

TOWN BOARD MEETING – TOWN OF GRAND CHUTE - 1900 GRAND CHUTE BLVD., GRAND CHUTE, WI – FEBRUARY 18, 2016

CALL TO ORDER/ROLL

Meeting called to order at 7:07 p.m. by Dave Schowalter, presiding officer.

PRESENT: Dave Schowalter, Jeff Nooyen, Travis Thyssen, Bruce Sherman, Jim Pleuss, and Karen L. Weinschrott, Town Clerk.

STAFF: Jim March, Town Administrator; Bob Buckingham, Community Development Director; Tim Bantes, Fire Chief; Julie Wahlen, Finance Director; Greg Peterson, Police Chief; Tom Marquardt, Public Works Director; Bob Heimann, IT Director; Mike Patza, Town Planner; several Police Officers; Carl Sutter, McMahon Associates; Attorney Rossmeissl, Herrling Clark Law Offices

OTHERS: 3 signed attendance

APPROVAL OF AGENDA/ORDER OF THE DAY

Motion (Nooyen/Pleuss) to approve the agenda. Motion carried.

POLICE DEPARTMENT AWARD

Chief Peterson presented a Meritorious Service Award to Officer Grier-Welch for his exceptional service to the community.

HEARING – NONUSE OF LIQUOR LICENSE – Mi Hacienda Real, LLC four-month non-use date February 6, 2016

Andrew Esler explained to the Town Board that there were delays with contractors and they are about a week away from being completed with the construction. They expect to be open in three weeks.

Clerk Weinschrott explained the Board can grant up to one four-month extension.

Motion (Nooyen/Sherman) to grant a four-month extension. Motion carried.

PUBLIC INPUT

Thomas Krueger, 2410 W. Prospect Avenue, stated he shoots pool at the Thompson Senior Center. He would like a senior center in Grand Chute. He did some research and stated there is grant money available for senior centers.

Jane Sheraton stated that her mother's attorney, Ben LaFrombois, was late and asked the Town Board to wait so he could speak during public input.

Chairman Schowalter stated they needed to take that up with their own attorney.

CONSENT AGENDA

Approval of Regular Meeting minutes January 19, 2016

Licensing: *(applications on file in the clerk's office) (License Committee recommends approval)*

Operator Licenses:

Applications to expire: 2017 dated 2017 dated 01/18/16; 01/22/16; and 1/29/16

Liquor License:

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Original application for a “Class B” intoxicating liquor and fermented malt beverage license, Fox Valley Hospitality, Inc., dba Holiday Inn Appleton, 150 S. Nicolet Road, Eric Smith, agent.

Hotel License:

Original application from Fox Valley Hospitality, Inc., dba Holiday Inn Appleton, 150 S. Nicolet Road, Chadd Scott, manager.

Dance License:

Original application from Fox Valley Hospitality, Inc., dba Holiday Inn Appleton, 150 S. Nicolet Road, Eric Smith, agent.

Secondhand Article License:

Renewal application from Complete Liquidation Services, LLC., 3345 W. College Avenue, Wayne & Elizabeth Grant, owners.

Special Event Permit:

Request from the Wisconsin Timber Rattlers to add Friday, May 20 & 26, 2016, to their Special Event Permit for post-game fireworks (May 26th for NCAA tournament). Same conditions apply as stated on original permit.

Accept Monthly Reports: Police Department, Fire Department, Community Development, and Public Works.

Motion (Thyssen/Nooyen) to approve the consent agenda. Motion carried.

FINANCIAL REPORTS

Approval of Voucher List – February 2, 2016 & February 18, 2016

February 2, 2016: \$1,017,123.57 (89888-89939); Payroll \$268,680.33; ACH \$301,133.09

February 18, 2016: \$441,959.72 (89932-89996); Payroll \$247,221.00; ACH \$153,928.88

Accept Budget Statement – August 2015

Motion (Thyssen/Sherman) to approve the voucher lists and accept the budget statement. Motion carried.

NEW BUSINESS

Plan Commission Recommendations:

SE-01-16 Special Exception requested by Connections LLC, dba Connections, 2171 W. Pershing Street, for operation of a group day care facility. PC recommends approval.

Motion (Nooyen/Pleuss) to approve. Motion carried.

CSM-01-16 Certified Survey Map requested by Kenneth J. & Karen M. Look, 3755 N. Casaloma Drive, for a 2-lot CSM with roadway dedication.

Motion (Sherman/Pleuss) to approve. Motion carried.

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SE-02-16 Special Exception requested by Custom Offsets LLC, dba Custom Offsets Appleton, 1060 N. Perkins Street, for sale and installation of automotive accessories. Director Buckingham to report results from 2/18/16 PC meeting.

Dir. Buckingham stated the Plan Commission recommended approval.

Motion (Thyssen/Sherman) to approve. Motion carried.

Approval of CVB Grant to Hearthstone Historic House in the amount of \$15,433.74 for an exterior sign.

Motion (Sherman/Nooyen) to approve. Motion carried.

Appointment of Daniel Schultz to the Zoning Board of Appeals, term expiring May 2017 (fulfilling the term of John Weber).

Motion (Nooyen/Sherman) to hold until next meeting.

Supv. Nooyen asked for a resume or bio for those that are being appointed to committees.

Motion carried.

Agreement with KT Real Estate Holdings LLC, regarding frontage road improvements and land conveyance associated with construction of a new Kwik Trip convenience store and fueling station at 4520 W. Greenville Drive.

Motion (Thyssen/Sherman) to accept the agreement and approve. Motion carried.

Design and construction administration services for the Lions Park Tennis Court Rehabilitation from Fred Kolkmann Tennis and Sport Surfaces, LLC., in the amount of \$8,500.

