



AGENDA

REGULAR BOARD MEETING

PLACE: Little Chute Village Hall
DATE: Wednesday, December 20, 2017
TIME: 6:00 p.m.

REGULAR ORDER OF BUSINESS

- A. Invocation
- B. Pledge of Allegiance to the Flag
- C. Roll call of Trustees
- D. Roll call of Officers and Department Heads
- E. Public Appearance for Items Not on the Agenda

- F. Other Informational Items—November Fire, FVMPD Monthly Reports and November Report

- G. Approval of Minutes
Minutes of Special Board Meeting of November 16, 2017
Minutes of the Regular Board Meeting of December 6, 2017

- H. Department and Officers Progress Reports
- I. Action—Approve 2018 Meeting Schedule
- J. Action—Appoint 2018 Election Inspectors
- K. Discussion/Action—2018-2022 CIP

- L. Action—2017 Strategic Plan Review and 2018 Strategic Plan Action Items

- M. Action—FVMPD Professional Police Association 2018-2019 Contract

- N. Action—Municipal Services Building Equipment

- O. Action—DPW/DPRF Hiring Process

- P. Operator License Approval

Cope, Bradley	Seth's Coffee	Menasha
Dolan, Amora	Walgreens	Appleton
Johnson, Justis	Shell	Kimberly
Manthey, Eli	Walgreens	Kimberly

Roovers, Braden	Rose Hill	Kaukauna
Sandoval, Edgar	El Jaripeo	Appleton
Selwitschka, Jennifer	Down the Hill	Little Chute
Streuly, Kathleen	Gentleman Jacks	Appleton
Tankersley, Ridley	Seth's Coffee	Appleton
VandenBloomer, Laura	The Ladder House	Appleton

- Q. Disbursement List
- R. Call for Unfinished Business
- S. Items for Future Agendas
- T. 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. *Negotiations – Town of Vandenbroek*
 - b) 19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Personnel Matters*
- U. Return to Open Session
- V. Adjournment

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

LCFD Incident Report

November 2017

Number of responses:

Last years: 15

YTD: 151

11/02/2017	01:30 Alarm Sounding @ Little Chute High School- Heat detector in room H260 Kiln Room-found 2 Kilns activated, exhaust system was not engaged causing heat detectors to activate
11/03/2017	12:22 Smoke filling building @ China Moon 1923 E. Main Street, found a plumbing contractor working on sewers in the Laundromat with smoke, the smoke permeated the restaurant and also Larry's Piggly Wiggly
11/04/2017	20:15 Water issue @ 1319 Coolidge Avenue-occupant broke a valve causing water to spill over
11/05/2017	10:54 Possible structure fire @ 2101 Taylor Street-smoke haze filling house, found burnt food in microwave was issue.
11/08/2017	06:52 Vehicle vs. pole @ in front of Nestle's 401 W. North Avenue, vehicle struck a power pole, assist with accident clean up, stand by until Kaukauna Utilities stand by
11/09/2017	15:21 water flow alarm @ 3665 Cherryvale Circle-False alarm doing sprinkler system testing.

11/10/2017 18:25 Structure fire @ 310 Tampa Way, stove fire causing damage to appliances, cabinets.

11/11/2017 08:56 CO call @ 531 Pierce Avenue, occupant was feeling ill, LCFD investigated found no issue with CO

11/13/2017 17:51 Possible chimney fire @ 1300 N. French Road-false alarm burn off from landfill

11/14/2017 19:43 Investigate a oven fire @ 828 1/2 E. Main Street, occupants had an oven fire earlier in the evening, landlord contacted 911 to have LCFD confirm no issues.

11/16/2017 12:17 Assist FVMPD with gaining entry on a medical call @ 1506 Miami Circle, cancelled when in route.

11/17/2017 14:49 Accident cleanup @ 1901 E. Main Street

11/20/2017 11:19 Gas leaking from vehicle @ 1917 Hoover Avenue, vehicle was leaking gas onto the road surface had owner move vehicle onto their property, cleaned up gas accumulation on road surface.

11/22/2017 18:02 Assist Gold Cross with a lift assist for a fall victim @ Pop In Again 1420 E. Main Street

11/26/2017 15:18 Accident clean up @ 1675 W. Main Street

11/30/2017 12:43 Auto accident with occupant unable to exit vehicle-occupants out of vehicle upon arrival-no clean up necessary

Incident Count by Incident Type

PremierOne CAD

Represents calls for service for the month of November 2017

Incident Type Description	Incident Count
TRAFFIC STOP	237
ASSIST	108
WELFARE CHECK	43
911 HANG UP	38
ACCIDENT	38
CRIME PREVENTION	37
MEDICAL	37
RECKLESS DRIVING	34
ANIMAL	32
MOTORIST ASSIST	22
FIRE CALL	21
OPEN DOOR	17
TRAFFIC HAZARD	17
PARKING COMPLAINT	17
ORDINANCE	16
DISTURBANCE	15
SUSPICIOUS SITUATION	13
LOST / FOUND	10
HARASSMENT	9
JUVENILE COMPLAINTS	9
THEFT	9
SUSPICIOUS PERSON	8
DRUGS	8
RUNAWAY	8
ALARM	8
DAMAGE TO PROPERTY	7
NOISE COMPLAINT	7
SUSPICIOUS VEHICLE	7
TRUANCY	6
WARRANT	5
FRAUD	5
DOMESTIC DISTURBANCE	5
ABANDONED VEHICLE	5
TRESPASSING	4
VIOLATION OF COURT ORDER	3
DISORDERLY CONDUCT	3
911 ASSIST	3
SEX OFFENSE	3
RETAIL THEFT	3
EMERGENCY COMMITTAL	2

Incident Count by Incident Type

PremierOne CAD

CIVIL MATTER	2
ACCIDENT WITH INJURY	2
AUTO THEFT	1
BATTERY	1
BICYCLE STOP	1
BURGLARY	1
DISTURBANCE WITH WEAPON	1
Total	888

MINUTES OF THE SPECIAL BOARD MEETING OF NOVEMBER 16, 2017

Call to Order: President Vanden Berg called the Special Board Meeting to Order at 3:30 p.m.

Roll call of Trustees

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

Public Appearance for Items Not on the Agenda

None

Closed Session:

19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Director of Public Works Interviews*

Moved by Trustee Smith, seconded by Trustee Peterson to enter into Closed Session

Ayes 7, Nays 0 – Motion Carried

Return to Open Session

Moved by Trustee Peterson, seconded by Trustee Smith to Exit Closed Session at 5:55 p.m.

Ayes 7, Nays 0 – Motion Carried

Adjournment

Moved by Trustee Peterson, seconded by Trustee Smith to Adjourn the Regular Board Meeting at 5:55 p.m.

Ayes 7, Nays 0 - Motion Carried

VILLAGE OF LITTLE CHUTE

By: _____
Attest: _____
Michael R. Vanden Berg, Village President

Laurie Decker, Village Clerk

MINUTES OF THE REGULAR BOARD MEETING OF DECEMBER 6, 2017

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

John Elrick, Trustee

David Peterson, Trustee

Skip Smith, Trustee

Larry Van Lankvelt, Trustee

Bill Peerenboom, Trustee

EXCUSED: James Hietpas, Trustee

Roll call of Officers and Department Heads

PRESENT: James Fenlon, Village Administrator

Tyler Claringbole, Village Attorney

Lieutenant Slotke, Fox Valley Metro Police Department

Steve Thiry, Library Director

Laurie Decker, Village Clerk

Teri Matheny, Finance Director

Adam Breest, Director of Parks, Recreation and Forestry

Jim Moes, Community Development Director

Jeff Elrick, Director of Public Works

Interested Citizens

Public Appearance for Items Not on the Agenda

None

Approval of Minutes

Minutes of the Special Board Meeting of November 29, 2017

Moved by Trustee Smith, seconded by Trustee Elrick to Approve the Minutes of the Special Board Meeting of November 29, 2017

Ayes 6, Nays 0 – Motion Carried

Department and Officers Progress Reports

Departments and Officers provided progress reports to the Board

Presentation—2017 Swimming Pool Survey Report

Director Breest gave a presentation on the results of the 2017 Swimming Pool Survey. Director Breest stated that 1070 households were sent the Pool Survey, 474 were returned. In summary 78% of respondents want to keep a pool in Little Chute and Director Breest is asking the Board for some direction. Trustee Elrick asked if the remodeling was to eliminate diving boards and the deep end of the pool, also asked if any residence inquired about putting in a Splash Pad vs Pool. Director Breest said he has not had any inquiries regarding a splash pad. Trustee Elrick would like Director Breest to try and find out information on the ages of the users using the pool, Director Breest will follow up and see if that information is available. Trustee Elrick stated that the pool is only open 79 days per year and has a hard time putting a lot of money into a pool. Trustee Van Lankvelt also questioned if a splash pad would get more usage. Trustee Peerenboom stated that a splash pad would be a whole different age group. Trustee Elrick recommended adding a splash pad in place of the diving board. Director Breest is looking for direction from the board going forward. Trustee Peterson questioned the access now that residents have and questioned the cost of maintaining. Trustee Smith questioned the time frame and wanted

numbers for the pool with regards to repair or replacement. Director Matheny said more work would need to be done to get any numbers and would need to know if this would be considered in the next five years or outside of the five years. Trustee Peerenboom agrees with Trustee Smith to stage the project over a three year plan.

Administrator Fenlon stated that there is a lot of information presented and would like the Board to look over the information and give an answer on which way the Board would like to go. President Vanden Berg questioned doing a Capital Campaign and asked Administrator Fenlon how that would start. Director Matheny wanted to know if the pool should be included in the CIP for the meeting of December 20th. Trustee Elrick stated that he suggests leaving it out of the 2018 CIP and look at it again next year. Trustee Peerenboom disagreed with putting it off another year. Trustee Peterson questioned the amount needed. Director Breest stated the numbers given in the presentation would be pretty close. Trustee Peterson stated that this should be in the CIP to be able to move forward with some kind of fund raising. Director Matheny let the board know that 2020 is probably the soonest for budget purposes. Director Breest advised the board that the Park Planning Committee will be meeting in January so he will get their recommendations and bring this back to the Board at the end of January.

Ordinances

Adopt Ordinance No. 7, Series 2017 Dale Baeten Annexation

Director Moes advised that three Ordinances have all been sent to the State and the Plan Commission has already approved.

Moved by Trustee Elrick, seconded by Trustee Peterson to Adopt Ordinance No. 7, Series 2017 Dale Baeten Annexation pending approval from the State

Ayes 6, Nays 0 – Motion Carried

Adopt Ordinance No. 8, Series 2017 David and Katherine Breed Annexation

Moved by Trustee Elrick, seconded by Trustee Smith to Adopt Ordinance No. 8, Series 2017 David and Katherine Breed Annexation

Ayes 6, Nays 0 – Motion Carried

Adopt Ordinance No. 9, Series 2017 Kenneth Tessen Annexation

Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to Adopt Ordinance No. 9, Series 2017 Kenneth Tessen Annexation

Ayes 6, Nays 0 – Motion Carried

Discussion/Action—Van Lieshout Recreation Center Rental Fee

Director Breest presented the information for the rental fees for Van Lieshout Recreation Center. The proposed fee would be \$125.00 for residents and \$150.00 for non-residents with the deposit raised from \$50.00 to \$100.00. Trustee Van Lankvelt asked the progress of the kitchen and Director Breest stated that it will be completed by January 1st, 2018.

Moved by Trustee Van Lankvelt, seconded by Trustee Smith to approve the Van Lieshout Recreation Center Rental Fee

Ayes 6, Nays 0 – Motion Carried

Discussion—2017 Christmas Holiday Schedule

Administrator Fenlon advised the Board of the change to the 2017 Christmas Holiday from Monday and Tuesday to Friday and Monday as requested by finance and staff.

Disbursement List

Moved by Trustee Peerenboom, seconded by Trustee Van Lankvelt to Approve Disbursement List and Authorize the Finance Director to pay all vendors

Ayes 6, Nays 0 – Motion Carried

Call for Unfinished Business

Director Elrick requested to hire a replacement Public Works employee after receiving a retirement notice. This item will be added to the December 20, 2017 Regular Board Meeting.

