



Village of

Little Chute

AGENDA

VILLAGE OF LITTLE CHUTE UTILITY COMMISSION MEETING

PLACE: Little Chute Village Hall, Board Room

DATE: Tuesday, February 21, 2017

TIME: 6:00 p.m.

- A. Call to Order
- B. Roll Call
- C. Public Appearance for Items Not on the Agenda

1. Approval of Minutes
Utility Commission Minutes of January 17, 2017
2. Presentation—2014-2016 Urban Nonpoint Source and Storm Water Program Planning Grant Summary Report by Aaron Breitenfeldt with Robert E. Lee and Associates, Inc.
3. Discussion—Additional Category B User Fee For Ammonia
4. Action—Private Well Permit Approval
5. Progress Reports
 - a. MCO Operations Update
 - b. Director of Public Works
 - c. Finance Director
6. Approval of Vouchers
7. Unfinished Business
8. Items for Future Agenda
9. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting should be made with as much advance notice as possible to the Clerk's Office at 108 West Main Street, (920) 423-3852
Prepared: February 15, 2017

MINUTES OF THE UTILITY COMMISSION MEETING – JANUARY 17, 2017

Call to Order

The Utility Commission meeting was called to order at 6:00 P.M. by Kevin Coffey, Chair

Roll Call

PRESENT: Kevin Coffey, Chair
Mark Gloudemans
Tim Wegand
Michael Vanden Berg
EXCUSED: Tim Bevers
Jessica Schultz

ALSO PRESENT: Village Administrator James Fenlon, Finance Director Teri Matheny, Director of Public Works Jeff Elrick, MCO Rep. Jerry Verstegen

Public Appearance for Items Not on the Agenda

None

Approval of Minutes

Moved by M. Gloudemans, seconded by T. Wegand to Approve the Minutes of December 6, 2016 as presented

All Ayes – Motion Carried

Action—Well Permit Application Form

Moved by K. Coffey, seconded by M. Gloudemans to Approve the Private Well Permit Form as Presented

All Ayes – Motion Carried

Action—Well Notice for Abandonment Form

Jerry Verstegen from MCO noted that for all wells, where the owner is not completing a Private Well Permit, the Private Well Abandonment Notice will need to be completed. The well needs to be abandoned one year from the date of the notice.

Moved by M. Gloudemans, seconded by T. Wegand to Approve the Private Well Abandonment Notice Form

All Ayes – Motion Carried

Action—Water System Evaluation and Plan

Jerry Verstegen from MCO noted that in the fall of 2016 there was a capacity issue presented to this commission. For a fee of \$12,400, McMahon will develop a written plan of the capacity of the existing facilities to meet current and future community's water needs.

Moved by K. Coffey, seconded by M. Gloudemans to Approve McMahon Water System Evaluation and Plan Agreement for Professional Services not to exceed \$12,400

All Ayes – Motion Carried

Action—Financing Administration for Safe Drinking Water

Director Matheny presented the proposal from McMahon to provide professional services for the financing of the Safe Drinking Water Loan for the Pumphouse #1 Improvement Project. This is needed to make sure the village is meeting all qualifications of the Safe Drinking Water application.

Moved by M. Gloudemans, seconded by T. Wegand to Approve McMahon for Professional Services for the Safe Drinking Water Program in the Amount of \$8,300.

All Ayes – Motion Carried

Discussion—Ammonia Update

Director Elrick gave an Update on the Ammonia issue. Currently staff is gathering ordinances from other communities on this issue to determine how they will proceed. Will bill Ammonia based on a customer exceeding a specified average mg per liter. A procedure will be in place to test new commercial businesses. Currently, there is one commercial customer in violation and, although back charging is an option, it was decided to start with the current year.

Discussion—Update on Well #1

Jerry Verstegen from MCO provided an update on Well #1. The DNR said that part of this project can go under the Safe Drinking Water funding, but not the chemical pumps. We cannot do a change order for some of the additional items that are now going to be included, but rather need to go out for bid. February 8 is the preconstruction meeting and after this meeting there will a schedule of dates. Looking to start this at the end of March or beginning of April.

Action—Well #1 Rehabilitation Project—Design, Bidding and Construction Administration Services

Moved by K. Coffey, seconded by T. Bevers to Approve the Agreement for Professional Services from McMahon for Well #1 Pumping Equipment Rehabilitation Project Design, Bidding and Construction Administration with the numbers they provided less the \$4,000 for Construction Administration Services

All Ayes – Motion Carried

Progress Reports**MCO Operations Update**

Jerry Verstegen gave an update for current, past and ongoing Water Department projects and areas of concern. There was a transmission line break from Well #3 to Jefferson Street Pumphouse #2 and the repairs have been done. Due to the storm water project there were several shut down and moving of a water main. The meter changes were completed for 2016.

Director of Public Works

Public Works Director Elrick stated that the MS4 Report is due on March 31 to the DNR. The storm sewer on Bohm Dr. is going well. The Municipal Services building has started. The Industrial Park Pond has been pumped down for Hietpas & Sons, Inc. for the storm sewer project. The snow and ice is keeping the department busy. The sanitary sewers will be cleaned when things lighten up.

Finance Director

Finance Director Matheny touched base with Ehlers for the rate study. The mission is to get the water utility closed by the end of February.

Approval of Vouchers

Moved by K. Coffey, seconded by M. Gloudemans to Approve and Authorize payment of the vouchers and draw from the respective funds

All Ayes – Motion Carried

Unfinished Business

The Village Engineer will assist with the Robert E. Lee presentation next month. The document is very large so a link to the document will be sent. Engineering is also working on the 60 inch storm sewer in the Industrial Park. A new engineer is starting in January and will be involved with finalizing the design of Harvest Trail. Engineering is also working on the kayak launch, Crosswinds and Scannell utilities.

Items for Future Agenda

Rate Case, Landfill

Adjournment

Moved by T. Wegand, seconded by M. Gloudemans to Adjourn the meeting at 7:01 p.m.