Motion (Pleuss/Nooyen) to approve.

Dir. Marquardt explained that Atty. Koehler reviewed the contract and recommended deleting paragraph 3 of the Terms and Conditions so the Town would not pay anyone's attorney's fees under any circumstances and the second phase of inspection is contingent on the Board approving the project to move forward with the design, bid documents, and construction.

Motion carried.

Authorization to purchase Public Works equipment: Streets ¾ ton pick-up with lift gate and plow in the amount of \$29,152.50; Parks ¾ ton pick-up with utility body and plow in the amount of \$30,593.50 (State Bid and 2016 budget).

Motion (Thyssen/Sherman) to approve. Motion carried.

Motion (Pleuss/Nooyen) to suspend the rules to allow public input after new business. Motion carried.

Petition for attachment to Sanitary Districts No. 1 & No. 2, Capitol Drive.

Motion (Thyssen/Nooyen) to approve. Motion carried.

Approval for purchase of a Permanent Limited Easement from Steven and Karen Stroess for a public use trail between N. Casaloma Drive and Maple Edge Park.

Motion (Thyssen/Pleuss) to approve.

Supv. Sherman questioned the easement and the property owner maneuvering his vehicles on the trail.

Admin. March explained if the property owner damaged the trail he would be responsible for the costs to fix the trail.

Amended motion (Thyssen/Pleuss) to include the agreement is reviewed and approved by the attorney.

Supv. Sherman questioned the price of the easement.

Dir. Marquardt explained the purchase was changed to an easement after Mr. Stroess declined the first offer. The easement allows him to maneuver vehicles if he needs too. The appraiser recommended a higher offer with the easement.

Motion carried. Sherman opposed.

Change Order #1, Contract 2015-06 Integrity Way Street & Utility Construction, increasing the contract amount by \$7,329.11.

Motion (Thyssen/Sherman) to approve. Motion carried.

Special assessment methodology for Capitol Drive, Casaloma Drive to Capitol Court.

Motion (Thyssen/Sherman) to approve.

Supv. Sherman asked for an explanation of the project.

Dir. Marquardt stated this project will reconstruct the roadway due to the deterioration. They received a \$70,000 grant for this project and will widen the roadway. Sewer and water lines will be installed as part of this project.

Supv. Sherman stated he was against marking a bike lane because on-street parking would then be prohibited. He doesn't want pedestrians to get yelled at for walking on a bike trail.

Dir. Marquardt explained you cannot mark a multi-use trail on the street.

Supv. Nooyen stated it should be marked as it is on Perkins. It does not specify as bikes only.

Motion carried.

PUBLIC INPUT

Ben LaFrombois, Ione Berg's Attorney, stated the assessments are very high and requested an alternative assessment method. He feels that \$210/ft assessment is extremely high. He asked for a copy of the spreadsheet to examine the assessments. He believes only 8% of use of the road is by the residents. Her property also has a deferment for wetland delineation.

NEW BUSINESS

Motion (Schowalter/Thyssen) to reconsider delaying Daniel Schultz appointment to the Board of Appeals. Motion carried.

Dir. Buckingham explained they need an appointment to the Board of Appeals in order to have a quorum. Mr. Schultz retired with the Boldt. He was the project superintendent for the Fire Station or Town Hall. He has a long background in construction with a knowledge of the community and would be a good fit for the Board of Appeals.

Motion (Nooyen/Thyssen) to approve the appointment. Motion carried.

RESOLUTIONS

Preliminary Resolution TBR-03-2016 declaring intent to exercise special assessment powers under Chapter 66, Police Powers, Wis. Stats., 2013-14 as amended for Westhill Blvd. street reclamation.

Motion (Nooyen/Sherman) to approve. Motion carried.

Preliminary Resolution TBR-04-2016 declaring intent to exercise special assessment powers under Chapter 66, Police Powers, Wis. Stats., 2013-14 as amended for Gillett Street (Capitol Drive to Elsner Road).

Motion (Thyssen/Pleuss) to approve. Motion carried.

Preliminary Resolution TBR-02-2016 declaring intent to exercise special assessment powers under Chapter 66, Police Powers, Wis. Stats., 2013-14 as amended for Capitol Drive (Casaloma Drive to Capitol Court).

Motion (Thyssen/Sherman) to approve. Motion carried.

CLOSED SESSION

Motion to convene in Closed Session pursuant to WI. Stats 19.85(1)(c) - Consideration of employment, promotion, compensation or performance evaluation data of any public employee of the Town of Grand Chute (Administrator evaluation) and 19.85(1)(e) - Deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session (union negotiations).

Motion (Thyssen/Pleuss) to convene in Closed Session via Roll Call vote: Nooyen – Aye; Pleuss – Aye; Thyssen – Aye; Sherman – Aye; Schowalter – Aye. Motion carried.

Roll call taken at 7:58 p.m.

Motion to adjourn Closed Session and adjourn the meeting.

Motion (Thyssen/Nooyen) to adjourn Closed Session and the regular meeting.

Meeting reconvened at 9:25 p.m.

NEW BUSINESS CONTINUED

Discussion/action on closed session items

Motion (Sherman/Pleuss) to approve the Fire Department contract. Motion carried.

Motion (Nooyen/Thyssen) to approve the Police Department contract. Motion carried.

ADJOURNMENT

Motion (Nooyen/Thyssen) to adjourn. Motion carried.

Meeting adjourned at 9:25 p.m.

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These minutes were taken at a regular meeting held on February 18, 2016 and entered in this record book, February 23, 2016 by:

Karen L. Weinschrott, Town Clerk
Town of Grand Chute
February 23, 2016
APPROVED: March 1, 2016