



Village of

# Little Chute

## AGENDA

### LITTLE CHUTE VILLAGE BOARD COMMITTEE OF THE WHOLE MEETING

PLACE: Little Chute Village Hall  
DATE: Wednesday, October 28, 2015  
TIME: 6:00 p.m.

- A. Call to Order
- B. Roll Call
- C. Public Appearance for Items Not on the Agenda
  
1. Closed Session:  
19.85(1) (c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Personnel Matter*
2. Return to Open Session
3. Approval of Minutes  
*Minutes of the Regular Board Meeting of October 21, 2015*
4. Discussion/Action—Adopt Resolution #33 Heart of the Valley Metropolitan Sewerage District—Clear Water Sustainability Program
5. Operator License Approvals:

Hessil, Stacy	Down the Hill	Appleton
Jackson, Timothy	Gentleman Jacks	Kimberly
Johnson, Spencer	Shell	Little Chute
6. 2016 Budget Discussion
7. Discussion/Action—Lease on 839 Moasis Drive
8. Unfinished Business
9. Items for Future Agenda
10. Adjournment

**MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 21, 2015**

**Call to Order:** President Vanden Berg called the Regular Board Meeting to Order at 6:00 p.m.

**Pledge Allegiance to the Flag**

President Vanden Berg led members in the reciting of the Pledge of Allegiance.

**Roll call of Trustees**

PRESENT: Michael Vanden Berg, President  
Larry Van Lankvelt, Trustee  
John Elrick, Trustee  
Skip Smith, Trustee  
James Hietpas, Trustee  
Bill Peerenboom, Trustee  
David Peterson, Trustee

PRESENT: James Fenlon, Village Administrator  
Eric Misselt, Fox Valley Metro Police Department  
Jim Moes, Community Development Director  
Laurie Decker, Village Clerk  
Roy Van Gheem, Director of Public Works  
Donna Koebe, Interim Director of Parks, Recreation and Forestry  
Teri Matheny, Finance Director

EXCUSED: Beth Carpenter, Library Director  
Charles Koehler, Village Attorney

**Public Appearance for Items Not on the Agenda**

None

**Approval of Minutes**

Minutes of the Committee of the Whole Meeting of October 14, 2015

*Moved by Trustee Van Lankvelt, seconded by Trustee Peterson to Approve the Minutes as presented.*

Ayes 7, Nays 0 – Motion Carried

**Proclamation—Honoring 3 Little Chute Jets Football Coaches For Over 20 Years of Service**

The Village of Little Chute presented Proclamations to Chris Hietpas, who coached the Little Chute Jets Football team for 25 years, Tim Schepp who coached 22 years, and Todd Hieptas who coached 20 years. The board thanked them and their families for their tireless work and selfless efforts while coaching with the Jets. The Jets Program has served as the foundation of football in Little Chute since 1971.

Ayes 7, Nays 0 – Motion Carried

**Action—Adopt Resolution #32 Rescinding the Resolution of September 30, 2015 to Withdraw from the Wisconsin Public Employers' Group Health Insurance Program**

Administrator Fenlon stated that a Resolution was signed on September to withdraw from the Wisconsin Public Employers' Group Health Insurance Program pending an offer from a private health insurance company. Staff recommendation is to stay with the State Health Insurance Program for 2016.

*Moved by Smith, seconded by Trustee Van Lankvelt to Adopt Resolution #32 Rescinding the Resolution of September 30, 2015 to Withdraw from the Wisconsin Public Employers' Group Health Insurance Program*

Ayes 7, Nays 0 – Motion Carried

**Discussion—2016 Budget**

Director Matheny gave an overview of the budgets for Administration, Community Development, Clerk, Village Hall, Municipal Court, Public Safety, Fire Operations, Department of Parks, Recreation and Forestry and Public Works. The Board agreed to add an 8 hour a week evidence clerk to the Fox Valley Metro Police Departments budget for 2016.

**Discussion—Health Insurance Opt Out**

Administrator Fenlon stated employees who are eligible for health insurance through the Village of Little Chute, but opt to have coverage through a spouse or other coverage from an outside source are eligible to select a payment in lieu of health coverage through the Village of Little Chute. Regular full-time employees who are on family plans will be paid \$4800 and \$2400 a year for the single plan. Regular part-time employees that work at least 29 hours per week will receive \$3600 per year for the family plan and \$1800 for the single plan. Administrator Fenlon stated to be eligible the employee must provide evidence of other health insurance coverage and participation on this program is only available during the open enrollment period unless there is a life event.