All Ayes – Motion Carried

VILLAGE OF LITTLE CHUTE

Attest: Laurie Decker, Village Clerk

By: Kevin Coffey, Chair

Village of Little Chute
Department of Public Works

REQUEST FOR BOARD'S CONSIDERATION

ITEM DESCRIPTION:	Additional category B user fee for ammonia
REPORT PREPARED BY:	Jeff Elrick <i>JE</i>
REPORT DATE:	3/15/2017
ADMINISTRATOR'S REVIEW / COMMENTS:	
No additional comments to this report: _____	
See additional comments attached: _____	
EXPLANATION: In 2016 the Village has notice a rise in ammonia-nitrogen in the billing from Heart of the Valley Metropolitan Sewerage District (see attachment) to the extent that the cost to treat ammonia equals or is greater than treating any other parameters that the Village charges commercial customers who test their wastewater quarterly. The cost for ammonia-nitrogen that we are billed from HOVMSD is \$1.625 per unit. January bill is 13,676.91 lbs x \$1.625 = \$22,224.98	
Presently the Village uses Category A and Category B for sanitary sewer charges; Category A which is defined as normal domestic wastewater having concentrations of biochemical oxygen demand (BOD) no greater than 180 mg/l, suspended solids no greater than 250 mg/l, and phosphorus no greater than eight mg/l. The user charge for Category A wastewater is the volume charge set by the village board.	
Category B which is defined as wastewater having concentrations of BOD greater than 180 mg/l, suspended solids greater than 250 mg/l, and/or phosphorus greater than eight mg/l. The minimum Category B charge will be based on a concentration of not less than 180 mg/l for BOD, 250 mg/l for suspended solids, and eight mg/l for phosphorus.	
Present formula for billing is; $R = (V \times R_V) + 0.00834V [B \times R_B] + (S \times R_S) + (P \times R_P)$	
Ammonia was never included in the formula for Category B users. Not sure why it wasn't included, possible low cost for treatment and/or low volume.	
If the board would like to include ammonia-nitrogen to the present category B charges the ordinance would need to be changed. Below is parts of section 34 of the village ordinance with possible changes. If we include ammonia-nitrogen with (concentration minus 35 mg/l = A) to the formula;	
$R = (V \times R_V) + 0.00834V [B \times R_B] + (S \times R_S) + (A \times R_A) + (P \times R_P)$. Domestic sewage has an average of 30 to 40 mg/l of ammonia-nitrogen.	
Category A which is defined as normal domestic wastewater having concentrations of biochemical oxygen demand (BOD) no greater than 180 mg/l, suspended solids no greater than 250 mg/l, ammonia-nitrogen no greater than 35 mg/l and phosphorus no greater than eight mg/l. The user charge for Category A wastewater is the volume charge set by the village board.	

Category B which is defined as wastewater having concentrations of BOD greater than 180 mg/l, suspended solids greater than 250 mg/l, **ammonia-nitrogen greater than 35 mg/l** and/or phosphorus greater than eight mg/l. The minimum Category B charge will be based on a concentration of not less than 180 mg/l for BOD, 250 mg/l for suspended solids, **ammonia-nitrogen 35 mg/l** and eight mg/l for phosphorus.

New formula for billing is; $R = (V \times R_V) + 0.00834V [B \times R_B] + (S \times R_S) + (A \times R_A) + (P \times R_P)$.

Items to be discussed:

1. Wastewater testing done at least monthly to have more accurate information for billing. Presently there are 4 sewer customers that are testing.
2. Random testing by the village at owner's expense.
3. New commercial customers required to test their wastewater monthly for a period of time, possible six months to a year to see if they fall into category A with a volume charge or category B which they will need to continue monthly testing.
4. Back charging customers for ammonia discharged. Only one customer has information on ammonia discharged from prior months?

RECOMMENDATION: Discussion

Village of Little Chute
Department of Public Works

REQUEST FOR WATER COMMISSION'S CONSIDERATION

ITEM DESCRIPTION: Private Well Permit Approval

REPORT PREPARED BY: Jerry Verstegen

REPORT DATE: February 15, 2017

PUBLIC WORKS DIRECTOR'S/ADMINISTRATOR'S REVIEW / COMMENTS:

No additional comments to this report _____

See additional comments attached _____

EXPLANATION: Review/Approve 5-year Private Well Permits

RECOMMENDATION: All permits meet Water Department requirements, recommend approval of all Private Well Permits

VILLAGE OF LITTLE CHUTE PRIVATE WELL PERMIT

Date:

2/10/17

Permit Expires:

Owner

Address

Owner Phone #

Roman Salm RDM/VIG Development
3100 French Rd
Pat



WI Well #:

Location of Well:

In Driveway

Description of use:

Irrigation

Bacteriological Safe Sample Date:

1-2017

Certified by Licensed Well Driller (every 10 years):

1-2017

Cross-Connection Survey Date:

Permit Cost is \$100 per year

NR 810.16 Local well regulation program. Water suppliers for municipal water systems and communities served by a municipal water system, shall implement a program for the regulation of wells which are not part of the municipal water system and are located on premises served by the municipal water system. Regulation is required to prevent unused, unsafe and noncomplying wells from acting as vertical conduits for aquifer contamination or as sources of unsafe water that could enter the public water system through cross connections. Implementation shall be by local ordinance or utility rule. The ordinance or rule shall include:

- (1) A requirement that all water supply wells that do not have valid operational permits issued pursuant to sub. (2), wells which are not routinely used, wells which are in noncompliance with Ch. NR 812, or wells which test bacteriologically unsafe, shall be properly sealed and abandoned in accordance with Ch. NR 812 by an established date not to exceed one year from date of connection to the public system, or date of discovery or construction.
- (2) Provisions for a well operation permit renewable not less frequently than every 5 years that will allow retention and operation of wells which are safe and in compliance with Ch. NR 812 with the limitation that the well shall be functional and the owner shall demonstrate a need for use. The permit shall require:
 - (a) That a minimum of one safe sample taken prior to issuing or reissuing the permit to establish that the water is bacti safe.
 - (b) The well and pump system be evaluated by licensed well driller or pump installer and certified to comply with NR 812 sub. IV, no less than every 10 years.
 - (c) Prohibition of unapproved cross-connection between any private well and pump installation and the municipal water system

Owner Signature:

Water Department Signature:

Water Commission Chair Signature:

VILLAGE OF LITTLE CHUTE PRIVATE WELL PERMIT

Date:

2/10/17

Permit Expires:

Owner

Address

Owner Phone #

Altegott Trust (Park)
1125 W. Main
Harry (920) 535-2765



WI Well #:

