

MINUTES OF THE REGULAR BOARD MEETING OF APRIL 21, 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
John Elrick, Trustee
Don Van Deurzen, Trustee
James Hietpas, Trustee
Bill Peerenboom, Trustee

EXCUSED: Brian Van Lankveldt, 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
Kent Taylor, Director of Public Works
Katherine Freund, LC Library Director
Dan Meister, Fox Valley Metro Police Chief
Chris Murawski, Village Engineer

EXCUSED: Laurie Decker, Village Clerk
Tyler Claringbole, Village Attorney
Lisa Remiker-DeWall, Finance 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. Approve Minutes of the Regular Board Meeting of April 7, 2021
2. Adopt Resolution No. 10, Series 2021 Approving a CSM to Divide a Parcel for Mark Semrad
3. Disbursement List

Moved by Trustee L. Van Lankvelt, seconded by Trustee Van Deurzen to Approve the Consent Agenda items as listed

Ayes 6, Nays 0 – Motion Carried

Other Informational Items—March Fire Monthly Report and March Monthly Report

Appointment—Appoint Jim Moes to the Board of Review

Moved by Trustee L. Van Lankvelt, seconded by Trustee Peerenboom to Appoint Jim Moes to the Board of Review

Ayes 6, Nays 0 – Motion Carried

Discussion/Action—Request Site Plan Amendment at Cobblestone Hotel—Refuse Location

Director Kittel advised that staff received a request to move the dumpster from the original approved location. Ms. Nicole Lemens, Owner of Cobblestone Hotel, along with Jason, General Manager of Cobblestone were present to explain the request for the move. Director Kittel did advise that the two residents to the north are against the movement of the dumpster and are afraid of the smell. Ms. Lemens advised that in the future they would like to put in a patio where residents could be eating and potentially said maybe they can add a higher

surround or an extra garbage pickup to reduce smell to accommodate the neighbors. Jason, GM of Cobblestone stated that if smell would become a problem, it would be for them also and they will work with Jets to control that. Trustee Van Deurzen asked if a wall could be put up with a cover; Jason, GM advised it will be enclosed but are trying to keep it off of the future patio. Director Kittel advised there is a 6' tall enclosure for the dumpster, he also stated that there have not been any smell complaints. Jason offered to have a bi-weekly pick up; Trustee Peerenboom suggested having a conditional use permit if approved and looking at this after a year, Trustee Elrick stated that if they are enclosing this anyway then this would not be a site line issue. Director Kittel suggested that the management of Cobblestone Hotel address this directly with the neighbors and if they sign off on the movement of the dumpster then the Board may be willing to approve this. President Vanden Berg asked for the timeline on the decision needed, Jason advised as soon as possible, Ms. Lemons asked if they could be put back on the May 5th agenda. All the Trustees and President Vanden Berg agreed.

Discussion/Potential Action—KU Tax Ordinance

Administrator Fenlon advised that in 2019 Kaukauna Utilities requested the Village adopt an ordinance related to an electric tax lien. Ms. Clara Pickett, Finance Director and Mr. Jeff Feldt, General Manager were present for questions.

Moved by Trustee Elrick, seconded Trustee L. Van Lankvelt to draft and adopt the Kaukauna Utilities Ordinance once reviewed by counsel

Ayes 6, Nays 0 – Motion Carried

Action—Generator for PD/FD

Administrator Fenlon presented the information for the replacement of the generator at the LC Safety Center per quote of \$96,405.00. Staff is recommending approval.

Moved by Trustee L. Van Lankvelt, seconded by Trustee Van Deurzen to Approve the purchase of the Generator with cost split between Kimberly and Little Chute as presented.

Ayes 6, Nays 0 – Motion Carried

Action—Hickory Paving Agreement

Administrator Fenlon advised the Board that this is a cost sharing agreement between the Town of Vandenbroek, Village of Little Chute and Nestle.

