

## **MINUTES OF THE REGULAR BOARD MEETING OF JANUARY 3, 2007**

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  
Brian Joosten, Trustee  
Michael Vanden Berg, Trustee  
Judd Vanden Heuvel, Trustee  
Steve Ransbottom, Trustee  
Janet Verstegen, Trustee

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

PRESENT: Charles Kell, Village Administrator  
Dale Haug, Finance Director  
Jim Moes, Community Development Director  
David Peterson, Police Chief Fox Valley Metro  
Tom Flick, Director of Parks and Recreation  
Roy Van Gheem, Director of Public Works  
Charles Koehler, Village Attorney  
Vicki Karch, Village Clerk

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

None

### **Approval of Minutes**

#### ***Regular Board Meeting Minutes – December 20, 2006***

*Moved by Trustee Verstegen, seconded by Trustee Ransbottom to approve the Regular Board minutes of December 20, 2006 as presented.*

All Ayes – Motion Carried Unanimously

### **Draw Names for Ballot Placement**

#### ***Village President – Primary February 20, 2007***

The candidate names for Village President were drawn by the Village Attorney in the following ballot placement order: Chuck Fischer, Steven E. Ransbottom, Mike Vanden Berg

#### ***Village Trustee (3 seats) – Spring Election April 3, 2007***

The candidate names for Village Trustee were drawn by the Village Attorney in the following ballot placement order: Uriah Van Ooyen, Janet Verstegen, John Elrick

**2006 Fire Department FEMA Grant – Amend 2006 Fire Department Budget**

Account	Adopted <u>Budget</u>	Previously <u>Amended</u>	Amended <u>Budget</u>	<u>Change</u>
<u>Expenditure</u>				
101-52200-301 New Equipment	\$ 0	\$ 0	\$ 5,600	\$ 5,600
101-5220-221 Small Equipment	\$12,000	\$104,300	\$98,700	\$(5,600)

*Moved by Trustee Verstegen, seconded by Trustee Ransbottom to Amending the 2006 Fire Department Budget to recognize purchase of an equipment trailer as presented.*

Roll Call Vote: Trustee Vanden Heuvel – Aye, Trustee Verstegen – Aye, President Fischer – Aye, Trustee Elrick – Aye, Trustee Joosten – Aye, Trustee Ransbottom – Aye, Trustee Vanden Berg - Aye

All Ayes – Motion Carried Unanimously

**Apply 2006 Fire Department Budget Unspent Budget – 2007 Fire Department Budget Amendment**

Account	2007 Adopted <u>Budget</u>	2007 Adopted <u>Budget</u>	<u>Change</u>
<u>Expenditure</u>			
101-52200-104 Retirement	\$ 39,000	\$ 48,500	\$9,500
<u>Revenue</u>			
101-39120	\$178,000	\$187,500	\$9,500

*Moved by Trustee Verstegen, seconded by Trustee Elrick to Apply Unspent 2006 Fire Department budget to fully fund LOSA prior service obligation during 2007 as presented.*

Roll Call Vote: Trustee Verstegen – Aye, President Fischer- Aye, Trustee Elrick – Aye, Trustee Joosten – Aye, Trustee Ransbottom – Aye, Trustee Vanden Berg – Aye, Trustee Vanden Heuvel - Aye

All Ayes – Motion Carried Unanimously

**Apply 2006 Court Unspent Budget – 2007 Court Budget Amendment**

D. Haug reviewed the revised amount shown in the IFC handed out to Board members stating the revision is to include annual technical support, training, and installation of the court software.

Account	2007 Adopted <u>Budget</u>	Previously Adopted <u>Budget</u>	2007 Amended <u>Budget</u>	<u>Change</u>
<u>Expenditure</u>				
101-51680-204 Contractual Services	\$ 1,000	\$ 1,000	\$ 6,000	\$5,000
<u>Revenue</u>				
101-39120 Apply Fund Balance	\$178,000	\$187,500	\$192,500	\$5,000

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to Approve Applying the unspent 2006 Court Budget to provide for TiPss court software as presented.*

Roll Call Vote: President Fischer – Aye, Trustee Elrick – Aye, Trustee Joosten- Aye, Trustee Ransbottom – Aye, Trustee Vanden Berg – Aye, Trustee Vanden Heuvel – Aye, Trustee Verstegen – Aye

All Ayes – Motion Carried Unanimously

**Action to Set Public Hearing on Draft of Well Head Protection Plan and Ordinance**

Staff reviewed the proposed plan and stated the proposed ordinance amendment will be going before the Plan Commission for review at next week's meeting and the Board is being asked to set a public hearing on the ordinance amendment.