*Moved by Trustee Elrick, seconded by Trustee Peterson to allow Village employees to Opt-Out of the Village’s Healthcare Plan.*

Ayes 6, Nays 1, (Smith) – Motion Carried

**Department and Officers Progress Reports**

Departments and Officers provided progress reports to the Board.

**Disbursement List**

*Moved by Trustee Peerenboom, seconded by Trustee Van Lankvelt to Approve the Vouchers and Authorize the Finance Director to pay all vendors.*

Ayes 6, Nays 0, Abstain 1 (Elrick) – Motion Carried

**Call for Unfinished Business**

None

**Items for Future Agendas**

None

**Closed Session:**

a) 19.85(1)(e) Wis. Stats. 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. *Bargaining/Negotiations*

*Moved by Trustee Smith, seconded by Trustee Elrick to Enter into Closed Session*

Ayes 7, Nays 0 – Motion Carried

b) 19.85(1) (c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Personnel Matter*

*Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to Enter into Closed Session*

Ayes 7, Nays 0 – Motion Carried

**Return to Open Session**

*Moved by Trustee Peterson, seconded by Trustee Elrick to Enter into Open Session*

Ayes 7, Nays 0 – Motion Carried

**Adjournment**

*Moved by Trustee Peterson, seconded by Trustee Elrick to Adjourn the Regular Board Meeting at 10:11 p.m.*

Ayes 7, Nays 0 - Motion Carried

**VILLAGE OF LITTLE CHUTE**

By: \_\_\_\_\_  
Michael R. Vanden Berg, Village President

Attest: \_\_\_\_\_  
Laurie Decker, Village Clerk

**VILLAGE OF LITTLE CHUTE  
RESOLUTION NO. 33, SERIES OF 2015**

**HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT  
CLEARWATER SUSTAINABILITY PROGRAM RESOLUTION**

**WHEREAS**, it is a requirement of the Heart of the Valley Metropolitan Sewerage District's Ordinance 11 and Memorandum 8.2 and the Clearwater Sustainability Program to file an annual report to inform the district on the Village's efforts toward maintaining a sustainable level of inflow and infiltration;

**WHEREAS**, it is necessary to acknowledge that the governing body has reviewed the annual report;

**BE IT THEREFORE RESOLVED**, by the Village Board of the Village of Little Chute that the following recommendations or actions will be taken to address or correct problems/deficiencies of the wastewater collection system as identified in the Annual Report:

- (1) The Village will endeavor to reduce I/I in its collection system
- (2) The Village will continue to rehabilitation and repair of the sanitary collection to provide reliable service to its residents

Date Introduced, approved and adopted: October 28, 2015

**Village of Little Chute**

By: \_\_\_\_\_  
Michael R. Vanden Berg, Village President

By: \_\_\_\_\_  
Laurie Decker, Village Clerk

Village of Little Chute  
Department of Public Works

**REQUEST FOR BOARD'S CONSIDERATION**

ITEM DESCRIPTION: Clearwater Sustainability Program Annual Report

REPORT PREPARED BY: Roy Van Gheem *RJG*

REPORT DATE: October 15, 2015

**ADMINISTRATOR'S REVIEW / COMMENTS:**

No additional comments to this report \_\_\_\_\_

See additional comments attached \_\_\_\_\_

**EXPLANATION**

All member Communities of the Heart of the Valley Metropolitan Sewerage District (HOVMSD) are required, by District Ordinance 11 (CMOM) and Memorandum 8.2 and the Clearwater Sustainability Program, to provide the district with an annual report by October 31<sup>st</sup> of each year. The intent of the annual report is to update the District on an individual community's efforts toward maintaining a sustainable level of inflow and infiltration.

