

MINUTES OF THE REGULAR BOARD MEETING OF NOVEMBER 2, 2011

The Regular Board meeting was called to order at 6:00 p.m. by Michael Vanden Berg, Village President

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
Dan Mahlik, Trustee
Bill Peerenboom, Trustee
Skip Smith, Trustee

Roll Call of Officers and Department Heads

PRESENT: Charles Kell, Village Administrator
Scott Lund, FVMPD Police Captain
Jim Moes, Community Development Director
Teri Matheny, Finance Director
Tom Flick, Director of Parks, Recreation, and Forestry
Vicki Schneider, Village Clerk
Charles Koehler, Village Attorney

EXCUSED: Roy Van Gheem, Public Works Director

OTHERS PRESENT: Nick Vande Hey- McMahon & Associates, Interested Citizens, and Media Reps

Public Appearance for Items Not on the Agenda

None

Approval of Minutes

Regular Board Meeting Minutes – October 19, 2011

Committee of the Whole Meeting Minutes – October 26, 2011

Moved by Trustee Frassetto, seconded by Trustee Smith to approve the Regular Board Minutes of October 19, 2011 and the Committee of the Whole Minutes of October 26, 2011 as presented.

Ayes 7, Nays 0-Motion Carried Unanimously

Report of Other Minutes-Other Informational Items

Minutes of the Water Commission Meeting of August 15, 2011

Board members noted receipt of informational items

Resolution:

Adding East Wisconsin Savings Bank as a Public Depository

In response to Trustee Hietpas' question regarding the Bank of Kaukauna and if they have a parent company, T. Matheny stated she has not yet found out if the Bank of Kaukauna has a parent company but she is pulling one CD that comes due next week out of the bank and the remaining CD will be broken down so it is fully insured so there is no risk of the Village losing any money. Trustee Hietpas also requested that the Finance Director supply the Board with a list of names of the banks the Village does business with that accepted TARP money and how much they have paid back.

Moved by Trustee Frassetto, seconded by Trustee Berken to adopt Resolution No. 38, Series of 2011 Designating East Wisconsin Savings Bank as a Public Depository for the Village of Little Chute.

Ayes 7, Nays 0 - Motion Carried Unanimously

Action on Insurance Claim – Scovrenske

Moved by Trustee Mahlik, seconded by Trustee Frassetto to deny the claim filed by Nancy Scovrenske based on the findings that the Village is not liable for the claimant's injuries.

Ayes 7, Nays 0 – Motion Carried Unanimously

Update on Development Infrastructure Cost Projection for Village North Subdivision

C. Kell led a discussion on the updated cost projections for the Village North Subdivision. Based on the approved construction bids and the contracts signed to install the natural gas and electric service the cost to be recovered is \$1,297,024 or \$36,772 per lot based on 35 lots and that does not include concrete street, curb and gutter. The cost is \$109,000 over what was previously estimated because the costs now include the gas and electric utility contracts. The only known outstanding cost is for providing telephone service infrastructure to the subdivision and that cost will be relatively minor. C. Kell also reviewed the summary of the cost accounting for developing the subdivision. Discussion took place. C. Kell stated that he believes that most people that would be moving into the subdivision would go to Little Chute School District through the School Choice program. Trustee Hietpas questioned if the land was bought with cash or if a bond was used and inquired if the Village had any carrying costs. J. Moes stated that the Storm Utility fronted the money to purchase the land. Trustee Hietpas questioned if more money would be needed for engineering costs. C. Kell stated that there would be additional engineering costs for construction. C. Kell stated that the Village is using the general fund and utility reserves to cover the infrastructure costs and as the lots sell the money will go back into the respective accounts. Trustee Hietpas stated that he was concerned about the cost of the lots and felt that the price should be reduced. C. Kell stated that this development was never about making money but to get homes out there so we can increase tax revenue because there has not been any growth in the Village. Trustee Hietpas questioned if the Village had approached LC School Superintendent Dave Botz about getting the Village North Subdivision into the Little Chute School District. C. Kell stated that the Little Chute School District would have to do a swap or give Kaukauna School District money and Mr. Botz feels like he has nothing in the district to give up. Trustee Hietpas stated that he was not be opposed to giving Kaukauna School District money to get that area into the Little Chute District after some of the lots are purchased. C. Kell stated that he would speak with Mr. Botz about approaching the Kaukauna School District about this issue.

Action on Special Event Permit – American Legion Post 258 – Veterans Day Ceremony on November 11, 2011

Moved by Trustee Frassetto, seconded by Trustee Smith to approve the Special Event Permit for the American Legion Post 258 Veterans Day Ceremony on November 11, 2011

Ayes 7, Nays 0 – Motion Carried Unanimously

Review/Action on 2012 Kaukauna Utilities Billing Agreement

T. Matheny stated that this is an annual agreement with Kaukauna Utilities for LC utility billing and for providing customer service for Village residents. T. Matheny stated that there is a proposed 7% increase and that the Water Commission did approve the billing agreement at their October 18, 2011 meeting. Trustee Frassetto questioned if it would be more cost effective if the Village did the utility billing in-house or in a joint agreement with Kimberly. T. Matheny stated that the Village does not have the staff, space, or technology to do the utilities in-house and she wasn't sure it would be a possible collaboration to do it jointly with Kimberly because KU also reads the Village's meters. C. Kell stated that the proposal to bring the utility billing in house had been addressed by the previous finance director and it was determined that it is more cost effective to contract with Kaukauna Utilities.

