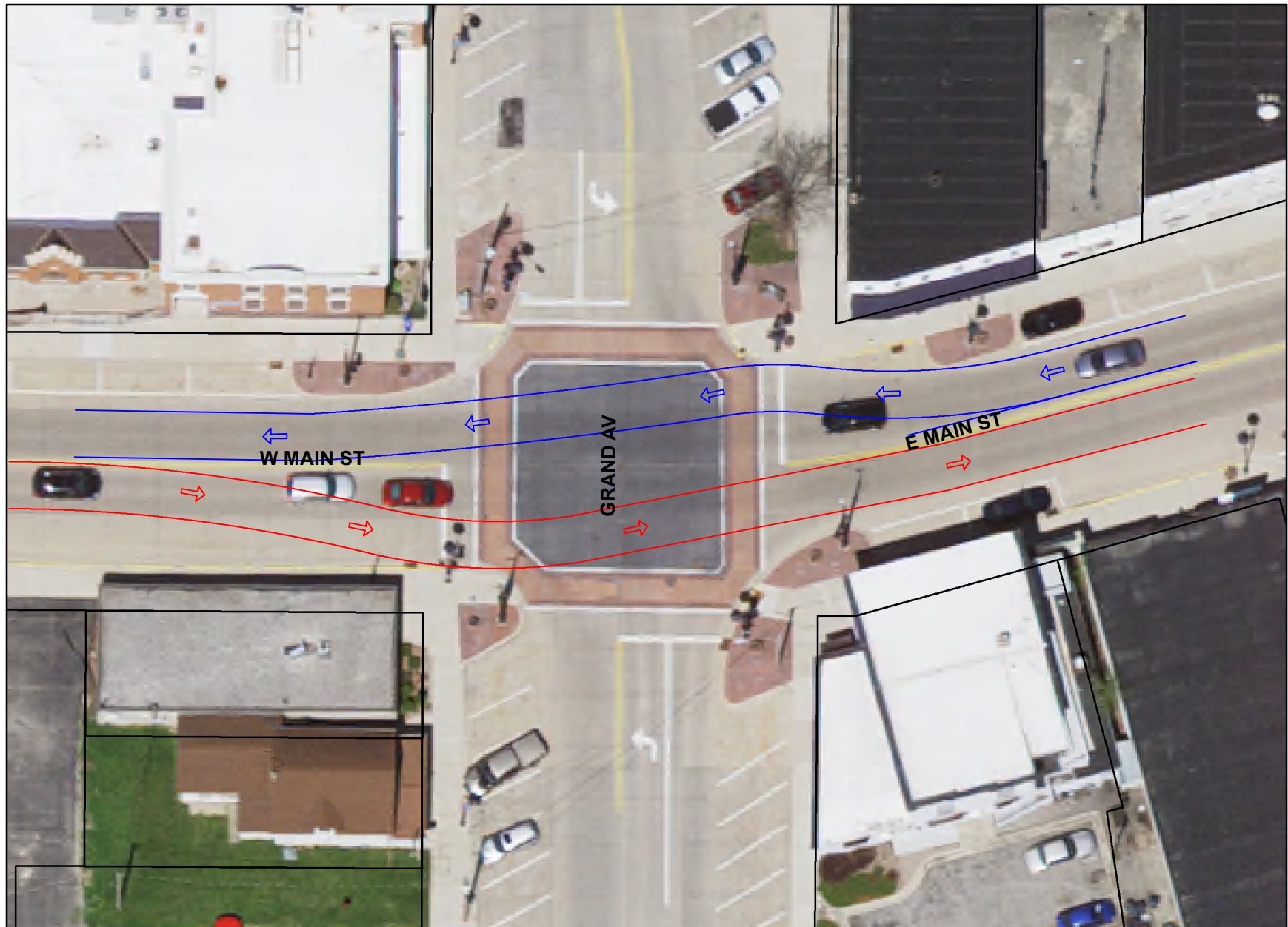


August 2018  
Created by the Village of Little Chute

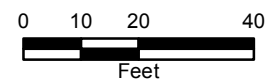




2018 Crosswalk Repair  
Traffic Control Phase 2  
Grand Avenue and Main Street



August 2018  
Created by the Village of Little Chute



# Al Dix Concrete Inc.

# Proposal

401 Gertrude St  
Kaukauna, WI 54130  
Phone (920) 766-4344 Fax (920) 766-4866

**DATE** August 9, 2018  
**Quotation #**  
**Customer ID**

**Bill To:**  
Little Chute  
Attn: Kurt Geiger  
[kurt@littlechutewi.org](mailto:kurt@littlechutewi.org)

*Quotation valid until:*  
*Prepared by:* Dylan

**Comments or special instructions:** DOT red concrete provided and all work performed to DOT spec on job

| Description                                                             | AMOUNT              |
|-------------------------------------------------------------------------|---------------------|
| 175 SY DOT red 8" concrete pavement with dowel bar and stone @ \$110/SY | \$ 19,250.00        |
| Traffic control                                                         | 4,000.00            |
| 2 mobilizations included                                                |                     |
| <b>TOTAL</b>                                                            | <b>\$ 23,250.00</b> |

We Propose hereby to furnish material and labor - complete in accordance with specifications below, for the sum of:  
Payment to be made within 30 days of completion.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation insurance.

Note: This proposal may be withdrawn  
by us if not accepted within \_\_\_\_ days.

Authorized signature: \_\_\_\_\_

## Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_ Signature: \_\_\_\_\_