

## **MINUTES OF THE REGULAR BOARD MEETING OF DECEMBER 1, 2010**

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

Tammy Frassetto Trustee

James Hietpas, Trustee

Dan Mahlik, Trustee

Don Van Deurzen, Trustee

EXCUSED: Janet Verstegen, Trustee

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

PRESENT: Charles Kell, Village Administrator

Eric Misselt, Police Chief

Jim Moes, Community Development Director

Tom Flick, Director of Parks, Recreation, and Forestry

Roy Van Gheem, Director of Public Works

Beth Carpenter, Library Director

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 17, 2010

*Moved by Trustee Elrick, seconded by Trustee Frassetto to approve the Regular Board Minutes of November 17, 2010 as presented.*

Ayes 6, Nay 0-Motion Carried

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

Library Board Meeting Minutes – October 19, 2010

Water Commission Meeting Minutes – October 19, 2010

Board noted receipt of items.

### **Approval of 2011 Meeting Schedule**

*Moved by Trustee Van Deurzen, seconded by Trustee Frassetto to Approve the 2011 Meeting Schedule as presented.*

Ayes 6, Nay 0 – Motion Carried

### **Discussion/Possible Action on Proceeding with Development of the Proposed “Ebben” Subdivision**

Administrator Kell provided a revised analysis and review handout. The revision shows that 16 acres is available for development and the subdivision that would consist of 35 lots and the amount that needs to be recouped from each lot is \$34,000 without concrete street, curb & gutter costs. Administrator Kell pointed

Regular Board Meeting Minutes – December 1, 2010

out that the Board will need to decide if concrete streets, curb, and gutter should be included as part of the sales price for the lots. C. Kell stated that he thinks this is an opportune time to market the lots and the Village could offer the lots for sale at a very reasonable price and he also noted the lots are located in the Kaukauna School District. Discussion took place on the Administrator's recommendation to proceed with the final design of the subdivision plat and infrastructure improvements for the proposed subdivision and for the marketing and sale of the property to be done by the Village. Trustee Elrick commented on improving the five acres of park land right away so the park amenity can be in place when marketing the lots. T. Flick commented on the option of creating and approving a master plan for the park and moving forward with developing the park amenities after a certain number of lots are sold. Trustees Elrick, Mahlik, and Frassetto commented on increasing the price of the lots. Trustee Hietpas asked if the Village would be in direct competition with a private developer and C. Kell responded that he is not aware of any proposed residential developments in the Village that are in the Kaukauna School District.

*Trustee Van Deurzen was excused from the meeting at 6:20 p.m.*

C. Kell noted that the cost of the infrastructure for the subdivision was built into the capital improvement program and staff is confident that the Village can afford to move forward with the subdivision. C. Kell also noted that the cost of gas and electric service are not shown in the numbers. Board members agreed to put the item on next week's agenda for further discussion and action.

#### **Operators License:**

Whitney A. Hartjes                    504 Division St.                    Kaukauna                    Village Limits

*Moved by Trustee Frassetto, seconded by Trustee Elrick to Approve the Operator's License as presented.*

Ayes 5, Nay 0-Motion Carried Unanimously

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

B. Carpenter reported on the library's programs and noted that attendance has greatly increased at the family programs and she commented on the adult programs that will be taking place in 2011. B. Carpenter also stated the allocation of \$20,000 from Kimberly is being used to bring in new collections and materials to the Kimberly library. B. Carpenter stated that she had been working with both village administrators and the Village Attorney on updating the Joint Library agreement and that will be brought to both Village Boards at a future meeting. Chief Misselt reported that Attorney Koehler had reviewed the vicious animal ordinance and the Attorney's recommendations will be reviewed and then the ordinance will be brought before the Board for discussion and adoption. Chief Misselt also commented on recent legislation that passed concerning use of ATVs for snow removal purposes and the Village's current ordinance on ATVs is currently being reviewed for possible amendments and it will be presented to the Board at a future meeting. Chief Misselt informed the Board that he had recently attended an Outagamie County Police Chief's meeting and the topic of synthetic marijuana was discussed and it is being recommended that local municipalities adopt ordinances to prohibit synthetic marijuana and he will be bringing a draft for this ordinance before the Board at a future meeting. Chief Misselt updated the Board on the status of the radio infrastructure replacement requirement and the funding for the equipment will be in the Department's 2012 budget. C. Kell stated he will be bringing forth a resolution next week for purchase of the Phillips property and possibly a resolution for the purchase of the DeBruin property for the Polk St. pond. C. Kell stated that he had spoke with the CEO of the WI Restaurant Association regarding the liquor license issue and the suggestion was to get an assemble or senate representative to write special legislation to have the legislature grant a liquor license to a business in the Village. C. Kell noted that he had provided trustees with a handout of the budget message article that he wrote for the Village's winter newsletter. C. Kell informed the Board that next Tuesday morning he along with Roy Van Gheem and the engineers from McMahon representing the State DOT are hosting a meeting at Village Hall with the business owners located on the east end of Main Street and the meeting will provide an update on the timetable of the E. Main Street reconstruction project and discussion on specifics the businesses would like to see in that business district.

J. Moes stated he has been assisting a few realtors with their inquiries on commercial projects. T. Flick stated that the second deer hunt started on Monday and two deer have been culled so far. T. Flick updated the Board on the status of the DPI lighting replacement project and he also noted that the terrace tree trimming project will be taking place in the area of the Village that is east of Sanitorium Rd. T. Flick reported that starting next week the Park Planning Committee will begin a review of the Pool Study Plan with the goal of presenting recommendations to the Board for short and long range plans for the pool facility. R. Van Gheem reported that leaf pickup is winding down and conversion of the equipment for snow removal is being completed.

V. Schneider noted that the Type A notice of the spring election for Village offices was published and the Village President and three trustee seats will be on the spring ballot and nomination papers can be circulated as of today and non-candidacy papers need to be filed by December 27<sup>th</sup>. Attorney Koehler – no report.

### **Disbursement List**

*Moved by Trustee Frassetto, seconded by Trustee Elrick to Approve the Vouchers as presented and Authorize the Finance Director to draw from the Respective Funds.*

Ayes 5, Nay 0 – Motion Carried

### **Call for Unfinished Business**

None

### **Items for Future Agenda**

Action on the Development of the Proposed “Ebben” Subdivision.

### **Adjournment**

*Moved by Trustee Frassetto, seconded by Trustee Hietpas to Adjourn the Regular Board meeting at 7:46 p.m.*

Ayes 5, Nay 0-Motion Carried Unanimously

## **VILLAGE OF LITTLE CHUTE**

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

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Attest: Vicki Schneider, Village Clerk