**Annual Report**

The report generally include five components:

1. Compliance Maintenance Annual Report (CMAR) as submitted to the Wisconsin Department of Natural Resources (WDNR)
2. WDNR response to the CMAR
3. Summary of construction and non-construction inflow/infiltration reduction projects
4. Local ordinance changes related to inflow/infiltration
5. Capacity, Management, Operation and Maintenance (CMOM) updates or changes

**Governing Body Resolution**

The annual report is a communication tool between HOVMSD and its member communities. Therefore, the governing body of each HOVMSD member community must review each year's annual report and pass a resolution regarding it. The resolution should be included in the transmittal of the annual report to HOVMSD.

Attached please find the annual report and supporting data for 2014 and 2015. Also attached is the required resolution.

**RECOMMENDATION:**

Review the report and if it is satisfactory, pass the resolution.

To: Roy Van Gheem, Director of Public Works  
From: Tim Paulson, Engineering Aide

Date 4-15-15

I&I Update-2014

The following information details the size, lineal feet and location of sanitary main relay completed in 2014:

• 12" main	1459.5 LF	Riverside dr.
• 12" main	182.0 LF	Fillmore St.
<b>Total</b>	<b>1641.5 LF</b>	
• 8" main	15.0 LF	Violet Ln.
• 8" main	557.0 LF	Riverside Dr.
• 8" main	325.0 LF	Meadow Ln.
• 8" main	163.0 LF	Hayes St.
<b>Total</b>	<b>1060.0 LF</b>	

The following information details vertical feet, quantity and location of 48' diameter sanitary manholes installed in 2014

• 23.50 VF	2 EA	Kelly St.
• 98.75 VF	6 EA	Riverside Dr.
• 22.29 VF	2 EA	Meadow Ln.
• 14.50 VF	1 EA	Fillmore St.
• 9.17 VF	1 EA	Hayes St.
<b>Total</b>	<b>168.21 VF</b>	

The following information details lineal feet, quantity and location of sanitary laterals replaced in 2014

• 2357.5 LF	33 full or partial replacements	Riverside Dr.
• 188.0 LF	2 full replacements	Meadow Ln.
• 75.0 LF	1 full replacement	Hayes St.
• 137.0 LF	2 full replacements	Fillmore St.
<b>Total</b>	<b>2757.5 LF</b>	

- Additional 17 sanitary laterals abandon on Riverside Dr.
- Additional 2 sanitary laterals abandon on Meadow Ln.

The following information details size, lineal feet and location of storm sewer main relayed in 2014:

• 12" main	28.5 LF	Kelly St.
• 12" main	836.0 LF	Violet Ln.
• 12" main	2083.5 LF	Riverside Dr.
• 12" main	321.0 LF	Meadow Ln.
• 12" main	40.5 LF	Fillmore St.
• 12" main	209.5 LF	Hayes St.
<b>Total</b>	<b>3519.0 LF</b>	

• 15" main	25.5 LF	Violet Ln.
• 15" main	213.5 LF	Riverside Dr.
• 15" main	51.5 LF	Meadow Ln.
• 15" main	200.0 LF	Fillmore St.
• 15" main	25.0 LF	Hayes St.
<b>Total</b>	<b>515.5 LF</b>	
• 18" main	645.0 LF	Violet Ln.
• 18" main	574.0 LF	Riverside Dr.
<b>Total</b>	<b>1219.0 LF</b>	
• 24" main	363.0 LF	Violet Ln.
• 24" main	561.0 LF	Riverside Dr.
<b>Total</b>	<b>924.0 LF</b>	
• 27" main	157.0 LF	Violet Ln.

The following information details diameter, vertical feet, quantity and location of storm manholes installed in 2014:

• 48" dia.	34.40 VF	6 EA	Violet Ln.
• 48" dia.	108.30 VF	13 EA	Riverside Dr.
• 48" dia.	8.82 VF	2 EA	Meadow Ln.
• 48" dia.	10.20 VF	2 EA	Fillmore St.
• 48" dia.	9.30 VF	2 EA	Hayes St.
<b>Total</b>	<b>171.02 VF</b>		
• 60" dia.	22.40 VF	4 EA	Violet Ln.
• 60" dia.	17.60 VF	3 EA	Riverside Dr.
<b>Total</b>	<b>40.00 VF</b>		
• 84" dia.	6.75 VF		Violet Ln.

