

## **MINUTES OF THE REGULAR BOARD MEETING OF AUGUST 1, 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  
Steve Ransbottom, Trustee  
Uriah Van Ooyen, Trustee  
Judd Vanden Heuvel, Trustee  
Janet Verstegen, Trustee

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

PRESENT: Charles Kell, Village Administrator  
Mark Recker, Assistant Police Chief Fox Valley Metro  
Jim Moes, Community Development Director  
Tom Flick, Parks, Recreation and Forestry Director  
Roy Van Gheem, Director of Public Works  
Charles Koehler, Village Attorney  
Vicki Schneider, Village Clerk

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

Outagamie County Supervisor Don De Groot addressed the Board stating he had been appointed to the County Board on June 16, 2007 to fill the seat for District 18 vacated by Mike Hopfensperger. Supervisor De Groot stated he plans to frequently attend the Village Board meetings as he is interested in the concerns the Village Board is addressing and he wants to keep the Village Board abreast of issues the County is addressing. Board members congratulated Supervisor De Groot on his appointment.

### **Approval of Minutes**

*Regular Board Meeting Minutes – July 18, 2007*

*Committee of the Whole Meeting Minutes – July 25, 2007*

*Moved by Trustee Verstegen, seconded by Trustee Elrick to approve the Regular Board minutes of July 18 and the Committee of the Whole minutes of July 25 as presented.*

*All Ayes – Motion Carried Unanimously*

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

*Minutes of the Water Commission Meeting of June 19, 2007*

*Fox Valley Metro Police Dept. Activity Report – May 2007*

**Regular Board Meeting Minutes – August 1, 2007**

## **Ordinance**

**Amending Village of Little Chute Municipal Code, Zoning Code Sections 13-1-49(d), CH – Commercial Highway District, Special Exemptions Uses and Structures, 13-1-51(d) ID – Industrial District Special Exemption Uses and Structures, 13-1-300 Definitions (86) Self Storage or mini warehouses**

Trustee Verstegen stated that in section 13-1-300 under the definitions the number in parenthesis should be changed to 460 to reflect the correct number as written in the text. J. Moes agreed the correction was needed.

*Moved by Trustee Verstegen, seconded by Trustee Ransbottom to Adopt Ordinance No. 11, Series of 2007 amending the Village of Little Chute Municipal Code, Zoning Code Sections 13-1-49(d), CH – Commercial Highway District, Special Exemptions Uses and Structures, 13-1-51(d) ID – Industrial District Special Exemption Uses and Structures, 13-1-300 Definitions (86) Self Storage or mini warehouses with the correction to section 13-1-300 (86) to correct the number in parenthesis to (460).*

Ayes 6, Nay 1(Joosten) Motion Carried

## **Resolution**

**Certified Survey Map – Irene Hietpas – Vande Hey Road**

J. Moes stated the required ingress/egress easement on the property has been recorded and staff and the Plan Commission recommended approving the CSM once the easement had been recorded.

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to Adopt Resolution No. 22, Series of 2007 approving the Certified Survey Map for Irene Hietpas, Vande Hey Road.*

All Ayes – Motion Carried Unanimously

## **Discussion of Possible Reconsideration of Amplified Music Restriction Placed on August 30, 2007 Downtown Merchants Event.**

C. Kell stated the organizer of the event is asking the Board to reconsider their decision to not allow amplified music at the event as prior events, including the sidewalk sale, the entertainers did use small amplifiers and the plan for the event on August 30 is to use the same type of entertainment. Trustees agreed that small amplifiers have not been a problem when used at downtown events.

*Moved by Trustee Van Ooyen, seconded by Trustee Ransbottom to rescind the restriction of not allowing amplified music for the downtown merchants' event on August 30, 2007.*

All Ayes – Motion Carried Unanimously

## **Action on Budget Transfer – Fox Valley Metro Reserve Fund – Purchase of Audio/Video Recorder**

*Moved by Trustee Verstegen, seconded by Trustee Ransbottom to approve the transfer of funds from the Fox Valley Metro Reserve Fund in the amount of \$9,586 to allow for replacement of Audio/Video Recording equipment in the immediate future.*

Roll Call Vote: Trustee Elrick – Yes, President Fischer – Yes, Trustee Joosten – Yes, Trustee Ransbottom – Yes, Trustee Van Ooyen – Yes, Trustee Vanden Heuvel – Yes, Trustee Verstegen - Yes

Motion Carried Unanimously

## **Decision on Agreement to Cost Share Roundabout Study with Outagamie County at a Village Cost of \$33,000.**

C. Kell stated the County Highway Commission is looking for a decision from the Village on participating in the cost study as the County is submitting budget requests this week. Board member discussed and questioned the need to study five intersections in the Village and the various issues with the intersections and street reconstruction timelines and the safe routes program. C. Kell stated he and the Public Works Director will work with the County to determine if it is feasible to study all five intersections and it is likely that the all of the budgeted dollars would not be spent. C. Kell also recommended participating in the study in a spirit of cooperation with the County.

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*Moved by Trustee Ransbottom, seconded by Trustee Van Ooyen to share in the cost for a roundabout study for village intersections at a cost of \$33,000 to the Village*

All Ayes – Motion Carried Unanimously

**Review Denial Letter from the United States Postal Service Concerning the Address Change Request – Decision on Appeal**

J. Moes stated he is asking the Board's permission to file an appeal on the decision of the U.S. Postal Service District office to deny the request to change the mailing addresses for West Main Street and Patricia Lane from Appleton to Little Chute's zip code.

