

## **MINUTES OF THE REGULAR BOARD MEETING OF AUGUST 15, 2012**

**Call to Order:** President Vanden Berg called the Regular Board Meeting to Order at 6:00 p.m.

### **Invocation**

### **Pledge Allegiance to the Flag**

President Vanden Berg led members in the reciting of the Pledge of Allegiance.

### **Roll call of Trustees**

PRESENT: Michael Vanden Berg, President

Bob Berken, Trustee

Tammy Frassetto, Trustee

James Hietpas, Trustee

Bill Peerenboom, Trustee

Larry Van Lankvelt, Trustee

EXCUSED: Skip Smith, Trustee

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

PRESENT: Charles Kell, Village Administrator

Jim Moes, Community Development Director

Ray Lee, FVMPD Police Captain

Jeff Elrick, Assistant Director of Public Works

Tom Flick, Director of Parks, Recreation, and Forestry

Teri Matheny, Finance Director

Charles Koehler, Village Attorney

Vicki Schneider, Village Clerk

OTHERS PRESENT: Interested Citizens, Robert Pahl, Media Reps

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

Robert Pahl, 210 S. Buchanan St, addressed the Board with a number of complaints including the assessments for Buchanan St. and senior citizens not being able to afford the assessments and charges for yard waste; the street project not being completed; the narrowing of the street, connecting to mini-storm sewers and downspout connections; leaves going in to the storm sewer; ordinances approved by the Village Board; issues with the Board and staff members.

### **Approval of Minutes**

Regular Board Meeting Minutes – August 1, 2012

Committee of the Whole Meeting Minutes – August 8, 2012

*Moved by Trustee Peerenboom, seconded by Trustee Berken to approve the Regular Board Meeting Minutes of August 1, 2012 and the Committee of the Whole Minutes of August 8, 2012 as presented.*

Ayes 6, Nays 0 - Motion Carried

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

*Minutes of the Park Planning Committee Meeting of May 1, 2012*

*Fox Valley Metro Police Dept. Incident Reports July 2012 and YTD*

Board members noted receipt of the informational items.

### **Discussion/Possible Action on Deer Culling Program for 2012 in Heesakker Park/Electric Island**

T. Flick stated that the Department is making a recommendation to continue the Village's deer culling program. The program would close Heesakker Park and the Heritage Parkway Trail east of the dam for public use from November 26 to December 16. Eighteen resident hunters would be allowed to participate and each hunter may cull multiple deer if this area is considered a herd control zone. T. Flick stated this year they have not had any comments from the public that were either for or against the hunt and the Parks Department has had zero issues with the program and what they are doing is working. Discussion took place. J. Moes stated his parents live on Carol Lynn Drive and they would like to see the program continue. Robert Pahl, 210 S. Buchanan St., commented on being opposed to the hunt. Trustee Frassetto stated that she had heard some comments from the public that they are still having problems with deer but

it isn't as bad as it had been in previous years and her opinion is if it is working and minimizing the problem the program should continue and there will still be a small population of deer for the people that enjoy seeing them. President Vanden Berg also commented in support of the program.

*Moved by Trustee Frassetto, seconded by Trustee Van Lankvelt to approve the 2012 Deer Culling Program in Heesakker Park and Electric Island as presented. Ayes 6, Nays 0 – Motion Carried*

### **Discussion/Possible Action Regarding Obtaining Realtor Proposals for Marketing Village North Subdivision**

Trustee Peerenboom stated he would like the Board to discuss if they want to seek additional proposals from realtors or move forward with the one proposal submitted. Trustee Peerenboom stated he would like staff to contact other real estate offices in the Village to see if they are interested in making a proposal. J. Moes stated that there is only one other office in the Village but there are many realtors that live in the Village. Discussion took place. It was the consensus of the Board to instruct J. Moes to contact a couple realtors he knows to see if they are interested in submitting a proposal for marketing the Village North Subdivision and report back at next week's meeting.

#### **Operator's Licenses:**

Erin L. Berrens	1500 Jennie St.	Menasha	Express
Angela K. Jacoby	N5007 Whitetail Dr.	Seymour	Super 41 Shell
Lila M. Kanter	208 Claribel St.	Kaukauna	Larry's Piggly Wiggly
Kelly M. McGinnis	2010 Taylor St.	Little Chute	Village Lanes/Hawk's Nest
Jennifer L. Mertens	921 E. Main St.	Little Chute	Express

*Moved by Trustee Frassetto, seconded by Trustee Berken to Approve the Operator's Licenses as presented. Ayes 6, Nays 0 – Motion Carried*