The following information details size, lineal feet, quantity and location of storm laterals installed in 2014:

• 4" lateral	782.0 LF	22 laterals	Violet Ln.
• 4" lateral	1227.5 LF	36 laterals	Riverside Dr.
• 4" lateral	52.5 LF	2 laterals	Meadow Ln.
• 4" lateral	48.5 LF	2 laterals	Fillmore St.
• 4" lateral	45.0 LF	2 laterals	Hayes St.
<b>Totals</b>	<b>2155.5 LF</b>	<b>64 laterals to 62 parcels</b>	



To: Roy Van Gheem, Director of Public works  
From: Tim Paulson, Engineering aide

Date 4-15-15 Revised 10-8-15

Proposed I&I Update 2015

The following information details the size, lineal feet and location of the sanitary main proposed to be relayed in 2015:

- |              |                  |                         |
|--------------|------------------|-------------------------|
| • 12" main   | 456.0 LF         | Fox Valley Tool and Die |
| • 12" main   | 1162.0 LF        | Fillmore St.            |
| <b>Total</b> | <b>1618.0 LF</b> |                         |
| • 8" main    | 677.0 LF         | Greenfield Dr.          |
| • 8" main    | 398.0 LF         | Grant St.               |
| • 8" main    | 755.0 LF         | Fullview Dr.            |
| • 8" main    | 1204.0 LF        | Taylor St.              |
| <b>Total</b> | <b>3034.0 LF</b> |                         |

The following information details vertical feet, quantity and location of new 48 inch diameter sanitary manholes proposed to replace existing sanitary manholes in 2015:

- |              |                  |                         |
|--------------|------------------|-------------------------|
| • 21.03 VF   | 2 EA             | Fox Valley Tool and Die |
| • 47.91 VF   | 3 EA             | Fillmore St.            |
| • 27.45 VF   | 2 EA             | Greenfield Dr.          |
| • 17.90 VF   | 2 EA             | Fullview Dr.            |
| • 70.33 VF   | 4 EA             | Taylor St.              |
| <b>Total</b> | <b>184.62 VF</b> |                         |

The following information details the lineal feet, quantity and location of sanitary laterals proposed to be replaced in 2015:

- |           |                                 |              |
|-----------|---------------------------------|--------------|
| • 1520 LF | 23 full or partial replacements | Fillmore St. |
| • 300 LF  | 5 full or partial replacements  | Greenfield   |
| • 216 LF  | 6 full or partial replacements  | Taylor       |

The following information details the size, lineal feet and location of storm main proposed to be relayed in 2015:

- |                |                  |                            |
|----------------|------------------|----------------------------|
| • 12" main     | 306.0 LF         | Fillmore St.               |
| • 12" main     | 298.0 LF         | Greenfield Dr.             |
| • 12" main     | 178.0 LF         | Buchanan Storm Interceptor |
| • <b>Total</b> | <b>782.0 LF</b>  |                            |
| • 15" main     | 1108.0 LF        | Fillmore St.               |
| • 15" main     | 476.0 LF         | Greenfield Dr.             |
| <b>Total</b>   | <b>1584.0 LF</b> |                            |
| • 18" main     | 245.0 LF         | Buchanan Storm Interceptor |

- 24" main      174.0 LF      Buchanan Storm Interceptor
- 30" main      78.0 LF      Nixon St.
- 30" main      385.0 LF      Buchanan Storm Interceptor
- Total**      **463.0 LF**
  
- 36" main      518.0 LF      Nixon St.
- 42" main      999.0 LF      Eisenhower Dr.
- 42" main      550.0 LF      Nixon St.
- Total**      **1549.0 LF**
  
- 54" main      641.0 LF      Cherryvale Ave.
  
- 60" main      2872.0 LF      Buchanan Storm Interceptor

The following information details diameter, vertical feet, quantity and location of storm manholes proposed to be installed in 2015:

- 4' dia.      24.49 VF      5 EA      Fillmore St.
- 4' dia.      37.80 VF      6 EA      Greenfield Dr.
- 4' dia.      59.85 VF      7 EA      Buchanan Storm Interceptor
- Total**      **122.14 VF**
  
- 6' dia.      33.52 VF      3 EA      Eisenhower Dr.
- 6' dia.      38.04 VF      4 EA      Nixon St.
- 6' dia.      33.60 VF      2 EA      Buchanan Storm Interceptor
- Total**      **105.16 VF**
  
- 8' dia.      11.75 VF      1 EA      Eisenhower Dr.
- 8' box      44.47 VF      3 EA      Buchanan Storm Interceptor
- Total**      **56.22 VF**
  
- 9' dia.      21.30 VF      2 EA      Cherryvale Ave.

