

## **MINUTES OF THE REGULAR BOARD MEETING OF APRIL 2, 2008**

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  
Steven 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  
Dave Peterson, Police Chief Fox Valley Metro  
Dale Haug, Finance Director  
Jim Moes, Community Development Director  
Tom Flick, Director of Parks, Recreation and Forestry  
Roy Van Gheem, Director of Public Works  
Charles Koehler, Village Attorney  
Vicki Schneider, Village Clerk

### **Public Appearance for Items Not on the Agenda**

None

### **Approval of Minutes**

*Regular Board Meeting Minutes – March 19, 2006*

*Committee of the Whole Meeting Minutes – March 26, 2008*

Trustee Verstegen asked to have the minutes of March 26 corrected to include Grand Avenue and Depot Street between Main Street and McKinley Street when referring to the area that will not be required to hookup to mini storm sewer laterals if all easements are received from property owners that abut the storm drainage pipe.

*Moved by Trustee Verstegen, seconded by Trustee Van Ooyen to approve the Regular Board minutes of March 19 and the Committee of the Whole Minutes of March 26, 2008 with the correction as noted.*

Ayes 7, Nay 0 – Motion Carried Unanimously

### **Action on Resolution presented by Phil Cossen, Ehlers & Associates**

Phil Cossen reviewed the bids from the bond sale that had taken place earlier in the day and commented on the low interest rate of 3.25% that was lower than anticipated and the total savings of approximately \$90,000 including the refinancing of existing debt.

*Moved by Trustee Van Ooyen, seconded by Trustee Elrick to Adopt Resolution No. 12, Series of 2008 Authorizing the Issuance and Sale of \$3,100,000 Water System Revenue Bonds, Series of 2008, of the Village of Little Chute, Outagamie County, Wisconsin and Providing for the Payment of the Bonds and Other Details with Respect to the Bonds.*

Roll Call Vote: Trustee Verstegen – Yes, Trustee Vanden Heuvel – Yes, Trustee Van Ooyen – Yes, Trustee Ransbottom – Yes, Trustee Joosten - Yes

Motion Carried Unanimously

### **Presentation by Safe Routes to School Committee**

Fox Valley Metro Police Lieutenant Darius Parks, member of the Safe Routes Committee, reviewed the application that the Committee is submitting to the Wisconsin Safe Routes to School program for a \$63,817 grant. Lieutenant Parks stated that the grant would be used to purchase equipment for the Crossing Guards, for a Mobile Bicycle Educational Kit, and for a Safety Patrol Program for students. Lieutenant Parks stated there would be no cost to the Village associated with the grant.

### **Action to Approve Resource Management Plan for the Village of Little Chute**

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to Adopt the Resource Management Plan for the Village of Little Chute.*

Ayes, 7 - Nay 0 – Motion Carried Unanimously

### **Resolutions**

#### **a) Supporting Submittal of an Urban Non-Point Source & Storm Water Planning Grant Application to the Wisconsin Department of Natural Resources**

*Moved by Trustee Verstegen, seconded by Trustee Ransbottom to Adopt Resolution No. 13, Series of 2008 Supporting Submittal of an Urban Non-Point Source & Storm Water Planning Grant Application to the Wisconsin Department of Natural Resources.*

Ayes 7, Nay 0 – Motion Carried Unanimously

#### **b) Supporting Submittal of an Urban Non-Point Source & Storm Water Construction Grant**

##### **Application to the Wisconsin Department of Natural Resources for the Evergreen Pond Project**

*Moved by Trustee Van Ooyen, seconded by Trustee Ransbottom to Adopt Resolution No. 14, Series of 2008 Supporting Submittal of an Urban Non-Point Source & Storm Water Construction Grant Application to the Wisconsin Department of Natural Resources for the Evergreen Pond Project*

Ayes 7, Nay 0 – Motion Carried Unanimously

#### **c) Supporting Submittal of an Urban Non-Point Source & Storm Water Construction Grant**

##### **Application to the Wisconsin Department of Natural Resources for the Heesakker Pond Project**

*Moved by Trustee Ransbottom, seconded by Trustee Elrick to Adopt Resolution No. 15, Series of 2008 Supporting Submittal of an Urban Non-Point Source & Storm Water Construction Grant Application to the Wisconsin Department of Natural Resources for the Heesakker Pond Project*

Ayes – 7, Nay 0 – Motion Carried Unanimously

### **Certify April 1, 2008 Spring Election Results – Municipal Offices**

The Clerk stated that the Board of Canvass had met earlier in the day and certified the accuracy of the tally for the offices of Village Trustees and Municipal Judge.

*Moved by Trustee Van Ooyen, seconded by Trustee Elrick to Certify the April 1, 2008 Spring Election Results for Municipal Offices as presented.*

Ayes 7, Nay 0 – Motion Carried Unanimously

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## Action to Award Contract for 2008 Concrete Paving Project

Discussion took place on options that would be available if it was decided to change the proposed design for the north end of Jackson Street. R. Van Gheem provided comment on the engineering decisions for redesigning N. Jackson Street at a 22 foot width and replacing all of the curb and gutter.

