

## Village Board Meeting Minutes

May 23, 2016

- 1) Call to Order and Roll Call. – *Vice - President Laux called the meeting to order at 6:30 p.m. with roll call:*

***Present***

*Bob Benz  
Stacy Gedman  
Joe Hennlich  
Joyce Laux  
David Miller  
Roger Kaas*

***Absent***

*Jim Rath, excused*

***Others Present***

*Randy Friday, Administrator  
Susan Williams, Clerk-Treasurer  
Brenda Stumpf, Rec. Prog. Coor.  
Steve Summers, Plan Comm. Chair.*

- 2) *Pledge of Allegiance. – Recited.*
- 3) *Approval of the Agenda. – Benz moved to approve the agenda as presented. Hennlich 2<sup>nd</sup>. Motion carried unanimously.*
- 4) *Approval of Minutes – May 9 (Regular Meeting) – Kaas moved to approve the minutes of the regular Village Board Meeting of May 9, 2016, as presented. Benz 2<sup>nd</sup>. Motion carried unanimously.*
- 5) *Registered Citizen Comments on Agenda Items.*
- 6) *Report of the Parks, Recreation and Urban Tree Board (May 16)*  
a) *Pickle Ball, Consider/Recommend*

*Stumpf reported to the Board the PRUT recommended striping one of the tennis courts, using temporary tape, for play on a first come first serve basis.*

*Benz inquired as how the success or failure would be tracked. Kaas suggested a sign in sheet.*

*Friday stated the Village Gym is an interesting option.*

*Stumpf responded that the discussion at the PRUT meeting was playing outside.*

*Miller asked how many people in the Village play pickle ball. Stumpf replied three.*

*Benz inquired if the PRUT vote was unanimous. Gedman stated the PRUT is supportive but did not want to commit.*

*Benz asked the amount of court time logged on the tennis courts in 2015 and Stumpf replied that 25 kids took lessons, 90 % of the evenings the courts were used and recent survey assessing tennis interest was 30% of those responded.*

*Benz stated based on popularity of tennis it would not be fair to take away part of the tennis courts, the Village should use the Gym and if interest develops take a look at outside options.*

*Kaas asked the complexity of setting up the pickle ball nets, and Stumpf responded legs fold out and set on the ground.*

***Benz moved based on the popularity and needs of tennis to deny the request but offer the Village Gym as an alternative and measuring the usage and if pickle ball is that popular the PRUT take a strategic look outside in the future. Miller 2<sup>nd</sup>. Motion carried unanimously.***

b) NEWPRO Mtg. 4-21-16

Stumpf reported information from recent meetings where other municipalities are placing cameras in parks with feed to official cell phones for municipal special events, etc.

c) SESAC

Stumpf informed the Board one of three music licensing companies sending request for annual fee.

d) Farmers Market/Chubby Seagull, Consider/Recommend

Stumpf stated new owners of Chubby Seagull are offering to provide space for a small farmers market and she is waiting for more information from them.

7) Report of Village Officers.

a) Village President

b) Fox Cities Area Room Tax Commissioner

*Benz reported the Request for Proposal for the Construction Management went out May 18, 2016.*

c) Clerk/Treasurer

i. Review/Approve financial reports.

***Hennlich moved to approve the financial reports as presented, holding the Head's Insurance check contingent upon the CDA approval. Miller 2<sup>nd</sup>. Motion carried unanimously.***

ii. Original Alcohol Beverage Retail License Application (The Granary; N586 Military Road).

*Gedman asked if the license is approved, can they keep the license and change the nature of what they do inside the business.*

*Williams replied the license is for that location and it is currently a restaurant/bar. Friday stated if Williams was saying the license runs with the property and if that business were to change, as Zoning Administrator he would say it is allowed as long as it is approved for that zoning district.*

*Friday reminded the Trustees that he was instructed to work with the Village Attorney to tighten up the code.*

***Benz moved since the Board has questions to request the applicant to appear at the next Village Board Meeting June 13, 2016 and extend the current provisional alcohol beverage retail license for The Granary until then. Kaas 2<sup>nd</sup>.***

*Gedman suggested investigating the zoning restrictions and consulting the Village Attorney.*

***Motion carried unanimously.***

- iii. Appointment of Agent for the Granary of Sherwood, LLC – David K. Eggert; Agent.

*No action taken.*

- iv. Provisional Class B Beer License Application (Lupitas Mexican Grill LLC, N378 Military Road).