*Moved by Trustee Ransbottom, seconded by Trustee Van Ooyen to give permission to Jim Moes to file an appeal on the denial of the postal zip code change request.*

All Ayes – Motion Carried Unanimously

**Action on Temporary Class B Beer License – Little Chute Jaycees- Kermis Dutch Festival – August 25, 2007**

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to approve the Temporary Class B Beer License for the Little Chute Jaycees for the Kermis Dutch Festival – August 25, 2007*

All Ayes – Motion Carried Unanimously

**Action on Entertainment Permit – Kermis Dutch Festival – August 25, 2007**

*Moved by Trustee Elrick, seconded by Trustee Ransbottom to approve the Entertainment Permit for the Kermis Dutch Festival for August 25, 2007.*

All Ayes – Motion Carried Unanimously

**Operator's License**

<i>Heather M. Hoffman</i>	<i>808 Lawe Street</i>	<i>Kaukauna</i>	<i>The Heiting Place</i>
<i>Torrey J. Cronce</i>	<i>342 S. Helen Street</i>	<i>Kimberly</i>	<i>Express</i>
<i>Angela Lynn Schuenemann</i>	<i>1754 N. Gillett Street</i>	<i>Appleton</i>	<i>Hawks Nest</i>
<i>Laura E. Arts</i>	<i>1230 W. Packard St.</i>	<i>Appleton</i>	<i>Moasis</i>
<i>Rhonda K. Chier Verhagen</i>	<i>234 Mill St.</i>	<i>Little Chute</i>	<i>Down the Hill</i>

*Moved by Trustee Verstegen, seconded by Trustee Elrick to approve the list of operators' licenses as presented.*

All Ayes – Motion Carried Unanimously

**Department and Officers Progress Reports**

Assistant Chief Mark Recker commented on the numerous crime sprees that have taken place in the Village this summer. D. Haug commented on the status of filing the 2006 financial reports and the State's budget process. D. Haug asked to have the CIP discussion scheduled for next week postponed until the following week due to some open ended questions that remain. Board members agreed to the one week postponement. C. Kell reported that the DOT had approved the reallocation of funds to the Mill Street bridge demolition and that the State Historical Society has given their verbal approval to demolish the bridge with the only request being that they are provided pictures of the bridge for their files. C. Kell credited the County for their assistance with the Bridge project. C. Kell stated he is trying to schedule a meeting concerning the bridge with Congressional Representative Steve Kagen when he is scheduled to be in the area on August 29<sup>th</sup>. C. Kell stated the sandwich boards are currently in the design process and he is also working with Appleton signs on directional signage for the Village and the signage designs will be brought to the Board for approval. J. Moes stated the assessment roll had been turned over to the County and he continues to work with Developers and on his departments 2008 budgets. T. Flick informed the Board that Pam Grinsbergs has resigned from the Park Planning Committee and that leaves

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seven members on the Committee and he is recommending keeping the committee membership at seven members. Board members agreed with the recommendation of having seven members serve on the Committee. T. Flick commented on the Park and Open Space Plan public presentation stating the turnout was very low but a few ideas were brought up and taken into consideration and the final Plan will be brought back to the Board for approval at a future meeting. T. Flick stated the soccer club will be joining a National Sanctioned Club and informed the Board that the playground equipment at Doyle Park is being installed. T. Flick also informed the Board that the Correctional Facility inmates are again working in Heesakker Park removing buckthorn. T. Flick informed the Board that Fall sports were starting and commented on the number of vandalism incidents that have taken place at Doyle Park and the costs associated with the vandalism. R. Van Gheem stated that watermain on Holland is in place and operating and that the utility work on Van Buren Street has been completed and paving is scheduled to begin later in the week, weather permitting. R. Van Gheem informed the Board that the HOVMSD project is beginning and they are holding a public meeting with the Village residents who are affected by the project. V. Schneider informed the Board of a bill entering the House floor in Washington that would require new voting machines by 2012 and the request by the County Clerk's association for Municipal Clerks to write to their Federal representatives asking them to oppose the bill. V. Schneider stated the current work schedule involves Kermis promotions and working on the website and Board members were asked to submit their biographies as soon as possible. V. Schneider also provided Board members with information on the Annual League conference. Attorney Koehler stated he and the Administrator are continuing research on the legalities of changing the term of Village President.

#### **Disbursement List**

*Moved by Trustee Van Ooyen, seconded by Trustee Ransbottom 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**

Trustee Ransbottom asked to have the issue of school crosswalks and safety on next week's agenda for discussion.

#### **Items for Future Agenda**

J. Moes requested that next week's agenda include an item for discussion of a proposal to create a 4<sup>th</sup> TID. Trustee Van Ooyen requested a review of the ordinances governing pools as he has been approached by residents on the issue of the fencing requirements in relation to the temporary pools. Board members agreed to put both items on next week's agenda. Trustee Elrick asked to be excused from next week's meeting as he will be out of the State.

#### **Adjournment**

*Moved by Trustee Verstegen, seconded by Trustee Ransbottom to adjourn the meeting at 7:15 p.m.*  
All Ayes – Motion Carried Unanimously

## **VILLAGE OF LITTLE CHUTE**

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

Attest: Vicki Schneider, Village Clerk