



# DEPARTMENT OF PUBLIC WORKS & ENGINEERING FALL 2025 NEWSLETTER

## THE SCOOP ON PUBLIC WORKS IN THE VILLAGE

### HOW TO PREVENT FATS, OIL & GREASE FROM DAMAGING YOUR HOME & THE ENVIRONMENT

Sewer overflows and backups can cause health hazards, damage home interiors, and threaten the environment. Grease gets into the sewer from household drains as well as from poorly maintained grease traps in restaurants and other businesses.

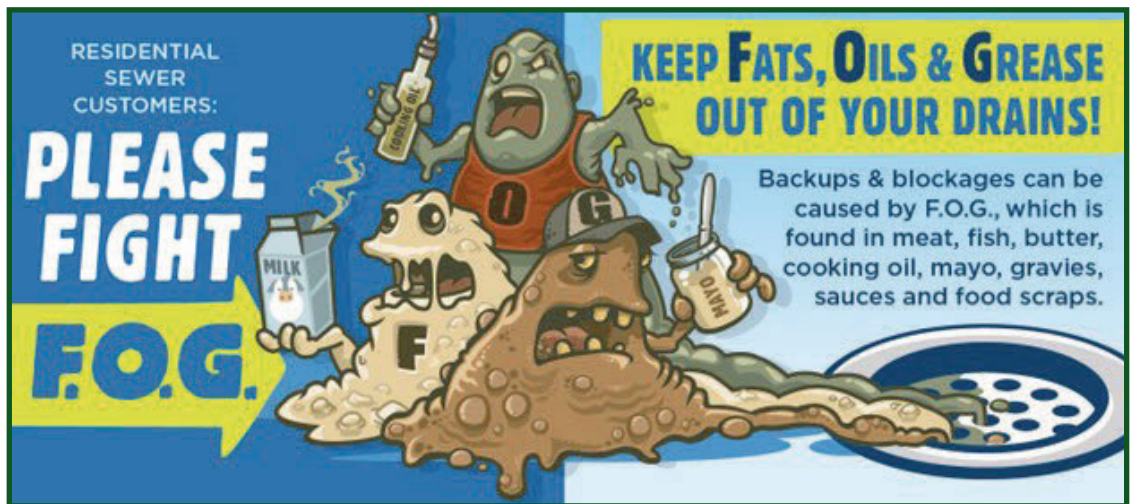
Grease is found in such things as: meat fats, lard, cooking oil, shortening, butter and margarine, food scraps, baking goods, sauces, and dairy products. Too often, grease is washed into the plumbing system, usually through the kitchen sink. Grease sticks to the insides of sewer pipes (both on your property and in the streets). Over time, the grease can build up and block the entire pipe.

Home garbage disposals do not keep grease out of the plumbing system. These units only shred solid material into smaller pieces and do not prevent grease from going down the drain. Commercial additives, including detergents, that claim to dissolve grease may pass grease down the line and cause problems in other areas. The results can be raw sewage overflowing in your home or your neighbor's home; an expensive and unpleasant cleanup that often is paid for by the homeowner.

#### What you can do to help

The easiest way to solve the grease problem and help prevent overflows of raw sewage is to keep this material out of the sewer system in the first place. There are several ways to do this:

- \* Never pour grease down sink drains or into toilets.
- \* Scrape grease and food scraps from trays, plates, pots, pans, utensils, and grills and cooking surfaces into a can or the trash for disposal.
- \* Do not put grease down garbage disposals. Put baskets/strainers in sink drains to catch food scraps and other solids and empty the drain baskets/strainers into the trash for disposal.



