

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF JANUARY 23, 2008

Call to Order

President Fischer called the Committee of the Whole meeting to order at 6:00 p.m.

Roll Call

PRESENT: President Fischer, Trustee Joosten, Trustee Ransbottom,
Trustee Van Ooyen, Trustee Vanden Heuvel

EXCUSED: Trustee Elrick, Trustee Verstegen

ALSO PRESENT: C. Kell, D. Haug, Chief Peterson, J. Moes, T. Flick, J. Elrick, V. Schneider,
G. Brouillard

Public Appearance for Items not on the Agenda

Mitch Metropulos, incumbent candidate for Outagamie County Circuit Court Judge Branch 3, spoke to the Board about his experience and qualifications for the position.

Action on Site Plan Review Application – Victor Allen – 1101 Moasis Drive

J. Moes stated that staff has reviewed the site plan for the expansion of Victor Allen, a coffee manufacturing and distribution facility, and approval is being recommended on the condition of a CSM being submitted to the Village along with final details on the landscaping design that meets Village Code.

Moved by Trustee Vanden Heuvel, seconded by Trustee Ransbottom to Approve the Site Plan for Victor Allen, 1101 Moasis Drive, on the Condition that a CSM be submitted to the Village and a final landscaping plan that meets the Village Code.

Ayes- 5, Nay 0 – Motion Carried

Appoint Members to Police Commission and Fire Commission

President Fischer stated he is recommending Bill Van Berkel as a citizen member to serve on the Police Commission. President Fischer stated he will make the appointment to the Fire Commission at a future meeting. It was noted the same person does not have to serve on both the Fire Commission and Police Commission and the appointments are to complete the terms for Beth Jasiak.

Moved by Trustee Vanden Heuvel, seconded by Trustee Ransbottom to approve the Appointment of Bill Van Berkel to the Police Commission to fill the unexpired term of Beth Jasiak.

Ayes – 5, Nay 0 – Motion Carried Unanimously

Review of Village Hall Rental Policy

President Fischer stated the issue is being brought forward at the request of a group of citizens whom normally had rented the Community Room at the Village Hall for a Christmas family gathering and at this gathering they collected donations that are company matched and given to a charity and further stated the family is willing to make a substantial security deposit for use of the building. Chief Peterson explained the history of damages to the building and why the current policy to only allow civic groups to use the Village Hall is in place. Chief Peterson stated that many avenues were tested before the decision to not rent the hall to private groups was made including raising the security deposit, requiring alcohol permits, having private security guards and Police Officers on site and the damages continued and caused disruption to office operations at the Village Hall. Chief Peterson stated the Civic Center was built for the purpose of renting out the rooms to the public and it is more conducive to family gatherings. D. Haug stated that the majority of groups renting the Hall didn't cause a problem and that he isn't endorsing a policy change but if the Board decided to change the policy, staff was looking at options like installing bars on the entryways to the offices which would change the ambiance of the building.

Glenn Brouillard stated the cleanup issues and problems and damages were quite significant and were very hard on his staff and he offered Trustees the opportunity to view the records he has on the hall rentals and also stated that the Village Hall is not setup for these types of events with the Village offices in the same building and the Civic Center serves the purpose much better, as it was designed for rentals. Trustee Ransbottom stated he would like to see if there is a way to make the Hall available for those that want to use it in good faith. Trustee Joosten stated that supervision is needed and if the Village can't offer that then the Hall shouldn't be rented. C. Kell stated that according to the Building Inspector the main hall's capacity with the main floor restrooms is only 100 people. Discussion continued and it was noted that the parties that inquired may be able to be considered non-profit at the Administrators discretion. No action was taken to change the Village Hall rental policy.

