

## **MINUTES OF THE REGULAR BOARD MEETING OF JUNE 18, 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

Jason Leicht, Trustee

Steven Ransbottom, Trustee

Skip Smith, Trustee

Uriah Van Ooyen, Trustee

Janet Verstegen, Trustee

EXCUSED: John Elrick, Trustee

### **Roll Call of Officers and Department Heads**

PRESENT: Charles Kell, Village Administrator

Lt. Mark Ulman, 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

*Moved by Trustee Van Ooyen, seconded by Trustee Ransbottom to enter into the Public Hearing for Amending the Zoning Code – 13-1-284 Variances (a) Purpose.*

Ayes 6, Nay 0 – Motion Carried Unanimously

### **Public Hearing – Amending Zoning Code – 13-1-284 Variances (a) Purpose; Plan Commission Review**

No public comment. J. Moes reported that the Plan Commission is recommending the change to the ordinance language to clarify the process for variance reviews.

*Moved by Trustee Leicht, seconded by Trustee Van Ooyen to exit the Public Hearing.*

Ayes 6, Nay 0 – Motion Carried Unanimously

### **Approval of Minutes**

*Regular Board Meeting Minutes – June 4, 2008*

*Committee of the Whole Meeting Minutes – June 11, 2008*

Trustee Verstegen requested a correction to the minutes of June 4 to eliminate the word (less) from a sentence located under the Department and Officers Report heading.

*Moved by Trustee Verstegen, seconded by Trustee Ransbottom to approve the Regular Board minutes of June 4 with the correction as noted and the Committee of the Whole Minutes of June 11, 2008 as presented.*

**Report of Other Minutes – Other Informational Items**  
*Park Planning Committee Meeting Minutes – March 3, 2008*  
*Plan Commission Meeting Minutes – May 12, 2008*  
Board members noted receipt of the informational items.

**Request from Randy Jahnke to address the Board on the Issue of Disconnecting Sump Pump Lines from Downspouts**

Leo DeCoster questioned the Board about the orders received from the Public Works Department requiring that the downspouts be disconnected from the storm sewer system as he stated he understood they were allowed. Village Board members informed Mr. DeCoster that the minutes of November 14, 2007 reflect that the Board voted 6 to 0 to require the property owners to remove all downspouts from connection to the sump pump lines unless they create water problems across Village sidewalk. Mr. DeCoster also commented that the neighbors across the street had their downspouts connected to the storm system. President Fischer recommended that staff check the situation at the neighboring residents. R. Van Gheem explained why the downspouts need to be disconnected and cautioned while they remain connected, the property owner could experience flooding and damage to their home as the storm sewer mains are not large enough to handle the concentrated runoff from downspouts. Mr. Jahnke asked if they could be granted an extension from the June 20<sup>th</sup> deadline for disconnecting the downspouts. Board members indicated they did not have a problem with granting a two-week extension to Mr. Jahnke as long as he understood there could be a risk of flooding for the homeowners.

*Moved by Trustee Van Ooyen, seconded by Trustee Ransbottom to grant Mr. Jahnke a two-week (July 4<sup>th</sup>) extension for completing the disconnection of downspouts from the storm sewer system with the understanding that the properties are at risk of flooding while the downspouts remain connected.*

Ayes 6, Nay 0 – Motion Carried Unanimously

**Ordinances:**

**a) Annexation – Van Asten Property from the Town of Vandenbroek**

*Moved by Trustee Verstegen, seconded by Trustee Ransbottom to Adopt Ordinance No. 6, Series of 2008 Approving the Annexation for the Van Asten Property from the Town of Vandenbroek.*

Ayes 6, Nay 0 – Motion Carried Unanimously

**b) Amending Zoning Code – Section 13-1-284 Variances (a) Purpose; Plan Commission Review**

*Moved by Trustee Ransbottom, seconded by Trustee Leicht to Adopt Ordinance No. 7, Series of 2008 Amending the Zoning Code Section 13-1-284 Variances (a) Purpose; Plan Commission Review.*

All Ayes – Motion Carried Unanimously

**c) Adopting Park Impact Fee Ordinance**

*Moved by Trustee Van Ooyen, seconded by Trustee Ransbottom to Adopt Ordinance No. 8, Series of 2008, Creating a Park Impact Fee.*

Ayes 6, Nay 0 – Motion Carried Unanimously

**Resolution:**

**Authorizing the Purchase of Property Located at 709 Depot Street**

*Moved by Trustee Van Ooyen, seconded by Trustee Ransbottom to Adopt Resolution No. 26, Series of 2008 Authorizing the Purchase of the Property located at 709 Depot Street for \$102,000.*

Ayes 6, Nay 0 – Motion Carried Unanimously

**Review/Action on Developer's Agreement for Golden Valley Real Estate Project on East Elm Dr.**

*Moved by Trustee Ransbottom, seconded by Trustee Van Ooyen to Approve the Developer's Agreement for Golden Valley Real Estate Project on East Elm Dr.*

