

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF MARCH 26, 2008

Call to Order

President Fischer called the Committee of the Whole meeting to order at 6:00 p.m.

Roll Call

PRESENT: President Fischer, Trustee Elrick, Trustee Joosten, Trustee Ransbottom, Trustee Van Ooyen, Trustee Vanden Heuvel, Trustee Verstegen

ALSO PRESENT: C. Kell, R. Van Gheem, D. Haug, D. Peterson, V. Schneider
Dennis Buschke, McMahon Associates, Nick Vande Hey, McMahon Associates

Public Appearance for Items not on the Agenda

None

Moved by Trustee Elrick, seconded by Trustee Ransbottom to enter the Public Hearing. (6:01)

All Ayes – Motion Carried Unanimously

Public Hearing- 2008 Concrete Paving, Mini Storm Sewer Construction, Replacement Sidewalk

Dennis Buschke provided property owners' information on the construction process, project bids, proposed assessment rates, and tentative timelines for the 2008 projects that consist of utilities and concrete paving on Depot St., Johnson St., Jackson St., Canal St., Wilson St., and rehab sidewalk.

R. Van Gheem asked property owners with special needs to contact the Public Works Department so the Department is aware of special needs and can make arrangements to work with the property owner during the construction process and that residents who have received televising permission forms and temporary easement forms return them to the Department and noted that residents will be charged a fee if the televising permission forms are not returned. R. Van Gheem also asked property owners to return their forms indicating if they plan to take care of their sidewalk replacement on their own or if they are electing to have the Village's contractor perform the work and also noted that if the forms are not returned by the property owners, the Village will perform the work and assess the costs to the property owner. R. Van Gheem informed property owners that they will continue to receive correspondence from the Public Works Dept. providing updates as the construction progresses. D. Haug provided an overview of the Special Assessment Billing Policy stating the interest rate after the 60 day grace period is 4.0%. D. Haug stated bills will be sent when the project and project costs are finalized. (A sign-in list of property owners' in attendance at this hearing is on file). The following property owners commented during the Public Hearing:

Jerry Sherwood, 322 E. Main St, asked about the construction timeline and he was informed that normally the sidewalk is installed last with the utilities going in first followed by the concrete street and curb and gutter and a timeline from the contractors is not confirmed at this point.

Bob Driessen, 621 Buchanan St, commented on problems with his sidewalk block and conversations he has had with Public Works staff. R. Van Gheem stated that staff will take a look at the issue with the sidewalk at his property.

Audrey Barribeau, 117 Canal St., indicated unhappiness with the decision to eliminate parking on Canal St. because of residents who have company visiting and the funeral home using the street for parking.

R. Van Gheem and Dennis Buschke explained that the decision to eliminate parking was made to allow for improvements to the street that concern drainage, terrace areas, and to reduce the steepness of driveway aprons. Ms. Barribeau was informed that at a previous hearing the design for the streets was discussed and comments against eliminating the parking were not made to the Village Board at that hearing.

Mike Kons, 920 Jackson St., stated he understood from the design hearing that north Jackson St. would be kept at its current width and asphalt would be used to pave the road. R. Van Gheem stated the Village Board approved the plan for the road as it was presented by the engineers and commented that the existing pavement is in fair to poor condition and sanitary sewer needs repair and storm sewer needs to be

installed and according to Village Policy the street is being replaced because after the utility construction, the amount of curb and gutter being needing replacement is over 50% of the total amount of curb and gutter on the street.

Ron Birling, 741 Depot St., asked if his apartment buildings will be required to connection to mini storm sewer or to the drainage pipe that runs through the backyard of the property and R. Van Gheem stated that if easements are received from all property owners on Grand Ave., then those property owners on Grand Ave and **Depot Street between Main Street and McKinley Ave**, would not need to hookup to Mini Storm Sewer but will be connected to the storm pipe that runs through the backyard of the properties. Connie Lendved, 927 Jackson St, voiced her opposition to sidewalk installation on the north end of Jackson St. with it being a dead end street.

President Fischer informed the residents on the north end of Jackson of the Village policy for cul-de-sacs and dead-end streets to opt out of the sidewalk installation but the properties would still be assessed the cost of sidewalk installation and also that trees may need to be removed if they would be on the right-of-way which is Village property.

Mr. Hietpas, 923 Depot St., inquired about installation of a sump pump and staff directed him to contact the Building Inspector.

Doug Hermesen, 901/903 Jackson St., stated he agreed with Mr. Kons on leaving Jackson St. at its current width and relay the street in asphalt.