Location of Well:

Pump House

Description of use:

Irrigation

Bacteriological Safe Sample Date:

1-2017

Certified by Licensed Well Driller (every 10 years):

Cross-Connection Survey Date:

1-2017

Permit Cost is \$100 per year

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Owner Signature:

Harry Altegott Jr

Water Department Signature:

Water Commission Chair Signature:

VILLAGE OF LITTLE CHUTE PRIVATE WELL PERMIT

Date:

2/10/17

Permit Expires:

February 2022

Owner

Agropur Foods

Address

3500 E. Destination Dr.

Owner Phone #

WI Well #:

East side of Property

Location of Well:

Non Contact Cooling Water

Bacteriological Safe Sample Date:

1-2017

Certified by Licensed Well Driller (every 10 years):

Cross-Connection Survey Date:

1-2017



Permit Cost is \$100 per year

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Owner Signature:

Agropur By R. Johnson Platley
Cliff

Water Department Signature:

Water Commission Chair Signature:

VILLAGE OF LITTLE CHUTE PRIVATE WELL PERMIT

Date:

2-9-17

Permit Expires:

Owner

Address

Owner Phone #

Gwen Miller
79 Fox Pt.
(920) 731-4277



WI Well #:

Location of Well:

79 Fox Point (west side)

Description of use:

Irrigation

Bacteriological Safe Sample Date:

8 Feb 2017

Certified by Licensed Well Driller (every 10 years):

Cross-Connection Survey Date:

1-2017

Permit Cost is \$100 per year

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Owner Signature:

Gwen E. Miller
Clerk

Water Department Signature:

Water Commission Chair Signature:

VILLAGE OF LITTLE CHUTE PRIVATE WELL PERMIT

Date:

2/10/17

Permit Expires:

Owner

Address

Owner Phone #

Baeten Rev Liv Trust
1401 E. Evergreen (Office)
(920) 687-3100



WI Well #:

Location of Well:

In Shop

Description of use:

Irrigation

Bacteriological Safe Sample Date:

1-2017

Certified by Licensed Well Driller (every 10 years):

Cross-Connection Survey Date:

1-2017

Permit Cost is \$100 per year

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Owner Signature:

Dale T Baeten

Water Department Signature:

Jay D. S.

Water Commission Chair Signature:

VILLAGE OF LITTLE CHUTE PRIVATE WELL PERMIT

Date:

2/10/17

Permit Expires:

Owner

Address

Owner Phone #

Baeten Rev Lv Trust
1401 E. Evergreen (Irrigation)
(920) 687-3100



WI Well #:

Location of Well:

Pump House

Description of use:

Irrigation

Bacteriological Safe Sample Date:

1-2017

Certified by Licensed Well Driller (every 10 years):

Cross-Connection Survey Date:

1-2017

Permit Cost is \$100 per year

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Owner Signature:

Dale ~ Baeten

Water Department Signature:

Dale

Water Commission Chair Signature:



MIDWEST CONTRACT OPERATIONS, INC.
P.O. BOX 418 MENASHA, WI 54952-0418

Monthly Superintendent Report/Update

To: Village of Little Chute Water Commission
From: Jerry Verstegen, Water Utility Supt. (MCO)
Month of: January 2017

Updates for current, past and ongoing Water Department projects and areas of concern:

1. Plants/Treatment

- Well # 1 Update
 - i. In house painting is ongoing
 - ii. Wall opening complete
 - iii. Pre-Construction meeting February 8th
- 2016 Inventory/Cleanup

2. Distribution

- Curb box repair 901 Adams
- Main break 1139 Taft, 1402 Lincoln, 1208 Buchanan

3. Meters

- Continued work on large meter testing bench

4. General Water

- n/a.

Jerry Verstegen (920-858-7477)

2017 Pumpage Totals

	Pumpage x 1000								Waste Discahrge x 1000								Blend %	
	Well Pumps			Booster Pumps			Well	Booster	Storm		Sanitary		Storm	Sanitary	Totals	Totals		
	# 1	# 3	# 4	# 1	# 3	# 4	Totals	Totals	# 1	# 3	# 3	# 4	Totals	Totals	# 1	# 3		
1-Jan	522	172	329	527	181	420	1,023	1,108	71.1	5	15	41	76	56	2.20%	13.37%		
2-Jan	506	289	510	508	248	572	1,305	1,328	81.3	6	16	42	87	58	2.88%	11.77%		
3-Jan	559	203	617	474	235	560	1,379	1,269	78	0	0	42	78	42	2.42%	11.64%		
4-Jan	15	610	430	61	547	539	1,055	1,147	0	16	46	41	16	87			13.88%	
5-Jan	524	29	647	522	48	638	1,200	1,208	83.2	0	0	41	83	41	0.18%	13.57%		
6-Jan	66	613	512	0	578	522	1,191	1,100	0	10	62	42	10	104			12.97%	
7-Jan	0	755	308	0	684	400	1,063	1,084	0	11	0	0	11	0			12.77%	
8-Jan	119	146	805	267	148	813	1,070	1,228	28.4	6	4	78	34	82	2.09%	13.60%		
9-Jan	157	716	454	0	666	531	1,327	1,197	28.5	11	43	46	40	89	1.82%	13.33%		
10-Jan	0	524	639	1	479	746	1,163	1,226	0	16	52	41	16	93			12.78%	
11-Jan	0	13	1,100	0	15	1,172	1,113	1,187	0	5	16	82	5	98				
12-Jan	0	537	624	0	499	670	1,161	1,169	0	6	14	41	6	55			12.58%	
13-Jan	187	0	982	234	0	912	1,169	1,146	0.4	0	0	83	0	83	1.52%			
14-Jan	534	163	482	471	152	478	1,179	1,101	86.7	5	17	42	92	59	2.35%	11.57%		
15-Jan	512	172	356	497	160	477	1,040	1,134	67.1	5	15	27	72	42	2.82%	17.28%		
16-Jan	7	642	611	0	616	588	1,260	1,204	4.9	11	25	54	16	79			12.37%	
17-Jan	0	612	472	33	558	572	1,084	1,163	0	6	22	41	6	63			13.50%	
18-Jan	547	145	582	563	135	557	1,274	1,255	80.4	11	31	41	91	72	3.00%	15.29%		
19-Jan	537	187	624	466	182	661	1,348	1,309	78.7	5	0	41	84	41	2.88%	12.66%		
20-Jan	0	656	597	0	625	634	1,253	1,259	0	5	24	55	5	79			13.06%	
21-Jan	0	632	358	0	581	443	990	1,024	0	11	37	28	11	65			14.03%	
22-Jan	564	95	580	538	93	618	1,239	1,249	79.8	0	0	55	80	55	2.57%	11.88%		
23-Jan	0	621	561	35	566	595	1,182	1,196	0	16	46	41	16	87			13.84%	
24-Jan	502	159	526	450	163	594	1,187	1,207	74.7	0	0	41	75	41	2.89%	11.88%		
25-Jan	34	648	589	80	591	558	1,271	1,229	4.9	16	46	54	21	100	2.70%	13.65%		
26-Jan	561	90	598	519	94	671	1,249	1,284	87.2	5	15	41	92	56	2.76%	12.61%		
27-Jan	66	606	549	42	566	559	1,221	1,167	14.7	11	21	41	26	62	2.94%	12.89%		
28-Jan	529	31	446	584	19	552	1,006	1,155	67.2	0	11	41	67	52	2.74%	20.98%		
29-Jan	559	26	608	484	33	650	1,193	1,167	83.2	0	0	55	83	55	2.58%	17.09%		
30-Jan	62	634	537	70	583	510	1,233	1,163	8.9	5	16	41	14	57	1.56%	11.43%		
31-Jan	493	89	633	447	92	606	1,215	1,145	73	5	1	41	78	42	2.75%	15.91%		
Avg	263	349	570	254	326	607	1,182	1,187	38	7	19	45	45	64	2.4%	13.6%		
Total	8,162	10,815	17,666	7,873	10,117	18,818	36,643	36,808	1,182	209	595	1,401	1,391	1,996				