Moved by Trustee Elrick, seconded by Trustee Peerenboom to Approve the Hickory Paving Agreement as presented

Ayes 6, Nays 0 – Motion Carried

Action—2021 Fall Event

Administrator Fenlon went over information for a Little Chute event to be held on September 11, 2021 and advised the board that businesses are very interested in hosting this event and feels that the cost for the first event will not exceed \$15,000.00.

Moved by Trustee Peerenboom, seconded by Trustee Elrick to Approve the Administrator and staff to utilize special revenue promotion fund balance to execute the downtown Little Chute event.

Ayes 6, Nays 0 – Motion Carried

Action—Nestle and Hickory Drive Holdings Development Agreement

Moved by Trustee L. Van Lankvelt, seconded by Trustee Van Deurzen to Approve the Development Agreement between the Village of Little Chute and Nestle USA, Inc. and Hickory Drive Holdings, LLC.

Ayes 6, Nays 0 – Motion Carried

Discussion—Pine Street Recommendation

Director Murawski provided for discussion only the Pine Street Traffic Management Recommendation.

Ms. Melissa Kassemeyer, owner of Elite Smiles addressed the board on concerns on the closure of Pine Street from Main Street. Ms. Kassemeyer is asking for signage for Elite Smiles customers so they know they need to enter on Vandenbroek and would like designated parking spots and the handicap spot moved closer to the building. Trustee Elrick asked if stalls are designated could business hours be added; Ms. Kassemeyer advised that yes, that would work for them.

Action—Award 2021 Contracts for Utility and Concrete Paving

Engineer Murawski went over the bids received for 2021 Contracts for Utility and Concrete Paving. Contractor bid award totals for 2021 is \$2,722,598.61. Staff is recommending Donald Hietpas and Sons, Vinton Construction Company and Superior Sewer and Water for the five projects listed.

Moved by Trustee L. Van Lankvelt, seconded by Trustee Elrick to Award the 2021 Contracts for Utility and Concrete Paving for \$2,722,598.61 as presented

Ayes 6, Nays 0 – Motion Carried

Action—Adopt Resolution No. 11, Series 2021 Final Assessment/Hookup Fee for Hartzheim Drive

Moved by Trustee Elrick, seconded by Trustee L. Van Lankvelt to Adopt Resolution No. 11, Series 2021 Final Assessment/Hookup Fee for Hartzheim Drive

Ayes 6, Nays 0 – Motion Carried

Action—Award Contract for Heesakker Park Kayak Launch

Director Breest advised that staff is recommending accepting the bid from Milbach Construction in the amount of \$107,405.00 and making the budget adjustments as listed in the packet for the installation of the Kayak Launch. Trustee Van Deurzen asked if staff had met with any non-profits to ask for any donations, Director Breest advised that due to Covid events being canceled last year, they were not able to commit to any donations.

Moved by Trustee Peerenboom, seconded by Trustee L. Van Lankvelt to Award the Contract for Heesakker Park Kayak Launch to Milbach Construction in the amount of \$107,405.00.

Ayes 5, Nays 1 (Van Deurzen) – Motion Carried

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 Proposal Review*

Moved by Trustee Peerenboom, seconded by Trustee Van Deurzen to enter into closed session

Ayes 6, 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. *DPRF Recruitment Update*

Moved by Trustee Peerenboom, seconded by Trustee Elrick to enter into closed session

Ayes 6, Nays 0 – Motion Carried

Return to Open Session

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

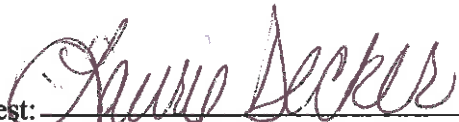
Ayes 5, Nays 0 – Motion Carried

Adjournment

Moved by Trustee Elrick, seconded by Trustee Van Deurzen to Adjourn the Regular Board Meeting at 10:58 p.m.

Ayes 5, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE

Attest: 
Laurie Decker, Village Clerk

By: 
Michael R. Vanden Berg, Village President