Items for Future Agenda

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. *Development Negotiations*

Moved by Trustee Elrick, seconded by Trustee Smith to Enter into Closed Session at 7:09 p.m.

Ayes 6, Nays 0 – Motion Carried

19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute—*Director of Public Works Candidate Review*

Moved by Trustee Elrick, seconded by Trustee Smith to Enter into Closed Session at 7:09 p.m.

Ayes 6, Nays 0 – Motion Carried

Return to Open Session

Moved by Trustee Elrick, seconded by Trustee Smith to Exit Closed Session at 7:58 p.m.

Ayes 6, Nays 0 – Motion Carried

Adjournment

Moved by Trustee Elrick, seconded by Trustee Smith to Adjourn the Regular Board Meeting at 7:58 p.m.

Ayes 6, Nays 0 - Motion Carried

VILLAGE OF LITTLE CHUTE

Attest: _____
By: _____
Michael R. Vanden Berg, Village President

Laurie Decker, Village Clerk

**VILLAGE OF LITTLE CHUTE
MEETING SCHEDULE FOR 2018**

MONTH	REGULAR BOARD	COMM. OF THE WHOLE	PLAN COMM.	WATER COMM.	LIBRARY BOARD	JOINT POLICE COMM.	FIRE COMM.	PARK PLAN COMM.
January	3 & 17	10 & 24	8	16	16			2
February	7 & 21	14 & 28	12	20	20	13	12	
March	7 & 21	14 & 28	12	20	20			6
April	4 & 18	11 & 25	9	17	17			
May	2 & 16	9 & 23	14	15	15	8	14	1
June	6 & 20	13 & 27	11	19	19			
July	18	11 & 25	9	17	17			3
August	1 & 15	8 & 22	13	21	21			
September	5 & 19	12 & 26	10	18	18	11	10	4
October	3 & 17	10 & 24	8	16	16			
November	7	14 & 28	12	20	20	13	12	6
December	5 & 19	12 & 26	10	18	18			

Meeting time schedule -

	<u>Monthly</u>				
Regular Board	6:00 p.m.	(1 st and 3 rd Wed)	Police Commission	6:00 p.m.	(2 nd Tue. Quarterly)
Committee of the Whole	6:00 p.m.	(2 nd and 4 th Wed)	Park Planning Committee	6:00 p.m.	(1st Tue. Every Other Mon)
Plan Commission	6:00 p.m.	(2 nd Mon.)	Design Review Board	meets as needed	
Water Commission	6:00 p.m.	(3 rd Tue.)	CDA	meets as needed	
Library Board	4:30 p.m.	(3rd Tue.)			
Fire Commission	5:45 p.m.	(2 nd Mon. Quarterly)			

*Indicates changes from normal meeting date/time

Village of Little Chute
REQUEST FOR BOARD CONSIDERATION

ITEM DESCRIPTION: 2018-2019 Election Inspector Appointments

PREPARED BY: Laurie Decker

REPORT DATE: December 20, 2017

EXPLANATION: Poll Workers for Village Elections are required to be appointed by the Village Board for a two year term. The following individuals are being recommended to serve as the Village's Election Inspectors beginning in January 2018 and expiring in December 2019.

Rita Mollen, Chief Inspector	Rhonda Bartel
Mary Weigman, Chief Inspector	Virgina Janssen
Patti Seeman, Chief Inspector	Helen Eiting
Margaret LaBrec	Margaret Van Asten
Betty Hietpas	Kathy Haupt
Judy Geerts	Joyce Holtz
Sue Whalley	Rose Lamers
Ellen Hietpas	Mary Ourada
Helen Eiting	Debbie Hermsen
Lois Gralapp	Barbara Fleming
Linda Hank	Terry McKay
Gail McKay	Barbara Vanderloop
Cynthia DeBruin	Linda Hatton
Mary Peterson	Gerty Van Lith
Jenny Elrick	Nancy Arts
Rosie Hieptas	Jan Cook
Dot Van Lith	Kathy Troy

RECOMMENDATION: Appoint the individuals listed to serve for the 2018 and 2019 Elections.

Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: 2015-2019 Strategic Plan – 2017 Review and 2018 Preview

PREPARED BY: James Fenlon, Administrator

REPORT DATE: December 14, 2017

EXPLANATION: Attached to this document are the following:

1. Attachment 1 is the Overview of the 2015-2019 Plan
2. Attachment 2 is the review of the 2017 Strategic Actions.
3. Attachment 3 is the preview of the 2018 Strategic Actions.

We will go over each attachment, mainly focusing on the 2017 efforts and proposed actions for 2018. One item to consider as you review the attachments is the amount of effort and time to execute on the actions since 2015. In some cases, actions may have occurred under normal business, but in most cases, these actions presented new opportunities or challenges for staff across all departments. As staff across the board continue to implement or carry on some of these “new” activities, we need to be cognizant of the fact that sustaining the effort is primary (assuming it is a valuable activity). Therefore, as I reviewed the actions for 2018, I felt it imperative to focus on some ongoing efforts that should pay dividends while also executing on a few new efforts.

Finally, this would set the stage for a busy 2019 (and perhaps costly) if we were to execute all the activities outlined in attachment 1. That being said, we likely do not have the manpower or time to truly go after all the remaining items. Like all strategic plans, they should be realistic yet challenging. The fact that there are still items remaining to achieve, would say that we hit the sweet spot in being realistic while also pushing the envelope. In conclusion, it also sets the stage for a good starting point for an updated plan, however we are at least a year away from having that conversation.

RECOMMENDATION: Review the actions through feedback and direction. Approve the 2018 actions within the Strategic Plan (Attachment #3).

Strategy	Strategic Goal	ACTION	Year	Budget Impact?
Efficiency and Effectiveness	We will utilize our human, financial and capital assets to their greatest potential and in the most effective and efficient manner possible.	Conduct Lean Initiative with Departments (6)	2015	Yes - Training
		Personnel Management Software (5)	2016	Yes
		Online sign-up for rentals (5)	2015	Website
		Automate the payroll process (4)	2019	Yes
		Develop capital maintenance plan (long range for buildings, roads, vehicles) (4)	2019	TBD
		Manage Village Fleet across Village versus by Department (4)	2015	TBD
		Create metrics to assess departments financial and operationally (3)	2016	TBD
		Privatize operations that are not inherently government (3)	2019	TBD
		Conduct Wage and Compensation study (2)	2015	Yes - \$15k
		Create realistic comparisons to other communities (2)	2018	TBD
		Incorporate GIS/GPS into Village field operations (2)	2019	Yes
		Digital Record Retention (2)	2019	Yes
		Create staff working group/committee to focus on strategic planning/operations	2015	TBD
		Create department specific training policy	2017	Yes
		Develop ranking tool for long range planning CIP	2019	TBD
Strategy	Strategic Goal	ACTION	Year	Budget Impact?
Intergovernmental Cooperation	We will work in a cohesive and effective manner to leverage the resources of our local, regional and state partners.	Strengthen ties with LCASD on facilities, use and departments (9)	2015	TBD
		Generate collaboration with Outagamie County (6)	2016	TBD
		Listening sessions/polls on VOLC and perceptions in community (3)	2016	TBD
		Jt. Recreation programs with LCASD (3)	2017	TBD
		Cross promote events with LCASD (3)	2015	TBD
		Regional approach to working with DOT and DNR (2)	2018	TBD
		Attain government designations like Green Tier and Water Star	2019	TBD
Strategy	Strategic Goal	ACTION	Year	Budget Impact?
Economic Development	We will create and implement an all encompassing economic development strategy that maintains community character while marketing the Village of Little Chute as a destination.	Create multifaceted tourism development strategy featuring existing amenities (9)	2018	Yes
		Create RLF for single and multi-family home program (8)	2017	Yes
		Take action on Village First Impression report (7)	2016	TBD
		Upgrade current RLF/Façade Applications (5)	2015	Yes
		Plan for expansion/new Industrial Park (4)	2019	Yes
		Organize way finding/signage program (4)	2015	Yes
		Long range plan to link Fox River to Downtown via a corridor (3)	2019	Yes
		Use LCBA to cross market LC Businesses (2)	2015	TBD
		Create marketing packages for business, industrial, commercial	2018	Yes
		Branding development	2018	Yes
Strategy	Strategic Goal	ACTION	Year	Budget Impact?
Public Engagement	We encourage and welcome an active and engaged citizenry on everything we do (timeliness).	Enact communication strategy for specific endeavors (8)	2015	Staff Time
		Create welcome packets for new residents (8)	2016	Yes
		Village Board/Staff to speak at schools/civic groups (8)	2015	Staff/Board Time
		Develop Village wide Communication strategy (7)	2016	Yes
		Embrace more social media (4)	2015	Staff Time
		Engage Post Crescent/Times Villager more often (2)	2015	Staff Time
		Host meetings outside of Village Hall	2016	Staff/Board Time

2017 Strategic Actions

Strategic Issue	2017 Actions	Department	POC	Status
Effectiveness and Efficiency	Begin the process for paperless Board meetings	ADM; Clerk; All Depts/Board	James Fenlon	Completed
Effectiveness and Efficiency	Implement a Training Policy (Department Specific Included)	ADM	James Fenlon	ACTION NEEDED
Effectiveness and Efficiency	Investigate Personnel Management Software (5)	ADM	James Fenlon	CONTINUED ACTION NEEDED
Intergovernmental Cooperation	Generate collaborative efforts with Outagamie County (ongoing)	ADM	James Fenlon	CONTINUED ACTION NEEDED
Intergovernmental Cooperation	Explore joint recreational programs	DPRF	Adam Breest	Completed, Continuous Effort Moving Forward
Economic Development	Create multifaceted tourism development strategy featuring existing amenities	ADM; CDD; LCBA	James Fenlon	ACTION UNDERWAY
Economic Development	Take action on Village First Impression report	ADM; CDD	James Fenlon	Completed (included in Downtown Master Plan); Continuous Action Needed
Economic Development	Create marketing packages for business, industrial, commercial	ADM; CDD	James Fenlon	ACTION UNDERWAY
Economic Development	Organize way finding/signage program (2015)	DPRF	DPRF	ACTION UNDERWAY
Economic Development	Branding Development	ADM; ALL	James Fenlon	Completed
Economic Development	Create RLF for single and multi-family home program (8)	ADM; CDD; Board	James Fenlon	ACTION NEEDED
Public Engagement	Village Board/Staff to speak at schools/civic groups (2015)	ALL	James Fenlon	CONTINUED ACTION NEEDED
Public Engagement	Host Meetings Outside of Village Hall	ALL	James Fenlon	CONTINUED ACTION NEEDED (STREET PROJECTS EXECUTED ON SITE IN 2017)
Public Engagement	Create Welcome Packets for New Residents	ADM; CDD	James Fenlon	ACTION NEEDED
Public Engagement	Enact communication strategy for specific endeavors (2015)	ADM	James Fenlon	Continuous Action Needed
Public Engagement	Embrace increased social media (2015)	Clerk	Laurie Decker	Completed; Continuous Action Needed
Public Engagement	Engage Post Crescent/Times Villager more often (2015)	ALL	James Fenlon	Completed; Continuous Action Needed

2018 Strategic Actions

Strategic Issue	2018 Actions	Department	POC	Status
Effectiveness and Efficiency	Implement a Training Policy (Department Specific Included)	ADM	James Fenlon	ACTION NEEDED
Effectiveness and Efficiency	Investigate Personnel Management Software & Payroll(5)	ADM	James Fenlon	CONTINUED ACTION NEEDED
Intergovernmental Cooperation	Generate collaborative efforts with Outagamie County (ongoing)	ADM	James Fenlon	CONTINUED ACTION NEEDED
Intergovernmental Cooperation	Continue to drive towards collaboration with LCASD	ALL	James Fenlon	CONTINUED ACTION NEEDED
Economic Development	Create multifaceted tourism development strategy featuring existing amenities	ADM; CDD; LCBA	James Fenlon	ACTION UNDERWAY
Economic Development	Take action on Village First Impression report - This is truly wrapped in the efforts related to Downtown Master Planning	ADM; CDD	James Fenlon	Completed (included in Downtown Master Plan); Continuous Action Needed
Economic Development	Create marketing packages for business, industrial, commercial	ADM; CDD	James Fenlon	ACTION UNDERWAY
Economic Development	Organize way finding/signage program (2015)	DPRF	DPRF	ACTION UNDERWAY
Economic Development	Create RLF for single and multi-family home program (8)	ADM; CDD; Board	James Fenlon	ACTION NEEDED
Public Engagement	Village Board/Staff to speak at schools/civic groups (2015)	ALL	James Fenlon	CONTINUED ACTION NEEDED
Public Engagement	Host Meetings Outside of Village Hall	ALL	James Fenlon	CONTINUED ACTION NEEDED (STREET PROJECTS EXECUTED ON SITE IN 2017)
Public Engagement	Create Welcome Packets for New Residents	ADM; CDD	James Fenlon	ACTION NEEDED
Public Engagement	Enact communication strategy for specific endeavors (2015)	ADM	James Fenlon	Continuous Action Needed

Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: 2018-2019 Fox Valley Metro Professional Police Association Contract

PREPARED BY: James Fenlon, Administrator

REPORT DATE: December 15, 2017

EXPLANATION: Attached to this document are the following:

1. Proposed Settlement from July 19th, 2017
2. 2018-2019 Contract with Fox Valley Metro Professional Police Association

From 2015-2017, the Villages of Kimberly, Combined Locks and Little Chute had a three year contract that amended shift times, insurance premiums and wage rates. That contract is set to expire on 12/31/2017. With the departure of Combined Locks from the Fox Valley Metro Police Department, the attached proposed contract begins on 1/1/2018 and runs through 12/31/2019. The changes in the contract follow along the lines of the July proposed settlement, eliminating references to Combined Locks, instituting a 2.5% increase in wages in both 2018 and 2019 and clarifying language as it relates to health insurance premiums (there is no changes to contribution amounts).

While there are may be areas in the contract that both groups would like to see amended in the contract, some of the items will require time to address. In addition, other items may be more related to true bargaining and will take focused attention to arrive at reasonable solutions. It is best to move forward on the aforementioned items after there is time for the de-merger to go in effect, allowing operations to normalize and the Command Staff/Administration time to understand how those changes impact fiscal and operational considerations.

Finally, this proposed contract has been incorporated into the 2018 Fox Valley Metro Police Department Budget.

RECOMMENDATION: Approve the contract with Fox Valley Metro Professional Police Association for 2018-2019.

PROPOSED SETTLEMENT
BETWEEN THE
FOX VALLEY METRO PROFESSIONAL POLICE ASSOCIATION
WPPA/LEER Local # 152
AND THE VILLAGES OF
LITTLE CHUTE & KIMBERLY
for a successor Agreement
to the 2015-2017 Agreement

[JANUARY 1, 2018 – DECEMBER 31, 2019]

Discussed July 19, 2017

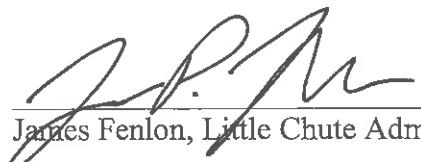
(current language to delete; new language)

- 1) Amend the Agreement by deleting all references to the Village of Combined Locks.
- 2) Amend ARTICLE IX – WAGES, by replacing Sections 9.01, 9.02, and 9.03 as follows:
 - a. “new” Section 9.01 – effective January 1, 2018, increase the January 1, 2017 wage rates by 2.5%.
 - b. “new” Section 9.02 – effective January 1, 2019, increase the January 1, 2018 wage rates by 2.5%.
 - c. Eliminate Section 9.03.
- 3) Amend ARTICLE XVII – CHANGES IN TERMS OF THIS AGREEMENT, Section 17.01, as follows:

This agreement shall be in effect from January 1, 2015 2018 through December 31, 2017 2019. If either party desires to negotiate any changes in this agreement, to become effective after the term of this Agreement, they shall notify the fiscal agent of the Fox Valley Metro Police Department in writing of the desire to enter in to such negotiations on or before September 1st of the year of expiration. Both parties shall mutually agree on a date to exchange proposals, which shall be no later than October 1st of the year of expiration.

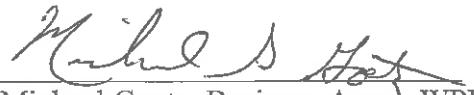
TENTATIVELY AGREED TO:

By The Villages


James Fenlon, Little Chute Administrator

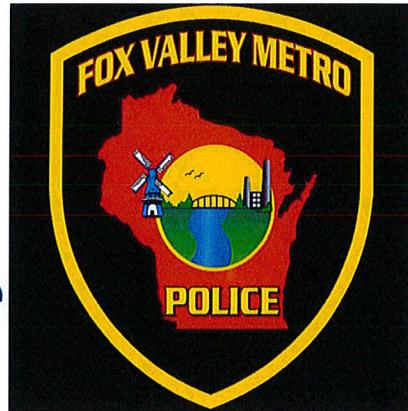
Danielle Block, Kimberly Administrator

By The Association:


Michael Goetz, Business Agent, WPPA


Jeffrey Nett, L152 President

Agreement between the
VILLAGES OF LITTLE CHUTE AND KIMBERLY



and the
FOX VALLEY METRO PROFESSIONAL POLICE
ASSOCIATION

2018-2019

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ARTICLE I - RECOGNITION

Section 1.01: This agreement made between and entered into at Little Chute and Kimberly, Wisconsin pursuant to the provisions of Section 111.70 et al of the Wisconsin Statutes by and between the Villages of Little Chute and Kimberly, municipal corporations, as municipal employers, and the Fox Valley Metro Professional Police Association, as the sole bargaining agent for all full time law enforcement personnel with the powers of arrest, excluding the Chief of Police, supervisory, managerial, confidential, and part-time Police Officers, of the combined Villages of Little Chute and Kimberly.

ARTICLE II - HOURS

Section 2.01: A normal workday shall consist of a nine (9) hour shift except for temporary assignments of Investigator, Police School Liaison Officer, or special assignments where a shift will consist of eight (8) hours.

Section 2.02: A normal bi-weekly work period shall average of 79.31 hours based on a fifty-two week year.

Section 2.03: Members of the Association will be paid bi-weekly.

Section 2.04: All work schedules shall be posted four (4) weeks in advance, except in the event of an emergency or other unforeseen circumstance justifying a change in the work schedules.

Section 2.05: Employees shall be entitled to a thirty (30) minute paid lunch period during a normal work day.

Section 2.06: Officers assigned to the regular patrol schedule shall work a schedule of Five (5) days on duty followed by three (3) days off duty with exception of the first cycle in January of each year where they will work five (5) days on followed by two (2) days off. A normal work week for Police School Liaison Officers, except when school is not in session, Investigators and other office assignments shall be forty (40) hours based upon five (5) days on

1 duty (Monday through Friday), and two (2) days off duty (Saturday and Sunday).

2

3 **Section 2.07:** All non-probationary employees on the regular patrol schedule shall be
4 assigned on a seniority basis, to one of three shifts listed in Section 2.10, except that one
5 assigned position on each shift will be decided by seniority by the Chief of Police based on the
6 needs of the department. The Chief of Police reserves the right to assign officers to special duty
7 shifts, (i.e. 3:30 p.m. to 12:30 a.m. 6:30 p.m. to 3:30 a.m., 10:30 a.m. to 7:30 p.m., etc.), for
8 department needs on a temporary basis.

9

10 **Section 2.08:** To avoid any one shift being staffed completely by probationary
11 employees, probationary employees shall not be eligible for shift selection by seniority until
12 completion of their probationary period.

13

14 **Section 2.09:** The five most senior non-probationary employees on the regular schedule
15 shall not be deprived of their shift selection rights under this section to accommodate placement
16 of a probationary employee.

17

18 **Section 2.10:** Effective January 1, 2016 forward, work shifts for the regular schedule are
19 as follows:

20 a. Day Shift 6:00 a.m. to 3:00 p.m.
21 b. Afternoon Shift 1:30 p.m. to 10:30 p.m.
22 c. Night Shift 9:30 p.m. to 6:30 a.m.

23

24 **Section 2.11:** By October 1st of each year, each employee who is assigned to the regular
25 patrol schedule shall select one of the shifts in Section 2.10 by seniority. For purposes of shift
26 selection, only the employee's time in grade, e.g. time in the Association, will be counted for
27 seniority purposes. Each employee shall identify the order of their preference each of the three
28 (3) shifts. Shift selection shall be completed by November 1st of each year and assignments shall
29 be made in accordance with Section 2.07, Section 2.08, Section 2.09 and Section 2.10 of this
30 agreement. Police School Liaison Officers shall be assigned their patrol schedule rotations (day
31 off group) for the months of June, July and August upon the release of the patrol schedule for the

1 following year. Police School Liaison Officers will select the available shifts based on seniority
2 as defined in this section. Police School Liaison Officers will be assigned a patrol shift for the
3 months of June, July and August no later than March 31st of that year.

4

5 **Section 2.12:** During the spring and fall equinox time changes, the schedule shall be
6 adjusted to ensure that the officers working those affected shifts shall work no less than nine (9)
7 hours during the spring time change and no more than nine (9) hours during the fall time change.

8

9 **ARTICLE III - OVERTIME, COURT, AND CALL-IN-PAY**

10 **Section 3.01:** Employees will be compensated at the rate of time and one-half (1 1/2)
11 based on their normal rate of pay for all hours worked in excess of a normal work day or eighty
12 (80) hours "per bi-weekly work period, but not both i.e. non-pyramiding." Officers assigned to
13 temporary assignments of Investigator, Police School Liaison Officer, or special assignments
14 will be compensated at the rate of time and one-half (1 1/2) based on their normal rate of pay for
15 all hours worked in excess of a normal work day or eighty (80) hours "per bi-weekly work
16 period, but not both i.e. non-pyramiding."

17

18 **Section 3.02:** An employee who is subpoenaed to appear in court when not scheduled to
19 work shall receive pay at time and one-half (1 1/2) for all hours required at court. A minimum of
20 two (2) hours pay at time and one-half (1 1/2) will be paid for any court appearance scheduled
21 during an officer's off duty time. Any officer receiving a court cancellation with less than 24
22 hours' notice who is not scheduled to work at the time listed on the subpoenas shall receive two
23 hours of pay at time and one-half (1 ½) their normal rate of pay. A telephone call placed to the
24 officer's primary residence, whether answered or not, shall constitute "notification", unless
25 another telephone number is provided by the officer.

26

27 **Section 3.03:** Employees who are called into work, which is other than his/her regular
28 patrol or office schedule, shall receive two (2) hours call-in pay in addition to the actual number
29 of hours worked. The two hours call-in pay will be at the employee's regular rate of pay.
30 Employees shall receive the call in pay if not given a minimum of twenty-four (24) hours' notice
31 prior to the original reporting time for duty. Changes that are made to the schedule within the

1 minimum of twenty-four (24) hours of notice and that require an employee to be re-assigned to
2 another shift for that calendar date shall be made available by seniority.

3

4 **Section 3.04:** Employees who attend training when not regularly scheduled to work shall
5 receive time and one-half (1 1/2) for the hours attended.

6

7 **Section 3.05:** An employee shall be allowed overtime pay in either case or compensatory
8 time off at the discretion of the employee, at the rate of one and one-half (1 1/2) based on their
9 normal rate of pay. An employee shall be allowed to use call-in pay as compensatory time off at
10 the rate of straight time. An employee may take compensatory time off with the approval of the
11 Chief of Police. Each approval will be handled on an individual basis and will not be precedent
12 setting. During the calendar year, the employee will be allowed to accumulate a maximum of
13 eighty (80) hours of compensatory time at any one time; any overtime hours in excess of eighty
14 (80) hours will be paid out at the rate of time and one-half (1 1/2). At the end of the calendar
15 year, any overtime hours in excess of forty (40) hours will be paid out at the rate of time and
16 one-half (1 1/2), on the first pay period following December 31.