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to set a Public Hearing for February 14, 2007 at 6:00 p.m. to hear public comment on Amending Zoning Code Section 13-1-27 – Well Head Protection.*

All Ayes – Motion Carried Unanimously

**Regular Board Meeting Minutes – January 3, 2007**

## Operator's License

Charlene D. Wilson

1225 E Gunn St. #1

Appleton

Express

Kris A. Brent

2728 E. Wisconsin Ave.

Appleton

Rosehill Bar

Moved by President Fischer, seconded by Trustee Elrick to approve the operator's licenses as presented.

All Ayes – Motion Carried Unanimously

## Department and Officers Progress Reports

Chief Peterson reported that the Department has reluctantly agreed to a verbal contract with the Fox Valley Humane Association and stated the Department continues to explore other options and they have changed the way some operating policies are handled to save on costs associated with animal pickup. D. Haug commended his staff for the smooth tax collection operations for the month of December and also stated the Finance Department staff members are dedicated employees who do not take vacation time and work overtime during tax collections.

D. Haug also commended Capital Credit Union staff for providing their service to taxpayers for tax collections. C. Kell reported that he and the Chief and the Kimberly Administrator will be meeting to discuss the issue concerning the Humane Association fees and they will also make a request to put the issue on the agenda for the next Quad Communities meeting to discuss why some communities are charged by the County for the service and others are not. C. Kell stated he had attended a meeting of the Fox Locks Authority Board and gave an update on the status of the Doyle Park land ownership issue and the intention of the Authority to proceed with the improvements to the Little Chute locks in 2007. C. Kell stated that the Village Board will have to begin making decisions about the bridge to Island Park. Staff and President Fischer will be meeting with the Locks Authority next week. C. Kell stated the Business Retention surveys will be going out to Little Chute businesses on January 18<sup>th</sup> and many of the surveys are going to be hand delivered by volunteers. C. Kell reported that in response to citizen's concerns, he has filed a complaint with the *Post Crescent* concerning the way their weekly papers are distributed and stated he received good cooperation from the Circulation Department and that the *Post Crescent* is asking for cooperation from the Village by notifying them, if possible, of the areas that the papers are not being distributed properly. J. Moes had nothing new to report. T. Flick stated that winter tree trimming is continuing and he also extended a public thank you to Mary Janssen and her late husband for the donation of \$3,000 made through the Tri Community Foundation for restoring the basketball courts at Doyle Park. R. Van Gheem reported on the retirement of Jeff Lautenschlager and thanked him for his many years of service. R. Van Gheem reported on Department projects and also stated staff had met with the County Highway Department concerning the safe crosswalk proposal to install State Law signs and the surface mount delineators. The County was not supportive of installing these devices. R. Van Gheem proposed presenting other alternatives to the Board at a future meeting and Board members agreed to review alternatives at a future meeting. V. Karch commented on the question raised about changing the term of office for Village President. Attorney Koehler stated he interprets the Statute as allowing through special procedure a change in the term of the Village President and if the Board would like, he could check with the League to see if this had been done in any other communities. Attorney Koehler also reported that Mr. Baumgartle had not answered the complaint concerning removal of their damaged structure and he will be requesting that the Court grant a judgment so the Village can remove the structure.

## Disbursement List

Moved by Trustee Ransbottom, seconded by Trustee Verstegen to approve the Disbursement List as presented by the Finance Director and draw from the respective funds.

All Ayes-Motion Carried Unanimously

## Call for Unfinished Business

None

## **Items for Future Agenda**

Trustee Verstegen informed the Board that the property at the corner of Grand Avenue and Mc Kinley Avenue had been donated to the Elementary School and the structure will be removed and the school has asked the Garden Club to be involved with making an educational garden and classroom on the lot.

*Moved by Trustee Vanden Heuvel, seconded by Trustee Ransbottom to Enter into Closed Session.*

All Ayes – Motion Carried Unanimously

## **Closed Session**

*Personnel (c) Consideration of employment, promotion, compensation or performance evaluation data of any public employee of the Village of Little Chute. 19.85(1)(c), Wis. Stats. – Village Administrator*

## **Return to Open Session**

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to return to open session at 8:30 p.m.*

All Ayes – Motion Carried Unanimously

## **Action on Closed Session Item**

*Moved by Trustee Elrick, seconded by Trustee Vanden Heuvel to increase the Administrator's Annual Salary to \$91,600 effective 1/1/2007.*

Ayes, 6 – Nay 1 (Joosten) – Motion Carried

## **Adjournment**

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to adjourn the meeting at 8:32 p.m.*

All Ayes – Motion Carried Unanimously

## **VILLAGE OF LITTLE CHUTE**

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

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Attest: Vicki Karch, Village Clerk

