

## MINUTES OF THE REGULAR BOARD MEETING OF DECEMBER 18, 2019

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: John Elrick, Trustee  
Bill Peerenboom, Trustee  
Brian Van Lankveldt, Trustee  
David Peterson, Trustee  
Skip Smith, Trustee  
Larry Van Lankveldt, Trustee  
Michael Vanden Berg, President

### 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  
Lisa Remiker-DeWall, Finance Director  
Kent Taylor, Director of Public Works  
Chris Murawski, Village Engineer  
Laurie Decker, Village Clerk

EXCUSED: Dan Meister, FVMPD Police Chief  
Tyler Claringbole, Village Attorney  
Steve Thiry, Library Director

### Public Appearance for Items Not on the Agenda

None

### Consent Agenda

*Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items may be removed at the request of any Board Member or member of the public. Any removed items will be considered immediately following the motion to approve the other items.*

1. Minutes of Board Meeting of December 4, 2019
2. Operator License  
Granger, Lana      Cherrylands Best      Appleton  
Griesbach, Linda      Cherrylands Best      Appleton
3. Disbursement List

*Moved by Trustee Smith, seconded by Trustee Van Lankveldt to Approve the Consent Agenda as presented*

Ayes 7, Nays 0 – Motion Carried

### Other Informational Items—November Fire Monthly Report and November Report

### Action—Financial Advisory Services

*Moved by Trustee Van Lankveldt, seconded by Trustee Peterson to Approve the Financial Advisory Services as presented*

Ayes 7, Nays 0 – Motion Carried

### Action—MCO Water Contract

Administrator Fenlon advised the Utility Commission has approved and staff is recommending Board approval of the MCO Water Contract as presented.

*Moved by Trustee Elrick, seconded by Trustee Smith to Approve the MCO Water Contract as presented*

Ayes 7, Nays 0 – Motion Carried

**Action—Adopt Ordinance No. 11, Series 2019 Amending Chapter 24, Section 90, Officials Authorized to Issue Citations**

*Moved by Trustee Van Lankveldt, seconded by Trustee Peterson to Adopt Ordinance No. 11, Series 2019 Amending Chapter 24, Section 90, Officials Authorized to Issue Citations*

Ayes 7, Nays 0 – Motion Carried

**Action—Adopt Resolution No. 34, Series 2019 Final Plat Van Handel Homestead**

Director Moes advised the Plan Commission has approved and staff is recommending Board approval.

*Moved by Trustee Van Lankveldt, seconded by Trustee Smith to Adopt Resolution No. 34, Series 2019 Final Plat Van Handel Homestead*

Ayes 7, Nays 0 – Motion Carried

**Action—Adopt Resolution No. 35, Series 2019 CR Buildings LLC CSM**

Director Moes advised the Plan Commission has approved and staff is recommending Board approval.

*Moved by Trustee Elrick, seconded by Trustee Peterson to Adopt Resolution No. 35, Series 2019 CR Buildings LLC CSM*

Ayes 7, Nays 0 – Motion Carried

**Action—2019 Budget Amendment**

Administrator Fenlon advised the amendment is to Approve the transfer of \$13,000. 00 from the DPW Street budget to the Engineering Departments small equipment budget to purchase a GPS field unit and data collector.

*Moved by Trustee Van Lankveldt, seconded by Trustee Smith to Approve the 2019 Budget Amendment as presented*

Ayes 7, Nays 0 – Motion Carried

**Roll Call Vote for 2019 Budget Amendment**

Trustee Elrick	Aye
Trustee Peerenboom	Aye
Trustee B. Van Lankveldt	Aye
Trustee Peterson	Aye
Trustee Smith	Aye
Trustee L. Van Lankvelt	Aye
President Vanden Berg	Aye

**Discussion—2020 Personnel Manual Changes**

Administrator Fenlon went over the recommended changes to the Personnel Manual, Policy 411 Leaves-Military Leave. This is for discussion only and will be brought back to the Board at a later date for approval.

**Action—Adopt Resolution No. 36, Series 2019 Preliminary Plat Maria Estates**

Director Moes advised the Plan Commission has approved and staff is recommending Board approval.

*Moved by Trustee Van Lankveldt, seconded by Trustee Van Lankveldt to Adopt Resolution No. 36, Series 2019 Preliminary Plat Maria Estates*

Ayes 7, Nays 0 – Motion Carried

**Discussion—FRSNA Bridge Tender Agreement**

Director Breest went over the draft agreement for 2020, 2021 and 2022 from Fox River Navigational System Authority for discussion only. Trustee Van Lankveldt asked if there is staff currently trained to run the bridge, Director Breest stated he is trained along with the Village Engineer and Operations Manager M. Jansen, they are also in the process of training more staff. Trustee Smith asked if the bridge is being open and closed, Director Breest advised it is being opened and closed every month.

**Action—Forestry Manual 2019 Final**

*Moved by Trustee Elrick, seconded by Trustee Van Lankveldt to Approve the Forestry Manual as presented*

Ayes 7, Nays 0 – Motion Carried

**Discussion—Housing Affordability Analysis**

Director Moes went over the reports required by the State for any community with a population over 10,000. The reports are on our website as required.

**Discussion—New Housing Fee Report**

Director Moes went over the reports required by the State for any community with a population over 10,000. The reports are on our website as required.

**Department and Officers Progress Reports**

Departments and Officers provided progress reports to the Board

**Call for Unfinished Business**

None

**Items for Future Agenda**

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. *Development Proposals and Negotiations*

*Moved by Trustee Smith, seconded by Trustee Peterson to enter into closed session*

Ayes 7, Nays 0 – Motion Carried

b) 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. *Outagamie County Landfill*

*Moved by Trustee Smith, seconded by Trustee Van Lankveldt to enter into closed session*

Ayes 7, Nays 0 – Motion Carried

c) 19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *2019 Evaluations and Candidate Review Process for Community Development*

*Moved by Trustee Peterson, seconded by Trustee Van Lankveldt to enter into closed session*

Ayes 7, Nays 0 – Motion Carried

**Return to Open Session**

*Moved by Trustee Smith, seconded by Trustee Elrick to return to open session*

Ayes 7, Nays 0 – Motion Carried

**Action—Development Agreement for Country Villas CBRF/Apartments**

*Moved by Trustee Peerenboom, seconded by Trustee Peterson to Approve the Development Agreement for Country Villas CRFF/Apartments with Final Approval between Village Staff and Legal Counsel*

**Adjournment**

*Moved by Trustee Smith, seconded by Trustee Elrick to Adjourn the Regular Board Meeting at 8:25 p.m.*

Ayes 7, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE

Attest: Laurie Decker  
Laurie Decker, Village Clerk

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