17

18 **Section 3.06:** All overtime hours on the patrol schedule shall be made available to full-
19 time members of the bargaining unit on a rotating seniority basis for increments of 4.5 hour
20 assignments or more. If after going through the rotating list and no member is available, the on-
21 duty officers based on seniority would have the option of working an additional split-shift to
22 cover the open available shift. This section does apply to vacant shifts due to a sick call where
23 the decision has been made to fill the shift. This section does not apply to non-regular call-ins
24 made by supervisory staff to address immediate staffing issues such as high call volume, severe
25 weather and major cases, if the officer being called cannot report, ready for duty, within 30
26 minutes of being called. If the shift cannot be covered by a member of the bargaining unit, a
27 part-time officer may be used. The Chief of Police agrees not to change from the present work
28 cycle without a valid reason.

29

30 **Section 3.07:** Shift selection for annual or otherwise regularly scheduled community
31 events to include but not limited to CheeseFest, PaperFest, and the Kermis Festival shall be made

1 based upon seniority.

3

ARTICLE IV - VACATIONS AND PAID HOLIDAYS

4 **Section 4.01:** Members of the bargaining unit shall be entitled to vacations commencing
5 on their anniversary date, according to the following schedule:

6 45 hours after one (1) year continuous service
7 90 hours after two (2) years continuous service
8 135 hours after seven (7) years continuous service
9 180 hours after twelve (12) years continuous service
10 225 hours after Eighteen (18) years continuous service
11 270 hours after twenty-five (25) years continuous service

13 Vacation benefits shall accrue at the rate of one-twelfth (1/12) of the employee's
14 authorized vacation for each month of employment. New employees shall accrue vacation
15 benefits during their probationary period.

17 **Section 4.02:** Vacation may be broken down into increments equal to or greater than
18 half-shift increments with the prior approval by the Chief.

20 **Section 4.03:** Upon termination of employment from the Villages, a member of the
21 Association shall be paid for all unused vacation time that is due him/her in the current year. If a
22 member is terminated for cause, this section will not apply

24 **Section 4.04:** Vacation must be used during the calendar year. Unused vacation does not
25 accrue on a year by year basis; however, in the sole discretion of the Villages, annual unused
26 vacation may be extended to a subsequent year. It is understood and agreed that this
27 determination shall be within the sole discretion of the Villages and shall not be considered a
28 precedent when and if applied to an individual member of the Association. Vacation not used by
29 reason of Village needs shall be paid at the employee's option at the present rate of pay, or
30 carried over to the next year.

31

Section 4.05: The Chief of Police reserves the right to determine the number of personnel to be on vacation at one time.

Section 4.06: Paid Holidays in this Agreement are:

New Year's Day	Labor Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Eve Day
Easter Sunday	Christmas Day

Section 4.07: For each of the above holidays, employees will receive nine (9) hours of regular pay or an additional day off, at the option of the employee. If the employee works on any of the holidays, he/she shall be paid at the rate of two (2) times his/her rate of pay for the hours worked. When a holiday falls in a vacation week or scheduled day off, the employee shall receive either nine (9) hours of pay or an additional day off, at the option of the employee.

Officers assigned to temporary assignments of Investigator, Police School Liaison Officer, or special assignments where an eight (8) hour shift is worked shall receive eight (8) hours of pay where nine hours is indicated in this paragraph.

The scheduling of the additional days off for holidays is subject to the approval of the Chief of Police. The Chief of Police agrees not to involuntarily remove the uniformed officers from the work schedule who would normally be scheduled to work holidays.

Section 4.08: Employees shall be entitled to three (3) personal holidays where an employee may take a day off at his/her discretion and receive a normal work day of pay at his/her regular rate. The personal holidays shall be applied for at least five (5) days in advance and once approved by the Chief of Police they cannot be canceled. If submitted at least five days prior to the date of the personal holiday, the Chief of Police agrees to approve all personal holidays, during a normal workday as long as it does not result in more than two (2) overtime shifts, including any overtime shifts already on the schedule, for that day. Approval of personal holidays requested within five days or that would cause more than two (2) overtime shifts, will be left to the discretion of the Chief of Police. At the end of the calendar year, unused personal

- 1 holidays may be converted to compensatory time on an hour for hour basis and carried over to
- 2 the next year, subject to the restrictions identified in Section 3.05.

3

ARTICLE V - RETIREMENT CONTRIBUTION

5 **Section 5.01:** The Villages will contribute 100% of the employer retirement contribution
6 to the Wisconsin Retirement Fund and the employee will contribute 100% of the employee
7 retirement contribution to the Wisconsin Retirement Fund, as determined by the Employee Trust
8 Fund.

9

ARTICLE VI - SICK LEAVE

11 **Section 6.01:** All members of the bargaining unit shall be granted sick leave pay at the
12 rate of one (1) working day for each full month of service.

13

14 **Section 6.02:** The amount of accumulated sick leave for each member of the bargaining
15 unit shall be determined from current sick leave banks at the time of the signing of this
16 agreement.

17

18 **Section 6.03:** Unused sick leave may be accumulated to a total of one hundred and
19 twenty (120) working days or nine hundred sixty (960) hours. One-half (1/2) of the member's
20 accumulated sick leave shall be payable upon retirement under the Wisconsin Retirement Fund
21 or upon voluntary separation from service after nine (9) years of continuous service. An officer
22 who resigns or quits, except when in lieu of termination, after nine (9) years of continuous
23 service, will receive one-half (1/2) of accumulated sick leave. An officer who resigns or quits
24 with less than nine (9) years of continuous service, shall forfeit all accumulated sick leave.

25

Section 6.04: When a member is on sick leave and a holiday occurs, the member may elect to use either sick leave or holiday pay, but not both.

28

29

Section 6.05: A member of the bargaining unit may use accumulated sick leave with pay for absences necessitated by his/her injury, or illness, or that of a member of his/her immediate

1 family, to include: wife/husband, daughter, son, stepchild, father, father-in-law, mother, or
2 mother in law.

3

4 **Section 6.06:** Time off for injury received by a member of the bargaining unit in the
5 course of his/her employment for which Workers Compensation is paid, shall not be charged
6 against sick leave.

7

8 **Section 6.07:** In order to be granted sick leave with pay, a member of the bargaining unit
9 must:

10

- 11 • Report promptly to the Chief of Police the reason for absence, and
- 12 • Keep the Chief of Police informed of his/her condition if absence is more than
13 three (3) days, and
- 14 • Permit the Villages to make medical examination or nursing visits as it deems
15 desirable after three days.
- 16 • Submit a medical certificate for any absence of more than three (3) consecutive
17 working days upon the request of the Chief of Police.

18 **Section 6.08:** In case of the death of a member, 100% of his/her accumulated sick leave
19 shall be payable to his/her beneficiary or estate.

22 ARTICLE VII - FUNERAL LEAVE

23 **Section 7.01:** Funeral leave shall be used due to a death in a member's immediate family
24 as defined as spouse, child, stepchild, parent, mother or father-in-law, sister or brother,
25 grandchild, brother or sister-in-law, son or daughter-in-law and shall consist of three (3)
26 consecutive days based around the funeral day; two (2) prior and the day of the funeral; one (1)
27 prior, the day of the funeral, and one (1) after; or the funeral day and two (2) after, which will be
28 the employee's choice. An additional two (2) consecutive days may be granted at the discretion
29 of the Chief of Police.

30

31 **Section 7.02:** One (1) day shall be granted for the death of grandparents, aunts or uncles.

1 This shall be based on the day of the funeral, one (1) day prior, or one (1) day after the day of the
2 funeral, which shall be the employee's choice.

3

Section 7.03: All funeral leave shall not be charged against the member's sick leave or other paid time off.

6

ARTICLE VIII - INSURANCE BENEFITS

8 Section 8.01:

9 A. For calendar year 2018 and 2019, the employer shall pay eighty-five percent (85%)
10 toward the cost of group Hospitalization/health insurance premiums for both the
11 single and family plan coverage for eligible employees.

12

13 **Section 8.02:** The employer shall pay one hundred percent (100%) of the premium for
14 the family and single coverage for dental insurance for eligible employees.

15

16 **Section 8.03:** The employer shall provide life insurance to each eligible employee, with
17 the premium to be paid by the employer. Coverage shall be based on \$1,000 of insurance for
18 every \$1,000 the member made the previous year as a police officer. The selection of carrier
19 shall be determined by the employer.

20

21 **Section 8.04:** The employer shall provide Income Continuation Insurance (disability
22 insurance) for eligible employees. The monthly benefit will be at least sixty-six and two-thirds
23 percent (66 2/3 %) of gross earnings. The employer will pay a portion of the premium equal to
24 .5% of gross earnings. The selection of insurance carrier shall be determined by the employer.

25

26 **Section 8.05:** The employer reserves the right to change carrier or methods of coverage
27 including self-funding for any of the above coverage.

28

ARTICLE IX - WAGES

30 Section 9.01:

1 A. Employees shall be paid on an hourly basis in accordance with the following
2 schedule effective January 1, 2018. (2.5% increase)

POSITION	RATE	ATTAIN
Police Officer/Step 1	\$21.71	Hire (Non-Certified)
Police Officer/Step 2	\$22.79	Hire (Certified)
Police Officer/Step 3	\$23.86	FTO Completion
Police Officer/Step 4	\$25.12	6 months
Police Officer/Step 5	\$26.56	Probation Completion, minimum 1 year
Police Officer/Step 6	\$29.06	2 years
Police Officer/Step 7	\$29.76	3 years
Police Officer/Step 8	\$29.94	5 years
Police Officer/Step 9	\$30.23	7 years
Police Officer/Step 10	\$31.39	9 years
Police School Liaison	\$31.39	Minimum Level of Entry
Investigator	\$31.39	Minimum Level of Entry
Police Officer/Step 11	\$31.94	15 years
Police Officer/Step 12	\$32.47	25 years

3 **Section 9.02:**

4 A. Employees shall be paid on an hourly basis in accordance with the following
5 schedule effective January 1, 2019. (2.5% increase)

POSITION	RATE	ATTAIN
Police Officer/Step 1	\$22.25	Hire (Non-Certified)
Police Officer/Step 2	\$23.36	Hire (Certified)
Police Officer/Step 3	\$24.46	FTO Completion
Police Officer/Step 4	\$25.75	6 months
Police Officer/Step 5	\$27.22	Probation Completion, minimum 1 year
Police Officer/Step 6	\$29.79	2 years
Police Officer/Step 7	\$30.50	3 years

Police Officer/Step 8	\$30.69	5 years
Police Officer/Step 9	\$30.98	7 years
Police Officer/Step 10	\$32.17	9 years
Police School Liaison	\$32.17	Minimum Level of Entry
Investigator	\$32.17	Minimum Level of Entry
Police Officer/Step 11	\$32.74	15 years
Police Officer/Step 12	\$33.28	25 years

1

2

3 **Section 9.04:** Employees shall receive longevity pay computed at the following rate.

4 Payment will be made once a year during the first pay period in December and shall be taxed
5 separately.

YEARS OF SERVICE	MONTHLY	YEARS OF SERVICE	MONTHLY
3-4 years	\$5	12-14 years	\$25
5-6 years	\$10	15-19 years	\$30
7-8 years	\$15	20-24 years	\$35
9-11 years	\$20	25 and over	\$40

6

7 **Section 9.05:** Field Training Officer shall receive \$1.00 an hour additional pay when in
8 the process of training new employees.

9 ARTICLE X - CLOTHING ALLOWANCE

10 **Section 10.01:** Each officer must purchase his/her complete uniform and will be paid
11 only upon receipt for clothing, equipment or footwear purchased, cleaned, or repaired, up to
12 \$525 per calendar year. With the approval of the Chief of Police, the employer will pick up the
13 repair or replacement cost of uniforms, meaning clothing, if the officer does damage while in the
14 performance of his/her duty. Each officer who begins employment during the year will be
15 eligible to receive up to a \$700 clothing allowance, prorated from his/her starting date until the
16 end of the calendar year and will be allowed an advance on the next calendar year clothing
17 allowance. All officers may carry the uniform allowance from one year to the next, however the

1 total amount held over is capped at, and shall not exceed, \$1050.00. The Village reserves the
2 right to determine the serviceability of equipment.

3

4

5 **ARTICLE XI - RESIDENCY**

6 **Section 11.01:** Members of the bargaining unit are not restricted to residency
7 requirements.

