

## **MINUTES OF THE REGULAR BOARD MEETING OF MARCH 7, 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  
Steve Ransbottom, Trustee  
Michael Vanden Berg, Trustee  
Judd Vanden Heuvel, Trustee  
Janet Verstegen, Trustee  
EXCUSED: Brian Joosten, Trustee

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

PRESENT: Charles Kell, Village Administrator  
Dale Haug, Finance Director  
David Peterson, Police Chief Fox Valley Metro  
Tom Flick, Director of Parks and Recreation  
Jeff Elrick, Assistant Director of Public Works  
Charles Koehler, Village Attorney  
Vicki Schneider, Village Clerk

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

None

### **Approval of Minutes**

#### ***Regular Board Meeting Minutes – February 21, 2007***

*Moved by Trustee Verstegen, seconded by Trustee Ransbottom to approve the Regular Board minutes of February 21, 2007 as presented.*

All Ayes – Motion Carried Unanimously

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

*Minutes of the Water Commission Meeting of January 9, 2007*

*Minutes of the Fire Commission Meeting of January 12, 2007*

*Minutes of the Joint Police Commission Meeting of January 13, 2007*

*Minutes of the Joint Library Board Meeting of February 22, 2007*

### **Ordinances**

#### ***Approving Annexation Petition - Verhoeven***

Trustee Verstegen stated the Village's land use plan designates the zoning as commercial and asked if the annexed area should be designated commercial zoning instead of residential. J. Moes stated that the annexed land that is being zoned residential two-family is allowed as a conditional use in commercial highway district zoning and the

**Regular Board Meeting Minutes – March 7, 2007 – Page 2**

lots may be very small for commercial zoning because of the intersecting street. Mr. Pete Van Groll commented that his understanding is that when the State reviewed the annexation petition they thought if the annexation didn't go to Little Chute it would go to Appleton. J. Moes stated the State never contacted the Village about that statement and with the current boundary agreement that is in place with Appleton; it wouldn't be possible for the land to annex to Appleton. J. Moes stated the Plan Commission did review the annexation petition and they recommended approval on a 6 to 1 vote and the State Department of Administration did review the petition and found it to be in the public interest and they did not have an objection. President Fischer stated the nay vote came from a Plan Commission member who stated that he wanted to see the two property owners work out an agreement and other Plan Commission members stated that the Developer's Agreement and site plan will need to come before the Village for approval so the Village will have the final approval on proceeding with development plans. Discussion continued. Trustee Elrick stated the way he understands the annexation petition is that one of the property owners, Mr. Van Groll, doesn't want his property annexed.

*Moved by President Fischer, seconded by Trustee Verstegen to Adopt Ordinance No. 6, Series of 2007 Approving the Annexation Petition for Verhoeven.*

Ayes, 5 – Nay 1 (Elrick) - Motion Carried

### **Resolution**

#### **Approving an Urban Non-Point Source & Storm Water Construction Grant Application (Ebben Pond)**

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to Adopt Resolution No. 7, Series of 2007 Approving an Urban Non-Point Source & Storm Water Construction Grant Application (Ebben Pond).*

All Ayes – Motion Carried Unanimously

#### **Action to Award Contract for Buchanan and Industrial Pond Retrofits**

C. Kell commented that it was an excellent series of bids with 14 bids being submitted and the project cost from the low bidder is below the amount that had been budgeted for the project.

*Moved by Trustee Verstegen, seconded by Trustee Ransbottom to award the contract for the construction of the Buchanan and Industrial Pond Retrofits to Radtke Contractors, Inc. of Winneconne, Wisconsin for \$281,890.60 as presented.*

All Ayes – Motion Carried Unanimously

#### **Action to Approve Easement Agreement with ANR Pipeline Company**

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to approve the Easement Agreement with ANR Pipeline Company as presented.*

All Ayes – Motion Carried Unanimously

#### **Action to Approve 2007 Fund Balance Designation for Future Revaluation**

*Moved by Trustee Verstegen by Trustee Elrick to approve 2007 fund balance designation of \$50,000 for future a Village-wide revaluation.*

Roll Call Vote – Trustee Elrick – Yes, Trustee Ransbottom – Yes, Trustee Vanden Heuvel – Yes, President Fischer – Yes, Trustee Vanden Berg – Yes, Trustee Verstegen - Yes