*Moved by Trustee Van Ooyen, seconded by Trustee Elrick to Award the 2008 Concrete Paving Project for \$1,228,497 to Vinton Construction of Manitowoc, Wisconsin.*

Roll Call Vote: Trustee Vanden Heuvel – No, Trustee Van Ooyen – Yes, Trustee Ransbottom – Yes, Trustee Joosten – No, President Fischer – Yes, Trustee Elrick – Yes, Trustee Verstegen – Yes.

5 Ayes – 2 Nay - Motion Carried

## Action to Create a Pay Scale for the Police Department Part-time Office Assistant

*Moved by Trustee Verstegen, seconded by Trustee Van Ooyen to approve the pay scale for the part-time Office Assistant position at the Fox Valley Metro Police Department.*

Ayes – 7, Nay 0 – Motion Carried Unanimously

## Action to Create an Engineer Aid II Position with a Grade 4 Level in the Compensation Schedule

*Moved by Trustee Ransbottom, seconded by Trustee Elrick to Approve Creating an Engineer Aid II position with a Grade 4 level in the Compensation Schedule.*

Ayes 7, Nay 0 – Motion Carried Unanimously

## Operator's Licenses

Shannon L. Popp	521 Van Buren St.	Little Chute	Pop In Again
Jessica J. Evers	114 S. Willow St.	Kimberly	Gentleman Jacks

*Moved by Trustee Van Ooyen, seconded by Trustee Ransbottom to Approve the Operators' Licenses as presented.*

Ayes 6, Nay 0, Abstained 1(Vanden Heuvel) – Motion Carried

## Department and Officers Progress Reports

Chief Peterson reported that the Department has now been operating 13 years. D. Haug provided an update on the GO Bond sale stating the proceeds from the sale were received this week and the proceeds from tonight's sale will be received in May. D. Haug also commented on his service on the MBIA Board and his security with the how the Village's dollars are invested and also stated a required report to the Public Service Commission had been filed. C. Kell stated that the City of Kaukauna has requested that the Village participate in a joint application for a Community Development Block grant to assist low and middle income families with upgrading their electrical service to 100 amps and stated he supports the project and if the Board concurs, the Village will participate in the grant request. Board members indicated agreement with the proposal. C. Kell provided Board members with information on the company that was selected for designing the Mill Street Bridge. C. Kell discussed the current status of receiving bids for the Village's health insurance and Board members stated they would like to be presented with a preliminary cost report at next week's meeting. C. Kell stated he is ordering new chairs for the Presidents Room and he will likely have budgeted dollars left to purchase a podium with a microphone/speaker system that can be used in the Community Room and Board Room for Village meetings. J. Moes had nothing new to report. T. Flick reported that at next week's meeting a resolution for applying for a stewardship grant from the DNR for paving of an existing trail on the levy will be presented and if the grant is approved by the DNR, the project would be budgeted for in the 2009 CIP. R. Van Gheem provided an update on the status of various utility projects that are currently taking place in the Village and stated the Department is out street sweeping to clean up the streets from winter. V. Schneider did not have anything new to report. Attorney Koehler commended the Sexual Offender Residency Board for their handling of the recent hearings.

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## **Disbursement List**

*Moved by Trustee Van Ooyen, seconded by Trustee Ransbottom to approve the disbursement list as presented and to authorize the Finance Director to draw from the respective funds.*

Ayes 7, Nay 0 – Motion Carried Unanimously

## **Call for Unfinished Business**

None

## **Items for Future Agenda**

None

*Moved by Trustee Van Ooyen, seconded by Trustee Ransbottom to enter into Close Session.*

Ayes 7, Nay 0 – Motion Carried Unanimously

## **Closed Session: Wis. Stats. 19.85(1)(e) to Deliberate Public Business Regarding the Sale of Industrial Park Land where Competitive Reasons Requires a Closed Session.**

*Moved by Trustee Vanden Heuvel, seconded by Trustee Ransbottom to Return to Open Session.*

Ayes 7, Nay 0 – Motion Carried Unanimously

## **Return to Open Session**

### **Possible Action on Issue Discussed and Deliberated in Closed Session – Sale of Industrial Park Land**

*Moved by Trustee Ransbottom, seconded by Trustee Elrick to Offer to Sell for \$1 a 3.0657 acre lot in the Village's Industrial Park to Van Zeeland Manufacturing subject to the building being constructed comparable to another building that occupies a lot at the entry to the Industrial Park and that the Village Administrator can negotiate an acceptable Development Agreement that will be brought to the Board for approval.*

Ayes 6, Nay 1 (Joosten) – Motion Carried

## **Adjournment**

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to adjourn the meeting at 7:51 p.m.*

Ayes - 7, Nay 0-Motion Carried Unanimously

## **VILLAGE OF LITTLE CHUTE**

By: \_\_\_\_\_

Charles Fischer, Village President

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Attest: Vicki Schneider, Village Clerk