

TOWN BOARD MEETING – TOWN OF GRAND CHUTE - 1900 W. GRAND CHUTE BLVD., GRAND CHUTE, WI – JULY 19, 2016

CALL TO ORDER/ROLL CALL

Meeting called to order at 7:02 p.m. by Dave Schowalter, presiding officer.

PRESENT: Dave Schowalter, Jeff Nooyen, Travis Thyssen, Bruce Sherman, Jim Pleuss, and Angie Cain, Deputy Town Clerk

STAFF: Jim March, Town Administrator; Tim Bantes, Fire Chief; Greg Peterson, Police Chief; Bob Heimann, IT Director; Tom Marquardt, Director of Public Works; Bob Buckingham, Community Development Director; Julie Wahlen, Finance Director; Mike Patza, Town Planner; several Fire Fighters; Karen Heyrman; Deputy Public Works Director; Marty Keuhn, Tyler Technologies; Attorney Rossmeissl, Herrling Clark Law Offices.

OTHERS: 1 signed attendance

APPROVAL OF AGENDA/ORDER OF THE DAY

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

OATH OF OFFICE – FF JAKE CAHAK

Chief Bantes provided the background of Fire Fighter Jake Cahak.

Deputy Clerk Cain swore in Fire Fighter Cahak.

PUBLIC INPUT

Trenten J. Woelfel outlined his education, work experience, and community outreach efforts and asked for the support of the people as he runs for Outagamie County Treasurer this fall.

SPECIAL PRESENTATION – Dave Maccoux, Schenck SC

Mr. Maccoux provided an overview of the 2015 Annual Financial Report. He stated the audit went well and no material weaknesses were noted. The general fund decreased from 6.6 million in 2014 to 2.7 million in 2015, which was a planned reduction mostly due to creating TIF districts for temporary funding. The Town implemented a new standard which consisted of the Town's portion of the Wisconsin Retirement Fund. The Town cannot spend the WRS, which shows favorably for the Town. The internal controls are very good at the Town and is in compliance with the laws. The structure of the Town is operating efficiently. They had no problems completing the audit and they found no concerns.

Supv. Pleuss questioned if the lower general fund will impact the Town's rating.

Mr. Maccoux stated the rating would not have an impact as long as it is within the plan for the Town and went into the infrastructure of the Town.

CONSENT AGENDA

Approval of Regular Meeting Minutes – June 21, 2016

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

Operator Licenses:

Applications to expire: 2018 dated 6/17/2016, 7/1/2016, and 7/8/2016

Denial of Operator Licenses – Nehring

Liquor Licenses:

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Original application for a “Class B” Reserve license, El Agave LLC., dba El Agave, 1750 N. Casaloma Drive, Rafael Ramirez, agent

Taxi Company & Limousine Driver’s
Aloha Professional Driving Service, Chad Fiestadt, Owner

Special Event Permits:

Appleton Baseball Club, wedding fireworks on 08/12/16, 09/24/16 and 11/19/16. CONDITIONS: No fireworks display may begin after 10:00 p.m.; Display to comply with NFPA 1123 standards.

USA Luge Association, slider search event on August 13 & 14, 2016 from 7:00 a.m. to 6:00 p.m., on east Broadway Drive in conjunction with the City of Appleton. CONDITIONS: 1) Certificate of Insurance is provided naming the Town as additional insured; and 2) Emergency response plan is provided to include a provision for emergency road access.

Houdini Elementary School, Fun Run event on October 14, 2016, from 4:30 p.m. to 5:30 p.m. in the Village in the Meadows subdivision. CONDITION: No parking signs are posted on the south side of Twin Willows Drive from Longwood to Country Run.

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

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

FINANCIAL REPORTS

Approval of Voucher List – July 5-19, 2016
\$719,673.58 (90379-90467); Payroll \$246,589.14 ACH \$657,467.14
Budget Statement – May 2016

Motion (Thyssen/Pleuss) to approve the voucher list and accept the budget statement. Motion carried.