Moved by Trustee Frassetto, seconded by Trustee Smith to approve the 2012 Kaukauna Utilities Billing Agreement as presented.

Ayes 7, Nays 0 – Motion Carried Unanimously

Presentation – 2012 Preliminary Budget

C. Kell and T. Matheny presented the 2012 Preliminary Budget to the Board and explained the new process used to calculate the levy limit. The budget as proposed would result in a tax increase of \$.14 per \$1,000 assessed value and an increase in sanitation fees. Trustee Frassetto questioned the reason the Village needed a new Gator. T. Flick replied that the Village owns several Gators and that his summer help uses them for projects because they cannot use the larger Village vehicles. Trustee Frassetto questioned if \$15,500 would be enough money to address the issues with the ADA Pool Improvements. T. Flick stated that part of the \$15,500 is for a structural engineer to come in and inspect the slide at Doyle Pool and advise the Village on what can or cannot be done to the slide or what the Village can do to replace the slide based on water depths, deck size, etc. and to comply with ADA codes. T. Flick stated that part of the money will also be used to purchase a chair lift for the pool. Trustee Mahlik requested that the Administrator find out the cost that other cities pay for garbage pickup. Trustee Smith questioned the age of the roof on the Library/Civic Center and staff stated it was 15 years old. Trustee Smith stated he would like to be provided with all the information on the current roof and as information on the proposal to replace the roof. J. Moes stated that most of the figures that the DOR has been releasing have been incorrect and there has been a delay in getting out correct figures and municipalities are still waiting for the Statement of Assessment so a best estimate was used at this time in preparing the budget and the number may change. Administrator Kell stated next week’s agenda will include a review of the individual budgets and all department heads will be present at the meeting. Staff stated that they need to move forward with publishing the budget hearing notice and they noted that the budget numbers are not locked in by publishing the notice.

Moved by Trustee Peerenboom, seconded by Trustee Mahlik to set the Public Hearing for the 2012 Budget for November 30, 2011 at 6:00 p.m.

Ayes 7, Nays 0 – Motion Carried Unanimously

Operator’s License:

<i>Mary A. Monten</i>	<i>W1736 Lau Rd.</i>	<i>Freedom</i>	<i>Village Lanes</i>
<i>Leah R. Sharkey</i>	<i>541 Second St.</i>	<i>Menasha</i>	<i>The Pump House</i>

Moved by Trustee Frassetto, seconded by Trustee Smith to approve the operator’s license as listed on the agenda.

Ayes 7, Nays 0 – Motion Carried Unanimously

Department and Officers Progress Reports

Captain Lund reported on the status of the remodeling project noting that the contractor is expected to have the project completed by November 18th. Captain Lund also stated that the Department has trained on the DOJ guidelines concerning the concealed carry law that went into effect yesterday and he reported that the restriction signs have been ordered for the municipal buildings. T. Matheny thanked retired Finance Director Dale Haug for his help with the 2012 budget and offered to meet with anyone who may have questions regarding the budget. T. Matheny stated the Finance Department is working on delinquent utility bill tax roll processing and on reconciling the Wisconsin Retirement fund. C. Kell stated that all non-represented employees and department heads have completed their annual reviews. C. Kell reported that he continues to work with the Contractors for the Plastics Company and there are land acquisition issues and these issues will be discussed in closed session at next week’s. C. Kell stated there is a clause in the agreement with US Ventures on three of the homes purchased concerning paying for the sanitary sewer replacement and he will be meeting Pat Hietpas to discuss the clause and he will report back to the Board. C. Kell reported that within the next couple of weeks the contractors will be wrapping up the Rosehill Rd. project and Holland Rd., Elm Dr. and Village North projects are basically completed. C. Kell reported that the Polk St. Pond is complete and the utility work on the street will be starting and he noted that the pond does not have water in it because there is not any storm sewer piping running to it yet.

C. Kell reported that the Public Works Director and the engineers have determined that it will not be possible to extend the storm sewer through Heesakker Park to the river but there is a possibility that a small detention pond could be constructed on the east end of the park near Sanitorium Rd. C. Kell reported that the Public Works Director would like to spend \$1,500 on engineering costs to look into the possibility of a detention pond. Board members indicated agreement with this request. J. Moes reported on the status of the cleanup at the Village owned homes and on the inspection process issues with a mobile home in Circle Acres that sustained fire damage. T. Flick reported that the Core of Engineers is currently working on a project on the locks to divert water and he provided an update on the terrace tree planting program noting that 55 – 60 trees have been planted which includes planting in the terraces of the reconstructed streets. T. Flick reported that the irrigation project at Van Lieshout Park had been completed and 18 hunters have been approved for the deer culling program. V. Schneider reported that additional legislation regarding more changes to Election laws have been quickly introduced in Madison and there hasn't been hardly any time provided for election administrators or public input on the bills. Attorney Koehler – no report.

Disbursement List

Moved by Trustee Peerenboom, seconded by Trustee Frassetto to Approve the Vouchers as presented and Authorize the Finance Director to pay all vendors.

Ayes 7, Nays 0 – Motion Carried Unanimously

Call for Unfinished Business

None

Items for Future Agendas

Closed Session next week on property acquisitions.

Closed Session in December on Employee Performance Reviews.

Adjournment

Moved by Trustee Frassetto, seconded by Trustee Mahlik to Adjourn the Regular Board meeting at 8:17 p.m.

Ayes 7, Nays 0 - Motion Carried Unanimously

VILLAGE OF LITTLE CHUTE

Attest: _____
Vicki Schneider, Village Clerk

By: _____
Michael R. Vanden Berg, Village President