

**MINUTES OF THE REGULAR BOARD MEETING OF FEBRUARY 18, 2015**

**Call to Order:** President Vanden Berg called the Regular Board Meeting to Order at 6:00 p.m.

**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  
John Elrick, Trustee  
James Hietpas, Trustee  
Brian Joosten, Trustee  
Bill Peerenboom, Trustee  
Skip Smith, Trustee  
Larry Van Lankvelt, Trustee

**Roll Call of Officers and Department Heads**

PRESENT: James Fenlon, Village Administrator  
Ray Lee, Fox Valley Metro Police Department  
Jim Moes, Community Development Director  
Roy Van Gheem, Director of Public Works  
Beth Carpenter, Library Director  
Tom Flick, Director of Parks, Recreation, and Forestry  
Teri Matheny, Finance Director  
Laurie Decker, Village Clerk  
Michael Menghini, Village Attorney  
EXCUSED: Beth Carpenter, Library Director

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

None

**Approval of Minutes**

Minutes of the Committee of the Whole Meeting of February 11, 2015

*Moved by Trustee Van Lankvelt, seconded by Trustee Elrick to approve the minutes of the Committee of the Whole meeting as presented*

7 Ayes, 0 Nays—Motion Carried

**Public Hearing—Intergovernmental Cooperation Agreement**

*Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to enter into the Public Hearing*

Administrator Fenlon stated that the Village of Little Chute has been working with the City of Appleton on the Intergovernmental Agreement. This agreement incorporates a number of other documents, including boundary agreements with the city and further defines access points on French Road and designates right of way and who controls that. It also allows the Village to continue development of Crosswinds and other future developments. The City of Appleton will have this on their agenda on March 4, 2015 for adoption. Director Moes stated that he has read the document and doesn't have any concerns.

*Moved by Trustee Van Lankvelt, seconded by Trustee Elrick to return to open session*

7 Ayes, 0 Nays—Motion Carried

**Action—Intergovernmental Cooperation Agreement with the City of Appleton**

*Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Adopt the Intergovernmental Cooperation Agreement with the City of Appleton*

7 Ayes, 0 Nays—Motion Carried

**Discussion/Action—Renovation Flooring**

Village Staff worked to finalize the flooring options for the renovation project currently underway. Quotes were obtained from three contractors for tile carpeting in the three work spaces and ceramic tile in the 2<sup>nd</sup> floor hallway that matches the original renovation/addition project. HJ Martin, D & M Interiors, and Macco’s all submitted quotes. Based upon the quotes and discussions with the vendors, Village Staff unanimously support moving forward with D & M Interiors. Since the contract will exceed the \$5,000 threshold in the renovation project, the Village is required to publish a Class 1 notice. The staff recommendation is to publish the notice and execute a contract with D & M Interiors. Trustee Elrick asked if we can get a 3 year warranty with D & M Interiors and Administrator Fenlon is going to find out and report back to the board.

*Moved by Trustee Peerenboom, seconded by Trustee Smith to direct staff to publish Class 1 notice and execute the contract with D&M Interiors for Option A.*

7 Ayes, 0 Nays—Motion Carried

**Discussion/Action—McKinley Ave and Grand Ave Design Decisions**

The Department of Public Works has completed the application for Exceptions to Trans 75 Complete Streets for the Reconstruction of Grand Avenue and McKinley Avenue, and received a design exception for the angle parking on Grand Avenue. The Department requests that the Village Board approve the proposed design for the reconstruction of the two streets

A quick summary of proposed design is as follows:

**McKinley Avenue**

- 26 foot wide concrete street with no parking from Madison Street to Grand Avenue.
  - \* 200 foot drop off on north side between Legion Parkway and Grand Avenue.
- 31 foot wide concrete street with parking on north side from Grand Avenue to Jackson Street.
  - \* No sidewalk on south side from Wilson Street to Jackson Street.
- No bike lanes on McKinley Avenue
- Shared use path on north side from Madison Street to Grand Avenue.

**Grand Avenue**

- 32 foot wide concrete street with parallel parking on the east side and angle parking on the west side.
  - \* 125 foot drop off on the west side.
- No bike lanes on Grand Avenue.
- Shared use path from McKinley Avenue to Depot Street.

**Legion Parkway**

- 22 foot concrete street with a single 12 foot travel lane from McKinley Avenue to Madison Street.
- Right turn only onto Madison Street.
- No parking on street.
  - \* 400 feet of drop off on the east and north sides.

Discussion took place with regards to Legion Parkway and the impacts of excluding that from this project. Other discussion was held in regards to future parking lot construction.

*Moved by Trustee Smith, seconded by Trustee Peerenboom to approve the proposed Street Design of McKinley and Grand Avenue*

Ayes 5, Nays 2 (Elrick and Joosten)—Motion Carried

**Department and Officers Progress Reports**

Departments and Officers provided progress reports to the Board

**Disbursement List**

*Moved by Trustee Peerenboom, seconded by Trustee Smith to Approve the Vouchers and Authorize the Finance Director to pay all vendors.*

Ayes 6, Abstain 1 (Elrick), Nays 0 – Motion Carried

**Call for Unfinished Business**

None

**Items for Future Agendas**

None

**Adjournment**

*Moved by Trustee Peerenboom, seconded by Trustee Smith to Adjourn the Regular Board Meeting at 7:05 p.m.*

Ayes 7, Nays 0 - Motion Carried

**VILLAGE OF LITTLE CHUTE**

By: Michael R. Vanden Berg  
Michael R. Vanden Berg, Village President

Attest:

Laurie Decker  
Laurie Decker, Village Clerk