2017 Treatment Totals

	Chemical Pounds									Dose		
	Chlorine			Silicate			Salt			Chlorine		
	# 1	# 3	# 4	# 1	# 3	# 4	# 1	# 3	# 4	# 1	# 3	# 4
1-Jan	52.2	17.4	26	112	42	88	7,280	2,080	6,240	1.50	1.52	1.18
2-Jan	52.8	24.4	40.2	134	64	136	8,580	1,820	6,240	1.56	1.27	1.18
3-Jan	55.2	22	48.4	124	58	156	7,020	0	6,240	1.48	1.62	1.18
4-Jan	3.2	57	30.6	6	141	120	0	5,980	6,240	3.20	1.40	1.07
5-Jan	61.6	0.4	50.6	128	8	168	8,580	0	6,240	1.76	0.21	1.17
6-Jan	0	37.2	39.4	0	150	134	0	2,600	6,240		0.91	1.15
7-Jan	0	46	24.8	0	184	78	0	4,940	0		0.91	1.21
8-Jan	21.6	12.6	62.4	32	28	210	2,860	1,560	12,480	2.72	1.29	1.16
9-Jan	14	47	36	34	184	118	2,600	4,160	6,240	1.34	0.98	1.19
10-Jan	0	28.4	51	0	134	168	0	5,980	6,240		0.81	1.20
11-Jan	0	2.4	85	0	2	280	0	2,080	13,520		2.77	1.16
12-Jan	0	34	49.6	0	136	162	0	1,820	6,240		0.95	1.19
13-Jan	16.6	0	78	36	0	254	0	0	12,740	1.33		1.19
14-Jan	58.4	10.4	35.8	126	42	120	8,580	1,820	6,240	1.64	0.96	1.11
15-Jan	54.5	10.2	30.6	118	38	120	7,280	2,080	4,680	1.60	0.89	1.29
16-Jan	0.9	37.4	48	2	162	164	0	3,900	7,800	1.93	0.87	1.18
17-Jan	0	34.6	37.4	0	156	126	0	1,820	6,240		0.85	1.19
18-Jan	59.2	7.6	46.4	138	36	160	8,320	3,900	6,240	1.62	0.79	1.19
19-Jan	57.4	12	18.2	128	31	164	7,540	0	6,240	1.60	0.96	0.44
20-Jan	0	58	74.4	0	162	158	0	3,900	8,320		1.33	1.87
21-Jan	0	39.4	27.4	0	154	90	0	3,900	4,160		0.93	1.15
22-Jan	58.4	5	45.2	120	14	148	7,020	0	8,320	1.55	0.79	1.17
23-Jan	0	43.8	43.8	0	164	148	0	5,720	6,240		1.06	1.17
24-Jan	54.2	11	41.4	116	38	138	8,580	0	6,240	1.62	1.04	1.18
25-Jan	3.2	31.2	46	6	160	154	0	5,720	8,320	1.41	0.72	1.17
26-Jan	62	3.4	46.8	132	22	154	8,580	1,820	6,240	1.66	0.57	1.17
27-Jan	5.6	33	42.6	12	156	148	1,820	3,900	6,240	1.27	0.82	1.16
28-Jan	55.8	1.6	35.3	130	8	110	7,020	0	6,240	1.58	0.77	1.19
29-Jan	59.8	1	47.5	130	4	158	7,020	0	8,320	1.60	0.58	1.17
30-Jan	5.4	33.6	42.4	14	158	138	1,560	2,080	6,240	1.31	0.79	1.18
31-Jan	49.6	4.4	50	110	18	174	7,020	780	6,240	1.51	0.74	1.18
Avg	27.8	22.8	44.6	60.9	85.6	149.8	3,783	2,399	6,886	1.7	1.0	1.2
Total	861.6	706.4	1,381.2	1,888.0	2,654.0	4,644.0	117,260	74,360	213,460	36.8	30.1	36.4

2017 System Samples



Department of Public Works

Monthly Utility Commission Report for January 2017

Sanitary Sewer

Engineering Notes:

- Installed: 719 LF of sanitary main
2 sanitary manholes

Storm Sewer

Engineering Notes:

Installed: 2102.5 LF of storm main
15.5 LF of storm lateral
10 storm manholes

Street Notes:

- 1/11/17 - After 5"+ of wet snow accumulations temps rose quickly to the upper 30's and changing too rain flooding many areas due to snow pack on storm inlets. Crews were sent out to open storm inlets as needed due to freezing temperature forecast.
- 1/13/17 - Continue to open storm inlets in anticipation of warmer forecast with rain early part of next week.