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Refuse & Recycling Calendar PG. 6 | Snow & Ice Policy PG. 8 | Important Dates PG. 12

**108 WEST MAIN STREET, LITTLE CHUTE, WI 54140 | 920-423-3865 | WWW.LITTLECHUTEWI.ORG**

# YARD WASTE / BRUSH

## LEAF COLLECTION PROCEDURE

The end of September till December 1st (or until inclement weather happens) the Village will deploy crews daily to collect leaves. The Village is requesting that **leaves be placed on the terrace** (the grass between the curb and sidewalk) and **NOT** on the street for the following reasons:

- Safety - leaf piles obstruct traffic flow
- Obstruction - leaf piles block the normal drainage flow of water on the street and block the storm sewer
- Extra Phosphorus - placing leaves on the terrace reduces this nutrient in our stormwater.



## LEAF COLLECTION

1. Leaves may be placed on the **TERRACE** starting the last week in September.
2. Leaves should be on the **TERRACE**. Do NOT put leaves in the street. Leaves in the street can cause damage when washed into storm sewers.
3. Leaves should be placed loose on the terrace, in piles. Do NOT place leaves in bags or containers.
4. ONLY leaves should be in the pile - do not mix in other yard waste (branches / sticks, trash or recyclables). Branches, brush, other yard waste, or other debris will NOT be picked up and may cause damage to equipment.
5. Avoid parking cars in front of leaf piles which prohibits the crew from reaching the leaves.
6. If it snows, or other unforeseen issues arise, crews may be diverted to plowing or other tasks and may have to postpone the leaf pickup operation. Leaves will be picked up when the plowing (or other task) is complete as long as the snow doesn't bury and freeze the leaves.



## CURBSIDE YARD WASTE COLLECTION

**All bagged yard waste must be called in order to be picked up.** The last day for collection will be Wednesday, September 17. Residents will bag their yard waste (leaves, grass or garden debris only) in a regular garbage bag or biodegradable bag AND purchase a \$2 sticker for each bag of yard waste. These stickers are available at the Village Hall Finance Department, First Floor, **CASH OR CHECK ONLY**. After the sticker has been purchased and placed on the bag call (or stop by the Second Floor of Village Hall) the Department of Public Works, (920) 423-3865 and place your address on the yard waste collection list for the next Wednesday collection. If no answer or after hours leave a message with your address and reason for calling. Calls until 4:30 pm on Tuesday will be included in the next day collections (Wednesday). Calls AFTER 4:30 pm on Tuesday will be included in the next weeks collection on Wednesday. Please have the bags placed by 6:00 am or the night before. Bags can not exceed fifty pounds.

## BRUSH PICKUP POLICY AND RULES

Little Chute property owners/renters must call in their property address to the Park, Rec, & Forestry Department at (920) 423-3869 to be added to the brush chipping list. After hours, please leave a message that you have brush out and include your complete address. When the brush pickup list is sufficient enough to send out, the chipping crew will go to the listed addresses. If brush takes longer than an hour to chip there will be a fee. If you hire a company to trim and/or take down trees on your property, they are responsible for brush removal; the Village will not pickup brush trimmed by a company you hired.

Place your branches curbside with the cut ends facing the roadside; stack piles neatly. Mobile home park residents must bring their brush to the nearest Village street. Brush should never lie in the street or on the sidewalk. Keep brush as straight and as long as possible. Brush that is shorter (less than four feet), thorny brush, and evergreen branches need to be bundled with string, not wire. Do not deposit sticks in the gutter line, put them on the terrace, as they plug the vacuum tubes on the sweeper.

# YARD WASTE SITE

## YARD WASTE SITE

The yard waste site opened in April and will remain open until snow covered. It is located at the bend in the road between Eisenhower Drive and Nixon Street next to the Municipal Services Building site at 1401 E. Elm Drive. Annual renewal of your yard waste access card is required to enter the site.

If you purchased a card in the past and would like to renew the card do the following:

**Bring in your old card**  
**(all white – size of credit card)**

**\$5 cash or check payable to the**  
**Village of Little Chute**

**Proof of residency, example: driver's license**  
**with current address or water bill**

**Vehicle(s) information: make, model, color,**  
**year, and license plate number**

Bring the information to Little Chute Village Hall, 108 W. Main St., Second Floor – Department of Public Works. If your card was misplaced the fee will be \$15 (\$10 for a replacement card and \$5 reactivation). New yard waste site users will be charged \$20 for the first year and then a \$5 renewal fee for the next year.

