



# AGENDA

## REGULAR BOARD MEETING

PLACE: Little Chute Village Hall  
DATE: Wednesday, September 4, 2024  
TIME: 6:00 p.m.

Join Zoom Meeting  
<https://us06web.zoom.us/j/89696855767>  
Meeting ID: 896 9685 5767

### REGULAR ORDER OF BUSINESS

- A. Invocation
- B. Pledge of Allegiance to the Flag
- C. Roll call of Trustees
- D. Roll call of Officers and Department Heads
- E. Public Appearance for Items Not on the Agenda

#### F. 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. Disbursement List
2. Approval of the Minutes of August 21, 2024
3. Approval of Temporary Class “B” Retailers License for Wine Walk on September 19, 2024
4. Approval of Special Event Permit for Little Chute Jaycees Christmas Tree Sale
5. Approval of Little Chute Trick or Treating on October 31, 2024 from 5:00-7:00 p.m.

#### G. Appointments

#### H. Discussion/Possible Action—Tire Ordinance

#### I. Department and Officers Progress Report

#### J. Call for Unfinished Business

#### K. Items for Future Agenda

L. Closed Session:

(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. *Pine Street Discussion*

M. Return to Open Session

N. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made with as much advance notice as possible to the Clerk's Office at 108 West Main Street, (920) 423-3852, [email: Laurie@littlechutewi.org](mailto:Laurie@littlechutewi.org) Prepared: August 28, 2024

## MINUTES OF THE REGULAR BOARD MEETING OF AUGUST 21, 2024

Call to Order: President Vanden Berg called the Regular Board Meeting to Order at 6:00 p.m.

### Pledge Allegiance to the Flag

President Vanden Berg led members in the reciting of the Pledge of Allegiance.

### Roll call of Trustees

PRESENT: Michael Vanden Berg, President  
Joe Harlow, Trustee  
David Peterson, Trustee  
Rosie Sprangers, Trustee  
Don Van Deurzen, Trustee  
Larry Van Lankvelt, Trustee  
Brian Van Lankveldt, Trustee

### Roll call of Officers and Department Heads

PRESENT: Beau Bernhoft, Administrator  
John McDonald, Director of Parks, Rec and Forestry  
Kent Taylor, Director of Public Works  
Fox Valley Metro Police Chief Meister  
Lisa Remiker-DeWall, Finance Director  
Laurie Decker, Village Clerk

EXCUSED: Jessica Titel, Community Development Director  
Tyler Claringbole, Village Attorney  
Megan Kloeckner, Library 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. Disbursement List
2. Approval of Minutes of Special Meeting of August 7, 2024
3. Annual Outdoor Alcohol Permit for Down the Hill's Customer Appreciation Event on September 7, 2024
4. Special Event Permit for LCHS Homecoming Parade on September 27, 2024

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

Ayes 7, Nays 0 – Motion Carried

### Discussion – Pool Update

Director McDonald provided an update to Doyle Pool. 2024 pool season has experienced less water usage compared to 2023. The Park Planning Committee has made the recommendation to the Village Board to operate the pool in 2025. This years usage of water is in the typical expected range for water usage. Trustee Harlow stated he is in agreement with the Park Planning Commission and the pool should operate in 2025.

*Moved by Trustee Harlow, seconded by Trustee B. Van Lankveldt to continue pool operation into 2025 per Park Planning Commission recommendation.*

Ayes 7, Nays 0 – Motion Carried

## **Discussion/Action – I-41 Overpass Stain Selection**

Director Taylor discussed a policy change to funding I-41 aesthetic improvements, resulting in 80% federal funding, 20% local. Outagamie County will cover 10% of our local costs. The Village would be responsible for 10%. Estimates of costs were provided but may change by likely stain date in 2026. This is a strictly cosmetic upgrade. Trustee Van Deurzen is for the 10% cost.

*Moved by Trustee B. Van Lankveldt, seconded by Trustee L. Van Lankveldt to approve the staining of concrete structures associated with I-41 project*

Ayes 7, Nays 0 – Motion Carried

## **Discussion – Stormwater Update**

Director Taylor presented updates on extreme weather conditions, resulting in flooding. Staff responded to calls and met with property owners to discuss what can be done. Staff want to address the issue and work toward a remedy. This issue was brought to the Utility Commission who recommended this go to the board and start investigating options with the possibility of bringing improvements to the CIP.

Rob Peterson, 401 Appletree, thanked staff for looking into the issue as soon as possible and thanked Director Taylor for the transparency and attention to the issue.

Steve Brink, 1600 Orchard Lane, stated flooding has regularly occurred at the intersection of Florida and Orchard Lane. He would like to see traffic slow down on Florida especially during the rain.