Discussion/Possible Action – Community Garden Partnership

T. Flick stated that Trustee Ransbottom had asked him to check into land that may be available for a Community Garden and four lots had been looked at by staff and only one lot was determined to be a possible potential lot for a garden but the soil conditions are questionable as the lot used to be the site of a garbage dump and it is located on the corner of Roosevelt Street and Bluff Avenue. T. Flick explained the program and the cost and responsibilities of the Village to participate in the program. The Village would have to pay the Program Coordinator to market and coordinate rental of the plot and the Village would have to till the land every spring and provide a water source. T. Flick stated the plots are rented out to anyone, not just Little Chute residents, and the charge to rent the plot is \$15 which comes back to the Village. Discussion took place on the participation of the Village and the program with Board members agreeing to have staff dig up and test some soil from the Village's lot on the corner of Bluff Ave. and Roosevelt St. in the Spring and report back to the Board and in the meantime some Board members indicated they will check out other community gardens to see how they are operating.

Review Proposal to Amend Section 6-4-5 Forestry Policies – Trees and Shrubs

T. Flick reviewed the proposed ordinance changes to the Forestry Policies that includes giving the Director of Parks, Recreation and Forestry the authority to trim, prune, remove, or spray any part of a tree that extends over public property though the tree itself may stand on private property, changes the deadline date for ordering terrace trees to August 15, and removes the listing of specific tree names and allows the Department to determine the appropriate species of trees to be planted in the right-of-way. Board members agreed to the proposed amendments and the ordinance amendments will be placed on the agenda of February 6 for action.

Discussion of Level of Service for Garbage Pickup and Snowplowing/Snow Removal

Jeff Elrick reviewed the Public Works Department proposal to improve the level of service by adding extra refuse pickup during the Christmas holiday week and in the Spring and to allow the Department to plow and pick up snow before and/or after normal work hours at the discretion of the Director of Public Works or his designee. C. Kell stated that he is not against increasing the level of service but the Board needs to be aware that the services were cut because of budget concerns and if the level of service is increased now, there may be a time in the future that the Board may have to look at once again cutting back services. Board members discussed and agreed to put the issue on the agenda of the February 6 Board meeting for further discussion and possible action.

Review and Approve Land Swap between John and Jennifer Elrick and the Village of Little Chute

C. Kell explained that in the process of the Elricks' purchasing the land, it was discovered that the Village actually owns 25 foot strip of land on the north end of the lot. The land swap proposal would have the Village obtain a 12 foot strip of flat land on the south end that would be more valuable to the Village's park than the 25 foot piece of land that is hilly and is not usable land for the Village. The land is located at 301 Sanitorium Road and it is southern most lot that is located adjacent to Heesakker Park. C. Kell stated the Elricks will be responsible for the attorney and survey costs and there will be no cost to the Village for the land swap.

Moved by Trustee Ransbottom, seconded by Trustee Van Ooyen to approve the land swap between John and Jennifer Elrick and the Village of Little Chute as presented.

Ayes 5, Nay 0 – Motion Carried Unanimously

Unfinished Business

C. Kell brought an issue to the Boards attention concerning 2008 projects that affect the Crystal Print property and issues that were concerns for Mr. Hartwig that were addressed and alternate proposals were agreed to by the Village and Mr. Hartwig. C. Kell pointed out that the Village needs to move forward with the projects and at this point Mr. Hartwig has not followed through with the agreements and has not responded to a letter that was sent to him by the Public Works Director concerning the need to follow up with the agreements so the project can move forward. C. Kell stated staff is planning to proceed with the project plans as drafted. Board members indicated agreement with staff moving forward with the design plans as drafted.

Items for Future Agendas

There will not be a 5th Wednesday meeting of the Board.

Adjournment

Moved by Trustee Ransbottom, seconded by Trustee Van Ooyen to adjourn the Committee of the Whole meeting at 7:15 p.m.

All Ayes – Motion Carried Unanimously

VILLAGE OF LITTLE CHUTE

By: Charles Fischer, Village President

Attest: Vicki Schneider, Village Clerk