Storm Ponds

Street Notes:

Checked out pond pumps in preparation for January thaw.

Sanitation

Street Notes:

- Transmission issue truck #6.
- Air to air issue truck #6.
- Normal collection of bulkies and white goods.

Streets

Street Notes:

- 1/3/17 - Called four crew in at 2:00 am for salting.
- 1/9/17 - Salted light snow 1".
- 1/10/17 - Scheduled full crew for 2:00 am plow and salt 5"+ of wet heavy snow changing over to rain.
- 1/11/17 - Sent out salters following dropping temperature and freezing roadways with .25' of ice. Also hauled snow out of bump outs and downtown area.

- 1/12/17 - Plowed and salted 2" of snow overnight scheduled at 6:00 am around school districts and emergency services.
- 1/13/17 - Four crew came in at 5:00 am to clean and haul out of bump outs in the downtown area. Started widening streets and removing snow from cul-de-sacs. Trying to get snow to dump site before warmer weather next week, may lose dumpsite for a while during warm spell.
- 1/15/17 – Called crew out at 2:30 am with salt truck to salt down area of house fire on Adams St.
- 1/16/17 - Pretreat roads and drop rock salt in anticipation of incoming .25' of ice accumulation.
- 1/16/17 - Called four trucks out to salt at 6:00 pm.
- 1/17/17 - Called out five trucks at 4:00 am to salt estimate .50" ice accumulation. Continued to plow off slush and ice off roads the remainder of the day. Also had loaders and tractors opening storm inlets.
- 1/18/17 - Icing overnight two salt trucks sent out school districts, hills, parking lots
- 1/18/17 - Night time temps dropped off icing three trucks called in 8:00 pm.
- 1/23/17 - Sent cold mix crew out to fill potholes in downtown crosswalks and several large potholes on village streets. Will be ongoing with freeze/thaw events.
- 1/24/17 - Removed cords and timers from light poles downtown used for Christmas décor. Pretreated roads for 3-5" forecasted for overnight. Scheduled crew for 5:00 am call in time before the close of work day on 1/24.
- Unload two skids of peanut butter for FVMPD
- 1/25/17 - Started at 5:00 am, roads were wet. Garbage routes, bulkies and white goods routes were started early so plow trucks could be sent out later. Salt trucks were sent out at approximately 6:45 am. Road conditions went from wet to ice in a short amount of time. Streets were plowed before crew left for the day.
- 1/26/17 - Received 1.0" out snow overnight freezing temps froze existing wet roads crew out at 7:00 am to plow and salt all trucks were sent to school districts first.
- 1/30/17- Snow developed late day, four trucks out salting
- 1/31/17 - Scheduled snow plow event at 3:00 am 3"+.

Parks/Forestry

Street Notes:

- Vince and Brian helping with streets as succession plan calls for and has work well to date. Improvements continue with each event.
- Started terrace tree trimming program for 2017.
- Continued to pick up Christmas trees.

Building Facilities

Street Notes:

- Dave has been busy working with street crews helping with parking lots and sidewalks as succession plan calls. Dave has works well with others and continues to improve with each snow event.

UTILITY COMMISSION

February 21, 2017



Utility Bills List	February 21, 2017	\$	18,653.26
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The above payments are recommended for approval on February 21, 2017.

Rejected: _____

UTILITY INVOICES PAID WITH VILLAGE BILLS - JANUARY 18 - JANUARY 31	\$	199,118.08
UTILITY INVOICES PAID WITH VILLAGE BILLS - FEBRUARY 1 - FEBRUARY 16	\$	344,659.60
TOTAL	\$	562,430.94

Approved: February 21, 2017

Kevin Coffey, Chairperson

Laurie Decker, Clerk

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
AUGUST WINTER & SONS INC (3168)							
15274	Invoi	CIP WELL #1	1,159.22	Open	Non		620-19250
Total AUGUST WINTER & SONS INC (3168):							
			1,159.22				
COMPASS MINERALS AMERICA (4500)							
71591505	Invoi	BULK COARSE UNTREATED ROCK	2,236.55	Open	Non		620-53634-224
71596923	Invoi	BULK COARSE UNTREATED ROCK	4,580.84	Open	Non		620-53634-224
71596925	Invoi	BULK COARSE UNTREATED ROCK	2,207.34	Open	Non		620-53634-224
71599559	Invoi	BULK COARSE UNTREATED ROCK	2,193.25	Open	Non		620-53634-224
Total COMPASS MINERALS AMERICA (4500):							
			11,217.98				
DAMAGE PREVENTION SERVICES (4068)							
2096	Invoi	JANUARY LOCATES	252.00	Open	Non		610-53612-209
2096	Invoi	JANUARY LOCATES	336.00	Open	Non		620-53644-209
2096	Invoi	JANUARY LOCATES	404.25	Open	Non		630-53442-209
Total DAMAGE PREVENTION SERVICES (4068):							
			992.25				
DONALD HIETPAS & SONS INC. (209)							
011817	Invoi	STOP BOX @ 920 ADAMS/WATER BREAK @ 1120	2,471.63	Open	Non		620-53644-252
012317	Invoi	REPAIRED WATER BREAK @ 1404 LINCOLN ST	1,424.05	Open	Non		620-53644-251
012717	Invoi	WATER BREAK @ BUCHANAN ST	1,235.13	Open	Non		620-53644-251
Total DONALD HIETPAS & SONS INC. (209):							
			5,130.81				
WI STATE LABORATORY OF HYGIENE (731)							
490599	Invoi	TESTING SERVICES	153.00	Open	Non		620-19250
Total WI STATE LABORATORY OF HYGIENE (731):							
			153.00				
Grand Totals:							
			18,653.26				

Report GL Period Summary

Vendor number hash: 26594
 Vendor number hash - split: 34730
 Total number of invoices: 10
 Total number of transactions: 12

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	18,653.26	18,653.26
Grand Totals:	18,653.26	18,653.26

Report Criteria:

Invoice Detail GL Account = "6200000000"- "62099999999", "61000000000"- "61099999999", "63000000000"- "63099999999"