The following information details the size, lineal feet, quantity and location of storm laterals proposed to be installed in 2015:

- 4" lateral      60.0 LF      2 EA      Greenfield Dr.
- 4" lateral      501.0 LF      16 EA      Fillmore St.
- 4" lateral      504.0 LF      13 EA      Buchanan Storm Interceptor
- Total**      **1065.0 LF**
  
- 6" lateral      30.0 LF      1 EA      Greenfield Dr.

The following information details the size and lineal feet of sanitary main installed in 2015 as part of a new sanitary system in the Crosswind Estates subdivision:

- 8" main      3043.0 LF

The following information details the vertical feet and quantity of 4 foot diameter sanitary manholes installed as part of a new sanitary system in the Crosswind Estates subdivision in 2015:

- 182.00 vertical feet                      14 EA

The following information details the size, lineal feet and quantity of sanitary laterals installed in 2015 as part of a new sanitary system in the Crosswind Estates subdivision:

- 4" lateral                      2427.0 LF                      52 EA
- 6" lateral                      33.0 LF                        1 EA

The following information details the size and lineal feet of storm main installed in 2015 as part of a new storm system in the Crosswind Estates subdivision:

- 12" main                      718.0 LF
- 15" main                      420.0 LF
- 18" main                      157.0 LF
- 24" main                      205.0 LF
- 30" main                      375.0 LF
- 36" main                      1117.0 LF
- 42" main                      398.0 LF
- 48" main                      605.0 LF

The following information details the diameter, vertical feet and quantity of storm manholes installed in 2015 as part of a new storm system in the Crosswind Estates subdivision:

- 48" dia.                      43.00 VF                      7 EA
- 60" dia.                      6.00 VF                        1 EA
- 72" dia.                      45.00 VF                      6 EA
- 84" dia.                      36.00 VF                      4 EA
- 96" dia.                      25.00 VF                      3 EA
- 108" dia.                      10.00 VF                      1 EA

The following information details the lineal feet and number of parcels served with new 4 inch storm laterals in the Crosswind Estates subdivision in 2015:

- 2557.0 LF                      52 laterals

**Totals (Crosswind Estates not included)**

**Sanitary Main 4652 LF**

**Sanitary Manholes 184.62 VF =13**

**Sanitary Laterals 2036 LF= 34 Parcels**

**Storm Main 8828 LF**

**Storm Manholes 304.82 VF=33**

**Storm Laterals 1095 LF=32 Parcels**

**Totals Crosswind Estates**

**Sanitary Main 3043 LF**

**Sanitary Manholes 182.00 VF=14**

**Sanitary Laterals 2460 LF=53 Parcels**

**Storm Main 3995 LF**

**Storm Manholes 165.00 VF=22**

**Storm Laterals 2557 LF=52 Parcels**

# Compliance Maintenance Annual Report

Little Chute Village

Last Updated: Reporting For:  
8/25/2015 2014

## Financial Management

1. Provider of Financial Information  
 Name:   
 Telephone:  (XXX) XXX-XXXX  
 E-Mail Address (optional):

2. Treatment Works Operating Revenues  
 2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?  
 Yes (0 points)  
 No (40 points)  
 If No, please explain:  
  
 2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?  
 Year:   
 0-2 years ago (0 points)  
 3 or more years ago (20 points)  
 N/A (private facility)  
 2.3 Did you have a special account (e.g., CWF required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?  
 Yes (0 points)  
 No (40 points)

0

**REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]**

3. Equipment Replacement Funds  
 3.1 When was the Equipment Replacement Fund last reviewed and/or revised?  
 Year:   
 1-2 years ago (0 points)  
 3 or more years ago (20 points)  
 N/A  
 If N/A, please explain:  
  
