

## **MINUTES OF THE REGULAR BOARD MEETING OF JULY 18, 2007**

Regular Board meeting was called to order at 6:00 p.m. by Charles Fischer, Village President

### **Invocation**

President Fischer called for a moment of silence.

### **Pledge Allegiance to the Flag**

President Fischer led members in the reciting of the Pledge of Allegiance.

### **Roll call of Trustees**

PRESENT: Charles Fischer, President  
John Elrick, Trustee  
Brian Joosten, Trustee  
Steve Ransbottom, Trustee  
Uriah Van Ooyen, Trustee  
Judd Vanden Heuvel, Trustee  
Janet Verstegen, Trustee

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

PRESENT: Charles Kell, Village Administrator  
David Peterson, Police Chief Fox Valley Metro  
Jim Moes, Community Development Director  
Jeff Elrick, Assistant Director of Public Works  
Charles Koehler, Village Attorney  
Vicki Schneider, Village Clerk

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

Lynn Van Grinsven, 809 Madison Street, appeared before the Board asking for Village consideration with replacement costs of a new lateral to her home. Jeff Elrick stated the lateral needs to be replaced and in a situation last year with another resident on Madison Street the Village did assist financially with the replacement by paying the permit fee and charging the remainder to the resident as a special assessment. J. Elrick reminded the Board that the Village's policy states the resident is responsible for the lateral and this lateral must be replaced. President Fischer stated the Board will determine its involvement after the project is completed.

### **Approval of Minutes**

*Regular Board Meeting Minutes – June 20, 2007*

*Committee of the Whole Meeting Minutes – June 27, 2007*

*Committee of the Whole Meeting Minutes – July 11, 2007*

*Moved by Trustee Verstegen, seconded by Trustee Elrick to approve the Regular Board minutes of June 20 and the Committee of the Whole minutes of June 27 and July 11, 2007 as presented.*

All Ayes – Motion Carried Unanimously

### **Report of Other Minutes – Other Informational Items**

*Police School Liaison Monthly Report – May 2007*

*Minutes of the Little Chute Fire Commission – May 14, 2007*

*Minutes of the Water Commission Meeting – May 15, 2007*

**Regular Board Meeting Minutes – July 18, 2007**

Report of Other Minutes – Other Informational Items Continued:

*Minutes of the Joint Library Board Meeting – June 19, 2007*

*Quarterly Budget Status*

*Quarterly Investment Report*

**Appoint Gary Steffens as Citizen Member to the Board of Review**

President Fischer stated that he is recommending that Gary Steffens be appointed to the vacant seat on the Board of Review.

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to Appoint Gary Steffens as a Citizen Member on the Board of Review to fill a vacated seat with a term expiring April 2010.*

All Ayes – Motion Carried Unanimously

**Action to Request Village Attorney to Draft Ordinance to Change the Term of Office for Village President from a two year term to a three year term.**

President Fischer and Trustee Joosten expressed support for the current term and stated they didn't see a need to change it. Trustee Verstegen stated she is bringing the proposal forward as she doesn't feel the term is fair for trustees who have a term that expire the same year as the President and may want to run for the Presidency seat. Trustee Vanden Heuvel commented on the time it takes to learn in the President's position and stated he felt that a three year term may be better. Trustees discussed and instructed Attorney Koehler to provide a legal review of the proposal to change the term and report back to the Board.

**Action on Request by Downtown Merchants to Allow Performers and Displays on Public Sidewalks on August 30, 2007 from 6 p.m. to 8 p.m.**

C. Kell explained this request is similar to the last two that were approved by the Board but this event will include other downtown businesses. Trustee Elrick stated that maybe there should be restrictions to prevent a large band from setting up and playing. Chief Peterson suggested not allowing amplified music.