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

Captain Lee reported that the two newest officers will complete their field training this week. T. Matheny- no report. C. Kell reported that he had met with the Premier Representative today and next week he expects to present a revised site plan to the Board for review and approval and all indications are the closing for this property will take place next week Friday. C. Kell provided an update on the Poly-Flex project stating they are still committed to the project and they are in lease negotiations with the builder and they still plan to begin construction yet this year. C. Kell reported that he and the Village President will be meeting with the donor representatives for the W. Lincoln Ave. park project and he will also be meeting with the Historical Society next Monday to discuss the historic educational component for the park. C. Kell reported that he had met with Mike Van Asten this week and he is very close to starting his expansion project on the Save-A-Lot property. C. Kell reported on an issue with the transportation enhancement grant for the Mill Street Bridge replacement as the grant program generally funds pedestrian and bicycle orientated facilities. C. Kell stated the grant application he submitted and negotiated with the DNR and DOT was clearly to allow vehicle traffic to Island Park and he thinks DOT is ok with this but the Federal Highway Administration has not given clearance yet and he is waiting to hear back from them. C. Kell stated he is working with a party on a commercial development project in HJT North and this party will likely be applying for loans from the Village's business loan programs. C. Kell stated it is likely he will have a couple of real estate issues for the Board to discuss next week in closed session. J. Moes reported that he is having another realtor from the Village go through the house at 316 W. Lincoln Ave. to give a suggestion on the listing price. J. Moes stated he is also working with a local handyman to get quotes on what it would take to make some corrections and improvements to the property and he should have something to present to the Board next week. T. Flick stated that the Annual Summer Carnival was held today and it was a tremendous success and the event is heavily funded by local businesses and the event is a very low cost to the Village. T. Flick reported that the pool slide was inspected yesterday and that report will be finished in a few weeks and the results will drive the CIP discussion on the pool & slide. T. Flick reported that Rock Cancer was taking place this weekend and the pool will close this Sunday. J. Elrick provided an update on projects noting that he understands Mr. Pahl's concerns but according to the paving contractor, the Buchanan St. project will be completed by October 19 and Sanitorium Rd. will be

completed by November 9. J. Elrick also reported that the Department will be chip sealing on Fox Point Dr., Fox Point Ln, and French Rd. next week. J. Elrick also reported that the deadline for applying for the labor position at Public Works is Friday and staff will be reviewing the applications next week. Clerk Schneider thanked the Election Workers for conducting their 5<sup>th</sup> Election of the year and turnout for Little Chute was as predicted by the State at 20%. Clerk Schneider also reported that she has asked President Vanden Berg for permission to be excused from next week's meeting as she will be attending the Annual Municipal Clerks Conference and from the meetings the following two week as she will be on vacation. Clerk Schneider reported that Deputy Clerk Sandy Berkers would be filling in at the Board meetings. Attorney Koehler – no report.

### **Disbursement List**

*Moved by Trustee Peerenboom, seconded by Trustee Van Lankvelt to Approve the Vouchers and Authorize the Finance Director to pay all vendors.*

Further Discussion: Trustee Berken asked about the breakdown of a bill for a wrench and the Finance Director stated the cost was split between four departments.

Vote on the Motion:

Ayes 6, Nays 0 – Motion Carried

### **Call for Unfinished Business**

None

### **Items for Future Agendas**

T. Matheny reminded the Board that next week's agenda will include a presentation of the 2011 Comprehensive Annual Financial Report by Kerber Rose.

*Moved by Trustee Peerenboom, seconded by Trustee Berken to enter into closed session. (6:43 pm)*  
Ayes 6, Nays 0 – Motion Carried

**Closed Session: 19.85(1)(e) Wis. Stats. Deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session. Offer to Purchase 7.39 Acres of Village Owned Property on W. Elm Dr.**

*Moved by Trustee Frassetto, seconded by Trustee Peerenboom to exit closed session and return to open session. (7:15 pm)*  
Ayes 6, Nays 0 – Motion Carried

### **Return to Open Session – Possible Action on Offer to Purchase of 7.39 Acres of Village Owned Property on W. Elm Drive**

Attorney Koehler recommended including language in the offer to purchase requiring the buyer to complete one of the proposed building within one year from closing or the seller has the option to buy back the property for the purchase price.

*Moved by Trustee Peerenboom, seconded by Trustee Van Lankvelt to Approve the Offer to Purchase with the contingency that the buyer shall complete one of the proposed buildings within one year of closing or the seller has the option to buy back the property for the purchase price.*  
Ayes 5, Nays 1(Hietpas) – Motion Carried

### **Adjournment**

*Moved by Trustee Peerenboom, seconded by Trustee Berken to adjourn the Regular Board meeting at 7:16 p.m.*  
Ayes 6, Nays 0 - Motion Carried

## **VILLAGE OF LITTLE CHUTE**

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

Attest:

Michael R. Vanden Berg, Village President

Vicki Schneider, Village Clerk