

## **MINUTES OF THE REGULAR BOARD MEETING OF MARCH 4, 2009**

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, Village President  
John Elrick, Trustee  
Jason Leicht, Trustee  
Steven Ransbottom, Trustee  
Skip Smith, Trustee  
Uriah Van Ooyen, Trustee  
Janet Verstegen, Trustee

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

PRESENT: Charles Kell, Village Administrator  
Mark Recker, Assistant Police Chief  
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 – February 18, 2009*

*Committee of the Whole Minutes – February 25, 2009*

*Moved by Trustee Verstegen, seconded by Trustee Leicht to approve the Regular Board minutes of February 18, 2009 and the Committee of the Whole Minutes of February 25, 2009 as presented.*

Ayes 7, Nay 0 – Motion Carried

### **Report of Other Minutes – Other Informational Items**

None

### **Ordinance**

#### **Adopting and Enacting a New Code for the Village of Little Chute**

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to Adopt Ordinance No. 3, Series of 2009 Adopting and Enacting a New Code for the Village of Little Chute.*

Ayes 7, Nay 0 – Motion Carried

### **Discussion/Possible Action – Fees and Associated Costs for Cancer Benefit Concert at Doyle Park**

T. Flick reported that the revised shelter fees for the event are \$510. Assistant Chief Recker commented that

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he supports benefits for cancer but stated his concern is with the burden it puts on the Departments resources as the event was not budgeted and he will need to have officers on overtime to be present at the event because of the number of people the event is expected to draw and because the event is selling alcohol. C. Kell stated that it may be possible to charge the overtime costs for the Police Department to the Village's promotional budget as is done for the Parks and PW personnel costs for special events. Discussion took place. T. Flick stated he is working on a special event policy with the Village of Kimberly's Recreation Director so both Villages' are on the same page with special events and the involvement of the Metro. Board members agreed that the Spierings will need to provide insurance coverage, be responsible for damages, and to work with the Park's Department to provide the recommended number of porta pots. T. Flick suggested charging the rental fee of \$510 plus the \$200 deposit and the Board agreed to charge \$750 for Village services. Trustee Leicht cautioned that the policy being developed should set a higher fee to cover services. Staff stated that the park shelter fee and deposit will be due in advance of the event.

*Moved by Trustee Ransbottom, seconded by Trustee Elrick to charge the Spierings' \$1,250 plus the security deposit for all inclusive use of Doyle Park for the Cancer benefit concert on August 15, 2009.*

Ayes 7, Nay 0 – Motion Carried

### **Preliminary Review and Discussion of Draft Concept and Marketing Plan for Island Park Development**

C. Kell reviewed a draft of the preliminary development proposal to be used to garner interest for a residential development project on Island Park. T. Flick distributed a letter to the Board from the Parks Planning Committee and the letter states that the Park Planning Committee is not in favor of selling any of Island Park property as park frontage on the river is a rare commodity. The letter also requests that if the Board moves forward with selling the land to a developer, the Committee is asking to be involved in future discussions and they also would like to see public river access maintained. The Park Planning Committee is also requesting that that the levee trail be completed from the Mill Street Bridge to the Combined Lock trail, that public access be maintained along the river's edge with accessibility by sidewalk or trail; retain enough land as park space at the eastern end of the park that includes the fishing wharf, boat launch, trail connection, parking area, and future shelter; and that priority be given to acquiring new park land as compensation for the loss of the valuable acreage. C. Kell stated that the majority of the concerns stated by the Park Planning Committee can be addressed with the proposed plan and he noted that if the development doesn't take place, there will not be a bridge to the park. C. Kell stated that if the Board agrees with moving forward with requesting proposals, he will move forward with identifying developers to send RFPs. C. Kell stated there will also be an area available for the Fire Department to have a boat launch. C. Kell stated that there likely will be funding problems if a one lane bridge is proposed and also stated that the proposal is suggesting the use of Dutch architecture for the project. Board members supported moving forward with sending out requests for proposals for the development of Island Park.