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to approve the request by Downtown Merchants to Allow Performers and Displays on Public Sidewalks on August 30, 2007 from 6 p.m. to 8 p.m. with the restriction that no amplified music is allowed.*

All Ayes – Motion Carried Unanimously

**Operator's License**

Noreen S. Vaubel	724 Sue St.	Little Chute	Pop In Again
Jacqueline A. Stiltjes	N2761 Evergreen Ln.	Appleton	Rosehill-Pop In Again
Rachel L. Swikert	1221 Haen Dr.	Kaukauna	Snaggletooth's
Robert L. Linders Jr.	15 Matthias Ct. #3	Appleton	Super 41 Shell
Melissa N. Tessen	1700 E. Harding Dr. #3	Appleton	Snaggletooth's
Cynthia L. Loewenhagen	W3054 Sage Way	Appleton	Snaggletooth's
Amy S. Van Roy	N8302 St. Rd. 55	Menasha	Pop In Again
Jean M. Zornow	1008 Miller Lane	Kaukauna	Larry's Piggly Wiggly
Nicole A. Wheelock	1007 E. Main St.	Little Chute	Rosehill Bar
Terri L. Jenner	205 Oak St.	Kaukauna	Snaggletooth's
Amy M. Bartels	928 E. Northwood Dr.	Appleton	Van Zeeland Oil
Maxine A.M. Smith	412 W. Division St.	Kaukauna	Pop In Again
Judy A. Hietpas	224 Taylor St.	Little Chute	Up the Hill
Patricia A. Lockhart	716 E. 1 <sup>st</sup> Street	Kimberly	Gentleman Jacks
Cynthia A. Mikulski	908 E. Northwood Dr.	Appleton	Pop In

**Regular Board Meeting Minutes – July 18, 2007**

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to approve the list of operators' licenses as presented.*

All Ayes – Motion Carried Unanimously

### **Department and Officers Progress Reports**

President Fisher informed the Board that he had discussed the fireworks complaint issue with the Police Chief and stated he was satisfied with the way the situation was handled and he had contacted Mr. Clark with a response. Chief Peterson commented on the recent vandalism that has taken place throughout the Village.

Administrator Kell reported that the Finance Department has received the Departments' requests for the CIP and the Plan will be distributed to the Board in early August and discussion and review is scheduled to begin at the meeting on August 8 and C. Kell also reported that the Departments are now working on their 2008 budgets.

Administrator Kell reported that a meeting with Outagamie County officials concerning the windmill and bridge project is scheduled for Thursday. Administrator Kell reported that staff is currently participating in website training and the Finance Department is close to wrapping up the on-line payment program that will be part of the new website. Administrator Kell stated he has asked the Village's engineers to do a cost benefit study on the use of backfill for utility projects as it is costly and there is a complaint by a developer that the Village requires this but many communities do not require the backfill. The findings from the report will be brought to the Board.

J. Moes – no report. J. Elrick updated the Board on the status of the Village's utility projects. V. Schneider reminded the Board of the Comprehensive Park and Open Space Plan public meeting on Monday, July 23 at 6 p.m. Attorney Koehler - no report.

### **Disbursement List**

*Moved by Trustee Van Ooyen, seconded by Trustee Ransbottom to approve the Disbursement List as presented by the Finance Director and draw from the respective funds.*

All Ayes-Motion Carried Unanimously

### **Call for Unfinished Business**

None

### **Items for Future Agenda**

Administrator Kell informed the Board that two items were given to them tonight that will be on next week agenda. One item is review and action on a site plan for a property in the Industrial Park and the other item for discussion is the Inflow and Infiltration Abatement Program and Ordinances.

### **Adjournment**

*Moved by Trustee Elrick, seconded by Trustee Van Ooyen to adjourn the meeting at 6:30 p.m.*

All Ayes – Motion Carried Unanimously

## **VILLAGE OF LITTLE CHUTE**

By: \_\_\_\_\_  
Charles Fischer, Village President

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Attest: Vicki Schneider, Village Clerk