## **Discussion/Possible Action – Water Truck Replacement**

Administrator Bernhoft presented the recommendation from Utility Commission to accept the bid for a new water truck from Les Stump Ford for \$36,148

*Moved by Trustee Harlow, seconded by Trustee Peterson to Approve the Water Truck Replacement bid from Les Stump Ford for \$36,148.*

Ayes 7, Nays 0 – Motion Carried

## **Department and Officer Reports**

Department Heads and Officers provided progress reports to the Board.

## **Call for Unfinished Business**

None

## **Items for Future Agenda**

Florida Avenue Signage

## **Closed Sessions**

*Moved by Trustee L. Van Lankveldt, Seconded by Trustee B. Van Lankveldt to enter closed session at 6:50 p.m.*

Ayes 7, Nays 0 – Motion Carried

(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. *Three (3) Economic Development Items*

*Moved by Trustee L. Van Lankveldt, Seconded by Trustee B. Van Lankveldt to enter closed session at 6:50 p.m*

Ayes 7, Nays 0 – Motion Carried

(b) 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. *Della Marcus Claim*

**Return to Open Session**

*Moved by Trustee L. Van Lankvelt, Seconded by Trustee B. Van Lankveldt to return to open session at 8:00 p.m.*

Ayes 7, Nays 0 – Motion Carried

**Possible Action – Development Agreement**

No Action Taken

**Possible Action – Della Marcus Claim**

*Moved by Trustee B. Van Lankveldt, seconded by Trustee L. Van Lankveldt to deny the Settlement offer from Della Marcus*

Ayes 7, Nays 0 – Motion Carried

**Adjournment**

*Moved by Trustee Peterson, seconded by Trustee Van Deurzen to Adjourn the Regular Board meeting at 8:02 p.m.*

Ayes 7, Nays 0 – Motion Carried

**VILLAGE OF LITTLE CHUTE**

By: \_\_\_\_\_  
Michael R. Vanden Berg, Village President

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

Laurie Decker, Village Clerk

# Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ \_\_\_\_\_

Application Date: 8/20/2024

Town  Village  City of \_\_\_\_\_

County of Outagamie

The named organization applies for: (check appropriate box(es).)

A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning \_\_\_\_\_ and ending \_\_\_\_\_ and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

## 1. Organization (check appropriate box) →

Bona fide Club  Church  Lodge/Society

Veteran's Organization  Fair Association or Agricultural Society

Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Heart of the Valley Chamber of Commerce

(b) Address 101 E. Wisconsin Ave Kaukauna, WI 54130  
(Street)

Town  Village  City

(c) Date organized 1927

(d) If corporation, give date of incorporation \_\_\_\_\_

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President /Executive Director: Nicci Sprangers

Vice President \_\_\_\_\_

Secretary \_\_\_\_\_

Treasurer \_\_\_\_\_

(g) Name and address of manager or person in charge of affair: \_\_\_\_\_

## 2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number \_\_\_\_\_

(b) Lot \_\_\_\_\_ Block Main Street

(c) Do premises occupy all or part of building? \_\_\_\_\_

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: \_\_\_\_\_

## 3. Name of Event

(a) List name of the event Little Chute Wine Walk

(b) Dates of event 9-19-2024

## DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer Nicci Sprangers  
(Signature / Date)

Heart of the Valley Chamber of Commerce  
(Name of Organization)

Date Filed with Clerk \_\_\_\_\_

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_



Office Use Only  
Date Submitted Waived  
Permit Fee Paid \_\_\_\_\_  
\$25 permit fee is non-refundable

## SPECIAL EVENT PERMIT APPLICATION

**Special event permit applications must be submitted at least 3 months prior to proposed event.**

This application is a request for a special event. Please refer to the checklist to see if you will need to contact other departments regarding your event. When requesting use of a facility please be very specific. Use exact dates, times, shelters, parks, streets, and areas. Doing so will help avoid delays in processing your request. **Please call (920) 423-3869 with questions regarding this special event permit; Monday through Friday; 8:00 am to 4:30 pm.**

### APPLICANT INFORMATION

First Name	Todd	Last Name	Berken
Phone	(920) 475-1913	Email	littlechute.jcs@gmail.com
Address (individual or business)	PO Box 66		
City	Little Chute	State	WI
			ZIP Code 54140

### ORGANIZATION INFORMATION

Organization's Name	Little Chute Jaycees		
Organization's Phone	( )	Organization's Email <a href="mailto:littlechute.jcs@gmail.com">littlechute.jcs@gmail.com</a>	
Organization's Address (individual or business)	PO Box 66		
City	Little Chute	State	WI
Applicant's Relationship to Organization	Secretary		

### EVENT INFORMATION

Name of Event	Little Chute Jaycees Christmas Tree Sale		
Event Location	Windmill Plaza		
Event Date (list each date if it's a multi-day event)	11/30/2024 through 12/21/2024 (will most likely be done the weekend before)		
Event Set Up Time		Event End Time	
Total Anticipated Attendance			

Event Information (purpose, activity, who can participate, do you charge, etc.)  
Looking to host our annual Christmas tree sale on the windmill plaza once again

Are you Requesting Funding or Staff Assistance from the Village?