 3.2 Equipment Replacement Fund Activity

<b>3.2.1 Ending Balance Reported on Last Year's CMAR</b>	\$	<input type="text" value="189,000.00"/>
3.2.2 Adjustments - if necessary (e.g. earned Interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input type="text" value="0.00"/>
<b>3.2.3 Adjusted January 1st Beginning Balance</b>	\$	<input type="text" value="189,000.00"/>
3.2.4 Additions to Fund (e.g. portion of User Fee, earned Interest, etc.)	\$	<input type="text" value="10,000.00"/>
3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)	\$	<input type="text" value="0.00"/>
<b>3.2.6 Ending Balance as of December 31st for CMAR Reporting Year</b>	\$	<input type="text" value="199,000.00"/>

# Compliance Maintenance Annual Report

Little Chute Village

Last Updated: Reporting For:  
8/25/2015 **2014**

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund? \$

Please note: If you had a CWFPP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the HELP link under Info in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

## 4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Replacement of sanitary sewer mains	307700	2015
2	Replacement of sanitary sewer mains	672400	2016
3	Replacement of sanitary sewer mains	547400	2017
4	Replacement of sanitary sewer mains	117800	2018
5	Replacement of sanitary sewer mains	385100	2019

## 5. Financial Management General Comments

O&M supported by user fees. Debt service fully supported by user fees. Annual budget approved by Village Board, Annual audit performed

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Little Chute Village

Last Updated: Reporting For:  
8/25/2015 2014

## Sanitary Sewer Collection Systems

### 1. CMOM Program

1.1 Do you have a Capacity, Management, Operation & Maintenance (CMOM) requirement in your WPDES permit?

- Yes
- No

1.2 Did you have a documented (written records/files, computer files, video tapes, etc.) sanitary sewer collection system operation & maintenance (O&M) or CMOM program last calendar year?

- Yes (Continue with question 1)
- No (30 points) (Go to question 2)

1.3 Check the elements listed below that are included in your O&M or CMOM program.

Goals

Describe the specific goals you have for your collection system:

It is the goal of the Village of Little Chute to continue televising and inspection every sewer main and laterals in areas identified for major street reconstruction/rehabilitation work. During street construction, we are replacing manhole frames and covers to ensure tight fits and as well as installing an internal chimney boot to seal out ground water and eliminate I&I entry points. The Village continues to explore viable options to address I&I problems in the mains but also I&I associated with private laterals. The Public Works Department will continue to perform sewer cleaning, manhole inspections and maintenance on 25% of the sewer system each year.

Organization

Do you have the following written organizational elements (check only those that apply)?

- Ownership and governing body description
- Organizational chart
- Personnel and position descriptions
- Internal communication procedures
- Public information and education program

Legal Authority

Do you have the legal authority for the following (check only those that apply)?

- Sewer use ordinance Last Revised Date (MM/DD/YYYY)
- Pretreatment/industrial control Programs
- Fat, oil and grease control
- Illicit discharges (commercial, industrial)
- Private property clear water (sump pumps, roof or foundation drains, etc.)
- Private lateral inspections/repairs
- Service and management agreements

Maintenance Activities (provide details in question 2)

Design and Performance Provisions

How do you ensure that your sewer system is designed and constructed properly?

- State plumbing code
- DNR NR 110 standards
- Local municipal code requirements
- Construction, inspection, and testing
- Others:

Overflow Emergency Response Plan:

Does your emergency response capability include (check only those that apply)?

- Alarm system and routine testing
- Emergency equipment

# Compliance Maintenance Annual Report

Little Chute Village

Last Updated: Reporting For:  
8/25/2015 2014

Emergency procedures  
 Communications/notifications (DNR, internal, public, media, etc.)  
 Capacity Assurance:  
 How well do you know your sewer system? Do you have the following?  
 Current and up-to-date sewer map  
 Sewer system plans and specifications  
 Manhole location map  
 Lift station pump and wet well capacity information  
 Lift station O&M manuals  
 Within your sewer system have you identified the following?  
 Areas with flat sewers  
 Areas with surcharging  
 Areas with bottlenecks or constrictions  
 Areas with chronic basement backups or SSOs  
 Areas with excess debris, solids, or grease accumulation  
 Areas with heavy root growth  
 Areas with excessive infiltration/inflow (I/I)  
 Sewers with severe defects that affect flow capacity  
 Adequacy of capacity for new connections  
 Lift station capacity and/or pumping problems  
 Annual Self-Auditing of your O&M/CMOM Program to ensure above components are being implemented, evaluated, and re-prioritized as needed  
 Special Studies Last Year (check only those that apply):  
 Infiltration/Inflow (I/I) Analysis  
 Sewer System Evaluation Survey (SSES)  
 Sewer Evaluation and Capacity Management Plan (SECAP)  
 Lift Station Evaluation Report  
 Others:

0

## 2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	50	% of system/year
Root removal	0	% of system/year
Flow monitoring	100	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	1.74	% of system/year
Manhole inspections	75	% of system/year
Lift station O&M	0	# per L.S./year
Manhole rehabilitation	1.36	% of manholes rehabbed
Mainline rehabilitation	.94	% of sewer lines rehabbed
Private sewer inspections	1.95	% of system/year
Private sewer I/I removal		



# Compliance Maintenance Annual Report

Little Chute Village

Last Updated: Reporting For:  
8/25/2015 2014

.93 % of private services

Please include additional comments about your sanitary sewer collection system below:

### 3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="29.34"/>	Total actual amount of precipitation last year in inches
<input type="text" value="31.1"/>	Annual average precipitation (for your location)
<input type="text" value="55.1"/>	Miles of sanitary sewer
<input type="text" value="0"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="0"/>	Number of complaints
<input type="text" value="1.395658"/>	Average daily flow in MGD (if available)
<input type="text" value="5.993000"/>	Peak monthly flow in MGD (if available)
<input type="text" value="5.505120"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="NaN"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.00"/>	Complaints (number/sewer mile)
<input type="text" value="4.3"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="3.9"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

### 4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED **			
Date	Location	Cause	Estimated Volume (MG)
None reported			

\*\* If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

### 5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- Yes
- No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- Yes
- No

If Yes, please describe:

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<p>5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:</p> <p>The private lateral and sewer main reconstruction projects have eliminated I/I in those areas.</p> <p>5.4 What is being done to address infiltration/inflow in your collection system?</p> <p>The Village continues to routinely inspect sanitary manholes, televise mains and private laterals for I/I. During major street construction defective private laterals and mains will be replaced.</p>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>Total Points Generated</b>	<b>0</b>
<b>Score (100 - Total Points Generated)</b>	<b>100</b>
<b>Section Grade</b>	<b>A</b>

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## Resolution or Owner's Statement

Name of Governing  
Body or Owner:

Village of Little Chute

Date of Resolution or  
Action Taken:

2015-08-19

Resolution Number:

24

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F. Regardless of grade, required for Collection Systems if SSOs were reported):

**Financial Management: Grade = A**

**Collection Systems: Grade = A**

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS (Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4

The Village of Little Chute will continue to monitor and address I/I in their sanitary sewer system.

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## Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
<b>TOTALS</b>			<b>4</b>	<b>16</b>
<b>GRADE POINT AVERAGE (GPA) = 4</b>				

### Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

# Fox Valley Metro Police Department

## Monthly Report



### September 2015

	This Month	This Month Last Year	% Change	Year to Date	Last Year to Date	% Change
Total # of Incidents	934	882	6%	9189	9226	0%
Citizen Generated	521	460	13%	4603	4371	5%
Officer Initiated	414	422	-2%	4174	4329	-4%
Citizen Contacts	303	305	-1%	3447	3166	9%
Traffic Citations	134	146	-8%	1352	1368	-1%
Speeding	13	10	30%	128	89	44%
Seatbelt	24	17	41%	235	298	-21%
OWI	7	14	-50%	96	78	23%
Ordinance Summons	36	32	13%	389	357	9%
UA Drinking	9	14	-36%	113	95	19%
Parking Tickets	24	14	71%	1127	741	52%
Warrant Pick Ups	8	3	167%	42	25	68%

	This Month	This Month Last Year	% Change	Year to Date	Last Year to Date	% Change
Adult Criminal Referrals	25	19	32%	197	144	37%
Juvenile Criminal Referrals	3	1	200%	204	50	308%
Offense Reports (CAD)	889	934	-5%	7114	4454	60%
Narratives	81	130	-38%	1136	973	17%