8 **ARTICLE XII - GRIEVANCE PROCEDURE**

9 **Section 12.01:** Both the Association and the Employer recognize that grievances and
10 complaints shall be settled promptly and at the earliest possible stages and that the grievance
11 process must be initiated within ten (10) days of the incident or within ten (10) days that the
12 grievant knew or should have known of the incident, Saturday, Sunday and holidays excluded.
13 Any grievance not reported or filed within the time limit set forth above shall be invalid.

14 **Section 12.02:** A grievance shall be defined as a violation of a specific article of this
15 agreement, but shall not include discipline matters. (Discipline matters shall be handled in
16 accordance with Sections 61.65 and 62.13(5), Wisconsin Statutes).

17 **Section 12.03:** Any member of the bargaining unit having a grievance concerning any
18 provision of this Agreement shall be handled in the following manner:

19 A. **First Step Procedure:** The Association or aggrieved member of the bargaining unit shall
20 orally present the grievance to the Chief of Police either alone or accompanied by an
21 Association representative. The Chief of Police shall attempt to settle the grievance
22 within ten (10) days, Saturday, Sunday, and holidays excluded, after the oral presentation
23 thereof, and

24
25 B. **Second Step Procedure:** If the grievance is not settled at the first step, it shall be
26 reduced to writing and presented to the Chief of Police within ten (10) days, Saturday,

1 Sunday, and holidays excluded, the Chief of Police shall furnish the Association with a
2 written answer to the grievance. If the grievance is not resolved to the satisfaction of all
3 parties either party may proceed, within ten (10) days, Saturday, Sunday, and holidays
4 excluded, to the next step, and

5

6 C. **Third Step Procedure:** The grievance shall be presented in writing to the Village
7 Administrator or the Police Commission, whichever authority has jurisdiction on any
8 particular grievance as follows:

9 If the grievance shall be deemed under the jurisdiction of the Police Commission
10 (PC) the grievance shall thereby be governed by section 62.12 of the Wisconsin Statutes.
11 The PC's jurisdiction is confined to disciplinary actions under 62.12 through 62.13(5) of
12 the Wisconsin Statutes. The PC shall within ten (10) days, Saturday, Sunday, and
13 holidays excluded, set up an informal meeting with all parties involved in the grievance
14 procedure. Within ten (10) days, Saturday, Sunday, and holidays excluded, after this
15 meeting a determination shall be made by the PC, reduced in writing and copies
16 submitted to all parties involved.

17 All other grievances relating to wages, hours, and working conditions or any other
18 matter under the jurisdiction of the Village Boards of Trustees shall be directed to the
19 Village Administrators. The Administrators shall within ten (10) days, Saturday, Sunday,
20 and holidays excluded, set up an informal meeting with all parties involved in the
21 grievance procedure. Within ten (10) days, Saturday, Sunday, and holidays excluded,
22 after this meeting a determination shall be made by the Administrators, reduced to
23 writing and copies submitted to all parties involved, and

24

25 D. **Fourth Step Procedure:** If the grievance is not settled at the Third Step of the Grievance
26 Procedure, the aggrieved party, or the Association, within ten (10) working days may
27 submit the determination made in Step 3 to the Wisconsin Employment Relations
28 Commission for arbitration. At the earliest possible date convenient to all parties, the
29 WERC shall submit a panel of five (5) arbitrators to the parties. The parties shall
30 alternately strike names from the list until one (1) name remains, who shall be appointed

1 the arbitrator. The flip of a coin shall determine which party makes the first strike. The
2 decision of the arbitrator will be final and binding on all parties. The cost of the
3 arbitration will be borne equally by the Villages and the Association.

4 The function of the arbitrator is judicial, rather than legislative, and he shall not
5 have the power to add to, disregard or modify any provision of this Agreement.

6 The Association may appoint one (1) representative of the Association and shall
7 inform the Villages of the name of the individual so appointed and of any changes
8 thereafter made in such appointments. The employer shall allow that representative, or
9 his/her designee, the necessary time to process grievances during the course of the duty
10 day.

12 ARTICLE XIII - NO STRIKE AGREEMENT

13 **Section 13.01:** Neither the Association nor any of its individual members will instigate,
14 promote, encourage, sponsor, engage in or condone any strike, picketing, slow down,
15 concentrated work stoppage or any other intentional interruption of work during the term of this
16 agreement. Upon notification by the Villages to the Association that certain members are
17 engaged in violation of this provision, the Association agrees to take all reasonable effective and
18 affirmative action to secure the return to work of such members as promptly as possible.

19 ARTICLE XIV - MANAGEMENT RIGHTS

20 **Section 14.01:** The Village possesses the sole right to operate the Joint Police
21 Department and all management rights reposed in it, subject only to the provisions of this
22 agreement and applicable law. The rights include but are not limited to the direction of all
23 reasonable work rules, the discipline of employees for just cause, the assignment and transfer of
24 employees within the department, the determination of the number and the classification of
25 employees needed to provide the services of the department, the right to hire, promote, schedule
26 and assign employees, maintain efficient operations, take whatever action is necessary to comply
27 with state or federal law, to introduce new or improved methods or facilities, to determine the
28 means, methods and personnel by which operations are to be conducted, and to carry out the
29 functions of the Villages in case of emergency.

1 These rights shall be exercised in a reasonable manner and shall not be used to
2 discriminate against any employee.

3 The Association may challenge the exercise of any of the foregoing functions on the basis
4 that the exercise violates a specific provision of this agreement.

5 No regular non-probationary employee shall be disciplined or discharged except for
6 cause as defined in Section 62.13(5), Stats. which shall be the exclusive procedure for
7 implementing and reviewing discipline matters.

8 ARTICLE XV - AMENDMENT PROVISION

9 **Section 15.01:** This agreement is subject to amendment, alteration or addition only by a
10 subsequent written agreement executed by and between the parties hereto. The waiver of any
11 breach, term or condition of this Agreement by either party shall not constitute a precedent in the
12 future enforcement of its terms and conditions.

13 ARTICLE XVI - SAVINGS CLAUSE

14 **Section 16.01:** If any Article or Section of this Agreement or any addendum thereto shall
15 be held invalid by operation of law or by tribunal of competent jurisdiction, or if compliance
16 with or enforcement of any Article or Section shall be restrained by such tribunal, the remainder
17 of this agreement and addendum shall not be affected thereby, and the parties shall enter into
18 immediate collective bargaining negotiations for the purpose of arriving at a mutually
19 satisfactory replacement for such Article or Section.

20 ARTICLE XVII - CHANGES IN TERMS OF THIS AGREEMENT

21 **Section 17.01:** This agreement shall be in effect from January 1, 2018 through December
22 31, 2019. If either party desires to negotiate any changes in this agreement, to become effective
23 after the term of this Agreement, they shall notify the fiscal agent of the Fox Valley Metro Police
24 Department in writing of the desire to enter into such negotiations on or before September 1st of
25 the year of expiration. Both parties shall mutually agree on a date to exchange proposals, which
26 shall be no later than October 1st of the year of expiration.

ARTICLE XVIII - NO OTHER AGREEMENT

2 **Section 18.01:** The Villages of Kimberly and Little Chute agree not to enter into any
3 other agreement, oral or written with the members of the bargaining unit of the department
4 included in this Agreement, individually or collectively, which in any way conflicts with the
5 provisions of this Agreement.

ARTICLE XIX - EDUCATION

7 **Section 19.01:** Officers who pursue work related education, (to be determined by the
8 Chief of Police), at an accredited school or college, shall be reimbursed upon completion of each
9 class as follows:

10 Grade 4.0 - 100% reimbursement for books and tuition

11 Grade 3.0 - 75% reimbursement for books and tuition

12 Grade 2.0 - No reimbursement

13 Grade 1.0 - No reimbursement

14 **Section 19.02:** A request to attend classes must be submitted to the Chief of Police prior
15 to September 1st for the upcoming year. Officers attending school will have a maximum
16 spending cap of \$1,500 per calendar year. The Villages retain full authority to approve or not
17 approve all requests.

ARTICLE XX - PHYSICAL FITNESS

19 In recognition of the importance that physical fitness plays in the general health and well-being
20 of police officers and in consideration of the relationship between good health and well-being
21 and effective, efficient police service, the following physical fitness program is adopted:

22 A. Participation in the physical fitness program is optional for all sworn personnel
23 hired prior to July 1, 2011. However, once an officer chooses to participate in the physical
24 fitness program, participation becomes mandatory from that time forward. Participation in
25 the physical fitness program is mandatory for all sworn personnel hired after July 1, 2011.

1 B. For purposes of this program, four categories of physical fitness are recognized:
2 1 - poor, 2 - adequate, 3 - good, 4 - excellent.

3 C. Participating employees will be tested twice each year and will be paid a
4 maximum of two hours, at their regular rate of pay, for participation in the testing
5 procedure on off-duty time

6 D. A testing period is defined as the time between the start of one round of physical
7 fitness tests and the start of the next round of physical fitness tests.

8 E. Sworn personnel participating in the program and achieving a score of “good” or
9 “excellent” will be eligible for an annual health club membership reimbursement not to
10 exceed \$150.00 per calendar year. The health club reimbursement can be for a single or
11 family membership.

12 F. Sworn personnel participating in the department’s physical fitness program will
13 also be eligible for an additional incentive based on their overall score as follows:

- 14 a. Sworn personnel who score “excellent” will receive an additional day off of
15 their choosing.
- 16 b. Sworn personnel who score “good” will receive an additional half day off of
17 their choosing.
- 18 c. Any time off earned from these incentives cannot be paid out at the end of the
19 calendar year and cannot cause overtime when redeemed.
- 20 d. Sworn personnel’s incentive time off will be determined based on their
21 current duty assignment and/or contractual hours of work.

22 G. Any employee who for reasons of illness or injury, is temporarily unable to
23 perform at his/her previous recorded level during any test period shall, after review and
24 determination by the Chief of Police as to legitimacy, continue to be eligible for incentives.
25 If possible, the employee shall test during that period to show the ability to complete the
26 physical fitness testing. After one testing period, if such illness or injury continues, the
27 employee shall receive the incentive only if they test during the test period.

1 H. All employees are responsible for determining their fitness to participate in the
2 testing process. New participants will be provided a Doctor's waiver, which must be
3 completed prior to participation in the testing procedure.

4

1 Dated this _____ day of _____, 2017

2 VILLAGE OF LITTLE CHUTE

3

4 BY: _____
5 Michael R. Vanden Berg

6 ATTEST: _____
7 James P. Fenlon

8

9 VILLAGE OF KIMBERLY

10

11 BY: _____
12 Charles Kuen

13 ATTEST: _____
14 Danielle Block

FOX VALLEY METROPOLITAN
PROFESSIONAL POLICE
ASSOCIATION

BY: _____
Jeffrey Nett

ATTEST: _____
Duane Dissen

Michael S. Goetz,
WPPA/LEER Representative



Village of Little Chute
Department of Public Works

REQUEST FOR BOARD'S CONSIDERATION

ITEM DESCRIPTION:	Equipment for Municipal Building
REPORT PREPARED BY:	Jeff Elrick
REPORT DATE:	December 20, 2017
ADMINISTRATOR'S REVIEW / COMMENTS:	
No additional comments to this report: _____	
See additional comments attached: _____	
EXPLANATION: Past board meetings we discussed equipment for the new municipal building. Two pieces of equipment have previously been discussed and one is a new item that is needed for the building. We recommend to proceed with purchasing of the following:	
<ol style="list-style-type: none">1. Wheel balancer (Coates 6450-3D HD & LD) \$13,083.00 U.S. Petroleum Equipment2. Tire Changer (Coates CHD6330) \$13,048.00 U.S. Petroleum Equipment3. Fork Lift \$25,000 new (Working on options for used fork lift)4. Landscaping (trees, shrubs) Projected in 20185. Salt Bin TBD in future6. Concrete storage bins TBD in future	
Total \$ 51,131.00	
<p>The Finance Director has confirmed that there is \$167,348 left in the 460 fund after purchasing equipment from previous requests. The remaining funds are designated for possible purchase in 2018, including fencing, landscaping and completing the yardwaste site or other items on the list above.</p>	
RECOMMENDATION: Approve purchasing equipment	

Village of Little Chute
REQUEST FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: Municipal Service Staff Vacancy

PREPARED BY: Adam Breest, Parks, Recreation, & Forestry Director

REPORT DATE: December 15, 2017

ADMINISTRATOR'S REVIEW/COMMENTS:

No additional comments to this report: _____

See additional comments attached: _____

EXPLANATION: The Village has received a notice of retirement from one of our skilled laborers. The retirement isn't until February of 2018 however this individual is currently out on sick leave. We would like to ask the Village Board for permission to hire and begin training a new employee as soon as we can. The new hire would start potentially as early as Thursday, December 21. We plan to utilize the list of candidates that we interviewed in October.