All Ayes – Motion Carried Unanimously

#### **Action to Approve Class B Beer License for Little Chute Family Restaurant**

*Moved by Trustee Verstegen, seconded by Trustee Elrick to approve a Class B Beer License for Antonio Sandoval for the Little Chute Family Restaurant located at 1821 E. Main Street, Little Chute.*

All Ayes – Motion Carried Unanimously

**Regular Board Meeting Minutes – March 7, 2007**

**Action to Approve Parade Permit for American Legion Jacob Coppus Post 258 – Memorial Day Parade – May 28, 2007**

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to approve the Parade Permit for the American Legion Jacob Coppus Post 258 Memorial Day Parade on May 28, 2007.*

All Ayes – Motion Carried Unanimously

**Operator's License**

None

**Department and Officers Progress Reports**

Chief Peterson handed out the Department's Annual Report and encouraged Board members to contact him if they had any questions about the report. D. Haug informed the Board that the Library had ordered the new carpeting that had been budgeted for this year and they will plan to close for a day for installation. D. Haug also reported on a situation with the roof at the library leaking and stated that this has become an annual occurrence. The roof replacement is included in the 2008 CIP and at this time it is not being asked that the timeline be moved up but the leaking is more serious this time with some damage being done in the Library and he wanted to make the Board aware of the situation. C. Kell commented on the Request for Comment and Consultation document that he had sent to the State Historical Society concerning the Mill Street Bridge and a copy of the document was provided to Board members. C. Kell stated he had signed a contract with Civic Plus for development of a new Village website and stated the Finance Director is conducting research on an ecommerce system that the County and City of Appleton are using. C. Kell stated with the new technology setups that include the website and recodification process, staffs' priority will be on completing these projects and other projects may need to be put on the backburner. C. Kell stated Board members would be getting an invitation to the Advanced Little Chute Annual Meeting on March 20<sup>th</sup> and he encouraged them to attend. C. Kell commented on a handout he had provided to Board members that listed five businesses in Little Chute that were expanding. C. Kell stated an agreement may have been reached with the Fox Locks Authority concerning the land at Doyle Park and he will report back after the proposal goes to the Fox Locks Authority Board. C. Kell stated he will be on vacation from March 9<sup>th</sup> through March 16<sup>th</sup>. J. Moes stated that he is working on the 2007 assessment roll and has also been working with developers who have shown interest in our Industrial Park lots. T. Flick stated that the filter replacement project at the pool had begun and it is going well and the project is expected to be completed by May. T. Flick stated a company had been approved by the Village's GIS consultants for the street terrace tree and park inventory and management plan software package. T. Flick also stated the Park Plan Committee recently reviewed proposals for playground equipment at Doyle Park and they have made a recommendation to select the playground equipment and design proposal from Gerber Leisure Products, Inc. T. Flick stated the Summer/Fall program book will be delivered to residents in the next day or two. Jeff Elrick reported on the progress of snow pickup and stated there had been 13 watermain breaks this year. Jeff Elrick stated the Board will be sent a letter from Northeast Wisconsin Stormwater Consortium requesting the Village's support for a stormwater educational grant. V. Karch stated the newsletter was at the printer and should be out within two weeks and she is working on the setup process for the April election and absentee ballots will be available next week. Attorney Koehler stated the Baumgartle judgment hearing was held today and the Baumgartles were ordered to remove the condemned garage within 30 days and after that time if it is not removed, the Village can remove the structure and charge the cost for removal to the owner on the property taxes.

**Disbursement List**

*Moved by Trustee Ransbottom, seconded by Trustee Vanden Heuvel 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**

President Fischer asked to be excused from the meeting on March 28<sup>th</sup>. Trustee Verstegen asked to be excused from the meetings on March 28<sup>th</sup> and April 4<sup>th</sup>. Trustee Elrick asked to be excused from the meeting on March 21<sup>st</sup>.

**Items for Future Agenda**

None

**Adjournment**

*Moved by Trustee Verstegen, seconded by Trustee Ransbottom to adjourn the meeting at 6:36 p.m.*

All Ayes – Motion Carried Unanimously

**VILLAGE OF LITTLE CHUTE**

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

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Attest: Vicki Schneider, Village Clerk