

MINUTES OF THE REGULAR BOARD MEETING OF AUGUST 15, 2007

The 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
Mark Recker, Assistant Police Chief Fox Valley Metro
Jim Moes, Community Development Director
Tom Flick, Parks, Recreation and Forestry Director
Jeff Elrick, Assistant Director of Public Works
Charles Koehler, Village Attorney
Cindy Dillinger, Account Technician
EXCUSED: Vicki Schneider, Village Clerk

Public Appearance for Items Not on the Agenda

None

Approval of Minutes

Regular Board Meeting Minutes – August 1, 2007

Committee of the Whole Meeting Minutes – August 8, 2007

Moved by Trustee Verstegen, seconded by Trustee Ransbottom to approve the Regular Board minutes of August 1 and the Committee of the Whole minutes of August 8 as presented.

All Ayes – Motion Carried Unanimously

Report of Other Minutes – Other Informational Items

Minutes of the Kimberly-Little Chute Public Library Board – July 24, 2007

Resolutions:

Requesting that Outagamie County Reduce the Speed Limit on Freedom Road (County Highway “N”) between Evergreen Drive and Jay Street in the Village of Little Chute to 35 Miles per hour.

Moved by Trustee Verstegen, seconded by Trustee Ransbottom to Adopt Resolution No. 23, Series of 2007, Requesting that Outagamie County Reduce the Speed Limit on Freedom Road between Evergreen Drive and Jay Street in the Village to 35 miles per hour.

Further Discussion: Chuck Kell stated if the resolution is adopted, he will submit a letter to Outagamie Highway Commission requesting the County Highway Committee put it on their agenda and asking them to notify the Village of the meeting date. Board member requested that they also be notified of the meeting date.

All Ayes-Motion Carried Unanimously

Approve Evergreen Estates Condominiums-Chuck Hietpas

Trustee Verstegen stated that the condominium exhibit map was not included in the packet. J. Moses suggested the Resolution be tabled until next week's Committee of the Whole meeting.

Moved by Trustee Elrick, seconded by Trustee Ransbottom to table action on the Resolution to approve Evergreen Estates Condominiums until next week's Committee of the Whole meeting.

All Ayes-Motion Carried Unanimously

Approving Certified Survey Map Lumbar Inc. Zero Lot Line-Lot 11 Elmview Heights

J. Moes stated that staff and the Plan Commission have reviewed the CSM and approval is recommended.

Moved by Trustee Elrick, seconded by Trustee Ransbottom to Adopt Resolution No. 24, Series of 2007 approving the Certified Survey Map for Lumbar Inc. for a Zero Lot Line.

All Ayes – Motion Carried Unanimously

Approving Certified Survey Map-D&M Interiors-Main Street/Sanitorium Road

J. Moes stated that a two-thirds vote of the Village Board is required as the CSM does not completely comply with the zoning code as far as minor setback issues and the Plan Commission has reviewed the CSM and approval is recommended.

Moved by Trustee Elrick, seconded by Trustee Ransbottom to Adopt Resolution No. 25, Series of 2007 approving the Certified Survey Map for D&M Interiors-Main Street/Sanitorium Road.

All Ayes-Motion Carried Unanimously

Approving Certified Survey Map-Gill Prop. LLC,-Bohm Drive/Stephen Street

Moved by Trustee Elrick, seconded by Trustee Ransbottom to Adopt Resolution No. 26, Series of 2007 approving the Certified Survey Map for Gill Prop. LLC,-Bohm Drive/Stephen Street.

All Ayes-Motion Carried Unanimously

Approving Certified Survey Map-Russell & Cathy Drews-2309 Riverside Drive

J. Moes stated a two-thirds vote is required for this CSM as the property does not have the required 40 feet of street frontage and it has been reviewed by staff and the Plan Commission and approval is being recommended.