RECOMMENDATION: Approve the hiring of a new skilled laborer for Public Works, Parks, and Forestry

Disbursement List - December 20, 2017

Payroll & Payroll Liabilities - December 14, 2017	\$193,480.24
Prepaid Invoices - December 8, 2017	\$21,419.73
Prepaid Invoices - December 15, 2017	\$139,766.91

Utility Commission-

CURRENT ITEMS

Bills List-December 20, 2017	\$836,841.18
Total Payroll, Prepaid & Invoices	\$1,191,508.06

The above payments are recommended for approval:

Rejected: _____

Approved December 20, 2017

Michael R Vanden Berg, Village President

Laurie Decker, Clerk

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
ACC PLANNED SERVICE INC (984)							
20196	Invoi	LC MUNICIPAL GARAGE/SEMI-ANNUAL BILLING 1	2,316.00	Open	Non		101-53310-204
Total ACC PLANNED SERVICE INC (984):			2,316.00				
AMPLITEL TECHNOLOGIES (4637)							
10961	Invoi	MONTHLY DATTO BACK-UP SERVICE	325.00	Open	Non		404-57190-204
Total AMPLITEL TECHNOLOGIES (4637):			325.00				
ASSOCIATED APPRAISAL CONSULT (1939)							
131116	Invoi	PROFESSIONAL SERVICES-DECEMBER	1,241.67	Open	Non		101-51530-204
Total ASSOCIATED APPRAISAL CONSULT (1939):			1,241.67				
AUGUST WINTER & SONS INC (3168)							
L000191600198-7	Invoi	PAYMENT #7 WELL #1 PUMPHOUSE	6,491.35	Open	Non		620-19250
Total AUGUST WINTER & SONS INC (3168):			6,491.35				
DAMAGE PREVENTION SERVICES (4068)							
2348	Invoi	NOVEMBER LOCATES	278.12	Open	Non		610-53612-209
2348	Invoi	NOVEMBER LOCATES	498.38	Open	Non		620-53644-209
2348	Invoi	NOVEMBER LOCATES	450.12	Open	Non		630-53442-209
Total DAMAGE PREVENTION SERVICES (4068):			1,226.62				
DISTRICT 2, INC. (4778)							
1910	Invoi	CODE 3 LENS FOR SIDE WARNING LIGHT	17.18	Open	Non		101-52200-205
Total DISTRICT 2, INC. (4778):			17.18				
EAGLE GRAPHICS LLC (1861)							
141552	Invoi	OFFICER BADGE/EMBROIDERED NAMES	27.00	Open	Non		207-52120-212
Total EAGLE GRAPHICS LLC (1861):			27.00				
GREEN BOYZ INC (4841)							
31013	Invoi	FALL CLEANUP OF THE PROPERTY	450.00	Open	Non		206-55110-243
31014	Invoi	FALL CLEANUP OF THE PROPERTY	187.50	Open	Non		207-52120-243
31014	Invoi	FALL CLEANUP OF THE PROPERTY	62.50	Open	Non		101-52250-243
Total GREEN BOYZ INC (4841):			700.00				
LAPPEN SECURITY PRODUCTS INC (735)							
LSPQ37529	Invoi	PAXTON KEYFOB BOX OF 10	45.00	Open	Non		101-53650-204
Total LAPPEN SECURITY PRODUCTS INC (735):			45.00				
LINDNER ACE HARDWARE LITTLE CHUTE (4702)							
246297	Invoi	PARTS FOR WELL #4	15.57	Open	Non		620-53634-255
246427	Invoi	PARTS FOR WATER DEPT	17.16	Open	Non		620-53634-255
246687	Invoi	PARTS FOR PUMP #2	19.16	Open	Non		620-53634-255
246790	Invoi	PARTS FOR WELL #4	31.45	Open	Non		620-53634-255

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
246866	Invoi	PARTS FOR WELL #4	3.99	Open	Non		620-53634-255
Total LINDNER ACE HARDWARE LITTLE CHUTE (4702):			87.33				
LITTLE CHUTE AREA SCHOOL DIST (265)							
297	Invoi	LC CAN 2016-2017	819.80	Open	Non		404-57190-204
297	Invoi	LC CAN 2016-2017	819.81	Open	Non		207-52120-240
299	Invoi	LC CAN 2017-2018	562.38	Open	Non		207-52120-240
299	Invoi	LC CAN 2017-2018	562.37	Open	Non		404-57190-204
Total LITTLE CHUTE AREA SCHOOL DIST (265):			2,764.36				
MATTHEWS TIRE & SERVICE CENTER (768)							
63896	Invoi	2 NEW STEER TIRES TRUCK #11	81.00	Open	Non		101-53330-204
63896	Invoi	2 NEW STEER TIRES TRUCK #11	1,731.64	Open	Non		101-53330-225
Total MATTHEWS TIRE & SERVICE CENTER (768):			1,812.64				
MCMAHON ASSOCIATES INC (276)							
908243	Invoi	2017 ECOLOGICAL SERVICES	1,418.49	Open	Non		630-53441-204
Total MCMAHON ASSOCIATES INC (276):			1,418.49				
NEWS PUBLISHING CO INC (857)							
377531	Invoi	SNOW REMOVAL AD	74.00	Open	Non		101-53350-227
377813	Invoi	NOTICE OF 2018 BUDGET HEARING	143.89	Open	Non		101-51650-207
377817	Invoi	PUBLIC NOTICE-D&M INTERIORS	18.06	Open	Non		101-51650-207
379349	Invoi	NOTICE OF SPRING ELECTION	26.08	Open	Non		101-51440-227
379350	Invoi	PUBLIC HEARING-CONDITIONAL USE	36.12	Open	Non		101-51440-227
379877	Invoi	DEER CULLING AD	45.00	Open	Non		101-55200-227
Total NEWS PUBLISHING CO INC (857):			343.15				
PACE ANALYTICAL SERVICES INC (4619)							
1740043422	Invoi	WATER ANALYSIS	75.00	Open	Non		620-53644-204
Total PACE ANALYTICAL SERVICES INC (4619):			75.00				
PACKER CITY INT'L TRUCKS (403)							
X103052329:01	Invoi	FILTER-AIR DRYER CARTRIDGE	37.90	Open	Non		101-53330-218
X103052351:01	Invoi	TANK SURGE DEARERATION	424.54	Open	Non		101-53330-225
Total PACKER CITY INT'L TRUCKS (403):			462.44				
PEPSI-COLA (3493)							
25433866	Invoi	BEVERAGES	143.64	Open	Non		101-52200-211
Total PEPSI-COLA (3493):			143.64				
SCHAEFER, HEATHER (3701)							
WINTER PAINTING Invoi PAYOUT 8 PEOPLE DEC PAINTING CLASS			160.00	Open	Non		101-34413
Total SCHAEFER, HEATHER (3701):			160.00				
STUMPF MOTOR COMPANY INC (360)							
FOCS465814 Invoi IGNITION LOCK/DOOR & TRUNK LOCKS #84			967.86	Open	Non		207-52120-247

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
		Total STUMPF MOTOR COMPANY INC (360):	967.86				
TIME WARNER CABLE (89)							
11/17 71391120150	Invoi	NOVEMBER/DECEMBER SERVICE	230.99	Open	Non		207-52120-203
12/17 70953560100	Invoi	DEC/JAN SERVICE	454.71	Open	Non		101-51650-203
		Total TIME WARNER CABLE (89):	685.70				
WASTEBUILT ENTITIES (4690)							
3185560	Invoi	CYLINDER MOUNTING EYE TRUCK #38	109.30	Open	Non		101-53330-225
		Total WASTEBUILT ENTITIES (4690):	109.30				
		Grand Totals:	21,419.73				

Report GL Period Summary

Vendor number hash: 79925
 Vendor number hash - split: 94200
 Total number of invoices: 34
 Total number of transactions: 40

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	21,419.73	21,419.73
Grand Totals:	21,419.73	21,419.73

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
APPLETON TROPHY & ENGRAVING (1490)							
74149	Invoi	BAMBOO PLAQUE	71.00	Open	Non		101-51110-219
Total APPLETON TROPHY & ENGRAVING (1490):							
			71.00				
ARING EQUIPMENT CO INC (577)							
734366	Invoi	TENSION SPRING TRUCK #19	18.36	Open	Non		101-53330-225
Total ARING EQUIPMENT CO INC (577):							
			18.36				
CIVIC SYSTEMS LLC (705)							
121517	Invoi	SOFTWARE FOR LIFE	6,360.00	Open	Non		101-51420-208
Total CIVIC SYSTEMS LLC (705):							
			6,360.00				
COMBINED LOCKS MUNICIPAL COURT (4887)							
121317	Invoi	DEFENDANT PAID WRONG MUNICIPALITY	98.80	Open	Non		101-35101
Total COMBINED LOCKS MUNICIPAL COURT (4887):							
			98.80				
COMPASS MINERALS AMERICA (4500)							
120152	Invoi	BULK COARSE UNTREATED ROCK	2,224.46	Open	Non		620-53634-224
123411	Invoi	BULK COARSE UNTREATED ROCK	2,377.53	Open	Non		620-53634-224
Total COMPASS MINERALS AMERICA (4500):							
			4,601.99				
DONALD HIETPAS & SONS INC. (209)							
112017	Invoi	WORK DONE @ WELL/EVERGREEN DR	974.66	Open	Non		620-53644-251
12012017	Invoi	RAN 6" WATER LINE BEHIND WATER PLANT	4,000.00	Open	Non		620-53644-251
12012017	Invoi	RAN 6" WATER LINE BEHIND WATER PLANT	3,182.74	Open	Non		620-53644-254
Total DONALD HIETPAS & SONS INC. (209):							
			8,157.40				
EAGLE GRAPHICS LLC (1861)							
146388	Invoi	EMBROIDERY UNIFORMS	472.74	Open	Non		207-52120-212
146390	Invoi	EMBROIDERY UNIFORMS	325.90	Open	Non		207-52120-212
146943	Invoi	PATCH REPLACEMENT	35.00	Open	Non		207-52120-212
Total EAGLE GRAPHICS LLC (1861):							
			833.64				
FOX VALLEY TECHNICAL COLLEGE (1775)							
121317	Invoi	TRAINING-JEFFREY STEEBER	300.00	Open	Non		207-52120-201
Total FOX VALLEY TECHNICAL COLLEGE (1775):							
			300.00				
HARRISON PRINTING & PROMOTIONS (2260)							
21740	Invoi	JETS COACHES POLOS AND PULLOVER	710.00	Open	Non		101-55460-225
Total HARRISON PRINTING & PROMOTIONS (2260):							
			710.00				
HEART OF THE VALLEY (280)							
120617	Invoi	NOVEMBER WASTEWATER	108,507.78	Open	Non		610-53611-225
120617	Invoi	FOG CONTROL	144.00	Open	Non		610-53611-204
120617MP	Invoi	NOVEMBER HOV METER PAYABLE	5,068.00	Open	Non		610-21110

