

## **MINUTES OF THE REGULAR BOARD MEETING OF DECEMBER 2, 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  
Skip Smith, Trustee  
Steve Ransbottom, Trustee  
Don Van Deurzen, Trustee  
Janet Verstegen, Trustee

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

PRESENT: Charles Kell, Village Administrator  
Erik Misselt, Police Chief  
Tom Flick, Director of Parks, Recreation, and Forestry  
Jim Moes, Community Development Director  
Roy Van Gheem, Director of Public Works  
Charles Koehler, Village Attorney  
Vicki Schneider, Village Clerk

EXCUSED: Dale Haug, Finance Director

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

None

### **Approval of Minutes**

*Regular Board Meeting Minutes – November 18, 2009*

*Moved by Trustee Elrick, seconded by Trustee Smith to approve the Regular Board Minutes of November 18, 2009 as presented.*

Ayes 7, Nay 0-Motion Carried Unanimously

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

*Fox Valley Metro Police Dept. Activity Report – September 2009*

*Police School Liaison Monthly Report – October 2009*

*Minutes of the Water Commission Meeting of October 20, 2009*

Board members noted receipt of the above items.

### **Resolution:**

#### ***Final Assessment Resolution – Wildenberg Drive***

*Moved by Trustee Leicht, seconded by Trustee Smith to Adopt Resolution No. 40, Series of 2009, Final Assessment Resolution for Wildenberg Drive Concrete Paving Project.*

Ayes 7, Nay 0 – Motion Carried Unanimously

**Set Public Hearing – Evergreen Pond Storm Water Construction Project**

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to set the Public Hearing for the Evergreen Pond Storm Water Construction Project for December 16, 2009 at 6:00 p.m.*

Ayes 7, Nay 0 – Motion Carried Unanimously

**Review/Action – Budget Transfer – Establishing Funding for Facade Renovation Loan Program**

	2009 <u>Current Budget</u>	Recommended <u>Change</u>	2009 <u>Amended Budget</u>
101-59000-494 Transfer To- Loan Program	\$0	\$150,000	\$150,000
222-39101 Transfer In – General Fund	\$0	\$150,000	\$150,000

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to Approve the Budget Transfer of \$150,000 for Funding the Facade Renovation Program.*

Roll Call Vote: Trustee Elrick – Yes, Trustee Leicht – Yes, Trustee Ransbottom – Yes, Trustee Smith – Yes, Trustee Van Deurzen – Yes, Trustee Verstegen – Yes, President Fischer - Yes

Ayes 7, Nay 0 – Motion Carried Unanimously

**Operator's Licenses:**

Eric Michael Fischer      126 Jean Street      Combined Locks      The Flying Dutchman

*Moved by Trustee Leicht, seconded by Trustee Ransbottom to Approve the Operator's Licenses as presented.*

Ayes 7, Nay 0 – Motion Carried Unanimously

**Department and Officers Progress Reports**

Chief Misselt reported that the Christmas Parade had gone well and informed the Board that alcohol related enforcement issues are going to be a top priority for the Department. C. Kell reported that the Village has acquired the property to move forward with the Buchanan Pond expansion and a written agreement is in place with the involved party and he thanked Attorney Koehler for his work in securing the land and agreement. C. Kell stated that the CIP will be revised for 2010 to adjust for the Buchanan Pond expansion project and the Village is being allocated stimulus funding and DNR grants for the project. C. Kell updated the Board on the Van Dyn Hoven development and stated the Developer, neighbors, and staff had been meeting to review and discuss modifications to the Development. C. Kell reported that Fox Cities Magazine will be featuring downtown Little Chute in their March edition. C. Kell stated that the Public Works Director had sent out letters to the two mailbox owners that were required to remove a layer of their brickwork and the letter asked them to provide the Village with a timeline for their compliance with the ordinance. One of the owners has contacted the Village and he is not satisfied with the Board's decision. President Fischer stated he had been contacted by Mr. Newhouse with a request for the Board to reconsider their decision on the mailboxes.

President Fischer asked if any Board members wanted to make a motion to reconsider their previous decision. Board members did not make a motion to reconsider their previous decision. C. Kell reported that a slate of candidates will be presented to the President for review and recommendation for appointment to the Design Review Board and he noted that there is still one person needed for the Board. C. Kell reported that he has been contacted by a major downtown business owner who is interested in the downtown facade renovation program. C. Kell reported that the Windmill Committee has selected a contractor to build the Windmill base and Visitor's Center and he informed the Board that the Executive Director of the Windmill will be addressing the Board on a bi-monthly basis to provide updates on the project. J. Moes reported that the Village property razing project should be completed by December 11<sup>th</sup>. T. Flick reported that this is the first week of the deer culling program and he is not aware of any issues and one deer has been culled so far and he also reported that

the USA football organization had provided a grant to the Jets Football program. T. Flick stated that the grant application for Gypsy Moth control has been submitted. T. Flick reported that a Heritage Trail System Historical sign has been placed on the Heritage Trail at Island Park and the sign provides a history of the locks. T. Flick reported that he had issued an amplified music permit for the Downtown Businesses for the businesses to play Christmas music on outside speakers. R. Van Gheem reported that the leaf pickup has been mostly completed for the year and the Evergreen Pond project has started. V. Schneider stated the winter newsletter had been handed off to the printer and should be distributed to residents within two weeks. Attorney Koehler – no report.

### **Disbursement List**

*Moved by Trustee Van Deurzen, seconded by Trustee Leicht to Approve the Disbursement List as Presented and 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

### **Adjournment**

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to Adjourn the Regular Board meeting at 6:27 p.m.*

Ayes 7, Nay 0 – Motion Carried Unanimously

## **VILLAGE OF LITTLE CHUTE**

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

Charles Fischer, Village President

Attest: Vicki Schneider, Village Clerk