Moved by Trustee Elrick, seconded by Trustee Ransbottom to Adopt Resolution No. 27, Series of 2007 Approve the Certified Survey Map for Russell & Cathy Drews-2309 Riverside Drive

All Ayes-Motion Carried Unanimously

Discussion of Possible Action to Approve Adding an Additional Crossing Guard to the Intersection of Hwy N. (Freedom Road) and Florida Avenue

Stacy Vandenberg, 113 W. Florida Avenue, addressed the Board with concerns she had about the children crossing Hwy. N and an incident with an officer giving a written warning to children who had crossed Hwy. N

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and the safety issue of the Village's ordinance that states that children over 13 need to ride on the road and not the sidewalk. President Fischer stated the Board is looking at various options to address the pedestrian safety issues and also stated that children over 13 are able to walk their bikes on the sidewalks. President Fischer asked the resident to make written suggestions and Chief Peterson asked the resident to submit in writing to Assistant Chief Recker her concerns with the way a Patrol Officer handled a situation by give a warning to some children for entering into traffic. Trustee Verstegen also mentioned that the Safe Routes Committee is studying the safety needs for getting children to school safely.

Moved by Trustee Ransbottom, seconded by Trustee Verstegen to approve adding an additional crossing guard to the intersection of Hwy N and Florida Avenue.

Further Discussion: Chief Peterson stated the additional crossing guard will cost \$4,800 for the school year and if approved, the Crossing Guard will be in place at the intersection of Freedom Road and Florida Avenue at the beginning of the school year.

Vote on the Motion: Trustee Elrick – Yes, President Fischer – Yes, Trustee Joosten – Yes, Trustee Ransbottom – Yes, Trustee Van Ooyen – Yes, Trustee Vanden Heuvel – Yes, Trustee Verstegen – Yes

All Ayes-Motion Carried Unanimously

Discussion/Possible Action to Address Legion Park Ball Diamond Construction Issues

C. Kell reported that he and Tom Flick had met at the Legion Park ball diamond site with the School District Administrator and the Contractor's representative to discuss the soil issue problems on the ball field and explained the issue of soil bearings not being taken in the northwest area where the ball diamond was decided to be constructed and that there is no top soil at this site. C. Kell stated the recommendation is to add 4 inches of additional top soil at cost of approximately \$6,000. C. Kell stated he is working on an agreement with the School Superintendent to pay fifty percent of the total cost which is expected to be \$5,000 as the contractor has indicated a possible \$1,000 credit towards the cost. Discussion took place. Trustee Elrick and Trustee Vanden Heuvel indicated that there should be a contingency fund on this type of project and commented on the school district's responsibility for this project. Trustee Ransbottom stated the Administrator should negotiate with the School District so the Village does not pay more than 50% of the bill for top soil.

D. Haug suggested asking the school district for a financial report at the end of the project to see if there is money left in the contingency fund to reimburse the Village for the Village's cost for the topsoil. T. Flick stated the Village does need the field by May so time is of the essence for completion of the field.

Moved by Trustee Elrick, seconded by Trustee Ransbottom to approve entering into an agreement with the Little Chute School District to pay no more than 50% of the cost for the topsoil for the Legion Park ball field and if there is money left over in the School's contingency fund that the Village will not be charged for the cost of the topsoil.

Tom Flick recommended that the School District invoice the Village when the project is completed.

Vote on the Motion:

All Ayes-Motion Carried Unanimously

Discuss/Possible Action to Approve moving ahead with Creating Tax Incremental Financing District Number Four

J. Moes reported that the equalized value and current TID percentage amounts were published by the DOR today and the Village's equalized value is \$660,000,000 and the total value of TIDs as of January 1, 2007 is 11.26% and 12% is the limit. The Plan Commission has set a Public Hearing for Sept. 5th at 5:30 to take public comment on the proposed TID #4 plan and boundary. J. Moes asked the Board to take action by next week on appointing a citizen to the Joint Review Board. Trustee Joosten suggested Mike Vandenberg. President Fischer asked if any Board members wanted to halt moving forward with the proposed TID. Trustee Joosten expressed his opposition to the new TID and TID's in general. Discussion took place.

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Trustee's Vanden Heuvel and Verstegen expressed support for moving ahead with the new TIF District. President Fischer stated the discussion is on Tax Incremental District No. 4 and not any other topic. Trustee's Van Ooyen, Elrick and Ransbottom and President Fischer stated they were in favor of moving ahead with TIF District #4. President Fischer stated he will proceed with the appointment of a member to the Joint Review Board at next week's meeting.

Action on Parade Permit-Little Chute High School Homecoming Parade-October 5, 2007

Moved by Trustee Verstegen, seconded by Trustee Ransbottom to approve the parade permit for Little Chute High School Homecoming Parade on October 5, 2007.

