

## MINUTES OF THE REGULAR BOARD MEETING OF FEBRUARY 3, 2021

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

### Roll call of Trustees

PRESENT: Michael Vanden Berg, President  
Larry Van Lankvelt, Trustee  
Skip Smith, Trustee  
Bill Peerenboom, Trustee  
Brian Van Lankveldt, Trustee  
Don Van Deurzen, Trustee  
James Hietpas, Trustee

### Roll call of Officers and Department Heads

PRESENT: James Fenlon, Village Administrator  
Adam Breest, Director of Parks, Recreation and Forestry  
Dave Kittel, Community Development Director  
Lisa Remiker-DeWall, Finance Director  
Kent Taylor, Director of Public Works  
Katherine Freund, LC Library Director  
Chris Murawski, Village Engineer  
Tyler Claringbole, Village Attorney  
EXCUSED: Laurie Decker, Village Clerk  
Dan Meister, Fox Valley Metro Police Chief

### 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 Regular Board Meeting of January 20, 2021
2. Disbursement List

*Moved by Trustee L. Van Lankvelt, seconded by Trustee B. Van Lankveldt to Approve the Consent Agenda as presented*

Ayes 7, Nays 0 – Motion Carried

### Discussion/Action—Setzer/FedEx Site Plan

Director Kittel went over the Setzer/Fed Ex Site Plan for a new trucking terminal facility and advised that staff and the Plan Commission are recommending approval with the condition that all comments or adjustments requested are addressed.

*Moved by Trustee B. Van Lankveldt, seconded by Trustee Smith to Approve the Setzer/FedEx Site Plan with the condition that all comments or adjustments are addressed*

Ayes 7, Nays 0 – Motion Carried

### Discussion—Landfill Odor

Administrator Fenlon provided a follow-up to the November meeting on the Landfill Odor as requested by Mr. Bruce Jansen, (950 W. Florida Avenue). After consulting with legal counsel the Village feels that enforcing or applying Chapters 28 and 44 of the municipal code in this instance would be difficult. Administrator Fenlon also advised that Outagamie County has a Plan of Operations that does include proactive monitoring efforts that are to be completed on a weekly basis, Administrator Fenlon has formally requested these forms from the Director of the Outagamie County Landfill. Mr. Bruce Jansen advised that he has been in touch with the

DNR but he is being told there isn't a lot they can do. He also advised that the EPA is supposed to do an inspection after he contacted Representative Baldwin's office and he started a Facebook group called Citizens for an Odor Free Environment. Trustee L. Van Lankvelt thanked Mr. Jansen for all of his efforts.

**Action—Nelson Crossing Site Amenities**

Director Breest went over the 2021 budget adjustment requested for the Nelson Crossing Site Amenities.

*Moved by Trustee B. Van Lankveldt, seconded by Trustee Smith to Approve the Nelson Crossing site amenities in the amount of \$6, 173.50*

**Roll Call Vote**

James Hietpas, Trustee	Aye
Larry Van Lankvelt, Trustee	Aye
Bill Peerenboom, Trustee	Aye
Don Van Deurzen, Trustee	Aye
Skip Smith, Trustee	Aye
Brian Van Lankveldt, Trustee	Aye
Michael Vanden Berg, President	Aye

**Action—Ordinance No. 1, Series 2021 Amending Chapter 2 Administration, Article V Board, Commissions and Committees Section 2-157 of the Village of Little Chute Municipal Code**

*Moved by Trustee L. Van Lankvelt, seconded by Trustee Peerenboom to Adopt Ordinance No. 1, Series 2021 Amending Chapter 2 Administration, Article V Board, Commissions and Committees Section 2-157 of the Village of Little Chute Municipal Code*

Ayes 7, Nays 0 – Motion Carried

**Action—Personnel Manual Amendments**

Administrator Fenlon went over amendment changes to the Personnel Manual as previously discussed.

*Moved by Trustee Smith, seconded by Trustee B. Van Lankveldt to Approve the Personnel Manual Amendments as presented*

Ayes 7, Nays 0 – Motion Carried

**Action—Commission Appointments**

President Vanden Berg appointed Mr. Jim Moes to the Plan Commission and Trustee Peerenboom to the Park Planning Committee

*Moved by Trustee Smith, seconded by Trustee L. Van Lankvelt to Approve the Commission Appointments as presented*

Ayes 7, Nays 0 – Motion Carried

**Discussion—Little Chute Kayak Launch Easement**

Director Breest went over the Little Chute Kayak Launch Easement previously approved by the Board and advised it is in the 2021 budget. This will be an action item for the February 17<sup>th</sup> Regular Board Meeting.

**Discussion—Covid-19 Updates**

Director Breest advised the board of programs planned for this spring and summer with restrictions as needed. Doyle Pool plans to open with the same restrictions as last year and giving Director Breest the discretion to adjust as needed. Administrator Fenlon gave an update on vaccine availability.

**Department and Officers Progress Reports**

Departments and Officers provided progress reports to the Board

**Call for Unfinished Business**

None

**Items for Future Agenda**

Check on pay for Committee Members  
Kayak Easement Approval  
Copy of Financial Award

**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*

*Moved by Trustee Smith, seconded by Trustee L. Van Lankvelt to enter into closed session*

Ayes 7, Nays 0 – Motion Carried

**Return to Open Session**

*Moved by Trustee Smith, seconded by Trustee L. Van Lankvelt to exit closed session*

Ayes 7, Nays 0 – Motion Carried

**Adjournment**

*Moved by Trustee Van Deurzen, seconded by Trustee B. Van Lankveldt to Adjourn the Regular Board Meeting at 8:11 p.m.*

Ayes 7, Nays 0 – Motion Carried

**VILLAGE OF LITTLE CHUTE**

Attest:   
Laurie Decker, Village Clerk

By:

  
Michael R. Vanden Berg, Village President