Ayes 6, Nay 0 – Motion Carried Unanimously

**Action on Liquor License Renewal Applications – 2008/2009 Licensing Year**

*Moved by Trustee Van Ooyen, seconded by Trustee Smith to approve the Liquor License Renewal applications for Gentlemen Jacks, Avella's Gas Station, and Village Lanes.*

Ayes – 6, Nay 0 – Motion Carried Unanimously

**Action on Request to Amend Liquor License Premise Description for the 5<sup>th</sup> Quarter to Include an Outside Deck Area**

The request is to add an outdoor patio area and Mr. Vander Wyst indicated in his letter that he has spoken with the Police Chief and he will be adding an iron railing to the deck as required. J. Moes stated he had reviewed the construction plans for the deck and a building permit had been issued. Trustee Verstegen stated that in the future she would like the opportunity to review the plans/drawings for amendments to liquor license premise descriptions.

*Moved by Trustee Ransbottom, seconded by Trustee Van Ooyen to Approve the Amendment to the Liquor License Premise Description for the 5<sup>th</sup> Quarter to Include an Outside Deck Area.*

Ayes 6, Nay 0 – Motion Carried Unanimously

**Action to Award Bids for Doyle Park Pool Painting Project**

T. Flick stated three proposals were received for the project and the amount budgeted for the project was \$22,500. The low bid came in at \$34,490 and the increased cost of supplies and void areas in the walls contributed to higher bids than expected. T. Flick recommended using \$11,990 of the pool fund balance which is currently at \$29,000 to cover the difference from the amount budgeted and award the contract to Coatco Enterprises, Inc.

*Moved by Trustee Van Ooyen, seconded by Trustee Smith to Award the Contact to Repair and Paint the Pool Basin and Deck Markings to Coatco Enterprises, Inc. from Kaukauna, WI in the amount of \$34,490.00.*

Ayes 6, Nay 0 – Motion Carried Unanimously

**Operator's Licenses**

Sarah Jean DeDecker	310 Cherry Lane	Little Chute	Moasis
Nicole M. Wilson	3101 Tranquil Way	Kaukauna	M&M Bar
Amanda M. Wallace	1033 Madison Street	Little Chute	Hawks Nest
Kris Ann Breit	2728 E Wisconsin Ave.	Appleton	Rose Hill Bar

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

Ayes 6, Nay 0 - Motion Carried Unanimously

**Department and Officers Progress Reports**

Lt. Ulman reported that Officer Scott De Groot had resigned for personal reasons. D. Haug provided Board members with a calendar for 2009 budget workshops and stated staff is beginning work on the 2009-2013 CIP and it will be presented to the Board for discussion in mid-August. D. Haug also summarized a discussion the Water Commission had on bringing utility billing in-house with the outcome of the discussion and analysis determining that there are efficiencies in continuing to contract with KU for the billing process and in-house billing consideration will not be pursued at this time. C. Kell provided Board members with a copy of a letter

he sent and a copy of a letter that ECWRPC had sent to the Town of Vandenbroek that voiced objections to the Town's Comprehensive Plan. The letter from the Village was sent to be entered into the record for the Public Hearing for the Town's Plan which was being held tonight. C. Kell provided an update on a meeting with the County concerning the round-about study and informed the Board that at a future meeting he will be requesting funding for the Village to participate in an additional study with the County. Board members agreed that C. Kell could auction the old chairs from the President's Room and also agreed to the Administrators support of the Fire Department using the Fire Inspector's old vehicle for Jaws of Life training.

Trustee Verstegen commented that the Board should be informed of the date of the training so they can watch how the Jaws of Life works. C. Kell asked the Board to consider canceling the July 2 Board meeting due to the Holiday and lack of agenda items. Board members agreed to cancel the Regular Board meeting on July 2 and designate the meeting on July 9<sup>th</sup> as a Regular Board meeting. J. Moes – no report. T. Flick provided an update on the Department's activities and commented that he is working daily with the Fox Locks on issues with the locks restoration project. R. Van Gheem provided an update on the status of the Village's construction projects and informed the Board that letters were sent to residents that issued orders for replacing faulty private sewer laterals. V. Schneider stated the Summer newsletter would be distributed to residents next week and provided a reminder of the Library's Blood Drive on June 30. Attorney Koehler – no report.

### **Disbursement List**

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

Ayes 6, Nay 0 – Motion Carried Unanimously

### **Call for Unfinished Business**

Trustee Verstegen invited Board members to an Advanced Little Chute Event.

### **Items for Future Agenda**

D. Haug informed the Board that he had invited an Investment Managing Firm to next week's meeting to give a presentation on the services they offer.

At the request of Trustee Verstegen, a discussion on the process of submitting plans for review of liquor license premise description amendments will be placed on a future agenda for discussion.

### **Adjournment**

*Moved by Trustee Van Ooyen, seconded by Trustee Ransbottom to adjourn the meeting at 7:05 p.m.*

Ayes - 6, Nay 0-Motion Carried Unanimously

## **VILLAGE OF LITTLE CHUTE**

By: \_\_\_\_\_  
Charles Fischer, Village President

Attest:

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Vicki Schneider, Village Clerk