

## MINUTES OF THE REGULAR BOARD MEETING OF FEBRUARY 17, 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  
Bill Peerenboom, Trustee  
Brian Van Lankveldt, Trustee  
Don Van Deurzen, Trustee  
James Hietpas, Trustee  
EXCUSED: Skip Smith, 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  
Dan Meister, Fox Valley Metro Police Chief  
EXCUSED: Laurie Decker, Village Clerk  
Tyler Claringbole, Village Attorney

### 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 February 3, 2021
2. Minutes of Committee of the Whole Meeting of February 10, 2021
3. Disbursement List

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

Ayes 6, Nays 0 – Motion Carried

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

#### Information—GFOA Excellence in Financial Reporting – 2019 Audit

Administrator Fenlon advised that this was the Village of Little Chute's 27<sup>th</sup> consecutive year receiving this Certificate of Achievement for Excellence in Financial Reporting.

#### Action—Kayak Easement Approval

Director Breest advised the Board that the easement is ready to be approved and the Trustees thanked Director Breest for all his work and posting the video online to show where this will be located.

*Moved by Trustee Peerenboom, seconded by Trustee L. Van Lankvelt to Approve the Kayak Easement Agreement as presented.*

Ayes 6, Nays 0 – Motion Carried

**Discussion/Action—Adopt Resolution No. 2, Series 2021 FedEx/Setzer Properties CSM**

Director Kittel went over information on the Certified Survey Map (CSM) to divide a parcel for Setzer properties GRB LLC and advised this has been recommended by the Plan Commission.

*Moved Trustee L. Van Lankvelt, seconded by Trustee B. Van Lankveldt to Adopt Resolution No. 2, Series 2021 FedEx/Setzer Properties CSM*

Ayes 6, Nays 0 – Motion Carried

**Discussion/Action—Community Development Information Packet**

Director Kittel went over the packet that was created to provide information for processes and procedures, along with contact names for developers and advised that this has been approved by the Plan Commission.

*Moved by Trustee L. Van Lankvelt, seconded by Trustee B. Van Lankveldt to Approve the Community Development Information Packet as presented*

Ayes 6, Nays 0 – Motion Carried

**Discussion/Action—Request for Use of Civic Center for Library Program**

Director Freund requested using the Civic Center for a pop-up library due to the cold and while the library is under construction. Covid precautions will be followed.

*Moved by Trustee Peerenboom, seconded by Trustee B. Van Lankveldt to Approve the Request to use the Civic Center for a pop-up Library as presented*

Ayes 6, Nays 0 – Motion Carried

**Discussion—Compensation/Per Diem for Committees, Commissions and Boards**

Administrator Fenlon provided information for discussion only on compensation for Committees/Commissions and to draft the appropriate ordinance modifications. Trustee Peerenboom recommended to add approved expenses along with the per diem for seminars or conferences that members attend.

**Discussion—Article III—Sidewalk Construction, Maintenance and Repair—Sec. 40-64—Construction Repair**

Administrator Fenlon went over information and advised the Board that staff is recommending an amendment to Village code related to the section of code for pedestrian accommodations like trails that may exist inside the right of way.

**Discussion—Covid-19 Updates**

Administrator Fenlon advised the Utility Workers are eligible for the Covid vaccination and will be provided by Smith Pharmacy once the product is available.

**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 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 Negotiation Updates*

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

Ayes 6, Nays 0 – Motion Carried

**Return to Open Session**

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

Ayes 6, Nays 0 – Motion Carried

**Adjournment**

*Moved by Trustee L. Van Lankvelt, seconded by Trustee Van Deurzen to Adjourn the Regular  
Board Meeting at 7:23 p.m.*

Ayes 6, Nays 0 – Motion Carried

**VILLAGE OF LITTLE CHUTE**

Attest: \_\_\_\_\_

  
Laurie Decker, Village Clerk

By: \_\_\_\_\_

  
Michael R. Vanden Berg, Village President