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
APPLETON OIL CO INC (4236)							
DECEMBER 2016	Invoi	OFF ROAD DIESEL	5.48	Open	Non		610-53612-247
DECEMBER 2016	Invoi	OFF ROAD DIESEL	2.74	Open	Non		620-53644-247
Total APPLETON OIL CO INC (4236):			8.22				
AT& T (409)							
92078873810963 0	Invoi	DEC-JAN SERVICE	50.44	Open	Non		620-53924-203
Total AT& T (409):			50.44				
AT&T LONG DISTANCE (2751)							
12/16 845626857	Invoi	NOV/DEC CHARGES	17.38	Open	Non		620-53924-203
Total AT&T LONG DISTANCE (2751):			17.38				
AWWA (452)							
7001270040	Invoi	2017 MEMBERSHIP-MATHENY	187.00	Open	Non		620-53924-208
7001270040	Invoi	WI SECTION OF AWWA	37.00	Open	Non		620-53924-208
Total AWWA (452):			224.00				
CARDMEMBER SERVICE (178)							
01/17 11041500068	Invoi	BRINE SYSTEM TIMER	121.30	Open	Non		620-53634-255
Total CARDMEMBER SERVICE (178):			121.30				
CIVIC SYSTEMS LLC (705)							
CVC15047	Invoi	SEMI ANNUAL SUPPORT FEES 01/01/17 - 06/30/17	311.00	Open	Non		620-53644-253
CVC15047	Invoi	SEMI ANNUAL SUPPORT FEES 01/01/17 - 06/30/17	618.75	Open	Non		610-53614-208
CVC15047	Invoi	SEMI ANNUAL SUPPORT FEES 01/01/17 - 06/30/17	618.75	Open	Non		620-53924-208
CVC15047	Invoi	SEMI ANNUAL SUPPORT FEES 01/01/17 - 06/30/17	618.75	Open	Non		630-53444-208
Total CIVIC SYSTEMS LLC (705):			2,167.25				
COMPASS MINERALS AMERICA (4500)							
71574241	Invoi	BULK COARSE UNTREATED ROCK	2,067.51	Open	Non		620-53634-224
71575151	Invoi	BULK COARSE UNTREATED ROCK	2,285.69	Open	Non		620-53634-224
71578178	Invoi	BULK COARSE UNTREATED ROCK	2,330.08	Open	Non		620-53634-224
71578182	Invoi	BULK COARSE UNTREATED ROCK	2,261.13	Open	Non		620-53634-224
71580380	Invoi	BULK COARSE UNTREATED ROCK	2,379.54	Open	Non		620-53634-224
71580381	Invoi	BULK COARSE UNTREATED ROCK	2,309.30	Open	Non		620-53634-224
71584364	Invoi	BULK COARSE UNTREATED ROCK	2,206.34	Open	Non		620-53634-224
71585215	Invoi	BULK COARSE UNTREATED ROCK	2,458.09	Open	Non		620-53634-224
Total COMPASS MINERALS AMERICA (4500):			18,297.68				
DAMAGE PREVENTION SERVICES (4068)							
2080	Invoi	DECEMBER LOCATES	280.00	Open	Non		610-53612-209
2080	Invoi	DECEMBER LOCATES	539.00	Open	Non		620-53644-209
2080	Invoi	DECEMBER LOCATES	483.00	Open	Non		630-53442-209
Total DAMAGE PREVENTION SERVICES (4068):			1,302.00				

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
DONALD HIETPAS & SONS INC. (209)							
12222016	Invoi	HOOKED UP WATER & BACK FILL	3,141.41	Open	Non	620-53644-251	
1231206	Invoi	REPLACED PIPE AT PUMPHOUSE ON JEFFERSO	3,671.78	Open	Non	620-53644-251	
Total DONALD HIETPAS & SONS INC. (209):							
			6,813.19				
FASTENAL COMPANY (847)							
WIKIM211489	Invoi	ECON PALLET TRUCK	300.29	Open	Non	620-53634-221	
WIKIM211489	Invoi	TAX CREDIT	14.30-	Open	Non	620-53634-221	
Total FASTENAL COMPANY (847):							
			285.99				
FERGUSON ENTERPRISES INC #448 #1020 (2046)							
213823	Invoi	7FT ARCH PATT CURB BX L/ROD	151.00	Open	Non	620-53644-252	
214076	Invoi	LF 3/4 STR MTR COUP	126.12	Open	Non	620-53644-253	
214119	Invoi	STAINLESS STEEL CLAMPS	353.17	Open	Non	620-53644-251	
3720067	Invoi	PVC PIPE	27.46	Open	Non	620-53634-255	
3720266	Invoi	PVC PIPE	8.95	Open	Non	620-53624-255	
Total FERGUSON ENTERPRISES INC #448 #1020 (2046):							
			666.70				
HAWKINS INC (1918)							
4005606	Invoi	AZONE	503.40	Open	Non	620-53634-214	
4005606	Invoi	SODIUM SILICATE	2,024.80	Open	Non	620-53634-220	
Total HAWKINS INC (1918):							
			2,528.20				
HEART OF THE VALLEY (280)							
010717	Invoi	DECEMBER 2016 WASTEWATER	116,569.87	Open	Non	610-53611-225	
010717	Invoi	DECEMBER 2016 WASTEWATER	100.00	Open	Non	610-53611-204	
Total HEART OF THE VALLEY (280):							
			116,669.87				
HEARTLAND BUSINESS SYSTEMS (3449)							
HBS00539109	Invoi	DECEMBER BILL PRINT QNTY 4126	144.41	Open	Non	610-53614-204	
HBS00539109	Invoi	DECEMBER BILL PRINT QNTY 4126	144.41	Open	Non	620-53904-204	
HBS00539109	Invoi	DECEMBER BILL PRINT QNTY 4126	144.41	Open	Non	630-53443-204	
Total HEARTLAND BUSINESS SYSTEMS (3449):							
			433.23				
MCMAHON ASSOCIATES INC (276)							
904772	Invoi	PUMPHOUSE #1 IMPROVEMENTS	14,421.48	Open	Non	620-19250	
904789	Invoi	MCKINLEY AVE RECONSTRUCTION	81.83	Open	Non	610-51103-281	
904789	Invoi	MCKINLEY AVE RECONSTRUCTION	81.83	Open	Non	620-51105-261	
904789	Invoi	MCKINLEY AVE RECONSTRUCTION	81.64	Open	Non	630-51105-261	
904791	Invoi	CAROL LYNN, HOMEWOOD & HAYES	121.53	Open	Non	610-51016-261	
904791	Invoi	CAROL LYNN, HOMEWOOD & HAYES	121.53	Open	Non	620-51016-261	
904791	Invoi	CAROL LYNN, HOMEWOOD & HAYES	121.51	Open	Non	630-51016-261	
904804	Invoi	LEGION PARK STORM SEWER	470.90	Open	Non	630-51105-261	
904995	Invoi	PUMPHOUSE #1 IMPROVEMENTS	670.00	Open	Non	620-19250	
Total MCMAHON ASSOCIATES INC (276):							
			16,171.85				
MCO (2254)							
21067	Invoi	JANUARY LIABILITY & HEALTH INS/OPERATIONS	29,465.70	Open	Non	620-53644-115	
21166	Invoi	#318 MILEAGE - DECEMBER 2016	68.20	Open	Non	620-53644-247	

