

## MINUTES OF THE REGULAR BOARD MEETING OF JUNE 16, 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  
Brian Van Lankveldt, Trustee

### **Roll call of Officers and Department Heads**

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

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

Mr. Dave Botz, Superintendent of the Little Chute School District shared his appreciation for Administrator James Fenlon and also wanted to recognize Clerk Laurie Decker for her representation and professionalism. Mr. Botz presented a resolution of recognition to Administrator Fenlon for all he has done for the Little Chute School District.

### **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 June 2, 2021
2. Minutes of Committee of the Whole Meeting of June 9, 2021
3. Adopt Resolution No. 14, Series 2021 310 Allegiance Court CSM
4. Adopt Resolution No. 15, Series 2021 Evers CSM
5. Adopt Resolution No. 16, Series 2021 360 Property management LLC CSM
6. 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

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

### **Action—Approval of 2021-2022 Liquor Licenses**

*Moved by Trustee B. Van Lankveldt, seconded by Trustee Elrick to Approve the 2021-2022 Liquor Licenses as presented*

Ayes 7, Nays 0 – Motion Carried

**Appointment—Darrell Hofland – Interim Administrator effective 7/5/2021**

*Moved by Trustee Elrick, seconded by Trustee L. Van Lankvelt to Appoint Mr. Darrell Hofland as Interim Administrator effective July 5, 2021*

Ayes 7, Nays 0 – Motion Carried

**Action—Adopt 2022-2026 Capital Improvement Plan (CIP)**

*Moved by Trustee Peerenboom, seconded by Trustee L. Van Lankvelt to Adopt the 2022-2026 Capital Improvement Plan as presented*

Ayes 7, Nays 0 – Motion Carried

**Action—Adopt Resolution No. 17, Series 2021 Compliance Maintenance Annual Report (CMAR)**

Director Taylor went over the annual CMAR report and advised the Utility Commission has recommended Adoption.

*Moved by Trustee Elrick, seconded by Trustee B. Van Lankveldt to Adopt Resolution No. 17, Series 2021 Compliance Maintenance Annual Report (CMAR)*

Ayes 7, Nays 0 – Motion Carried

**Action—Adopt Resolution No. 18, Series 2021 Silverleaf LLC CSM**

Director Kittel advised this CSM is to split a lot on Evergreen Drive and advised the Plan Commission is recommended approval and that a two-thirds vote by the board is required. Trustee Peerenboom questioned if this will come up more often if approved; Director Kittel does not see any other situation that would come up in this area and would be handled on a case-by-case basis. Trustee Elrick advised that Lot #3 has an incorrect lot size and Director Kittel will get this corrected.

*Moved by Trustee L. Van Lankvelt, seconded by Trustee B. Van Lankveldt to Adopt Resolution No. 18, Series 2021 Silverleaf LLC CSM*

**Roll Call Vote**

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

Ayes 7, Nays 0 – Motion Carried

**Discussion—2022 DRAFT Budget Guidance**

Administrator introduced the Draft 2022 Budget Process and Department Guidance.

**Action—Site Plan for Land O' Lakes**

Director Kittel presented the site plan for a small addition for a loading dock and a warehouse. The Plan Commission is recommending approval with the request to clean up the northern property area.

*Moved by Trustee Elrick, seconded by Trustee Peerenboom to Approve the Site Plan for Land O'Lakes*

Ayes 7, Nays 0 – Motion Carried

**Discussion—Introduction to Pine Street Pedestrian Mall Ordinance**

Director Kittel introduced the ordinance and process of creating a pedestrian mall.

**Discussion/Action—Pine Street Parking Lot Revised Layout**

Engineer Murawski advised the Board that the three previous requests on the Pine Street Parking layout have been made. Trustee Elrick feels the bump outs need to be eliminated, Administrator Fenlon advised after talking with Public Works, Fox Valley Metro and all the plans for growth, the crosswalks should not be eliminated due to traffic and safety. Chief Meister advised that it is a safer environment with the bump outs, Director of Public Works Taylor agreed with the safety issue. Trustee Peerenboom agreed with Trustee Elrick that we do not need the bump out. Engineer Murawski reminded the board that there are certain ADA regulations and guidance that need to be followed and is against removing the bump outs.

*Moved by Trustee B. Van Lankveldt, seconded by Trustee L. Van Lankveldt to Approve the Pine Street Parking Lot Revised Layout as presented.*

Ayes 5, Nays 2,(Elrick, Peerenboom) – Motion Carried

**Discussion—2022 Health Insurance**

Director Remiker-DeWall went over the 2022 Health Insurance options and suggestions.

**Action—Doyle Pool Operations**

Director McDonald provided information to work with pool staff to set up a start date and time to sell passes and lift the 200 capacity that was in place due to Covid restrictions.

*Moved by Trustee Elrick, seconded by Trustee Van Deurzen to Approve resuming full capacity of Doyle Pool and to sell season passes with a \$10.00 cost reduction beginning at 8:00 a.m. on Friday June 18, 2021*

Ayes 7, Nays 0 – Motion Carried

**Action—CTH OO and French Road-Agreement with Outagamie County**

Engineer Murawski went over the improvements for CTH OO and French Road with the Village of Little Chute's cost share portion at \$27,642.00.

*Moved by Trustee Elrick, seconded by Trustee B. Van Lankveldt to Approve the CTH OO and French Road Agreement with Outagamie County for \$27,642.00.*

Ayes 7, Nays 0 – 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

**Adjournment**

*Moved by Trustee Peerenboom, seconded by Trustee Van Deurzen to Adjourn the Regular Board Meeting at 7:28 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