### **Operator's License:**

Joseph P. Hanson	207 Smith St.	Neenah	5 <sup>th</sup> Quarter
Duaine E. Pingel	W6867 School Road	Greenville	Express
Daniel F Wippich	123 Morningside Dr.	Kaukauna	Pop In Again

*Moved by Trustee Van Ooyen, seconded by Trustee Smith to approve the Operator's Licenses as presented.*

Ayes 7, Nay 0 – Motion Carried

### **Department and Officers Progress Reports**

Assistant Chief Recker reported that the Citizen's Police Academy has a good number of participants and he also extended an open invitation to join the Department's team for the Sole Burner Cancer fundraiser. D. Haug reported that the contract with the Village's current audit firm is being renewed and the terms for a three year contract are favorable. D. Haug stated the auditors will be on-site beginning next week to conduct the 2008

audit. D. Haug reported on the Post Employment Benefits Study that is being conducted jointly with the Village of Kimberly and informed the Board that the study will be presented to the Board at a future meeting. D. Haug also informed the Board that staff is monitoring the stimulus package and the State's proposed budget and the preliminary reports are that shared revenue will decrease slightly for the Village but the Village's road aids will likely see a larger decrease. C. Kell provided an update on the COPs funding which is part of the stimulus package. C. Kell stated that Board members will be invited to the Kraft ribbon cutting ceremony for their expansion project and he believes the preliminary date that has been set for the ribbon cutting is June 30. J. Moes reported that he is working on assessment reports and 20 applications were received for the Library Director's position and the Library Board will be reviewing the applications. T. Flick informed the Board that Kaukauna Utilities is currently replacing light poles in the Village on Lincoln Street with the project continuing on Coolidge Avenue and they have offered to remove the trees in the terrace areas that are currently cut out for the utility wires and they would remove them at no charge to the Village. T. Flick stated the majority of the trees are ash trees and this would be a good opportunity to have the trees removed and new trees would be planted in the fall to replace the terrace trees that are removed at no cost to the property owners. Board members agreed with the proposal and T. Flick stated the affected property owners will be notified.

T. Flick stated the Summer/Fall program book had been mailed to residents and the church requesting to use a park for an Easter Egg Hunt had downsized their numbers and he has given permission for the church to use Van Lieshout Park on April 11 from 1 to 2:30 p.m. for the event. R. Van Gheem reported on the status of current projects and stated that over 100 repair/replacement order letters had been sent out to property owners with defective sewer laterals and if Board members receive call they should instruct the property owner to call the Public Works Department. R. Van Gheem also reported that approximately 400 applications were received for the job opening in the Street Department. V. Schneider reported that the newsletter had been submitted to the printer and she is working on the upcoming election, Cheese Fest and Kermis planning. Attorney Koehler – no report.

#### **Disbursement List**

*Motion by Trustee Leicht, seconded by Trustee Van Ooyen to approve the disbursement list as presented.*

Ayes-7, Nay 0-Motion Carried

#### **Call for Unfinished Business**

None

#### **Items for Future Agenda**

None

*Moved by Trustee Van Ooyen, seconded by Trustee Leicht to enter into Closed Session. (6:49 p.m.)*

Ayes 7, Nay 0 – Motion Carried

**Closed Session: *Legal (g) Conferring with legal counsel for the Village, legal counsel rendering oral or written advice concerning strategy to be adopted by the Village Board with respect to litigation in which the Village is now or is likely to become involved. 19.85(1)(g), Wis. Stats.***

*Moved by Trustee Verstegen, seconded by Trustee Ransbottom to exit Closed Session and return to Open Session. (7:35 p.m.)*

Ayes 7, Nay 0 – Motion Carried

#### **Return to Open Session**

No Action Taken

**Adjournment**

*Moved by Trustee Van Ooyen, seconded by Trustee Leicht to Adjourn the Regular Board Meeting at 7:35 p.m.*

Ayes - 7, Nay 0-Motion Carried

**VILLAGE OF LITTLE CHUTE**

Attest: \_\_\_\_\_  
Vicki Schneider, Village Clerk

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