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
		Total HEART OF THE VALLEY (280):	113,719.78				
HOELZEL, DAVE (3979)		121417 Invoi REIMBURSE SANTA FEE 12/6 CONCERT	60.00	Open	Non		101-55480-218
		Total HOELZEL, DAVE (3979):	60.00				
KRAUTKRAMER, PETER (3442)		4Q 2017 Invoi DIRECTOR WAGES OCT-DEC	912.50	Open	Non		101-55480-102
		Total KRAUTKRAMER, PETER (3442):	912.50				
KWIK TRIP INC (2365)		NOV 2017 286768 Invoi NOV FUEL FOR SQUADS	2,478.18	Open	Non		207-52120-247
		Total KWIK TRIP INC (2365):	2,478.18				
LAPPEN SECURITY PRODUCTS INC (735)		LSPQ37501 Invoi CYLINDERS & KEYS @ VAN LIESHOUT REC CENT	422.00	Open	Non		101-55200-204
		Total LAPPEN SECURITY PRODUCTS INC (735):	422.00				
LARRY'S PIGGLY WIGGLY (259)		22063221409 Invoi BAND HOLIDAY CONCERT PUNCH	20.72	Open	Non		101-55480-211
		Total LARRY'S PIGGLY WIGGLY (259):	20.72				
MID STATES EQUIPMENT (1716)		2016474-01 Invoi DUROMETER O-RING TRUCK #43	1.64	Open	Non		101-53330-225
		Total MID STATES EQUIPMENT (1716):	1.64				
PFRANG, EMILY (4799)		12/17 REIMBURSE Invoi POM TEAM INSTRUCTOR 9/17 TO 12/17	460.02	Open	Non		101-34413
		Total PFRANG, EMILY (4799):	460.02				
PIGGLY WIGGLY #258 (4581)		25044490851 Invoi SENIOR PROGRAM ITEMS 11/14/17	7.94	Open	Non		101-55300-218
		Total PIGGLY WIGGLY #258 (4581):	7.94				
SAM'S CLUB/SYNCHRONY BANK (1728)		11/17 00204221446 Invoi REC PROGRAM GAMES	68.04	Open	Non		101-55300-218
		Total SAM'S CLUB/SYNCHRONY BANK (1728):	68.04				
THEDACARE (1983)		NOV 2017 1210055 Invoi NOVEMBER BLOOD DRAWS	255.00	Open	Med		207-52120-204
		Total THEDACARE (1983):	255.00				
UNIFIRST CORPORATION (4403)		0970250919 Invoi SHIRTS/PANTS	9.90	Open	Non		101-53330-213
		0970250919 Invoi LAUNDRY BAGS/WIPERS	30.40	Open	Non		101-53330-218

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
		Total UNIFIRST CORPORATION (4403):	40.30				
UNIFORM SHOPPE (434)							
271834	Invoi	UNIFORM	110.95	Open	Non		207-52120-212
		Total UNIFORM SHOPPE (434):	110.95				
VANDE HEY COMPANY INC (558)							
22034	Invoi	10 BALES OF HAY	50.00	Open	Non		101-55200-215
		Total VANDE HEY COMPANY INC (558):	50.00				
VILLAGE OF LITTLE CHUTE (1404)							
284326	Invoi	LC VANDENBROEK DRAINAGE	3.46	Open	Non		630-53440-410
284330	Invoi	LC VANDENBROEK DRAINAGE	5.19	Open	Non		630-53440-410
		Total VILLAGE OF LITTLE CHUTE (1404):	8.65				
Grand Totals:			139,766.91				

Report GL Period Summary

Vendor number hash: 61045
 Vendor number hash - split: 65937
 Total number of invoices: 30
 Total number of transactions: 33

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	139,766.91	139,766.91
Grand Totals:	139,766.91	139,766.91

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	GL Account
AIRGAS USA LLC			
9949191078 CYLINDER RENTALS		46.15	101-53330-218
Total AIRGAS USA LLC:		46.15	
AMG EMPLOYER SOLUTIONS			
363213 PHYSICAL AND DRUG SCREEN		210.00	101-53310-213
Total AMG EMPLOYER SOLUTIONS:		210.00	
AMPLITEL TECHNOLOGIES			
11010 CRADLEPOINT POWER ADAPTER		46.99	207-52120-248
11016 BARRACUDA MESSAGE ARCHIVER 150		32.50	207-52120-240
11016 BARRACUDA MESSAGE ARCHIVER 150		499.00	207-52120-204
Total AMPLITEL TECHNOLOGIES:		578.49	
APPLETON HYDRAULIC COMPONENTS			
35094 NEW HYDRAULIC MOTOR		447.09	101-53330-218
Total APPLETION HYDRAULIC COMPONENTS:		447.09	
APPLETON OIL CO INC			
NOVEMBER 2017 OFF ROAD DIESEL		243.13	101-55200-247
NOVEMBER 2017 OFF ROAD DIESEL		36.50	101-55440-247
NOVEMBER 2017 OFF ROAD DIESEL		9.13	610-53612-247
NOVEMBER 2017 OFF ROAD DIESEL		4.56	620-53644-247
NOVEMBER 2017 OFF ROAD DIESEL		406.11	101-53330-217
Total APPLETION OIL CO INC:		699.43	
AT&T LONG DISTANCE			
11/17 845626857 OCT/NOV CHARGES		9.04	101-51650-203
11/17 845626857 OCT/NOV CHARGES		63.19	207-52120-203
11/17 845626857 OCT/NOV CHARGES		15.74	620-53924-203
Total AT&T LONG DISTANCE:		87.97	
AXON ENTERPRISE INC.			
SI1511846 EVIDENCE.COM 3 YEAR CONTRACT		1,880.00	207-52120-204
SI1513125 AXON DOCK, SINGLE BAY, AXON BODY 2		759.96	207-52120-301
SI1513313 CAMERA SYSTEMS, SQUADS 93 & 94		1,946.96	207-52120-248
Total AXON ENTERPRISE INC.:		4,586.92	
BADGER MAILING &			
101394 INK CARTRIDGE		171.88	101-51650-206
Total BADGER MAILING &:		171.88	
BRUCE EQUIPMENT			
P05263 PARTS FOR TRUCK #13		1,184.18	101-53330-225

Invoice	Description	Total Cost	GL Account
	Total BRUCE EQUIPMENT:	1,184.18	
	BRUCE MUNICIPAL EQUIPMENT		
	P05321 HYD OIL, FILTER TRUCK # 58	327.37	101-53330-225
	Total BRUCE MUNICIPAL EQUIPMENT:	327.37	
	CARDMEMBER SERVICE		
12/17 11041500068	MICROSOFT	41.99	101-51400-221
12/17 11041500068	WI MUNICIPAL CLERK	35.00	101-51440-201
12/17 11041500068	OPERATOR LICENSE BACKGROUND CHECKS	49.00	101-51440-218
12/17 11041500068	DIRECTOR OF PW LUNCHEON	105.42	101-51960-211
12/17 11041500068	APWA CONFERENCE-HOTEL ELRICK	168.00	101-53300-201
12/17 11041500068	ITUNES	18.81	207-52120-218
12/17 11041500068	HOTEL ACCOMODATION FOR TRAINING	160.00	207-52120-201
12/17 11041500068	MONTHLY ITUNES STORAGE	2.99	207-52120-218
12/17 11041500068	MONTHLY ITUNES STORAGE	1.04	207-52120-218
12/17 11041500068	MAINTENANCE RENEWAL FOR INVESTIGATIONS	99.50	207-52120-204
12/17 11041500068	GLOCK/NIGHT SIGHTS	278.00	207-52120-212
12/17 11041500068	DEPARTMENT SUPPLIES	9.98	207-52120-218
12/17 11041500068	BACKGROUND CHECK-VAN SCHYNDL	7.00	101-53300-204
12/17 11041500068	WPRA CONFERENCE-ACCOMODATION	218.00	101-55300-201
12/17 11041500068	PROGRAM AWARDS	106.99	101-55300-219
12/17 11041500068	WALGREENS	63.00	101-52200-206
12/17 11041500068	AMAZON	23.90	101-52200-206
12/17 11041500068	BATTERIES	20.73	101-52200-218
12/17 11041500068	WALGREENS	295.87	101-52200-211
12/17 11041500068	SHAREFILE	194.25	101-51420-208
12/17 11041500068	WPRA CONFERENCE	1.00	101-55300-201
12/17 11041500068	WPRA CONFERENCE	6.48	101-55300-201
12/17 11041500068	WPRA CONFERENCE	218.00	101-55300-201
12/17 11041500068	WPRA CONFERENCE	9.68	101-55300-201
12/17 11041500068	WPRA CONFERENCE	19.01	101-55300-201
12/17 11041500068	WPRA CONFERENCE	18.02	101-55300-201
12/17 11041500068	TRAINING CONFERENCE-ACCOMODATION	6.40-	207-52120-201
	Total CARDMEMBER SERVICE:	2,165.26	
	CITY OF APPLETON		
	240046 DECEMBER WEIGHTS & MEASURES	455.00	101-52050-204
	Total CITY OF APPLETON:	455.00	
	D & M FLOORING AMERICA		
	CG701780 VINYL FLOOR-VAN LIESHOUT REC CENTER	10,168.18	101-55200-216
	Total D & M FLOORING AMERICA:	10,168.18	
	DISTRICT 2, INC.		
	2033 SUPER VAC #718-B	2,998.00	101-52200-221
	Total DISTRICT 2, INC.:	2,998.00	
	DONALD HIETPAS & SONS INC.		
	L000191500351-7 PAYMENT #7-INDUSTRIAL PARK EAST	94,420.26	415-57631-263

Invoice	Description	Total Cost	GL Account
Total DONALD HIETPAS & SONS INC.:		94,420.26	
EDM PUBLISHERS			
15471907 LEGAL BRIEFINGS SUBSCRIPTION		99.49	101-51530-208
Total EDM PUBLISHERS:		99.49	
EHLERS INVESTMENT PARTNERS LLC			
75524 ANNUAL CONTINUING DISCLOSURE FEE		3,800.00	101-51420-204
NOVEMBER 2017 NOVEMBER INVESTMENT MANAGEMENT		175.18	300-57331-229
NOVEMBER 2017 NOVEMBER INVESTMENT MANAGEMENT		409.21	620-53924-229
NOVEMBER 2017 NOVEMBER INVESTMENT MANAGEMENT		224.75	610-53614-229
NOVEMBER 2017 NOVEMBER INVESTMENT MANAGEMENT		389.09	630-53444-229
NOVEMBER 2017 NOVEMBER INVESTMENT MANAGEMENT		25.65	812-60000-229
NOVEMBER 2017 NOVEMBER INVESTMENT MANAGEMENT		349.94	101-51780-229
Total EHLERS INVESTMENT PARTNERS LLC:		5,373.82	
FARRELL EQUIPMENT & SUPPLY CO INC			
920643 STREET SAFETY PPE		98.41	101-53300-213
Total FARRELL EQUIPMENT & SUPPLY CO INC:		98.41	
FASTENAL COMPANY			
WIKIM224604 SURFACE CONDITIONING DISCS		51.98	101-53330-225
WIKIM224697 4 QUICK LINKS FOR TRUCK #40		17.55	101-53330-225
WIKIM224749 CARBIDE BURR FOR TRUCK #40		39.95	101-53330-225
WIKIM224850 RUBBER GROMMETS		98.26	101-53330-218
Total FASTENAL COMPANY:		207.74	
FOX VALLEY HUMANE ASSOCIATION			
NOV 2017 NOV HANDLE FEES		285.77	207-52120-204
Total FOX VALLEY HUMANE ASSOCIATION:		285.77	
FOX VALLEY TECHNICAL COLLEGE			
EC63183 LEAN TRAINING-FENLON		800.00	101-51400-204
Total FOX VALLEY TECHNICAL COLLEGE:		800.00	
G&K SERVICES			
6011629534 TOWELS, DUSTMOPS, AND MOPS		37.10	101-51650-243
6011629534 TOWELS, DUSTMOPS, AND MOPS		37.10	206-55110-243
Total G&K SERVICES:		74.20	
GRAINGER			
9630123116 FILTERS AND HAND CLEANER		97.56	206-55110-244
9630123116 FILTERS AND HAND CLEANER		67.39	101-51650-244
9630123116 FILTERS AND HAND CLEANER		32.10	207-52120-244
9630123116 FILTERS AND HAND CLEANER		10.61	101-52250-244
Total GRAINGER:		207.66	

