

TOWN BOARD MEETING – TOWN OF GRAND CHUTE - 1900 W. GRAND CHUTE BLVD., GRAND CHUTE, WI – AUGUST 16, 2016

CALL TO ORDER/ROLL CALL

Meeting called to order at 7:04 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; 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; Mike DeBruler, Assistant Fire Chief; Karen Heyrman; Deputy Public Works Director; Attorney Rossmeissl, Herrling Clark Law Offices; Carl Sutter, McMahon

OTHERS: 0 signed attendance

APPROVAL OF AGENDA/ORDER OF THE DAY

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

PUBLIC INPUT – There was no public input.

CONSENT AGENDA

Approval of Regular Meeting Minutes and Public Hearing minutes – August 4, 2016

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

Operator Licenses:

Applications to expire: 2018 dated 7/22/16 and 8/2/16

Liquor Licenses Change of Agent:

Holiday Inn Appleton, 150 S. Nicolet Road, appoints Dean Brinkman, agent.

Kwik Trip #228, 120 N. Mall Drive, appoints Jacob R. Elbe, agent.

Hotel/Motel License:

Original application from Stone Hospitality, LLC., dba Candlewood Suites, 4525 W. College Avenue, Chadd Scott, Manager. CONDITION: All required documents are received prior to issuance of license.

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

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

FINANCIAL REPORTS

Approval of Voucher List – August 16, 2016

\$123,405.60 (90520-90559); Payroll \$254,139.69 ACH \$693,412.21

Budget Statement – July 2016

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

UNFINISHED BUSINESS

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

Motion (Nooyen/Sherman) to defer indefinitely.

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Supv. Pleuss questioned the reason to defer.

Supv. Nooyen stated he was not comfortable with the high assessments because this project is different from the other subdivisions.

Dir. Marquardt stated the preliminary special assessment schedule was on the higher side because they do not have the final quantities.

Mr. Sutter explained the traffic generation assessment was set at 50%. There is nothing in the policy stating how they should be assessing using the traffic generation. He asked for guidance from the Town Board. He knew the numbers were high, but wanted the Town Board to look at the methodology. Since this is a 2017 project, it does not have to be decided right away.

Dir. Marquardt suggested there could be a maximum assessment for residential properties because the properties vary in such size.

Supv. Sherman suggested having step assessments.

Supv. Nooyen stated they needed to be careful because the condo from the Lynndale project paid less than the homeowners.

Supv. Sherman questioned the 15% contingency and asked what has been used over the past few years. He would like to know the average over the past five years of projects.

Dir. Marquardt does not believe there has been a project since he started that has hit the 15% contingency. He would need to get back to the Board on the average five-year contingency. The contingency is used if they run into bad soils or contamination during a project.

Supv. Thyssen suggested having a disclaimer on the contingency that provides an explanation of what it is used for and if the contingency is not used, that it would be subtracted from the project.

Atty. Rossmeissl stated they could put this on a future agenda following the same procedure for future items that are placed on agendas.

Motion carried.

Lanser Lane options and cost estimates for 2017 paving.

Motion (Nooyen/Schowalter) to approve.

Supv. Thyssen stated they cannot allow a rural road section that is falling apart. It is a public safety hazard.

Dir. Marquardt stated that this is a separate project and is not assessed to the property owners. They will have to go through all of the motions with the second phase of the project that will come back before the Town Board.

Motion carried.

NEW BUSINESS

Plan Commission Recommendations:

SE-16-16 Special Exception requested by Rami Realty LLC, dba Kaldas Center for Fertility, Surgery & Pregnancy, S.C., 701 S. Nicolet Road, for operation of an electronic message center. PC recommends approval.

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

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Approval of quote from Lake Shore Cleaners, Inc. in the amount of \$16,760 for Contract 2016-20 for Town Hall Retaining Wall Repair.

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

Approval of Authorizing Resolution and cost-share agreement for a Wisconsin RPCs and DNR Emerald Ash Borer (EAB) Mitigation Program grant application. (*Resolution TBR-13-2016*).

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

ORDINANCES

Ordinance O-10-2016 amending Chapter 409, Parks and Recreation.

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

ADJOURNMENT

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

Meeting adjourned at 7:28 p.m.

These minutes were taken at a regular meeting held on August 16, 2016 and entered in this record book, August 23, 2016 by:

Angie Cain, Deputy Town Clerk
Town of Grand Chute
APPROVED: September 6, 2016