***Kaas moved to approve Provisional Class B Beer License Application (Lupitas Mexican Grill LLC, N378 Military Road). Laux 2<sup>nd</sup>. Motion carried unanimously.***

- v. Provisional Appointment of Agent for the Lupitas Mexican Grill LLC – Julia Cruz; Agent.

***Kaas moved to approve Provisional Appointment of Agent for Lupitas Mexican Grill LLC – Julia Cruz, Agent. Benz 2<sup>nd</sup>. Motion carried unanimously.***

- vi. Operator's License. Clerks Consent Agenda

Renewals:

- Kaila Sawlsville
- Amanda Kersten
- Marissa Hintz
- Brittany Vanderberg
- Lexy Kuepper
- Tami Verhagen

New Applications:

- Kayla Van Zeeland
- Riley Gulbranson

***Hennlich moved to approve all renewal and new applications for operator's license presented. Miller 2<sup>nd</sup>. Motion carried unanimously.***

- 8) Village Engineer and/or Utility Operator: Project Update(s).

*Friday informed the Board Cedar Corp. employees are in the field conducting pre-engineering work for 2017 projects. Friday will inform Cedar Corp. that the pickle ball court is not going*

*forward. Friday reported the 'Incident Report' in the packet is for a recent hydrant accident which was repaired. Costs will be billed to drivers insurance. Friday stated the April water loss is 16.5% loss with a year to date loss of 17.9%. Friday reminded the Board the reed bed clean out project will begin again shortly, progressing with Year 2 of the 3-Year project.*

9) Village Administrator: Project Update(s).

*Friday reported signing new single-family home permits #24 and #25 during the day.*

10) Old Business:

- a) *Palisades Pond Lake District – Draft M.O.U. between Pond District and Drive Fore Success, LLC (High Cliff Public Golf Course).*

*Friday reported that the MOU has gone to the Village Attorney for review.*

*Kaas suggested adding under agreement terms between #1 and #2 that the pond will be donated to either the District or Village.*

- b) *Request to place telecommunications pole in Clifton Road Right-of-Way (Wisconsin Technology Networking, LLC).*

*Friday directed the Board to the copy of the letter sent to the applicant and as of the meeting time informed the Board he had not received a reply.*

11) New Business:

- a) *Municipal Code of Ordinances Amendment - Chapter 20-10 Traffic Code – Setting parking restrictions on Village Streets.*

***Kaas moved to approve the Municipal Code of Ordinances Amendment - Chapter 20-10 Traffic Code, as presented. Benz 2<sup>nd</sup>. Motion carried unanimously.***

*Friday inquired and the Board concurred that on the narrow streets there should be parking restrictions in favor of emergency vehicles, etc. on the downward path/right side of the road leading from the Fire Station to residences, promoting quick response times.*

- b) *Set Per Diem of Fox Cities Room Tax Commissioner, Appleton Redevelopment Authority Exhibition Center Advisory Board Member and Palisades Pond District Board Member.*

***Kaas moved to approve the Per Diem of the Fox Cities Room Tax Commissioner and Appleton Redevelopment Authority Exhibition Center Advisory Board Member at \$40. Miller 2<sup>nd</sup>. Benz abstain. Motion carried.***

12) Complaints and Compliments: None.

13) Correspondences:

- a) *Robinhood Out-Lot Owner Association – March 2016.*  
b) *Appleton Officials give green light to cell tower – Post Crescent, May 11, 2016.*

- 14) *Closed Session:* Per Wis. Stats. §19.85(1)(e), a governmental body may move to Closed Session when deliberating or negotiating the purchase of public properties, investing public funds, or conducting other public business whenever competitive or bargaining reasons require a Closed Session.

***Benz moved to go into Closed Session: Per Wis. Stats. §19.85(1) (e) at 7:44 p.m. Miller 2<sup>nd</sup>. Motion carried unanimously.***

***Miller moved to return to Open Session at 8:31 p.m. Miller 2<sup>nd</sup>. Motion carried unanimously.***

- 15) *Open Session:* The Board may act on any item discussed in Closed Session.

***Benz moved to approve distribution of the Request for Proposal of Residential Properties, as presented and amended, through mailing to local builders and developers along with placing ads in the local papers. Miller 2<sup>nd</sup>. Motion carried unanimously.***

- 16) Adjournment. – ***Miller moved to adjourn at 8:36 p.m. Hennlich 2<sup>nd</sup>. Motion carried unanimously.***

*Minutes presented for review and approval by Susan Williams, Village Clerk-Treasurer.*