

MINUTES OF THE REGULAR BOARD MEETING OF FEBRUARY 19, 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
Rosie Sprangers, Trustee
Don Van Deurzen, Trustee
Larry Van Lankvelt, Trustee
Brian Van Lankveldt, Trustee

EXCUSED: David Peterson, Trustee

Roll call of Officers and Department Heads

PRESENT: Beau Bernhoft, Administrator
John McDonald, Director of Parks, Rec and Forestry
Jessica Titel, Community Development Director
Fox Valley Metro Police Chief Meister
Lisa Remiker-DeWall, Finance Director
Fire Chief Nechodom
Kent Taylor, Director of Public Works
Matt Woicek, Assistant Director of Public Works

EXCUSED: Laurie Decker, Village Clerk
Tyler Claringbole, Village Attorney

Public Appearance for Items Not on the Agenda

Isiah Driessen, 217 Canal Street – Special Event Permit Request

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 February 5, 2024

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

Ayes 6, Nays 0 – Motion Carried

Presentation – Sewer Ordinance Updates

Christine DeMaster of Trilogy Associates LLC presented on Sewer Ordinance Changes.

Discussion/Action—Set Public Hearing for Sewer Ordinance, March 19, 2025

Moved by Trustee L. Van Lankvelt, seconded by B. Van Lankveldt to set the Sewer Ordinance Public Hearing for March 19, 2025.

Ayes 6, Nays 0 – Motion Carried

Discussion/Action—CTH OO & Holland Rd Intersection Improvements Cost Share Agreement

Matt Woicek, Assistant Director of Public Works presented and discussed a cost share agreement with County regarding County OO and Holland Rd.

Moved by Trustee B. Van Lankveldt, seconded by Trustee Harlow to approve the cost share agreement for County OO and Holland Road intersection improvements.

Ayes 6, Nays 0 – Motion Carried

Discussion/Action – Contract Bid Award 2025 Holland Road Resurfacing Project

Matt Woicek, Assistant Director of Public Works presented and discussed bids received for the Holland Road Project. Three bids are received for this project, with the low-responsive bid being submitted by Vinton Construction Company. The contractor is a responsible bidder and is qualified to perform the work. The staff's recommendation to award this asphalt resurfacing contract to Vinton Construction Company in the amount of \$153,906.

Moved by Trustee Harlow, seconded by Trustee B. Van Lankveldt to Award the resurfacing of Holland Rd. to Vinton construction in the amount of \$153,906.

Ayes 6, Nays 0 – Motion Carried

Discussion/Action – Contract Bid Award and 2025 Budget Adjustment Holland Road Watermain Relocation

Matt Woicek, Assistant Director of Public Works presented and discussed bids received for the Project. 8, bids received for this project. The lowest bid was received by Vinton Construction Company, this contractor is a responsible bidder as qualified to perform the work. The costs for this water main relocation work are 90% reimbursable to the village from the DOT, since this work is a result of the Holland Rd. overpass replacement project. Staff's recommendation to approve this budget adjustment and to award this water main relocation contract to Vinton Construction company in the amount of \$41,738.

Moved by Trustee Harlow, seconded by Trustee L. Van Lankveldt to approve the contract in the amount of \$41,738 to Vinton, with the budget adjustment as presented

Roll Call Vote

Mike Vanden Berg	Aye
Larry Van Lankveldt	Aye
Don Van Deurzen	Aye
Rosie Sprangers	Aye
Brian Van Lankveldt	Aye
Joe Harlow	Aye

Ayes 6, Nays 0 – Motion Carried

Discussion/Action – Contract Bid Award and 2025 Budget Adjustment Sanitary Lining Project E North Ave/CTHOO

Matt Woicek, Assistant Director of Public Works presented and discussed bids received for the Project. One bid was received for this project. The responsive bid was submitted by Visu-sewer LLC. This contractor is a responsible bidder and is qualified to perform the work. It should be noted that this is not uncommon to receive minimal bids for this type of specialized sewer lining work. There are less than a handful of contractors within the state that perform this type of work. Staff's recommendation to approve this budget adjustment and to award the sanitary sewer main lining contract with alternative one to Visu-Sewer LLC in the amount of \$80,884.

Moved by Trustee B. Van Lankvedlt, seconded by Trustee Harlow to approve the budget adjustment and award the Sanitary Line project East North Avenue County, Double OO VisuoSewer LLC in the amount of \$80,884.