NEW BUSINESS

Plan Commission Recommendations:

SE-11-16 Special Exception Permit requested by Rafael Ramirez Rojas and Carlos Bonilla, dba El Agave Mexican Restaurant, 1750 N. Casaloma Drive, for operation of an outdoor service/beer garden. Director Buckingham to report results from 7/19/16 PC meeting.

Dir. Buckingham stated Plan Commission recommended approval.

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

SE-13-16 Special Exception Permit requested by Conrado Lopez Mendez and Oscar Lopez Mendez, dba Castilla Bistro & Tapas, 213 S. Nicolet Road, for operation of an outdoor service/beer garden. Director Buckingham to report results from 7/19/16 PC meeting.

Dir. Buckingham stated Plan Commission recommended approval.

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

Request to Outagamie County for reimbursement of \$124.02 for care of veterans graves in Grand Chute Pioneer Cemetery.

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

Special assessment methodology for Gillett Street Urbanization, Contract 2016-11.

Motion (Sherman/Nooyen) to approve.

Supv. Sherman asked if the design has been determined regarding sidewalks.

Dir. Marquardt stated they are currently being designed now as a standard 37' collector street.

Supv. Thyssen liked the ideas of sidewalks from Capital to Evergreen and the sidewalk could connect to Kwik Trip. He would also like to see an area wide assessment because of the apartment complex on the northwest side.

Chairman Schowalter asked if they should conduct a traffic count.

Dir. Marquardt stated they just completed a traffic count and are awaiting the results. He thought the properties should be assessed on a front footage basis. The apartment complex on this street does not enter on to Gillett Street. They would be assessed when Evergreen is reconstructed. He recommends a 50/50 split for residential properties and 100% on commercial properties.

Supv. Sherman questioned why they wouldn't assess the apartment complex because they will benefit from the road.

Dir. Marquardt explained that with the Lynndale project they had an area wide assessment because some of the properties only had one access point. The decision would be up to the Town Board and what was presented was based upon past practice.

Supv. Sherman would like to assess area wide because the apartment complex is adding a lot of traffic to Gillett Street. He questioned running water down to the mini golf course and combining projects. He asked if that was an issue with the development of the golf course.

Dir. Buckingham explained that originally when the golf course was rezoned, they looked at an expansion of multi-family housing. It was the same development company that owned the apartments. There is a new owner that would need their own water main. The problem the new owners would have is that no one else would need a connection because the south side is all storage units and the apartments on the north have their own service.

Supv. Thyssen stated they should talk to the developer before the road is reconstructed.

Dir. Marquardt stated it would be similar to when Appleton brought water down Apple Creek and they had to repave a lane.

Chairman Schowalter asked Dir. Marquardt to look into what was discussed and report back to the Town Board.

Original motion (Sherman/Nooyen) was withdrawn.

Motion (Sherman/Nooyen) to defer no later than the second Town Board meeting in August. Motion carried.

Rejection of bid for LED Lighting, Contract 2016-10.

Motion (Sherman/Nooyen) to reject all bids. Motion carried.

Authorization for the Fire Department to make application for the 2016 DNR Forestry Fire Protection Equipment Grant in the amount of \$8,500.

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

CLOSED SESSION

Motion to convene in Closed Session via ROLL CALL VOTE pursuant to 19.85 (1)(g) - Conferring with legal counsel for the Town, legal counsel rendering oral or written advice concerning strategy to be adopted by the Town Board with respect to litigation in which the Town is now or is likely to become involved (update on legal claims).

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

Roll call taken at 7:40 p.m.

Motion to adjourn Closed Session and adjourn the meeting.

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

Meeting reconvened at 8:14 p.m.

NEW BUSINESS CONTINUED

There was no discussion/action on closed session items.

ADJOURNMENT

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

Meeting adjourned at 8:14 p.m.

These minutes were taken at a regular meeting held on July 19, 2016 and entered in this record book, July 21, 2016 by:

Angie Cain, Deputy Town Clerk
Town of Grand Chute
APPROVED: August 4, 2016