All Ayes-Motion Carried Unanimously

Discuss/Possible Action to "Support Backpacks Beyond Borders" program

Trustee Verstegen stated that Sarah Wydeven and her mother Peggy were in the audience and Trustee Verstegen stated she would like the Village to consider contributing to the Sister City program by donating money for school supplies for the program. Trustee Ransbottom indicated it was a fine idea to support our Sister City and school program. C. Kell stated that the Village is in a position to donate an amount towards this project. Sarah Wydeven stated the children can always use clothes but the real need is for school supplies.

Trustee Verstegen suggested donating \$200 towards the project. President Fischer stated he will write a letter to the mayor of Citlaltepec.

Moved by Trustee Verstegen, seconded by Trustee Ransbottom to donate \$200 towards the "Backpack Beyond Borders" Sister City Project.

All Ayes-Motion Carried Unanimously

Trustee Joosten left the meeting at approximately 7:00 p.m.

Update on Mill Street Bridge Project

C. Kell stated he had met with the area DOT Director and he is very supportive of the bridge project but has little control of the bridge funding program in Wisconsin. The bridge project the Village submitted is currently the most expensive project in the State. C. Kell stated the DOT does not allocate design and construction monies in the same funding program so the Village may receive funding for design in the next funding period but funding for construction would likely be in the following funding program year which wouldn't be until approximately 2012. C. Kell stated the next step is meeting with Representative Kagen about getting federal dollars earmarked for the project.

2008-2012 Capital Improvement Plan Discussion-Levy Supported Projects

D. Haug gave an overview of the Capital Improvement Plans for Administration – Technology and Municipal Operations and Buildings, Public Safety – Police and Fire Operations, Community Enrichment – Pool and Parks. Discussion and explanations was given by Department Heads as to the need for the improvements/projects and expenses associated with the improvements/projects.

Operators Licenses

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|---------------------------|-------------------------------|---------------------|---------------------------------|
| <i>Megan A. Kilsdonk</i> | <i>1306 E. Lincoln Avenue</i> | <i>Little Chute</i> | <i>Jacks or Better</i> |
| <i>Sean M. Bekx</i> | <i>308 W. Kimberly Avenue</i> | <i>Kimberly</i> | <i>Express</i> |
| <i>Timothy M. Ahlborn</i> | <i>1127 Buchanan Avenue</i> | <i>Oshkosh</i> | <i>Express</i> |
| <i>Kelly J. Jansen</i> | <i>502 Tampa Way</i> | <i>Little Chute</i> | <i>Country Inn & Suites</i> |
| <i>Carra G. Smith</i> | <i>720 Depot Street</i> | <i>Little Chute</i> | <i>Hawks Nest</i> |

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Moved by Trustee Verstegen, seconded by Trustee Ransbottom to approve the list of Operators' Licenses as presented.

All Ayes-Motion Carried Unanimously

Department and Officers Progress Reports

Chief Peterson commented on the incident where his vehicle was in an accident and sustained damage to the rear of the vehicle. A week later two of his officers were responding to an accident when one of the patrol cars was damaged by the same person who had hit his vehicle. D. Haug handed out additional inserts for the Capital Improvement Plan binders. C. Kell handed out pictures of way-finding signage and of improvements to the new web site. C. Kell stated Glenn Brouillard is in the process of having the Village Hall doors re-keyed and Board Members were asked to let the Administrator know which doors they will need to access. C. Kell stated that a motorcade to honor and welcome home Ann Holcomb from her military service will be held on August 30 and staff is proposing the Board review and adopt a resolution commending Ann Holcomb at next week's meeting. J. Moes informed the Board that a Renew E85 self service fueling station is being constructed on Freedom Road and a dairy wholesale and warehouse establishment has been approved by the Plan Commission for the main building at 1988 E. Main Street. T. Flick stated the paving at Doyle Park is scheduled to be completed this week. J. Elrick stated the utility work and the ponds construction are near completion. Attorney Koehler had nothing to report.

Call for Unfinished Business

None

Items for Future Agenda

Board members agreed to include on next week's agenda a Resolution of Commendation for Ann Holcomb.

Adjournment

Moved by Trustee Verstegen, seconded by Trustee Van Ooyen to adjourn the meeting at 8:40 pm

All Ayes-Motion Carried Unanimously

VILLAGE OF LITTLE CHUTE

By: _____
Charles Fischer, Village President

Attest: Cindy Dillinger, Account Technician