The site can be accessed daily during daylight hours. Lawn clippings, garden waste and leaves only. Twigs the size of your hand are allowed. Keep this site clean and brush free. **Any misuse of site or violation of rules may result of closure of the site.**

## ROOT BALL DISPOSAL

Root balls are considered garbage and can be placed inside your garbage polycart. If it is too big for your polycart, it should be placed curbside on your last garbage day of the month during bulky item pickup, at least four feet away from your garbage container.

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# BULKY ITEM COLLECTION

## PICKUP OF LARGE NON-METAL ITEMS

On your last regular garbage pickup day of the calendar month the Village picks up large non-metal items.

All of these items should be placed curbside by 6:00 am on that day or the evening before. Do NOT place bulky items out earlier than the night before. They must also be placed at least four feet away from your polycart.

Large non-metal items are those items that are too large to be placed inside a polycart. Examples of bulky items are mattresses, couches, chairs, rolled up and tied carpeting/pad, lawn furniture, and non-metal items.

The Village ordinance states that our crew will not pick up construction debris such as wood, roofing material, drywall, tiles, etc.

## PICKUP OF LARGE METAL ITEMS (QUARTERLY)

Large metal items are picked up once every three months on your last regular pickup day of the calendar month in:

January, April, July, and October.

Please place these items curbside by 6:00 am on your day of pickup or the night before. These items must be placed at least four feet away from your polycart. According to Village ordinance, large metal items cannot be placed out earlier than the night before your scheduled pickup day. Microwaves are considered to be a metal item.

Any large metal item that normally contains Freon, such as a dehumidifier, refrigerator, freezer, air conditioner, etc. requires the purchase of a \$20.00 **non-refundable** sticker to be attached to the appliance prior to placing the item curbside. If you are getting rid of a fridge or freezer take the doors off the appliance for safety reasons.

Refrigerant stickers may be purchased at Village Hall  
Finance Department (First Floor) 108 W. Main Street.  
Cash or check only.

## ELECTRONICS RECYCLING

Per State law, electronics (computers, monitors, televisions, DVD/VCR players, printers, cell phones, and tablets) are banned from landfill disposal and must be recycled. Please call Outagamie County Recycling & Solid Waste at (920) 832-5277 or [recyclemoreoutagamie.org](http://recyclemoreoutagamie.org) for more information, or visit the Wisconsin Department of Natural Resources website under the "Environmental Protection" tab at <http://dnr.wi.gov> for a complete list of registered collectors.



## MEDICAL SHARPS DISPOSAL

To reduce public health risks Wisconsin law requires all citizens to manage needles, lancets, and syringes safely. It is **illegal** to put sharps in the trash or with recyclables. For more information, please contact the Outagamie County Health Department at (920) 832-5100 or visit their website at [www.outagamie.org](http://www.outagamie.org) (Government/Health and Human Services/Public Health/Household Sharps Disposal/Registered Collection Sites).



# INFLOW & INFILTRATION

## WHAT IS I&I?

Inflow and infiltration (I&I) are terms for the ways that stormwater runoff and groundwater (clear water) make their way into sanitary sewer pipes. With inflow, stormwater rapidly flows into sewers via roof drain downspouts, yard drains, storm sewer cross connections and faulty manhole covers. Inflow is greatest during major storm events and can more than triple wastewater volumes. Infiltration occurs when groundwater seeps into sanitary sewer pipes through cracks, leaky pipe joints and/or deteriorated manholes.

## WHY I&I MATTERS

Excessive I&I in the sewer system creates multiple problems:

**Expensive Treatment:** Once stormwater and groundwater mix with wastewater, all the water is treated. This is expensive and impacts the Heart of the Valley Metropolitan Sewerage District. Reducing excessive I&I in the system saves the Village of Little Chute money.



