TOWN BOARD MEETING – TOWN OF GRAND CHUTE – 1900 W. GRAND CHUTE BLVD., GRAND CHUTE, WI – MAY 15, 2018

CALL TO ORDER/ROLL CALL

Meeting called to order at 6:42 p.m. by Dave Schowalter, presiding officer.

PRESENT: Dave Schowalter, Jeff Nooyen, Travis Thyssen, Bruce Sherman, Eric Davidson, and Karen Weinschrott, Town Clerk

STAFF: Jim March, Town Administrator; Tim Bantes, Fire Chief; Greg Peterson, Police Chief; Katie Schwartz, Public Works Director; Karen Heyrman, Deputy Director of Public Works; Julie Wahlen, Finance Director; Bob Buckingham, Community Development Director; Bob Heimann, IT Director; Mike Patza, Town Planner; Brent Braun, IT; Mary Baxter, HR/Administration; several police officers; Carl Sutter, McMahon Associates; Atty. Rossmeissl, Herrling Clark Law Offices

OTHERS: 6 signed attendance

APPROVAL OF AGENDA/ORDER OF THE DAY

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

PROCLAMATION – National Police Officer Memorial Day

Chairman Schowalter read a proclamation for the National Police Officer Memorial Day.

PUBLIC INPUT – There was no public input.

ADMINISTRATOR ANNOUNCEMENTS

Admin. March stated they had selected July 18 for the annual bus tour. He would like to review the CIP and get a head start on it this year. He also received an email from the listing agent for the fire station and should be receiving an offer. The listing agent will also be showing the property to another individual for a second time on Saturday. There is not a need for a closed session later on the agenda because the Town has yet to receive the offer to purchase.

The Town Board suggested having the bus tour first and then following up with a CIP workshop.

CONSENT AGENDA

Approval of Regular Meeting and Public Hearing minutes – May 1, 2018

Licensing: *(applications on file in the clerk's office)(License Committee recommends approval)*
Operator Licenses:
Approval of Applications to expire: 2020 dated 4/27/18

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

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

FINANCIAL REPORTS

Approval of Voucher List – May 15, 2018
$677,519.18 (92579-92624); Payroll $284,523.39; ACH $465,421.83

Accept April 2018 Budget Statement

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

NEW BUSINESS

Plan Commission Recommendations:
SE-06-18 Special Exception requested by Draft Gastropub, 664 W. Ridgeview Drive, for operation of an outdoor service/beer garden. PC recommends approval.

Motion (Nooyen/Sherman) to approve SE-06-18. Motion carried.

SE-07-18 Special Exception requested by BB Investments of Grand Chute LLC, 4915 W. Grande Market Drive, for approval of a Planned Unit Development (PUD) designation to allow commercial buildings on two sites under a common plan of development, including granting a waiver to the requirements of Ch. 535-59 (E) of the Municipal Code by creating a Planned Unit Development that contains 1.84 acres. PC recommends approval.

Motion (Thyssen/Sherman) to approve SE-07-18. Motion carried.

Property and Casualty Insurance Renewal for the period of June 1, 2018 through June 1, 2019.

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

Award of Bid, Project 2018-16, Town Center Park Landscaping, to Property Solutions Contracting in the revised amount of $56,120.40.

Motion (Davidson/Sherman) to approve.

Dir. Heyrman explained that the Town Board could approve or reject this bid. If they rebid this project, they might not have certain materials available because of the time of the year.

Supv. Davidson reported back from the Park Commission stating that the Commission asked great questions in order to make sure they went with a fair bid that was cost effective and according to specifications.

Motion carried.

Award of Bid, Project 2018-04, 2018 Hot Mix Asphalt Pavement Program, to MCC, Inc., in the revised bid amount of $293,551.25.

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

Award of Bid, Project 2018-14, Town Center Park Playground to Bluemel's in the amount of $255,795.

Motion (Sherman/Nooyen) to suspend the rules to allow staff to speak. Motion carried.

Dir. Heyrman explained that the budget for this part of the project was $250,000 along with donations of $6,875 for a total of $256,875.

Dir. Heyrman explained that the first option is within the budget with the base bid and swing alternate. This option has a budget variance of $990 and includes an approved substitute play structure and poured-in-place

surface in the main playground area with the full color option. The contractor recommended putting in some drain tile underneath the rubber mulch to help get rid of standing water. The contractor also recommended putting the poured-in-place surface underneath the swings and mixing in 50-percent black with the colors as a cost-savings measure. He did say it would be more impressive with 100-percent color.

Dir. Heyrman explained that the second option stays within budget with the base bid and swing alternate. The base bid for Bluemel's includes an approved substitute play structure. A change order would be needed so that the swing area would be the poured-in-place surface versus the rubber mulch. The color would be blended with 50-percent black to stay in budget with the exception of the blue color used for the river would remain at 100-percent color. The second option would have a budget variance of $764.

Dir. Heyrman explained the third option that the Park Commission would like the Board to consider. This option includes the base bid, swing alternate, and approved substitute play structure. A change order would be needed so that the swing area would be poured-in-place surface at 50-percent color versus rubber mulch. The total cost would be $5,320 over budget, which could possibly come from the $30,000 project contingency. If it was 100-percent color in all of the areas, it would be approximately $7,400 over budget. There is a total budget of $442,800 for the playground, dog park, paths, and landscaping.

Supv. Thyssen stated he supported the Parks Commission recommendation. He had taken his daughter to visit two parks, one with the poured-in-place surface and one with the rubber mulch. He said the pour-in-place surface was the better option.

Motion (Davidson/Thyssen) to approve the Park Commission option. Motion carried.

Award of Bid, Project 2017-01, to Vinton Construction for STH 96 Roadway Improvements in the amount of $1,236,951.50.

Motion (Nooyen/Sherman) to approve 2017-01.

Supv. Nooyen asked if this was unusual to only receive one bid for this kind of project and if there was any incentive to complete the project early.

Dir. Heyrman stated that this project included night work. She explained that they have a completion date but there is no incentive to complete the project early.

Motion carried.

Approve the proposal from Traffic Analysis & Design, Inc. for $25,268 for engineering services on McCarthy Road from College Avenue (CTH CA) to Capitol Drive.

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

Approve the Relocation Order and Right-of-Way Plat for the trail and roundabout on Casaloma Drive between STH 15 and Capitol Drive.

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

Approve the Relocation Order and Right-of-Way Plat for Spencer Street urbanization from Casaloma Drive to Mayflower Lane.

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

Approve the Outagamie County Highway Department Agreement for urbanization of CTH CA from CTH CB

to Casaloma Drive in 2020.

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

RESOLUTIONS

TBR-15-2018 Authorizing waiver of receipt of notice of public hearing regarding blighted property.

Motion (Sherman/Thyssen) to approve TBR-15-2018.

Dir. Buckingham explained that since the Town owns the land and it is the Town's CDA they can grant the waiver to proceed with the Public Hearing and waive the 20 day notice in order to stick to the CDA's tight timeline.

Motion carried.

CLOSED SESSION

Motion to convene in Closed Session via ROLL CALL VOTE pursuant to WI. Stats. 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 (FS property).

Closed session was cancelled.

ADJOURNMENT

Motion (Nooyen/Thyssen) to adjourn meeting.

Meeting adjourned at 7:26 p.m.

These minutes were taken at a regular meeting held on May 15, 2018 and entered in this record book, May 16, 2018 by:

_____

Karen L. Weinschrott, Town Clerk
Town of Grand Chute
APPROVED: June 5, 2018