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
Total MCO (2254):			29,533.90				
MENARDS - APPLETON EAST (319)							
8638	Invoi	SAW HORSE/SCREWS/GARBAGE BAGS	263.63	Open	Non		620-53644-253
Total MENARDS - APPLETON EAST (319):			263.63				
NORTHEAST WI STORMWATER CONSORTIUM (4547)							
1304	Invoi	NEWS C MEMBERSHIP	1,650.00	Open	Non		630-53444-225
Total NORTHEAST WI STORMWATER CONSORTIUM (4547):			1,650.00				
PRIMADATA LLC (4671)							
JANUARY 2017	Invoi	JAN POSTCARD POSTAGE	275.00	Open	Non		610-53613-226
JANUARY 2017	Invoi	JAN POSTCARD POSTAGE	275.00	Open	Non		620-53904-226
JANUARY 2017	Invoi	JAN POSTCARD POSTAGE	275.00	Open	Non		630-53443-226
Total PRIMADATA LLC (4671):			825.00				
TIME WARNER CABLE (89)							
01/17 60703290180	Invoi	JAN/FEB SERVICE	81.16	Open	Non		620-53924-203
Total TIME WARNER CABLE (89):			81.16				
VILLAGE OF LITTLE CHUTE (1404)							
JANUARY 2017	Invoi	PUMP STATION JEFFERSON ST	18.20	Open	Non		620-53624-249
JANUARY 2017	Invoi	#3 WELL WASHINGTON ST	13.30	Open	Non		620-53624-249
JANUARY 2017	Invoi	3609 FREEDOM RD-WATER/SEWER	7.00	Open	Non		630-53441-249
Total VILLAGE OF LITTLE CHUTE (1404):			38.50				
WE ENERGIES (2788)							
4494800612 0117	Invoi	920 WASHINGTON ST	75.50	Open	Non		620-53624-249
4494800612 0117	Invoi	PLANT #1 (100 WILSON ST)	225.70	Open	Non		620-53624-249
4494800612 0117	Invoi	PLANT #2 (1118 JEFFERSON ST)	187.98	Open	Non		620-53624-249
4494800612 0117	Invoi	LC WELL #4 PUMPHOUSE (625 E EVERGREEN)	343.52	Open	Non		620-53624-249
4494800612 0117	Invoi	PUMP STATION @ EVERGREEN & FRENCH	135.89	Open	Non		620-53624-249
Total WE ENERGIES (2788):			968.59				
Grand Totals:			199,118.08				

Report GL Period Summary

Vendor number hash: 85647
 Vendor number hash - split: 134935
 Total number of invoices: 39
 Total number of transactions: 63

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	199,118.08	199,118.08

Terms Description	Invoice Amount	Net Invoice Amount
Grand Totals:	199,118.08	199,118.08

Report Criteria:**Invoice Detail.GL Account = "6200000000"- "6209999999", "61000000000"- "6109999999", "63000000000"- "6309999999"**

Report Criteria:

Invoice Detail,GL Account = "6200000000"- "62099999999", "61000000000"- "61099999999", "63000000000"- "63099999999"

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
ABCON LIGHTING (4777)							
1511	Invoi	29W LED WALL PACK	170.00	Open	Non		620-53634-255
Total ABCON LIGHTING (4777):							
			170.00				
AT&T LONG DISTANCE (2751)							
01/17 845626857	Invoi	DEC/JAN CHARGES	32.32	Open	Non		620-53924-203
Total AT&T LONG DISTANCE (2751):							
			32.32				
AUGUST WINTER & SONS INC (3168)							
L000191600198	Invoi	PAYMENT #1 WELL #1 PUMPHOUSE	9,500.00	Open	Non		620-19250
L000191600517	Invoi	PAYMENT #1 STORM WATER PUMP STATION	131,953.57	Open	Non		630-57631-263
Total AUGUST WINTER & SONS INC (3168):							
			141,453.57				
DIGGERS HOTLINE INC (1380)							
170159201	Invoi	1ST PREPAYMENT 2017	452.80	Open	Non		610-53612-209
170159201	Invoi	1ST PREPAYMENT 2017	452.80	Open	Non		620-53644-209
170159201	Invoi	1ST PREPAYMENT 2017	452.80	Open	Non		630-53442-209
Total DIGGERS HOTLINE INC (1380):							
			1,358.40				
EHLERS INVESTMENT PARTNERS LLC (1425)							
DECEMBER 2016	Invoi	DECEMBER INVESTMENT MANAGEMENT	368.72	Open	Oth		620-53924-229
DECEMBER 2016	Invoi	DECEMBER INVESTMENT MANAGEMENT	230.15	Open	Oth		610-53614-229
DECEMBER 2016	Invoi	DECEMBER INVESTMENT MANAGEMENT	437.96	Open	Oth		630-53444-229
NOVEMBER 2016	Invoi	NOVEMBER INVESTMENT MANAGEMENT	351.96	Open	Oth		620-53924-229
NOVEMBER 2016	Invoi	NOVEMBER INVESTMENT MANAGEMENT	222.73	Open	Oth		610-53614-229
NOVEMBER 2016	Invoi	NOVEMBER INVESTMENT MANAGEMENT	427.91	Open	Oth		630-53444-229
Total EHLERS INVESTMENT PARTNERS LLC (1425):							
			2,039.43				
FASTENAL COMPANY (847)							
WIKIM212172	Invoi	STOCK	18.31	Open	Non		620-53644-251
WIKIM212172	Invoi	TAX CREDIT	.87-	Open	Non		620-53644-251
Total FASTENAL COMPANY (847):							
			17.44				
HAWKINS INC (1918)							
4013021	Invoi	AZONE, BULK GRADE	383.70	Open	Non		620-53634-214
4013021	Invoi	SODIUM SILICATE	1,780.69	Open	Non		620-53634-220
Total HAWKINS INC (1918):							
			2,164.39				
HEART OF THE VALLEY (280)							
020717	Invoi	JANUARY WASTEWATER	126,118.66	Open	Non		610-53611-225
020717	Invoi	JANUARY WASTEWATER	100.00	Open	Non		610-53611-204
020717 MP	Invoi	JANUARY HOV METER PAYABLE	5,068.00	Open	Non		610-21110
Total HEART OF THE VALLEY (280):							
			131,286.66				
KAUKAUNA UTILITIES (234)							
JANUARY 2017	Invoi	PUMP STATION JEFFERSON ST	878.12	Open	Non		620-53624-249