**Reduced System Capacity:** The additional flow consumes capacity that was built to accommodate wastewater flows from existing properties and new developments. During major rain events, the additional flow can exceed the available sewer system capacity, causing overflow issues.

**Water Quality:** Exceeding the capacity of the sewer system can result in wastewater overflows and spills into the Fox River and other nearby waterways, affecting the water quality.

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# REFUSE & RECYCLING

## HOLIDAY REFUSE / RECYCLING SCHEDULE CHANGES

**Labor Day** – Monday, September 1st garbage will be collected on Tuesday, September 2nd. (Please note that recycling pick up will be one day later this week; Mon. 1st on Tues. 2nd etc.)

**Thanksgiving** – **PLEASE SEE NEW UPDATES BELOW**

**Christmas** – Wednesday, December 24th garbage will be collected on Tuesday, December 23rd. Thursday, December 25th garbage will be collected on Friday December 26th. Monday, December 22nd, Tuesday, December 23rd and Wednesday, December 24th recycling collection will remain the same.  
Thursday, December 25th will be pushed back a day for recycling collection.

**New Years Day** – Thursday, January 1st garbage will be collected on Friday, January 2nd

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VH Village Holiday						Recycling Collection Dates

## 2025 UPDATES TO THANKSGIVING COLLECTION

Modifications to the garbage schedule had to be made to avoid double pick ups and allow staff time to ensure all residents garbage can be collected. Please review changes carefully.



- Wednesday, Nov. 26th garbage will be collected on Tuesday, Nov. 25th
- Thursday, Nov. 27th garbage will be collected on Wednesday, Nov. 26th
- Friday, Nov. 28th garbage will be collected on Monday, Dec. 1st.
- Thursday, Nov. 27th recycling collection will take place on Friday, Nov 28th.

If you have any questions or concerns please call  
Laura at (920) 423-3865 or e-mail [laura@littlechutewi.org](mailto:laura@littlechutewi.org).





## IMPORTANT DATES TO REMEMBER

Wednesday, September 17 – **LAST** day of year for curbside pickup of yard waste bags.

### Bulky Collection Dates:

**Your LAST Garbage Collection Day of the Calendar Month of January, April, July, and October:**

pickup of large metal items on your regular day of collection.

**Your LAST Garbage Collection Day of the Calendar Month:**

pickup of large non-metal items on your regular day of collection.

**LAST week of December on Your LAST Garbage Collection Day of the Calendar Month:**

pickup of “extra” bagged garbage on your regular day of collection.  
(Place bags on terrace 4 feet away from polycart.)

## REFUSE & RECYCLING GUIDELINES

- Refuse is picked up every week on your scheduled day; please make sure the lid on your polycart is closed and that no bagged refuse or extra cardboard is outside of polycart.
- Extra bagged refuse collection will take place in April and December on your LAST refuse collection day of the calendar month.
- Place refuse polycart and recycling polycart at least 4 feet apart and at least 4 feet away from any other object.
- Have the refuse and recycling polycart curbside by 6:00 am on the day of your pick up or the night before. If you do not know your day of pickup or have questions regarding refuse pickup call the Public Works at (920) 423-3865.
- If you have concerns with your **RECYCLING** pickup call Lakeshore Recycling Systems at (920) 759-0501.
- Recycling is collected every other week. Recycling weeks are shaded blue on calendar to the left.
- Extra recycling can be dropped off **FREE** of charge to the Outagamie County Recycling and Solid Waste at 1919 Holland Rd., (920) 832-5277.

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# SNOW AND ICE POLICY

## INTRODUCTION & INTENT

The Village of Little Chute is responsible for over 53 miles of roads. The Village needs to periodically review and adopt policy regarding efficient and timely removal of snow and control of ice in order to best provide for safe travel for the greatest number of persons. This policy outlines the responsibility within the Public Works Department to accomplish this goal.