Invoice	Description	Total Cost	GL Account
HEARTLAND BUSINESS SYSTEMS			
HBS00554961	OCTOBER BILL PRINT QNTY 4082	142.87	201-53620-204
HBS00554961	OCTOBER BILL PRINT QNTY 4082	142.87	610-53614-204
HBS00554961	OCTOBER BILL PRINT QNTY 4082	142.87	620-53904-204
HBS00554961	OCTOBER BILL PRINT QNTY 4082	142.87	630-53443-204
HBS00554962	NOVEMBER BILL PRINT QNTY 4074	142.59	201-53620-204
HBS00554962	NOVEMBER BILL PRINT QNTY 4074	142.59	610-53614-204
HBS00554962	NOVEMBER BILL PRINT QNTY 4074	142.59	620-53904-204
HBS00554962	NOVEMBER BILL PRINT QNTY 4074	142.59	630-53443-204
Total HEARTLAND BUSINESS SYSTEMS:		1,141.84	
INSIGHT PUBLICATIONS LLC			
2017-11250	1/4 PAGE AD	475.00	101-56700-227
Total INSIGHT PUBLICATIONS LLC:		475.00	
INTERSTATE BATTERY OF GREEN BAY			
90120230	SHOP SUPPLIES	9.95	101-53330-218
90120230	BATTERY FOR TRUCK #47	117.95	101-53330-225
Total INTERSTATE BATTERY OF GREEN BAY:		127.90	
JENNY LEA VANDEN HEUVEL			
120317	BUSINESS CARD & LETTERHEAD DESIGN	575.00	101-56700-227
120517	BRAND IDENTITY DESIGN	1,750.00	101-56700-227
Total JENNY LEA VANDEN HEUVEL:		2,325.00	
KERRY'S VROOM SERVICE INC			
8857	OIL & FILTER CHANGE - UNIT#88	49.21	207-52120-247
8860	ANTIFREEZE	13.99	207-52120-247
Total KERRY'S VROOM SERVICE INC:		63.20	
LEE'S CONTRACTING/FABRICATING			
20811	FLOOR DRAIN FABRICATION	3,977.39	101-52200-247
Total LEE'S CONTRACTING/FABRICATING:		3,977.39	
LOW VOLTAGE SOLUTIONS LLC			
1009	LVS INSTALLATION, WIRING MATERIALS, & PROD	4,236.37	207-52120-248
1009	CREDIT MEMO FROM STUMPF FORD	432.00	207-52120-247
Total LOW VOLTAGE SOLUTIONS LLC:		3,804.37	
MATTHEWS TIRE			
64045	1 NEW TIRE ON TRUCK #36	142.89	101-53330-204
64045	1 NEW TIRE ON TRUCK #36	15.40	101-53330-225
Total MATTHEWS TIRE:		158.29	
MCO			
22221	NOVEMBER METER READING	354.16	610-53613-204
22221	NOVEMBER METER READING	354.17	620-53904-204
22222	#318 MILEAGE - NOVEMBER 2017	189.75	620-53644-247

Invoice	Description	Total Cost	GL Account
Total MCO:		898.08	
MENARDS - APPLETON EAST			
28359 48" DRIVEWAY MARKER		40.31	101-53300-218
28359 PAPER TOWELS		28.49	101-53310-244
Total MENARDS - APPLETON EAST:		68.80	
MIRON CONSTRUCTION CO INC.			
162890-10 PAYMENT APPLICATION #10		28,934.89	460-51103-265
162890-10 PAYMENT APPLICATION #10		2,000.00	460-51103-269
162890-10 PAYMENT APPLICATION #10		5,915.00	460-51103-271
162890-10 PAYMENT APPLICATION #10		1,014.20	460-51103-276
162890-10 PAYMENT APPLICATION #10		6,843.00	460-51103-284
162890-10 PAYMENT APPLICATION #10		21,700.90	460-51103-265
162890-10 PAYMENT APPLICATION #10		1,687.81	460-51103-204
162890-11 PAYMENT APPLICATION #11		334,015.27	460-51103-265
162890-11 PAYMENT APPLICATION #11		157,326.43	460-51103-266
162890-11 PAYMENT APPLICATION #11		3,978.00	460-51103-267
162890-11 PAYMENT APPLICATION #11		72,513.21	460-51103-273
162890-11 PAYMENT APPLICATION #11		5,476.51	460-51103-270
162890-11 PAYMENT APPLICATION #11		1,000.00	460-51103-271
162890-11 PAYMENT APPLICATION #11		1,161.80	460-51103-276
162890-11 PAYMENT APPLICATION #11		5,147.00	460-51103-265
162890-11 PAYMENT APPLICATION #11		8,439.05	460-51103-204
Total MIRON CONSTRUCTION CO INC.:		657,153.07	
MOES, JAMES E			
12/17 REIMBURSE COMPUTER MONITOR-BLDG INSPECTOR		188.99	101-52050-221
Total MOES, JAMES E:		188.99	
MONROE TRUCK EQUIPMENT INC			
782843 TRUCK #7		7.00	101-53330-225
782844 DRIVER SIDE AERO SPRING/TRUCK #7		195.81	101-53330-225
Total MONROE TRUCK EQUIPMENT INC:		202.81	
MOTION INDUSTRIES			
WI02-888464 PARTS FOR #40		322.66	101-53330-225
WI02-889459 PARTS FOR #40		309.08	101-53330-225
Total MOTION INDUSTRIES:		631.74	
NASSCO INC			
S2262703.001 HAND SOAP/TOWELS/CAN LINERS		460.87	206-55110-244
S2262703.001 HAND SOAP/TOWELS/CAN LINERS		318.34	101-51650-244
S2262703.001 HAND SOAP/TOWELS/CAN LINERS		151.37	207-52120-244
S2262703.001 HAND SOAP/TOWELS/CAN LINERS		50.41	101-52250-244
Total NASSCO INC:		980.99	
NETT, JEFF			
12/17 REIMBURSE UNIFORM REIMBURSEMENT		115.50	207-52120-212

Invoice	Description	Total Cost	GL Account
Total NETT, JEFF:		115.50	
O'REILLY AUTOMOTIVE INC			
2043-494971	AIR & OIL FILTERS	211.68	101-53330-218
2043-495166	OIL FILTER	20.27	101-53330-218
2043-495658	AIR, CABIN, & OIL FILTER	88.76	101-53330-218
2043-495659	OIL FILTER	60.64	101-53330-218
2043-495663	COOLANT, FUEL, & OIL FILTER	67.75	101-53330-218
2043-495797	COOLANT FILTER/FOAM CARPET	29.85	101-53330-218
2043-495903	COOLANT, FUEL, & OIL FILTER	121.19	101-53330-218
2043-496611	4 AIR FILTERS	57.52	101-53330-218
2043-497166	AIR & OIL FILTERS	15.09	101-53330-218
2043-497176	AIR/OIL/FUEL/HYDRAULIC FILTERS	195.22	101-53330-218
2043-497556	AIR, CABIN, & OIL FILTER	182.42	101-53330-218
2043-497558	OIL FILTER	30.32	101-53330-218
2043-497563	2 OIL FILTERS	11.30	101-53330-218
2043-497564	2 GALLONS OF MOTOR OIL TRUCK # 78	25.98	101-53330-225
2043-498210	AIR FILTERS	27.21	101-53330-218
CM2043-495177	RETURNED MERCHANDISE	20.27	101-53330-218
Total O'REILLY AUTOMOTIVE INC:		1,124.93	
OUTAGAMIE COUNTY TREASURER			
116577	NOVEMBER SANITATION	14,572.80	201-53620-204
116577	SALT TO BRINE TANKS	2,133.79	620-53634-255
NOV 2017	NOV COURT FINES	230.40	101-35101
Total OUTAGAMIE COUNTY TREASURER:		16,936.99	
PTM DOCUMENT SYSTEMS			
64738	W2s/1099s/ENVELOPES/1098s	149.03	101-51420-207
Total PTM DOCUMENT SYSTEMS:		149.03	
RIVERSIDE BY REYNEBEAU FLORAL			
117646/1	FLORAL ARRANGEMENT-VERBRUGGEN	33.50	101-51960-211
Total RIVERSIDE BY REYNEBEAU FLORAL:		33.50	
SLATER, PAULA			
12/17 REIMBURSE	REIMBURSE COSTUME ALTERATIONS	100.00	101-34413
Total SLATER, PAULA:		100.00	
ST ELIZABETH HOSPITAL			
11/17 EL.FVMPD	NOVEMBER BLOOD DRAWS	78.78	207-52120-204
Total ST ELIZABETH HOSPITAL:		78.78	
STAPLES BUSINESS ADVANTAGE			
8047604805	PAPER/PENS/CALENDAR	109.18	207-52120-206
Total STAPLES BUSINESS ADVANTAGE:		109.18	
STATE OF WI COURT FINES &			
NOV 2017	NOVEMBER COURT FINES	1,199.03	101-35101

Invoice	Description	Total Cost	GL Account
Total STATE OF WI COURT FINES &:		1,199.03	
STATE OF WISCONSIN			
456645 PERMIT TO OPERATE FEE		100.00	101-51650-243
Total STATE OF WISCONSIN:		100.00	
TEAM SPORTING GOODS			
AAF009094 FOOTBALL HELMET RECONDITIONING		670.40	101-55460-225
Total TEAM SPORTING GOODS:		670.40	
TIME WARNER CABLE			
12/17 60505470190 DEC/JAN SERVICE		125.63	101-51650-203
Total TIME WARNER CABLE:		125.63	
TJ'Z TOWING LLC			
11212017 VEHICLE TOWED TO PD		150.00	207-52120-218
12032017 TOW VEHICLE TO PD		150.00	207-52120-218
Total TJ'Z TOWING LLC:		300.00	
TRANSCENDENT TECHNOLOGIES LLC			
M1797 TAX PAYMENT SYSTEM & PET LICENSING		1,450.00	101-51420-204
Total TRANSCENDENT TECHNOLOGIES LLC:		1,450.00	
TRANSUNION RISK & ALTERNATIVE			
SEPT OCT NOV DATA SEARCHES FOR INVESTIGATIONS		75.00	207-52120-218
Total TRANSUNION RISK & ALTERNATIVE:		75.00	
UNIFIRST CORPORATION			
097 0249940 SHIRTS/PANTS		9.90	101-53330-213
097 0249940 LAUNDRY BAGS/WIPERS		26.30	101-53330-218
Total UNIFIRST CORPORATION:		36.20	
VAN DEURZEN, STEVEN			
12/17 REIMBURSE SAFETY SHOE REIMBURSEMENT		125.00	101-53310-213
Total VAN DEURZEN, STEVEN:		125.00	
VAN ZEELAND NURSERY			
1130201701 TREES FOR CREEKVIEW PARK		9,842.93	420-57620-276
Total VAN ZEELAND NURSERY:		9,842.93	
WAUSAU EQUIPMENT COMPANY INC			
6018991 SHOP SUPPLIES		442.36	101-53330-218
Total WAUSAU EQUIPMENT COMPANY INC:		442.36	
WELLS FARGO FINANCIAL LEASING			
5004419263 DECEMBER COPIER LEASE		450.00	101-53310-207

Invoice	Description	Total Cost	GL Account
5004419263	DECEMBER COPIER LEASE	803.15	101-51650-207
Total WELLS FARGO FINANCIAL LEASING:		1,253.15	
WI CHIEFS OF POLICE			
120517	ADVERTISE FOR CHIEF VIA ACPA LISTSERVE	50.00	207-52120-225
Total WI CHIEFS OF POLICE:		50.00	
WI DEPT OF TRANSPORTATION			
65898	MILL STREET CANAL BRIDGE	1,632.83	452-50422-263
Total WI DEPT OF TRANSPORTATION:		1,632.83	
WISCNET			
10979-1	2Q 2017 PARTICIPATION FEE	1,500.00	207-52120-204
10979-1	2Q 2017 PARTICIPATION FEE	1,500.00	404-57190-208
Total WISCNET:		3,000.00	
Grand Totals:		836,841.18	

Report GL Period Summary

Vendor number hash: 182326
 Vendor number hash - split: 356391
 Total number of invoices: 92
 Total number of transactions: 166

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	836,841.18	836,841.18
Grand Totals:	836,841.18	836,841.18

Report Criteria:
 Invoice Detail.Voided = {} FALSE