

MINUTES OF THE REGULAR BOARD MEETING OF MAY 21, 2025

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
Don Van Deurzen, Trustee
Larry Van Lankvelt, Trustee
Brian Van Lankveldt, Trustee

EXCUSED: Rosie Sprangers

Roll call of Officers and Department Heads

PRESENT: Beau Bernhoft, Administrator
John McDonald, Director of Parks, Rec and Forestry
Lisa Remiker-DeWall, Finance Director
Kent Taylor, Director of Public Works
Jessica Titel, Community Development Director
Fox Valley Metro Police Captain Slotke

EXCUSED: Laurie Decker, Clerk

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 the Minutes of April 16, 2025
3. Approval of the Minutes of the Special Board meeting of April 30, 2025
4. Special Event Permit for Memorial Day Parade on May 26, 2025

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

Ayes 6, Nays 0 – Motion Carried

Public Hearing—Duplex Condo Plat (602/604 Founders Way, 515/517 Founders Way and 503/505 Founders Way)

Moved by L. Van Lankvelt, seconded by Trustee Van Deurzen to Enter into Public Hearing.

Director Titel provided an overview. The applicant has submitted a condo plat for three lots within the Founders Estate Subdivision. The condo plat will create two separate ownership/condo units over each of the three subject parcels. The applicant is planning to construct duplexes on those lots. The Final Plat for Founders Estate Subdivision was approved by the Village Board on September 6, 2023. The site development review was completed with the subdivision review. This Condo Plat has been reviewed by staff and follows the requirements in Sec 42-8. The Plan Commission has met and recommends approval.

Motion to exit public hearing by Trustee B. Van Lankveldt, seconded by Trustee L. Van Lankvelt

Ayes 6, Nays 0 – Motion Carried

Discussion/Action—Adopt Resolution No. 6, Series 2025 Duplex Condo Plats within Founders Estates

Moved by Trustee B. Van Lankveldt, seconded by Trustee L. Van Lankvelt to Adopt Resolution No.6, Series 2025 Duplex Condo Plats within Founders Estates as presented.

Ayes 6, Nays 0 – Motion Carried

Discussion/Action—Audit Contract Three Year Extension

Moved by Trustee B. Van Lankveldt, seconded by Trustee L. Van Lankvelt Approve the Audit Contract Three Year Extension.

Ayes 6, Nays 0 – Motion Carried

Discussion/Action—Approval of New Class B Liquor License for Sweetberry’s Restaurant

Moved by Trustee Harlow, seconded by Trustee Van Deurzen to Approve the Class B Liquor License for Sweetberry’s Restaurant.

Ayes 6, Nays 0 – Motion Carried

Discussion/Action—Miami Circle & Arthur Street Reconstruction—Proposed Typical Sections

Matt Woicek gave an overview and noted legal is here to answer questions. Various questions asked about replacing the sidewalk.

Moved by Trustee B. Van Lankveldt, seconded by L. Van Lankvelt to proceed with project as presented.

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

Discussion/Action—Fleet Addition DPRF

The Parks, Recreation & Forestry Department is requesting the Village Board approval to retain the 2013 Chevrolet Silverado 2500 Truck #31 in the Village fleet. The new Program Supervisor that may not elect to use their personal vehicle for operational demands. During the department’s busiest season, there are not enough vehicles in the fleet to accommodate all staff that will need for efficient operations. An individual operating their personal vehicle for Village business only coverage by the League Insurance is reimbursement of up to \$500 deductible costs if an accident occurs while operating their personal vehicle for business purposes. The operations manager and Village mechanic selected truck #31 as the optimum vehicle to retain in the fleet of those vehicles that are being prepared for sale at auction.

Moved by Trustee B. Van Lankveldt, seconded by L. Van Lanvelt to approve fleet addition.

Ayes 6, Nays 0 – Motion Carried

Discussion/Action—Fleet Existing Budget Repurpose to Replace #59 2009 Dodge Caravan

Moved by Trustee B. Van Lankveldt, seconded by L. Van Lanvelt to approve fleet addition.

Ayes 6, Nays 0 – Motion Carried

Discussion/Action—Safety and Refuse Collection

Director Taylor provided an overview, and a public hearing will be scheduled to update the existing ordinance.

Moved by Trustee Harlow, seconded by Trustee Van Deurzen to schedule public hearing.

Ayes 6, Nays 0 – Motion Carried

Discussion/Action—Jets Equipment Budget Adjustment

The Parks, Recreation & Forestry Department received a donation in the amount of \$6,000 from Tom Myers Sportsman Banquet. The funding donation helps offset the purchase of helmets for the Youth Jet’s Football program.

Moved by Trustee Peterson, seconded by Trustee Van Lankvelt to approve the Jets Equipment Budget Adjustment as presented.

Ayes 4, Nays 0, Abstain (2) Harlow and B. Van Lankveldt – Motion Carried

Roll Call Vote

Mike Vanden Berg	Aye
Larry Van Lankvelt	Aye
Don Van Deurzen	Aye
David Peterson	Aye
Joe Harlow	Abstain
Brian Van Lankvelt	Abstain

Ayes 4, Nays 0, Abstain (2) Harlow and B. Van Lankveldt – Motion Carried

Discussion/Action—Special Event Permit for Fireworks on June 27, 2025

Staff have been approached by Diamond Club to host fireworks in Doyle Park on Friday, June 27, 2025. This will be the third year the event is hosted in the Village on the Friday before the 4th of July. In addition, the Diamond Club is requesting to host several vendors at the fireworks in Doyle Park. Anticipated vendors would offer attendees additional concession choices and personalized apparel options/sales. Vendors will be required to submit a percentage of sales of which will be used for youth baseball and softball programs. Pursuant to Village Ordinance Sec. 32-1, the village board may grant permission for the sale of goods to any commercial organization if the sale is in the best interest of those served.

Moved by Trustee B. Van Lankveldt, seconded by Trustee L. Van Lankvelt to approve the Special Event Permit for fireworks on June 27, 2025.

Ayes 5, Nays 0, Abstain (1) Harlow – Motion Carried

Department and Officer Progress Reports

Department and Officer Progress Reports were presented

Call for Unfinished Business

None

Items for Future Agenda

Set Public Hearing

Closed Session:

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 reason require a closed session. *Negotiations*

Moved by Trustee Harlow, seconded by Trustee Van Deurzen to Enter into Closed Session at 6:51 p.m.

Ayes 6, Nays 0 – Motion Carried

Return to Open Session


Moved by Trustee Harlow, seconded by Trustee Van Deurzen to Exit Closed Session at 7:36 p.m.

Adjournment

Moved by Trustee Harlow, seconded by Trustee L. Van Deurzen to adjourn the Regular Board Meeting at 7:36 p.m.

Ayes 6, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE

Attest: 
Laurie Decker, Village Clerk

By: 
Michael R. Vanden Berg, Village President