Each storm has different characteristics, when it starts, intensity, duration, temperature, wind and moisture content changes how salting and plowing is done. No operation is done exactly the same way. Staff tries to be flexible to complete the task in a safe and timely manner.

The intent of the snow and ice control policy is to communicate an understanding to the general public, elected officials and staff of the priorities and procedures used by Public Works to combat weather conditions during the winter months.

Before a storm begins, the Operation Manager and working foremen will be monitoring the development of winter weather systems using local network news, NOAA/NWS. Given any storms progression, decisions are made to begin to prepare and ready equipment, personnel, and contact equipment operators.

The Public Works staff, along with Park and Facilities staff, will strive to maintain adequate traction for vehicles properly equipped for winter driving conditions. **This does not mean the streets will be free of snow and ice after plowing.**

Snow plowing and or ice control operations shall commence under the direction of the Public Works Department. Fox Valley Metro Police Department will assist in notifying Public Works of needed service. The Operations Manager or their designee will determine when and what operations will begin. In general, operations shall commence as follows:

- Pretreating intersections and hills with brine (depending on temperature) prior to snowfall
- Snow accumulation less than 2 inches normally salting and/or chips (depending on temperature)
- Snow accumulation of 2 inches or more plowing will commence depending on weather conditions
- Drifting of snow may warrant commencement of partial or full operations depending upon conditions
- Icing of pavements may warrant partial or full operation depending upon extent and conditions

Snow and ice control operations are expensive and involve the use of limited personnel and equipment. Consequently snowplowing operations will not generally be conducted for snowfalls of less than 2 inches unless there is a request from the appropriate emergency agency (ie. fire, police, etc.).

## HOW SNOW WILL BE PLOWED

Snow shall be plowed in a manner to minimize traffic obstructions. The center of the roadway will be plowed first. The snow shall then be pushed from left to right with the discharge going onto the terrace area of the right-of-way. It is the goal to have the entire street system cleaned after a "typical" snowfall in approximately 7-9 hours. Cul-de-sacs where there is limited areas in the terrace, snow will be plowed to the center.

## SNOW REMOVAL

Storage of snow in downtown area is limited. Therefore, the Village will haul snow that is accumulated in the right of way from the Main Street area. Village crews will try and remove snow within 24 hours after they have completed snow plowing. This hauling normally will be done during the following evening hours to maximize the efficiency of the snow removal operations. Snow may be hauled from other locations within the right of way during normal working hours as deemed necessary to maintain safety for pedestrians and vehicles. These other locations will be at the discretion of the Operations Manager or their designee.





EQUIPMENT USED FOR PLOWING AND REMOVAL

6 plow trucks equipped with front plow, wing and tailgate salt spreader; 1 front wheel loader with snow bucket; 1 front wheel loader with plow and wing; 1 mini front wheel loader with bucket or snow pusher; 1 ton pickup truck with 450 gallon tank for brine solution; 2 tractor backhoes; 1 multi-purpose tractor with salter, broom, plow & snowblower attachments; 1 snow blower that attaches to front wheel loader and 1 mower with broom attachment.

SNOW EMERGENCY DECLARATION

Snow emergencies will be declared by the Village Administrator and will be broadcast by the local media. The classes of snow emergencies are as follows:

Class I	No parking on any Village street from 2:00 am to 6:00 am. No special permission granted by the Police Department. Vehicles found in violation are ticketed and removed.
Class II	Odd-even parking on Village streets from 6:00 am to 2:00 am. No parking on any Village streets from 2:00 am to 6:00 am. No special permission granted by Police Department. Vehicles found in violation are ticketed/removed.
Class III	No parking on any Village street at any time until canceled. Vehicles found in violation are ticketed/removed.



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# SNOW AND ICE POLICY CONT.

## CONCERNS

If you have concerns you can call Public Works at (920) 423-3865 or go on the Village of Little Chute website [www.littlechutewi.org](http://www.littlechutewi.org) and click on report a concern.