Roll Call Vote

Mike Vanden Berg	Aye
Larry Van Lankvelt	Aye
Don Van Deurzen	Aye
Rosie Sprangers	Aye
Brian Van Lankveldt	Aye
Joe Harlow	Aye

Ayes 6, Nays 0 – Motion Carried

Discussion/Action – Award Bid for water Utility Booster Pumps #2 and #3

Jerry Verstegen, MCO, discussed the project scope and discussed bids received. We have seen some decrease in our pumping capacity at booster #2 and booster #3 has reached its useful service life. \$25,000 has been budgeted for this project. Our lowest base cost was from CTW for \$11,222, which covers polling, reinstalling, and general maintenance of the stuffing box and the casing pipe. If new pumps are needed, we could see a cost up to \$28,500 typically with some of the pumps we can rebuild them. Looking for an approval to award to CTW for a base cost of \$11,222 and be able to approve repairs up to \$28,500.

Moved by Trustee B. Van Lankvedlt, seconded by Trustee L. Van Lankvelt to award CTW Corp in the amount of \$11,200 to inspect booster pumps #2 and 3, and to authorize the water department, Superintendent to approve overall cost if needed up to \$28,500 any cost above 28,500 will brought back to the Commission for Approval.

Ayes 6, Nays 0 – Motion Carried

Action – Award Bid for Professional Engineering Services: Water Study and Tower Services

Jerry Verstegen, MCO, discussed the project scope and discussed bids received. 6 proposals were received from consultants. The four-person project team reviewed and scored each proposal up to 100 points. Consensus was to recommend McMahon's associates, the award for the project including the base scope of the services and adding the hydraulic modelling in Wisconsin NR854 plan development, for a total cost of \$198,275.

Moved by Trustee Harlow, seconded by Trustee L. Van Lankvelt to approve the contract for professional services to McMahon and Associates includes the base scope of the services and the RFP, along with additional services for hydraulic modelling in preparation of Wisconsin NR 854 Plan in the amount not to exceed \$180,275.

Ayes 6, Nays 0 – Motion Carried

Discussion/Action – Holland Road Intergovernmental Cooperation Agreement between Little Chute and Town of Vandenbroek

Administrator Bernhoft discussed an intergovernmental cooperation agreement between the village of Little Chute and the town of Vandenbroek.

Moved by L. Van Lankvelt, seconded by B. Van Lankveldt approve the Intergovernmental Cooperation Agreement between the Village of Little Chute and the town of Vandenbroek .

Ayes 6, Nays 0 – Motion Carried

Discussion/Action – State Municipal Funding Agreement for Buchanan Overpass

Administrator Bernhoft discussed a state municipal finance agreement for the I41 construction project.

Moved by Trustee B. Van Lankveldt, seconded by Trustee L. Van Lankveldt to approve the state municipal funding agreement for the Buchanan overpass.

Ayes 6, Nays 0 – Motion Carried

Discussion/Action – Outagamie County Landfill Fire Protection Agreement

Administrator Bernhoft discussed agreement with the Village of Little Chute, the town of Vandenbroek and the Outagamie County Landfill, updates to the 2019 agreement.

Moved by Trustee Harlow, seconded by Trustee Sprangers to approve the Outagamie County Landfill Fire Protection Agreement.

Ayes 6, Nays 0 – Motion Carried

Discussion/Action – Commitment Letter Heesakker Park Irrevocable Truste, Associated Trust Company, N.A. as Trustee and the Village of Little Chute

Finance Director Lisa Remiker-DeWall discussed an agreement between the Heesakker trust and Village of Little Chute in regard to the repair and replacement of the Heesakker Park Staircase. The cost of the project is approximately \$120,000 and expected to be completed in 2025. This would provide in writing the Trust was approving the project.

Moved by Trustee Harlow, seconded by Trustee L. Van Lankveldt to approve the commitment letter to the Heesakker Park Irrevocable trust and the village of Little Chute.

Ayes 6, 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

None

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 reasons require a closed session. *Fire Station*

Moved by Trustee Harlow, seconded by Trustee Sprangers to enter closed session at 7:00 p.m.

Ayes 6, Nays 0 – Motion Carried

Adjournment

Moved by Trustee Van Deurzen, seconded by Trustee B. Van Lankveldt to Adjourn the Regular Board meeting at 8:24 p.m.

Ayes 6, 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