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
JANUARY 2017	Invoi	#4 WELL EVERGREEN DRIVE	6,019.27	Open	Non		620-53624-249
JANUARY 2017	Invoi	#3 WELL WASHINGTON ST	2,095.28	Open	Non		620-53624-249
JANUARY 2017	Invoi	STEPHEN ST TOWER/ LIGHTING	336.19	Open	Non		620-53624-249
JANUARY 2017	Invoi	1800 STEPHEN ST STORM	206.75	Open	Non		630-53441-249
Total KAUKAUNA UTILITIES (234):			9,535.61				
LAPPEN SECURITY PRODUCTS INC (735)							
LSPQ35416	Invoi	WELL #1 PROJECT	1,508.30	Open	Non		620-19250
Total LAPPEN SECURITY PRODUCTS INC (735):			1,508.30				
LINDNER ACE HARDWARE LITTLE CHUTE (4702)							
239797	Invoi	AIR COMPRESSOR PARTS	13.98	Open	Non		620-53634-255
239855	Invoi	AIR COMPRESSOR PARTS	3.69	Open	Non		620-53634-255
239959	Invoi	AIR COMPRESSOR PARTS	79.98	Open	Non		620-53634-255
240192	Invoi	AIR COMPRESSOR PARTS	12.58	Open	Non		620-53634-255
Total LINDNER ACE HARDWARE LITTLE CHUTE (4702):			110.23				
MCMAHON ASSOCIATES INC (276)							
905061	Invoi	MCKINLEY AVE RECONSTRUCTION	264.75	Open	Non		630-51105-261
Total MCMAHON ASSOCIATES INC (276):			264.75				
MCO (2254)							
21153	Invoi	FEB 2017 CONTRACT & INSURANCE	29,465.70	Open	Non		620-53644-115
21200	Invoi	DECEMBER METER READING	354.17	Open	Non		610-53613-204
21200	Invoi	DECEMBER METER READING	354.17	Open	Non		620-53904-204
Total MCO (2254):			30,174.04				
OUTAGAMIE COUNTY TREASURER (486)							
1016158	Invoi	DECEMBER FUEL BILL	648.90	Open	Non		630-53442-247
1016158	Invoi	DECEMBER FUEL BILL	75.66	Open	Non		610-53612-247
1016158	Invoi	DECEMBER FUEL BILL	291.32	Open	Non		620-53644-247
Total OUTAGAMIE COUNTY TREASURER (486):			1,015.88				
PRIMADATA LLC (4671)							
FEBRUARY 2017	Invoi	FEBRUARY POSTCARD POSTAGE	275.00	Open	Non		610-53613-226
FEBRUARY 2017	Invoi	FEBRUARY POSTCARD POSTAGE	275.00	Open	Non		620-53904-226
FEBRUARY 2017	Invoi	FEBRUARY POSTCARD POSTAGE	275.00	Open	Non		630-53443-226
Total PRIMADATA LLC (4671):			825.00				
REGAN, ELLEN K. (3319)							
012717	Invoi	CONTRACTUAL SERVICE 1/9/17 - 1/28/17	35.20	Open	Non		610-53614-204
012717	Invoi	CONTRACTUAL SERVICE 1/9/17 - 1/28/17	35.20	Open	Non		620-53924-204
012717	Invoi	CONTRACTUAL SERVICE 1/9/17 - 1/28/17	35.20	Open	Non		630-53444-204
021017	Invoi	CONTRACTUAL SERVICE 1/29/17 - 2/11/17	47.30	Open	Non		610-53614-204
021017	Invoi	CONTRACTUAL SERVICE 1/29/17 - 2/11/17	47.30	Open	Non		620-53924-204
021017	Invoi	CONTRACTUAL SERVICE 1/29/17 - 2/11/17	47.30	Open	Non		630-53444-204
Total REGAN, ELLEN K. (3319):			247.50				

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
ROBERT E. LEE & ASSOCIATES (3446)							
71633	Invoi	STORM WATER PLANNING	21,266.50	Open	Non		630-53442-264
Total ROBERT E. LEE & ASSOCIATES (3446):							
			21,266.50				
USA BLUEBOOK (1117)							
154503	Invoi	GAS DETECTOR	542.40	Open	Non		620-53644-213
154503	Invoi	GAS DETECTOR	542.40	Open	Non		620-53634-221
Total USA BLUEBOOK (1117):							
			1,084.80				
VALLEY COATINGS & EQUIPMENT (23)							
115797	Invoi	PAINT	104.78	Open	Non		620-53624-255
Total VALLEY COATINGS & EQUIPMENT (23):							
			104.78				
Grand Totals:							
			344,659.60				

Report GL Period Summary

Vendor number hash: 62361
 Vendor number hash - split: 101763
 Total number of invoices: 27
 Total number of transactions: 50

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	344,659.60	344,659.60
Grand Totals:	344,659.60	344,659.60

Report Criteria:

Invoice Detail.GL Account = "6200000000"- "62099999999", "61000000000"- "61099999999", "63000000000"- "63099999999"