## PARKING RESTRICTIONS

As a reminder winter parking regulations begin December 1st-April 1st. During this time vehicles are not permitted to park on the street between the hours of 2:00 am to 6:00 am. Other times of the day when street parking is not regulated, please avoid parking next to snow piles to make it easier for the plows to remove the snow.

## DEPOSITING SNOW ON PUBLIC STREETS

Sec. 40-65. Snow and ice removal. (c) Snow and ice not to encroach. No person shall push, shove or in any way deposit any snow or ice from any private driveway, private sidewalk, or private property onto any public street or alley, public or private sidewalk, or public lands dedicated to public use either before or after the public streets have been plowed.

## DAMAGED TERRACE LAWN

Terrace lawn that is damaged by plowing operations should be reported to the Village as soon as it is detected. Repairs will be completed as soon as the weather and ground conditions allow in the spring.

## MAILBOXES

Residents are responsible for keeping their mailboxes cleared of snow for mail delivery. The Village will not replace a mailbox that is not placed correctly if / when a plow or other street maintenance equipment hits and damages it. The crew is also not responsible for any damages done to a mailbox due to transfer of snow weight.

## PRIVATE SNOW REMOVAL

According to Sec. 40-65 Snow and Ice Removal of the Village of Little Chute Code of Ordinances:



“The owner, occupant or person in charge of any parcel or lot which fronts upon or abuts any sidewalk shall keep said sidewalk clear of all snow and ice. In the event of snow accumulating on said sidewalk due to natural means and/or by other means, said sidewalk shall be cleared of all accumulated snow and/or ice within 24 hours from the time the snow ceases to accumulate on said sidewalk.”

Sidewalks are to be kept clear of snow and ice to a minimum of five feet in width. In the event that ice has formed on any sidewalk in such a manner that it cannot be removed, the owner, occupant or person in charge of the parcel or lot which fronts upon or adjoins said sidewalk shall keep the sidewalk sprinkled with sand and/or salt to permit safe travel.

NO written or verbal notice will be given to violators - it is the responsibility of a property owner of such parcel or lot which fronts upon or abuts any sidewalk to maintain the sidewalk area throughout the snow season. Any snow or ice not cleared within 24 hours from the time the snow ceases to accumulate, shall be cleared by the Village and billed to the owner, lessee, or occupant.

If you have a concern about a sidewalk call the Department of Public Works, (920) 423-3865.

## SALT BARRELS

Salt barrels are located around the Village at locations that can become slippery during the winter. Salt / chips in the barrels can be used by motorists to get traction for their vehicles. This salt is not available for personal use at your residence or business.







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## IMPORTANT DATES

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Hydrant Flushing Fall — Sept. 15 - 18 & Sept. 22 - 25

Curbside Yard Waste Ends — September 17

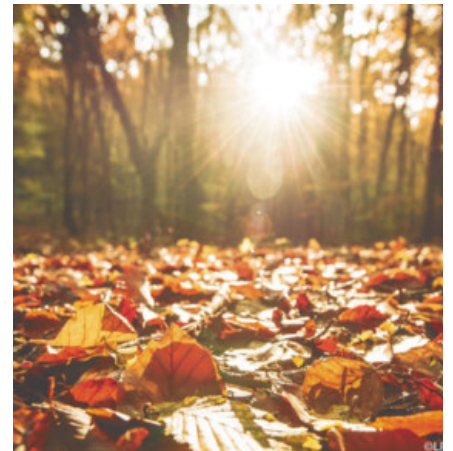
Village Hall will be closed in observance of the following Holidays:

Labor Day — September 1

Thanksgiving — November 27 & 28

Christmas — December 24 & 25

New Years Day — January 1



## CONTACT US!

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### PUBLIC WORKS / ENGINEERING

Phone (920) 423-3865

E-Mail [laura@littlechutewi.org](mailto:laura@littlechutewi.org)

Village Hall, 2nd Floor

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