YES  NO

If you are requesting funding or staff assistance, please indicate how much funding or resources you are requesting and why you need assistance. Also, include where your proceeds go to for your event. (Please list specific request)

Streets	Parks	Police	Fire/EMS	Other

(Requested Services to consider: No Parking Signs, Barricades, Trash/Recycling Cans, Road Closures, Police Presence, Directing Traffic, Equipment/Power, Street Access, Street Sweeping)

**INDEMNIFICATION AGREEMENT** (please read carefully before signing)

The applicant/organization shall indemnify, defend, and hold harmless the Village and its officers, officials, employees, and volunteers from and against any and all claims, damages, losses, and expenses arising out of the applied for activity/event except where caused by the sole negligence or willful misconduct of the Village. Applicant/Organization also understands and acknowledges that as required by the Village, liability insurance is the financial means to legally defend the Village and cover liability arising from the activity/event. I certify by my signature that I understand and agree to comply with this agreement and the insurance requirements and that I'm a qualified representative of my organization authorized to sign this agreement. I also certify the information is true and accurate.

Applicant – Print Name Todd Berken

Applicant - Signature Todd Berken

Date 8/16/2024

**FOR OFFICE USE ONLY**

DEPARTMENT	Staff Hours	Staff Cost	Equipment Hours	Equipment Cost	Facility Rental Fee
Clerk's Office		\$		\$	\$
Fire/EMS		\$		\$	\$
Fox Valley Metro Police		\$		\$	\$
Parks, Recreation, & Forestry		\$		\$	\$
Public Works		\$		\$	\$
<b>TOTAL</b>	0	\$		\$	\$
<b>EVENT TOTAL TO BE BILLED</b>	\$ 0				

**FOR OFFICE USE ONLY**

DEPARTMENT	APPROVE	DENY	BY	REASON (if denied)
Clerk's Office				
Fox Valley Metro Police				
Parks, Recreation, & Forestry	✓			
Public Works				

**Approved By Village Board**

VILLAGE PRESIDENT – PRINT

SIGNATURE

DATE



## Item For Consideration

For Board Review On: September 4, 2024,  
Agenda Item Topic: Collection and Disposal of Tires

Prepared On: August 28, 2024  
Prepared By: Kent Taylor DPW

**Report:** Waste tires present environmental, health and safety hazards. These hazards include fire and stagnant water that breed mosquitoes and potential diseases such as West Nile virus. The Department of Natural Resources is responsible for managing the proper disposal of waste tires, defined as tires that are no longer suitable for their original purpose because of wear, damage or defect. As an owner of a personal vehicle, the best way to deal with old tires is to take advantage of the service provided by the store or dealer where new tires are purchased. Almost all new tire dealers will take old tires for a service fee. Very few municipalities provide these collection services, the Village of Little Chute presently does.

Many businesses generate waste tires, including new and used car dealers, automotive repair shops, auto and scrap salvage yards, tire dealers, farms and large businesses with fleets. In most cases, these businesses are required to either obtain a license to transport waste tires or hire a collection and transportation service that is licensed by the DNR to transport waste tires to a licensed processor.

Outagamie County Landfill. Prior to 2024, Outagamie County provided a "Free Tire Week" two times a year. Communities were able to collect tires and dispose of them for free at the Outagamie County Landfill. Starting in 2024, Free Tire Weeks are no longer offered to municipalities within Outagamie County because of rising costs. Outagamie County does continue to have a Tire Dropoff program where anyone can drop off used tires at the Landfill facility.

Tires	2024 Rate	Unit
All Sizes	\$12	Each
5 or more	\$425	Per Ton

In 2024, Outagamie County started charging municipalities \$278.50/ton for tire disposal. Since 2019 the Village has collected on average, 7.43 tons of tires per year (April and September). It takes the Village approximately ten (10) man hours @ (\$44.66/hour) to collect and dispose a single ton of tires.



## Item For Consideration

Equipment used for collection includes 1 - 1/2-ton pick-up truck (\$35.87/hour), and 1 – 5-yard dump truck (\$55.98/hour).

Fiscal Impact – Save approximately \$1,250 per ton of tires collected and disposed of and save approximately 10-man hours and 10 hours of equipment time per ton of tires collected and disposed.

**Recommendation/Board Discuss/Action:** Staff requests the Board consider discontinuing the practice of The Village collecting and disposing of tires in 2025.

Respectfully Submitted,

Kent Taylor, Department of Public Works