R. Van Gheem stated it is more economical to replace the street with concrete curb and gutter instead of doing spot replacement of curb and gutter. Dennis Buschke reminded everyone that all of Jackson St. is looked at for the project and project costs, not just the north section. President Fischer commented that the Board could possibly make an exception but it would have to be done very quickly and Trustee Vanden Heuvel stated he would like to see the cost difference between relaying the north side of Jackson in concrete compared to asphalt with spot replacement of curb and gutter before an exception would be considered.

Mr. Varnell, 133 Canal St., asked about requirements to hook up to mini storm sewer if he doesn't have a sump pump because one of his lots does not have a home on it. R. Van Gheem explained that the policy states a mini storm sewer lateral will be provided to each parcel that is a buildable lot but stated the issue can be looked at to install one lateral between the lots and Mr. Varnell was asked to meet with staff following the hearing to discuss the issues with his property.

R. Van Gheem informed property owners that no clear water is allowed into the sanitary sewer and homeowners will be required to make repairs to redirect the clear water out of the sanitary sewer and homeowners can contact the Building Inspector with those issues.

Moved by Trustee Ransbottom, seconded by Trustee Elrick to Close the Public Hearing and Recess the Committee of the Whole Meeting. (7:05)

All Ayes-Motion Carried Unanimously

Recess and Reconvene Committee of the Whole Meeting in Village Board Room

Moved by Trustee Van Ooyen, seconded by Trustee Verstegen to Reconvene the Committee of the Whole Meeting. (7:12)

All Ayes-Motion Carried Unanimously

Discussion/Possible Action on Creating a Pay Scale for the Part-time Office Assistant Position at the Fox Valley Metro Police Department

Chief explained that the proposal to create the pay scale does not affect the current budget and the position was created in 2005 but an official pay scale for the position had not been determined. Chief stated the recommendation is to place the position in Grade I. Board members reviewed the recommendation and agreed to put the item on next week's agenda for approval.

Presentation by Nick Vande Hey, McMahon Associates, Inc. – Resource Management Plan

Nick Vande Hey led Board members through a review of the Resource Management Plan that identifies resource management priorities within the Village and stated the Plan will assist the Village with implementation of its municipal storm water program and it is necessary that the Plan be adopted by the Board for the Village to receive grants for assistance with funding its storm water programs. Board members agreed to place the Plan on next week's agenda for approval.

Discussion/Possible Action – Resolution – Urban Non-Point Source & Storm Water Planning Grant

Nick Vande Hey reviewed the resolution that allows for the Village to submit an Urban Non-Point Source & Stormwater Planning Grant Application to the Wisconsin Department of Revenue. Board members agreed to put the resolution on next week's agenda for action.

Discussion/Possible Action – Resolution – Urban Non-Point Source & Storm Water Planning Grant – Construction Grant – Heesakker Pond

Nick Vande Hey reviewed the resolution that supports submitting an Urban Non-Point Source & Stormwater Construction Grant Application to the WDOR for the Heesakker Pond project. Board members agreed to put the resolution on next week's agenda for action.

Discussion/Possible Action – Resolution – Urban Non-Point Source & Storm Water Construction Grant – Evergreen Pond

Nick Vande Hey reviewed the resolution that supports submitting an Urban Non-Point Source & Stormwater Construction Grant Application to the WDOR for the Evergreen Pond project. Board members agreed to put the resolution on next week's agenda for action.

Review/Discussion – MS4 Annual Report

Nick Vande Hey stated that the Village needs to submit this annual report each year to the DNR and the Municipal Separate Stormwater Systems (MS4) permit report is being presented to the Board for comment prior to being submitted. Nick Vande Hey stated the Village is in compliance with the requirements of the permit. Board members acknowledged receipt and review of the MS4 Annual Report that will be signed by the Public Works Director and submitted to the DNR.

Discussion/Possible Action on Creating a New Position of Engineering Aid II in the Department of Public Works

C. Kell reviewed the request to create an Engineer Aid II position at a grade 4 level to handle the projects and studies that are required because of the new regulations that are imposed on the Village. Board members agreed to put the request on next week's agenda for action.

Award Bid – 2008 Concrete Paving and Sidewalk Rehab Projects

C. Kell stated the item was incorrectly included on this week's agenda and it should be tabled until next week for action. Board members agreed to table action on the agenda item until next week's meeting.

Unfinished Business

None

Items for Future Agendas

C. Kell informed Board members that a Closed Session concerning real estate in the Village may be on next week's agenda.

Adjournment

Moved by Trustee Ransbottom, seconded by Trustee Elrick to adjourn the Committee of the Whole Meeting at 7:53 p.m.

All Ayes-Motion Carried Unanimously

VILLAGE OF LITTLE CHUTE

By: Charles Fischer, Village President

Attest: Vicki Schneider, Village Clerk