

## MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF JULY 8, 2009

### 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 Elrick, Trustee Leicht, Trustee Ransbottom, Trustee Smith, Trustee Van Deurzen, Trustee Verstegen

ALSO PRESENT: C. Kell, J. Moes, E. Misselt, R. Van Gheem, T. Flick, V. Schneider,

### Public Appearance for Items not on the Agenda

None

### Discussion/Possible Action – Concrete Apron/Sidewalk Replacement – 1234 Dotty Drive

R. Van Gheem provided aerial designs of the project in relation to the quotes and stated the property owner's quotes are for nine squares of sidewalk and apron replacement and the Village's quotes were for the apron and curb and gutter. R. Van Gheem stated staff is recommending replacing only the concrete apron and curb and gutter, not the sidewalk. Mr. Hietpas argued that the sidewalk has to be replaced because the sidewalk has to be sloped more than it currently is sloped. Discussion took place. Trustee Elrick stated his concern is if the apron was replaced without replacing sidewalk then heaving of the sidewalk could occur again. Trustee Van Deurzen and Trustee Ransbottom both suggested having a contractor present when the apron is removed and decide at that time if the sidewalk needs to be replaced. Trustee Elrick stated he didn't think money should be spent to have a contractor make the decision on the sidewalk replacement when the apron is poured as the Village has qualified people on staff to make a determination. Trustee Smith agreed with Trustee Elrick and stated it would be best to agree on a price and get the work done.

*Moved by Trustee Elrick, seconded by Trustee Smith to authorize the removal and replacement of the concrete apron and possibly the sidewalk at 1234 Dotty Drive at a cost not to exceed \$2,275.*

Further Discussion: C. Kell asked if the intent is to have an on-site decision made on the sidewalk.

Trustee Elrick and Trustee Leicht both stated that after the apron is removed if it is determined that the sidewalk is setting on its sub base then the sidewalk will not be replaced. Trustee Elrick stated if it is not sitting on its sub base it should be replaced or there will be future problems. Trustee Elrick stated that the determination can be made by Village engineers.

Vote on the Motion: Ayes 7, Nay 0 – Motion Carried Unanimously

### Review/Possible Action – Micro Loan Application – Baker's Outlet – 505 Grand Ave.

Trustee Smith stated he would abstain from the discussion and vote on this agenda item.

Trustee Leicht stated he was concerned about loaning money for items such as a furnace as he sees the furnace replacement more as a maintenance issue and it is a cost associated with operating a home or business. President Fischer stated the CDA has reviewed the application and approval of the loan at the amount of \$12,200 is being recommended. Trustee Leicht questioned whether the same arguments for not approving funds for remodeling the upstairs apartment couldn't be used for the furnace replacement. C. Kell explained that the rental unit is not considered part of Baker's Outlet business operations and the loans are to encourage business growth and development and stabilization and not rental units.

*Moved by Trustee Verstegen, seconded by Trustee Ransbottom to approve the Micro Loan application for Baker's Outlet, 505 Grand Avenue, in the amount of \$12,200 to be used for the purchase of a new furnace and 16 x 20 walk-in freezer.*

Ayes 5, Nay 1 (Leicht), Abstained 1 (Smith) – Motion Carried

**Review/Possible Action –Micro Loan Application – Seth Lenz – Coffee Shop – 111 E. Main St.**

C. Kell stated the correct address is 111 E. Main Street not W. Main Street and the loan would be used for the remodeling of the old pharmacy building for the coffee shop. C. Kell provided handouts of the remodeling plan and floor plan for the coffee shop. President Fischer stated the CDA has reviewed and they feel very confident that there will be no financial risk to the Village with this loan. Trustee Ransbottom pointed out that the coffee shop will also serve sandwiches and breakfast foods.

*Moved by Trustee Elrick, seconded by Trustee Smith to approve the Micro Loan application for Seth Lenz for a coffee shop at 111 E. Main Street in the amount of \$30,000.*

Ayes 7, Nay 0 – Motion Carried Unanimously

**Discussion – Possible Action – To Approve Consultant to Conduct Village Facilities Study**

C. Kell stated up to \$100,000 had been budgeted for the study.

*Moved by Trustee Leicht, seconded Trustee Ransbottom to award the facilities study to Strand & Associates from Madison, WI at a cost not to exceed \$25,600.*

Ayes 7, Nay 0 – Motion Carried Unanimously

**Discussion- Advertising Signs in Village Parks**

Trustee Elrick stated the Little Chute Baseball Club is looking to sell advertising space in Legion Park along outfield fences as a way to raise funds for the Club. Jeff Gut and Tom Myers of the Little Chute Baseball Club presented information on how money could be raised through offering advertising signage space on the outfield fencing and the club would like to use the revenue generated from these signs to improve facilities and the program. Trustee Ransbottom stated he was in favor of a partnership to raise money for groups through selling advertising space and he would like to see this available to all sports programs that use the Village Parks. J. Moes stated the Village Code would need to be changed to allow for this type of signage and this is a process that would go through the Plan Commission. T. Flick stated if signs are going to be allowed on park fencing then regulations would need to be developed to determine size and allowable advertising material. Board members indicated agreement with having staff move forward with working out the details with the Baseball Club and to draft a proposed ordinance amendment to present to the Plan Commission.

**Unfinished Business**

President Fischer stated he had received a phone call regarding the Village's Sister City, Citaltepec, Mexico and an 11 year old girl who resides there the desperately needs to have plastic surgery. A surgeon in Neenah will do the surgery pro-bono but the concern is with getting a visa approved to get the girl to Neenah. The Sister City representatives may be asking the Board for a formal letter of support for bringing the girl to Neenah as this may assist with the Visa processing.

C. Kell commented on an issue with the size of the proposed detention pond at Heesakker Park and he encouraged Board members to visit the Park and view the layout of the stakes for the future pond and look to see how much of the park would be impacted. C. Kell stated he was contacted by the Fire Chief who was recently made aware of a stimulus grant opportunity for building new Fire Stations. The Fire Chief stated the Department would like to apply for the grant. C Kell stated the grant could cover the complete costs of a new station but his feeling is that without some matching funding from the Village, the application would not be successful. C. Kell noted that the Village is not obligated to accept the grant. C. Kell asked the Board's opinion on how to proceed and on how much money the Village could put forward toward the cost. Board members indicated agreement that the application should be submitted and the Administrator should use his judgment on the percentage to indicate for Village participation.

T. Flick stated that he had been notified by the Fox River Navigational Authority that they intend to flood the canal next week for testing of the locks. President Fischer welcomed Police Chief Erik Misselt.

**Items for Future Agenda**

J. Moes requested that the Board consider a resolution declaring a 90-day moratorium on the acceptance of applications for the issuance or renewal of permits for new construction or remodeling of exteriors of structures in the CB District. J. Moes stated the moratorium is being recommended to maintain the status quo until the Design Review Manual can be completed. Board members agreed to put the resolution on next week's agenda.

**Adjournment**

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to adjourn the Committee of the Whole meeting at 7:04 p.m.*

Ayes-7, Nay-0, Motion Carried Unanimously

**VILLAGE OF LITTLE CHUTE**

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By: Charles Fischer, Village President

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Attest: Vicki Schneider, Village Clerk